



BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION AGENDA

Wednesday, November 10, 2021 at 3:00 PM

Via Teleconference – No Live Attendance

NOTICE IS HEREBY GIVEN MISSION SPRINGS WATER DISTRICT BOARD MEETINGS WILL BE CONDUCTED PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20 AND CALIFORNIA'S ASSEMBLY BILL 361 IN AN EFFORT TO PROTECT THE PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS). THE PUBLIC MAY ATTEND AND PARTICIPATE TELEPHONICALLY AS THERE WILL BE NO PUBLIC LOCATION FOR ATTENDING IN PERSON. THE AUDIO/VIDEO RECORDING OF THESE MEETINGS MAY BE POSTED TO THE MSWD WEBPAGE FOLLOWING THE MEETING.

THE PUBLIC MAY SUBMIT ANY COMMENTS ADDRESSING ITEMS BELOW BY EMAILING DPETEE@MSWD.ORG PRIOR TO THE START OF THE MEETING OR GIVE REAL TIME COMMENTS BY ATTENDING THE MEETING VIRTUALLY OR TELEPHONICALLY.

JOIN ZOOM MEETING:

<https://us02web.zoom.us/j/8220655340?from=addon>

DIAL BY PHONE:

+1 (408) 638-0968

Meeting ID: 822 065 5340

ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THIS AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. RULES OF PROCEDURE

5. PUBLIC INPUT

*This is the opportunity for members of the public to address the Board on matters within the Board's jurisdiction. **Please limit comments to three (3) minutes or less.** State law prohibits the Board from discussing or taking action on any item not listed on the agenda.*

6. COVID-19 UPDATE

EMPLOYEE RECOGNITION

7. HUMAN RESOURCES REPORT

ACTION ITEMS

- 8. RESOLUTION 2021-17 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD NOVEMBER 19, 2021 – DECEMBER 19, 2021, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

It is recommended to approve Resolution 2021-17, continuing teleconferencing meetings for the period of November 19, 2021 - December 19, 2021.

- 9. PROFESSIONAL SERVICES CONTRACT WITH TKE ENGINEERING FOR CONSTRUCTION MANAGEMENT AND INSPECTION OF THE REGIONAL WATER RECLAMATION FACILITY**

It is recommended to authorize the General Manager to execute a contract for a not to exceed amount of \$3,671,000 with TKE Engineering for Construction Management and inspection of the Regional Water Reclamation Facility.

- 10. THIRD AMENDMENT TO PUBLIC WATER SYSTEM IMPROVEMENT AND WATER SERVICE CONNECTION FEE CREDIT/REIMBURSEMENT AGREEMENT BETWEEN SKYBORNE VENTURES, LLC, AND MISSION SPRINGS WATER DISTRICT**

It is recommended to authorize the General Manager to execute the Third Amendment to Public Water System Improvement and Water Service Connection Fee Credit/Reimbursement Agreement between Skyborne Ventures, LLC, and Mission Springs Water District and file with the Official Records of Riverside County.

- 11. COST SHARE AGREEMENT FOR THE UNITED STATES GEOLOGICAL SURVEY LAND SUBSIDENCE STUDY IN THE MISSION CREEK SUBBASIN**

It is recommended to authorize the General Manager to enter into a Letter of Agreement with the Coachella Valley Water District (CVWD) and Desert Water Agency (DWA), for coordinating, developing, and cost sharing, on a Land Subsidence Study in the Mission Creek Subbasin by the United States Geological Survey.

DISCUSSION ITEMS

- 12. PRESENTATION/DISCUSSION WITH ASHLEY METZGER REGARDING REDISTRICTING PROCESS FOR DESERT WATER AGENCY (DWA)**

- 13. GROUNDWATER SUSTAINABILITY PLAN (GSP) UPDATE**

Mission Creek Subbasin and San Gorgonio Pass Subbasin

- 14. MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

- 15. CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE**

- 16. ACWA PRESIDENT AND VICE PRESIDENT ELECTIONS**

Discussion and direction to President Wright for voting purposes at the December ACWA/JPIA Conference.

17. DISTRICT HOLIDAY SCHEDULE

Discussion on the District's holiday schedule and possible closures.

CONSENT AGENDA

Consent agenda items are expected to be routine and non-controversial, to be acted upon by the Board at one time, without discussion. If a member would like an item to be handled separately, it will be removed from the Consent Agenda for separate action.

18. APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

October 14, 2021 - Study Session

October 18, 2021 - Board Meeting

19. REGISTER OF DEMANDS

The register of demands totaling \$1,665,500.52

REPORTS**20. DIRECTOR REPORTS****21. GENERAL MANAGERS REPORT**

Includes: Financial Report, Federal Update from Carpi & Clay, Wastewater and Water Production Tables and Public Affairs Information

COMMENTS**7. DISTRICT COUNSEL COMMENTS****8. DIRECTOR COMMENTS****CLOSED SESSION****9. CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1)

One Case: Case No. RIC 2003782

(George Padilla and Sharon Moreno vs. Mission Springs Water District)

10. CONFERENCE WITH LEGAL COUNSEL REGARDING SIGNIFICANT EXPOSURE TO LITIGATION

pursuant to Government Code Section 54956.9(d)(2) and/or (3)

(One potential case related to a threat of litigation by Coachillin Holdings, LLC)

11. CONFERENCE WITH LEGAL COUNSEL REGARDING PENDING LITIGATION

pursuant to Government Code Section 54956.9(d)(1)

One Case: (MSWD vs. Master Meter)

12. CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION

pursuant to Government Code Section 54956.9(d)(1)

One Case: Case No. PSC 1600676
(Mission Springs Water District vs. Desert Water Agency)

13. REPORT ON ACTION TAKEN DURING CLOSED SESSION

14. ADJOURN

If you need special assistance to participate in this meeting, please contact the Executive Assistant at (760) 660-4403 at least 48 working hours prior to the meeting.

ANY DISCLOSABLE PUBLIC RECORDS RELATED TO AN OPEN SESSION ITEM ON A REGULAR MEETING AGENDA AND DISTRIBUTED BY MISSION SPRINGS WATER DISTRICT TO ALL OR A MAJORITY OF THE BOARD OF DIRECTORS LESS THAN 72 HOURS PRIOR TO THAT MEETING ARE AVAILABLE FOR PUBLIC INSPECTION AT THE DISTRICT OFFICE, 66575 SECOND STREET, DESERT HOT SPRINGS, CALIFORNIA DURING NORMAL BUSINESS HOURS AND MAY ALSO BE AVAILABLE ON THE DISTRICT'S WEBSITE AT <https://www.mswd.org/board.aspx>. NOTE: THE PROCEEDINGS MAY BE AUDIO AND VIDEO RECORDED.

CERTIFICATION OF POSTING

I certify that on or before November 8, 2021, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Mission Springs Water District at least 72 hours in advance of the meeting (Government Code Section 54954.2).



Arden Wallum
Secretary of the Board of Directors

AGENDA REPORT
REGULAR BOARD MEETINGS OF NOVEMBER 10 & 15, 2021

HUMAN RESOURCES REPORT

PERSONNEL ACTIVITY FOR THE PERIOD OCTOBER 1 - 31, 2021

NEW HIRES

Jeanie Baver Administrative Assistant

ANNIVERSARIES

Alex Acevedo	Lead Field Operations Technician	2 Years
Brian Macy	Assistant General Manager	2 Years
Colton Gerdes	Field Operations Technician II	2 Years
David Weaver	Collections Lead Operator	2 Years
Tim Owens	Water Production Operator I	3 Years
April Scott	Customer Service Manager	5 Years
Andy Grunnet	Interim Lead Wastewater Treatment - Plant Operator	5 Years
Dori Petee	Executive Assistant	5 Years
Jeff Nutter	Maintenance Superintendent	27 Years

PROMOTIONS

Arturo Ceja Director of Finance and Accounting
 formerly Accounting Manager

CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS

None

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING
MEETING DATE(S): November 10 & 15, 2021
FROM: LEGAL COUNSEL



FOR: ACTION X DIRECTION INFORMATION

RESOLUTION 2021-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD NOVEMBER 19, 2021 – DECEMBER 19, 2021, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT

STAFF RECOMMENDATION

It is recommended to approve Resolution 2021-17, continuing abbreviated teleconferencing procedures for meetings of legislative bodies of the District, on a month to month basis, for the period of November 19, 2021 through December 19, 2021.

SUMMARY

AB 361 was signed by the Governor on September 16, 2021. The primary purpose of California Assembly Bill 361 (Rivas) is to allow California public agencies to continue holding public meetings remotely, using abbreviated teleconferencing procedures, during the COVID-19 state of emergency. Since the enactment of Governor Gavin Newsom’s Executive Order N-29-20, local legislative bodies in California have been able to hold public meetings by “teleconference” (a term which includes videoconferencing) without complying with all the following Brown Act requirements for teleconference meetings such as:

- Each teleconference location from which a member will be participating in a public meeting or proceeding be identified in the notice and agenda of the public meeting or proceeding.
- Each teleconference location be accessible to the public.
- Members of the public may address the legislative body at each teleconference conference location.
- Agendas posted at all teleconference locations.
- At least one member of the legislative body be physically present at the location specified in the notice of the meeting. (Gov’t Code section 54953.)

Since the enactment of Executive Order N-29-20, local legislative bodies were able to continue the public’s business while safeguarding members of the local body and the public from exposure to COVID-19. Governor Newsom issued Executive Order N-08-21, which, among other things, rescinded Executive Order N-29-20 and set a date of October 1, 2021, for public agencies to transition back to public meetings held in full compliance with the Brown Act.

AB 361 allows continued remote public meetings during a state of emergency using abbreviated teleconferencing procedures. AB 361 was signed by the Governor on September 16, 2021.

As a result of the enactment of AB 361, local legislative bodies are authorized to hold remote meetings using abbreviated teleconferencing procedures through January 1, 2024, for any of the following circumstances:

- The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing;
- The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
- The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Under AB 361, a local legislative body that holds a remote meeting under these circumstances is required to do all of the following:

- Give notice of the meeting and post agendas as already required under the Brown Act.
- Allow members of the public to access the meeting; the agenda shall provide an opportunity for members of the public to address the legislative body directly. The local legislative bodies shall also give notice of the means by which members of the public may access the meeting and offer public comment via a call-in option or an internet-based service option.
- Conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body of a local agency.
- In the event of a disruption which prevents the broadcasting of the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents public comments via remote methods, take no further action on items appearing on the meeting agenda until public access is restored.
- Not require public comments be submitted in advance of the meeting and allow for comments in real time.

Pursuant to AB 361, if the state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference using the abbreviated teleconferencing procedures, the local legislative bodies shall, not later than 30 days after teleconferencing for the first time under AB 361, and every 30 days thereafter, make the following findings by majority vote:

- A. The legislative body has reconsidered the circumstances of the state of emergency.
- B. Any of the following circumstances exist:
 - i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - ii. State or local officials continue to impose or recommend measures to promote social distancing

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

None

ATTACHMENTS

Resolution 2021-17

RESOLUTION NO. 2021-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD NOVEMBER 19, 2021 – DECEMBER 19, 2021, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT

WHEREAS, the Mission Springs Water District (the “District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §§ 54950 – 54963) (the “Brown Act”), 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, the Board of Directors previously adopted Resolution No. 2021-16 on October 18, 2021, finding that the requisite conditions exist for the legislative bodies of the District to conduct remote teleconference meetings without compliance with Government Code section 54953(b)(3); and

WHEREAS, as a condition of extending the use of the provisions found in Government Code section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, on March 4, 2020, the Governor of the State of California 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, on June 9, 2021, the California Department of Public Health issued updated public health directives related to physical distancing and face coverings effective June 15, 2021, based on guidelines issued by the Centers for Disease Control and Prevention; and

WHEREAS, on or about July 28, 2021, Riverside County Public Health stated that “in light of the recent increase in local COVID-19 cases, Riverside County Public Health recommends residents follow the new state and federal guidance for face coverings. The current state and federal masking guidance recommend that vaccinated individuals wear face masks in public indoor settings. The state still requires unvaccinated individuals to wear masks indoors;” this remains the guidance of Riverside County Public Health; 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 which are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and the Board of Directors 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 persisting, the Board of Directors does hereby find that the legislative bodies of the District shall continue to conduct their meetings without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e), and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in Government Code section 54953(e)(2); and

WHEREAS, all meeting agendas stating meeting dates, times and the manner in which the public may attend and offer public comment by call-in option or internet-based service option shall be posted, at a minimum, on the District’s website and at the District’s main office.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MISSION SPRINGS 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. Affirmation that Local Emergency Persists.

The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and the ongoing risk posed by the highly transmissible COVID-19 virus has caused, and will continue to cause, conditions of peril to the safety of persons within the District; furthermore, the guidance of Riverside County Public Health recommends physical distancing and face coverings.

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 President of the Board of Directors, the District’s General Manager, and legislative bodies of the 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.

This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) December 19, 2021, 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 the District may continue to teleconference without compliance with Government Code section 54953(b)(3).

Section 6. Certification.

The Secretary of the Board of Directors shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED, AND APPROVED, this ____ day of November 2021, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Nancy Wright
 President of Mission Springs Water District
 and its Board of Directors

ATTEST:

Arden Wallum
 Secretary of Mission Springs Water District
 and its Board of Directors

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING
MEETING
DATE(S): NOVEMBER 10 & 15, 2021
FROM: Brian Macy – Assistant General Manager



FOR: ACTION X DIRECTION INFORMATION

AWARD OF CONTRACT FOR CONSTRUCTION MANAGEMENT, INSPECTION AND RELATED SERVICES FOR THE REGIONAL WATER RECLAMATION FACILITY PROJECT

STAFF RECOMMENDATION

Authorize the General Manager to award a contract for Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Project to TKE Engineering, Inc., in the amount of \$3,671,000.00.

SUMMARY

The Construction Management, Inspection and Related Services for the Regional Water Reclamation Facilities (RWRf) Project is a vital component in expanding the District's wastewater treatment capacity. The Project includes three components: support the construction of a RWRf, support the construction of a force main and trunk sewer main connecting existing sewered areas to the RWRf (Regional Conveyance Trunk Sewer), and support the constructing a collection system to be served by the RWRf (Groundwater Quality Protection Program Area M2 Collection System). The Related Services includes but not limited to: Clean Water SRF and Grant Compliance Monitoring, Permit Coordination, Environmental Compliance Monitoring, Construction staking and Labor Compliance. On August 6, 2021, Staff sent out Request For Qualifications to firms to provide professional services for Construction Management, Inspection and related services for the RWRf construction. On September 9, 2021, the District received the Qualification Proposals from CAROLLO Engineers Inc., MARRS Services, Inc. and TKE Engineering.

ANALYSIS

Proposals were evaluated by a three-person Selection Committee, including Arden Wallum, Luiz Santos, and Mike Nusser, and ranked on a 100-point scale based on the following criteria: Project Understanding (35 points), Staff Qualifications (30 points), Firm Qualifications (15 Points), Firm Resources (20 Points). TKE Engineering, Inc., received the highest scores from the selection committee with an average score of 936.83 and MARRS Services received the lowest scores from the selection committee with average score of 879.17.

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The original project budget was established in 2018 at \$28,000,000 to cover design and construction and the above-mentioned Project. As noted, construction costs have continued to rise since then due to economic growth and impacts brought on by the pandemic. Based on actual cost for design, construction and ancillary tasks, the Board of Director's (BOD) approved a budget augmentation at the October BOD meeting for a total budget amount of \$51,000,000.00. The District is currently slated to receive at least \$16,000,000.00 in grants toward the project through the State Water Board that will help alleviate the construction cost increase, and fund the remainder through a low interest loan.

ATTACHMENTS

Contract Agreement

**Agreement for Professional Services
Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240
Telephone (760) 329-6448 - FAX (760) 329-2482**

For your protection, make sure that you read and understand all provisions before signing. The terms on pages 2 - 5 are incorporated in this document and will constitute a part of the agreement between the parties when signed.

**TO: TKE Engineering, Inc.
2305 Chicago Ave.
Riverside, CA 92507**

DATE: November 2, 2021

CONTRACT DIR # _____

**TITLE: Construction Management, Inspection and Related Services for the
Regional Water Reclamation Facility Construction Project**

The undersigned Consultant agrees to furnish the following:

All Work/Services per the attached Exhibit A – Qualification Proposal and in accordance with Exhibit B – Cost Proposal as provided by TKE Engineering, Inc., and per Exhibit C – Term, Early Termination & Notice

Contract price \$: Not to Exceed \$3,671,000.00

Term: One Hundred-Eighty (180) days following the completion of construction of the overall Project

Instructions: Sign and return the originals. Upon acceptance by Mission Springs Water District, a copy will be signed by its authorized representative(s) and promptly returned to you. Insert the names of your authorized representative(s) below.

Accepted:

Mission Springs Water District

Consultant:

TKE Engineering, Inc.
(Business Name)

By: _____
Arden Wallum

By: 
Terry Renner

Title General Manager

Title Senior Vice President

Other authorized representative(s):
Brian Macy
Assistant General Manager

Other authorized representative(s):
Michael Thornton
President

Assistant General Manager

Steve Ledbetter
Vice President

Consultant agrees with the Mission Springs Water District that:

- a. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless Mission Springs Water District, its directors, officers, employees, and authorized volunteers from all claims and demands of all persons that arise out of, pertain to, or relate to the Consultant's negligence, recklessness, or willful misconduct in the performance (or actual or alleged non-performance) of the work under this agreement. Consultant shall defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of Consultant's performance or non-performance of the work hereunder, and shall not tender such claims to Mission Springs Water District nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.
- b. Other than in the performance of professional services, to the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless Mission Springs Water District, its directors, officers, employees and authorized volunteers from all claims and demands of all persons arising out the performance of the work or furnishing of materials; including but not limited to, claims by the Consultant or Consultant's employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
- c. By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that Consultant will comply with such provisions before commencing the performance of the professional services under this agreement. Consultant and sub-consultants will keep workers' compensation insurance for their employees in effect during all work covered by this agreement.
- d. Consultant will file with Mission Springs Water District, before beginning professional services, a certificate of insurance satisfactory to Mission Springs Water District evidencing professional liability coverage of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate, that coverage shall not be cancelled except with notice to Mission Springs Water District. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by Mission Springs Water District. The retroactive date (if any) is to be no later than the effective date of this agreement. Consultant shall maintain such coverage continuously for a period of at least five (5) years after the completion of the contract work. Consultant shall purchase a five-year extended reporting period i) if the retroactive date is advanced past the effective date of this Agreement; ii) if the policy is canceled or not renewed; or iii) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement. In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.
- e. Consultant will file with Mission Springs Water District, before beginning professional services, certificates of insurance (Acord Form 25 or equivalent) satisfactory to Mission Springs Water District evidencing

Coverage – Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)

2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any auto)

Limit – The consultant shall maintain limits no less than the following

1. General liability - coverage of not less than two million (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater for bodily injury, personal injury and property damage; (\$4,000,000 general and products-completed operations aggregate (if used)).
2. Auto liability - One million dollars \$1,000,000 for bodily injury and property damage each accident limit.
3. Workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable).

Required Provisions –

- The general liability coverage shall give Mission Springs Water District, its directors, officers, employees (collectively the District), and authorized volunteers insured status (via ISO endorsement at least as broad as CG 2010 1185 or **both** CG 20 10 plus CG 20 37 if a later editions is used) specifically naming the Mission Springs Water District, its directors, officers, employees, or authorized volunteers; or using the language that states "as required by written contract."
 - The general liability coverage is to state or be endorsed (with as broad as ISO endorsement CG 20 01 04 13) to state "such insurance shall be primary and any insurance, self-insurance or other coverage maintained by Mission Springs Water District, its directors, officers, employees, or authorized volunteers shall not contribute to it".
 - Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by Mission Springs Water District.
 - The coverage shall contain no special limitations on the scope of protection afforded to Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
 - In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.
- f. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) to Mission Springs Water District at least ten (10) days prior to the expiration date.
 - g. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other Authorized Representative(s)."
 - h. Payment, unless otherwise specified on Page 1, is to be within thirty (30) days after acceptance by Mission Springs Water District.

- i. Professional permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state and federal regulations and statutes including but not limited to Cal/OSHA requirements.
- j. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by Mission Springs Water District. Consultant's "Authorized Representative(s)" has (have) the authority to execute such written change for Consultant.
- k. Unless otherwise agreed upon in writing, all reports, documents, or other written material, including any documents, images, photographs, video files, or other media created or developed by Consultant as part of the services required hereunder ("Written Products") shall be considered to be "works made for hire", and all Written Products and any and all intellectual property rights arising from their creation, including, but not limited to, all copyrights and all other proprietary rights, shall be and remain the property of Mission Springs Water District without restriction or limitation upon their use, duplication or dissemination by Mission Springs Water District, except as otherwise provided herein. Consultant shall not obtain or attempt to obtain copyright protection as to any of the Written Products.
- l. Consultant hereby assigns to Mission Springs Water District all ownership and any and all intellectual property rights to the Written Products that are not otherwise vested in Mission Springs Water District pursuant to section above.
- m. Consultant shall not disclose, publish, or authorize others to disclose or publish, design data, drawings, specifications, reports, or other information pertaining to the projects assigned to the Consultant by the Mission Springs Water District or other information to which the Consultant has had access during the term of this Agreement without the prior written approval of an Authorized Representative during the term of this Agreement. Consultant's covenant under this section shall survive the termination of this Agreement
- n. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by the Mission Springs Water District or the Authorized Representative. The Consultant shall maintain adequate records on services provided in sufficient detail to permit an evaluation of service. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, Consultant shall provide access to such books and records to the Authorized Representative or his or her designees, and shall give the Authorized Representative or his or her designees the right to examine and audit such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement.
- o. This Agreement is personal to the Consultant. Any attempt to assign or subcontract any right or obligation hereunder by the Consultant shall be void unless approved in writing in advance by the Authorized Representative. Consultant's services pursuant to this Agreement shall be provided by the representative or directly under the supervision of the representative and Consultant shall not assign another to supervise the Consultant's performance of this Agreement without the prior written approval of the Mission Springs Water District, by and through the Authorized Representative
- p. Consultant shall not maintain, commit, or permit the maintenance or commission of any nuisance in connection with the performance of services under this Agreement

- q. Consultant agrees to be familiar with and comply with all applicable federal, state, and local conflict of Interest laws, including, but not limited to, the Political Reform Act (California Government Code Sections 81000, et seq.) and California Government Code Section 1090. During the term of this Agreement, Consultant shall retain the right to perform similar services for other clients, but Consultant and its officers, employees, associates and subcontractors shall not, without the prior written approval of the Authorized Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subcontractors to abstain from a decision under this Agreement pursuant to a conflict of interest statute.
- r. A waiver by the Mission Springs Water District of any breach of any term, covenant, or condition contained in this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this Agreement whether of the same or different character.
- s. The Consultant shall commence, carry on, and complete all required tasks with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry standards.
- t. No Third Party Beneficiaries. The Mission Springs Water District shall not be obligated or liable under this Agreement to any party other than the Consultant.
- u. In no event shall the making by the Mission Springs Water District of any payment to the Consultant constitute or be construed as a waiver by the Mission Springs Water District of any breach of covenant, or any default which may then exist, on the part of the Consultant, and the making of any such payment by the Mission Springs Water District while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Mission Springs Water District with regard to such breach or default.
- v. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement, the prevailing Party shall be entitled to receive from the losing Party all costs and expenses in such amount as the courts may determine to be reasonable. In awarding the cost of litigation, the court shall not be bound by any court fee schedule, but shall, if it is in the interest of justice to do so, award the full amount of costs, expenses, and attorneys' and experts' fees paid or incurred in good faith.
- w. In the performance of the work required by this Agreement, Consultant shall abide by and conform with and to any and all applicable laws of the United States and the State of California, and with the local County and Municipal Code, ordinances, regulations and policies.
- x. If any part, term, or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected by such holding.
- y. The terms of this Agreement shall be interpreted according to the laws of the State of California. Should litigation occur, venue shall be the Superior Court of Riverside County, California.
- z. This Agreement represents the entire Agreement between the Mission Springs Water District and Consultant with respect to the subject matter hereto and supersedes all prior oral or written negotiations, representations or agreements. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. This Agreement shall bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns. In the event of any inconsistency between the provisions of this Agreement and Consultant's proposal or Quote, and Exhibits hereto, the provisions of this Agreement shall control.

- aa. Precedence of Exhibits. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.
- bb. Consultant will act hereunder as an independent contractor. This agreement shall not and is not intended to constitute Consultant as an agent, servant, or employee of the Mission Springs Water District and shall not and is not intended to create the relationship of partnership, joint venture or association between the Mission Springs Water District and Consultant.
- cc. Each of the signatories herein, hereby represents that he or she has the authority to execute the Agreement on behalf of his or her contracting party.
- dd. Pursuant to Section 1770, and following, of the California Labor Code, the consultant shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the office of the Owner, which copies shall be made available to any interested party on request. The consultant shall post a copy of such determination at each job site.

This project is subject to the State of California "Prevailing Wage Rates".

This project is subject to the requirements of California Labor Code Section 1720 et seq. requiring the payment of prevailing wages, the training of apprentices and compliance with other applicable requirements. In accordance with provisions of Section 1773 of the Labor Code, the Director of the Department of Industrial Relations has ascertained the general prevailing rate of wages and employer payments for health and welfare, pension, vacation, and similar purposes applicable to the craft, classification, or type of workers employed on the work. The wage determinations shall be included in the bid specifications. All pertinent wage determinations shall be posted on the jobsite. If federal funding is included in the project, the higher of the State and Federal wage rates shall be used.

Pursuant to SB854, no contractor or subcontractor may work on a public works project unless registered with DIR for contracts awarded on/after April 1, 2015. General Contractors shall ensure all subcontractors executing work under the contract are DIR registered. All public works contractors and subcontractors to furnish Certified Payrolls and related records to the Agency's representative and shall also furnish electronic certified payroll records directly to the Labor Commissioner using the DLSE's online portal.

REQUEST for QUALIFICATIONS

for Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project

JOB ID: 17-002-S | JOB #: 11424



for:
**MISSION SPRINGS
WATER DISTRICT**
66575 2nd Street
Desert Hot Springs, CA 92240



September 9, 2021



Prepared by:



2305 Chicago Avenue
Riverside, California 92507
(9 5 1) 6 8 0 - 0 4 4 0



T K E E N G I N E E R I N G , I N C .

September 9, 2021

Mr. Luiz Santos
Associate Engineer
MISSION SPRINGS WATER DISTRICT
66575 Second Street
Desert Hot Springs, CA 92240

Subject: Request for Qualifications for Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project
Job ID: 17-002-S Job #: 11424

Dear Mr. Santos,

Thank you for the opportunity to present this material outlining TKE Engineering, Inc.'s (TKE) qualifications. Enclosed herein is a comprehensive proposal depicting our qualifications and abilities to provide Construction Management and Inspection Services for the Regional Water Reclamation Facility Construction Project.

A. Consultant Identification - TKE, a California Corporation, has a local office next door to our partner, Anser Advisory, at 73-710 Fred Waring Drive #104 Palm Desert, CA 92260, and is headquartered in Riverside, California. TKE and our project team have an unmatched understanding of the project requirement and are highly qualified to perform the services necessary for successful project delivery. TKE is enthusiastic about the opportunity to continue assisting Mission Springs Water District (MSWD) in improving the infrastructure of our community. TKE's headquarters address is 2305 Chicago Avenue, Riverside, CA 92507 and can be reached by phone at (951) 680-0440.

B. Project Team - TKE is a full service, multi-disciplinary consulting corporation offering in-house delivery of construction management and inspection services as well as planning, preliminary design, final design, topographic surveying, mapping, right-of-way engineering, legal and plat preparation, utility research, coordination and relocations services, bid assistance, and construction staking services for wastewater systems, water systems, recycled water systems, storm drain systems, detention/retention basins, transportation, street widening, pavement rehabilitation, sidewalk, parking lots, traffic signal, striping, grading, parks and public facilities improvement projects. Joining our team as subconsultants and partners are Anser Advisory LLC (Wasterwater Treatment Plant, Resident Engineering, Scheduler, and Inspection), Geocon West Inc. (Deputy Inspection and Materials Testing), and UltraSystems (Environmental Engineering). Additional Team details are as follows:

Firm Legal Name	DBE	Primary Contact	Address	Phone and Email
Anser Advisory, LLC	No	Tyson Atwood, P.E., Q.S.D. <i>Senior Director VP</i>	73-710 Fred Waring Drive, Suite No. 102 Palm Desert, CA 92260	P. 805.459.7697 tyson.atwood@anseradvisory.com
Geocon West, Inc.	No	Neal Berliner, GE <i>President</i>	41571 Corning Place, Suite 101 Murrieta, California 92562	P. 818.841.8388 berliner@geoconinc.com
UltraSystems Environmental (DBE)	Yes	Betsy A. Lindsay, ENV SP <i>President</i>	16431 Scientific Way, Irvine, CA 96218	P. 949.788.4900 blindsay@ultrasystems.com

C. District Relationship - TKE has a long-standing 15 year relationship with MSWD. Over the past 15 years we have partnered with MSWD to successfully deliver numerous capital improvement projects.

Mr. Luiz Santos, Mission Springs Water District
Request for Qualifications for Construction Management, Inspection and Related Services for the Regional
Water Reclamation Facility Construction – Project Job ID: 17-002-S Job #: 11424
September 9, 2021

Page 2 of 2

Specifically, TKE aided in the development of the Regional Water Reclamation Facility Construction Project; and has managed the project on behalf of MSWD to date. As such, TKE is uniquely qualified to successfully deliver the project through completion.

D. Addenda – To date, TKE has not received any addenda for this RFQ from MSWD. Of note, we are in receipt of the responses to questions on the bid portal.

E. Contact Person – Terry Renner, P.E., Q.S.D., TKE’s Senior Vice President, will be the contact person during the proposal evaluation period. Mr. Renner can be reached by phone at (951) 680-0440 or by email at trenner@tkeengineering.com. As Senior Vice President of TKE, Terry Renner is an authorized representative to bind TKE to the terms of the proposal and to negotiate contract prices/terms on TKE’s behalf.

F. RFQ Understanding - The TKE Team has read and understands the RFQ in its entirety, including, without limitation, the scope and nature of the work, the draft Professional Services Agreement (PSA), all appendices, attachments, exhibits, schedules, and addendum, as applicable.

G. DIR Registration – The TKE Team are all is registered and in good standing with the California Department of Industrial Relations; TKE’s Registration Number: PW-LR-1000413173. All DIR registration numbers for the subconsultant team can be provided upon request.

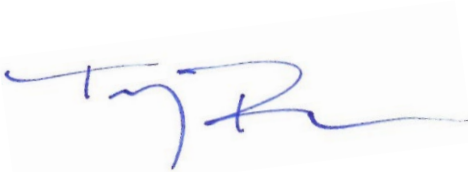
H. Conditions - The TKE Team has no conditions that would impede the successful completion of this project. TKE has no objections, exceptions, or deviations to the RFQ and Agreement.

I. Proposal Validity - TKE’s proposal shall remain valid for a period of one hundred and eighty (180) days from the date of submittal.

J. Correctness - All information presented in the following proposal is true and correct to the best of the knowledge of the TKE Team.

TKE very much appreciates the opportunity to submit a comprehensive proposal to provide Construction Management, Inspection, and Related Services for this project. If you have any questions, please call me at (951)680 0440 or e-mail me at trenner@tkeengineering.com.

Sincerely,



Terry Renner, P.E., Q.S.D.
Senior Vice President
TKE Engineering, Inc.

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Prepared for:

Mission Springs Water District
 66575 Second St Desert Hot Springs, California
Contact: Luiz Santos
Phone: (760) 699-2410 | **Email:** lsantos@mswd.org



Prepared by:

TKE Engineering, Inc.
 2305 Chicago Ave. Riverside, CA 92507
Contact: Terry Renner, Senior Vice President
Phone: (951) 680-0440 | **Email:** trenner@tkeengineering.com

SECTION 2: PROJECT UNDERSTANDING AND APPROACH

TKE Engineering, Inc.

AT A GLANCE

**Location of Local Office**

TKE Engineering, Inc.'s local office is located at 73710 Fred Waring Drive #104 Palm Desert, CA 92260

**Years in Business**

TKE was founded in 2000 and has 21 years of experience in providing construction management and engineering support services for municipalities.

**Company Structure**

TKE is a California Corporation founded in June 2000. TKE is not a subsidiary. California Business License Number: 00109901

DIR NUMBER PWCR #1000019851

**Size of Organization**

47 Professional Construction Managers, Project Managers, Engineers, Traffic Engineering Specialists, Plan Checkers, Inspectors, Surveyors, Designers, and Support Staff

**City/District Engineer**

TKE serves as the City Engineer in 6 Cities/Districts in Southern California, including 1 in the Coachella Valley.

**Construction Management Contracts**

TKE has provided construction management and inspection on more than \$150 Million over the past 21 years.

**Mission Springs Water District Point of Contact**

Terry Renner, P.E., Q.S.D. –
Senior Vice President
Phone: (951) 680-0440
Email: trenner@tkeengineering.com

The Mission Springs Water District (MSWD/District) is constructing the Regional Water Reclamation Project which consists of a wastewater treatment plant, a wastewater conveyance line (gravity sewer and force main), and a wastewater collection system (gravity sewer and sceptic sewer); and is requesting qualifications from consultant teams for the construction management, inspection, materials testing, construction surveying, and grant management services. The comprehensive wastewater system improvements include a 1.5 million gallon per day (MGD) sequence batch reactor treatment plant, 4.5 miles of 8" to 36" VCP sewer, 1.9 miles of 12" PVC force main, 695 sewer laterals, and abatement of 405 septic tanks at an estimated cost of nearly \$60 million. The proposed treatment plant includes a combined operations and administrative building and three effluent disposal ponds. Ultimately, the treatment plant will be expanded to over 20 MGD and include water reclamation for groundwater recharge.

The TKE team has an extensive, 15 year history with MSWD. Our experience with the District, City of Desert Hot Springs, County of Riverside, State Water Resource Control Board (Water Board), Regional Water Quality Control Board (RWQCB), local requirements, MSWD and County Standards, grant funding sources and the local community provide MSWD a Construction Team with an unmatched project understanding.

Our 21 year history serving municipal agencies with a variety of engineering services including construction management, inspection, grant management, and surveying for wastewater systems, water systems, recycled water systems, water resource management, storm drain systems, storm water, urban runoff management and water quality programs, floodplain management, street widening, bike lanes, roundabouts, traffic signals, parking lots, parks, and public facilities.

TKE and our team continue to provide numerous municipalities and agencies with construction management, inspection services, materials testing and staffing for every facet of engineering and public works projects. In addition, we have worked on multi-million dollar regional mega projects for a variety of government agencies. TKE recognizes the importance of staffing based on a client's need and workload. Our flexible support and qualified staff enable our clients to serve their constituents in a cost effective and efficient manner.

a) PROJECT UNDERSTANDING

The Regional Water Reclamation Project consists of three State Revolving Fund (SRF) grant funded critical wastewater infrastructure components, the Regional Water Reclamation Facility, the Regional Conveyance Trunk Sewer, and the Area M2 Collection System. The District's success with its Groundwater Quality Protection Program has driven the need for additional wastewater treatment capacity. Building on that success, the Area M2 Collection System will abate 405 on-site septic disposal systems that degrade groundwater quality. The wastewater from Area M2 will flow to the existing Dos Palmas Lift Station. The Dos Palmas Lift Station currently pumps wastewater to the existing Horton Wastewater Treatment Plant. However, the proposed Project will modify the Dos Palmas Lift Station and send flows to the new Regional Water Reclamation Facility. This will be achieved through the construction of the Regional Conveyance Trunk

Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project (Job ID: 17-002-S)

Sewer. More specifically, the Regional Conveyance Trunk Sewer consists of a new force main from the Dos Palmas Lift Station westerly along Dillon Road, to Little Morongo Road. At Little Morongo Road, the wastewater will gravity flow through a truck sewer southerly to the new treatment plant located on a 60 acre site on the East side of Little Morongo Road, North of 20th Street. The Regional Water Reclamation Facility will treat up to 1.5 MGD through a sequence batch reactor process. The Regional Water Reclamation Facility consists of an influent pump station, bare screens, grit removal chamber, four reactor tanks, three effluent disposal ponds, aerated sludge storage, and a belt filter press.

The timing of the three components is critical to the Project's success. The existing Horton Wastewater Treatment Plant is nearing capacity and cannot accept additional flows from the proposed Area M2 Collection System. Additionally, the proposed Regional Water Reclamation Facility needs wastewater flows to begin operations. With the longer construction duration, Regional Water Reclamation Facility will begin construction first. Thereafter, the District intends to begin construction of the Regional Conveyance Trunk Sewer within 6-months and the Area M2 Collection System within 12-months. These staggered start dates will aid in timing the wastewater treatment plant start up and operation with the conveyance line needed to serve it; and delaying additional wastewater flows from Area M2 to ensure the new wastewater treatment plant is operational at the time of connection. The District needs the right partner to ensure the successful timing and completion the Project.

The District, serving primarily disadvantaged communities, is seeking a combination of grant and loan funding for the project. The District's ability to secure grants and low interest loan significantly reduces the rate burden placed on the DAC residents served. TKE's Team has been actively involved in helping the District secure supplemental funding through the State Water Resource Control Board's Clean Water State Revolving Fund Program (Clean Water SRF). Under the Clean Water SRF, the District is slated to receive \$8 million in grant from the Small Community Wastewater Program and an additional \$8 million in grant from the Groundwater Grant Program. Finally, the District is slated to receive a low interest rate (0.9%) on the loan portion. Through grants alone, TKE was able to help the District offset approximately 25% of the total project cost with grants. It's these continued efforts to offset costs to rate payers that the District's residents appreciate; and they have shown their support in passing assessment district funding to help in sharing the cost for the Groundwater Quality Protection Program (GQPP). More specifically, the residents approved Assessment District 15 funding in 2017 to cover 50% of the GQPP Area M2 Collection System costs. In total, over 1/3 of the project cost is covered by supplemental funding, with the remaining 2/3 coming from a low interest loan.

The District is requesting qualified consultants to partner with to provide general project management and administration, constructability review, bid support, assistance with public outreach, quality control, specialty inspections, general public works inspections, structural inspections, other inspection activities, testing of construction materials, construction surveys and staking, foundation or footing investigations, measurements, computations and tracking of quantities, shop drawing and submittal review, review and responses to RFI's, review of change order requests and provide recommendations for approval or rejection to the District, administration of environmental mitigation and monitoring, ensuring compliance with regulatory permitting, coordination with the Water Board and RWQCB, coordination with the City and County, utility relocation coordination, preparation of estimates and reports, grant funding administration, and all other work necessary to deliver the improvements.

b) PROJECT APPROACH

One thing that differentiates our firm is that we approach our mission with a belief that understanding and meeting the needs of the community is vital to completion of a successful project. This approach, instilled by TKE's management team and personified by TKE's staff, ensures that our clients receive highly personal service on each and every project. As a result of the focus of the firm on our mission, we have earned a reputation for thoroughness, rapid turnaround, cost efficiency and overall outstanding quality of work. At TKE, we are committed to creating value and taking ownership in each task that we perform. As such, we have created a professional culture wherein each member of our staff constantly strives for increased efficiency, ultimately allowing us to provide highly professional services at competitive rates.

In relation to this project, understanding involves not just reading the plans and specifications but utilizing and building positive working relationships first with the District, City, County, with the design team, followed by the permitting/utility agencies and finally with the contractor. These relationships coupled with a deep understanding of the design intent and contractor capabilities will form the bedrock of a successful project approach. Each team member is personally committed to this project and seeing it through to a successful completion. Success is measured not only by meeting the plan requirements, schedule, and budget but also by working to ensure delivery of a system which meets all of the functional requirements and goals.



With Mission Springs Water District as the client, TKE team's focus will be on strengthening and maintaining a good client relationship and fulfilling the role outlined in the RFQ. As a dedicated and focused member of the project team, attention to detail, organization, efficient workflow and good communication are of paramount importance and will be critical to ensuring successful completion of this project.

Our teams construction management and inspection experience and regimented tactics for mitigating construction change orders, along with TKE's experience with the District, City of Desert Hot Springs, County of Riverside, Water Board, RWQCB, District Standards, grant funding sources and the local community provide the District a construction team with an unmatched project understanding. Our knowledge of the Project issues ensures the District that TKE's Team will deliver the project efficiently on budget and effectively on schedule. In our review of the Project, we have identified the following critical issues for the Project that define our approach to a successful project delivery:

SRF / GRANT COMPLIANCE

TKE will verify that all construction activities, records management and processing are completed in accordance with project and funding agency requirements including State Water Board State Revolving Loan Fund, Small Community Wastewater Program, and Groundwater Grant Program requirements. TKE is already working closely with the State Water Board on this Project and other projects, making us very familiar with funding requirements ensuring that the District's projects will be delivered efficiently.

The District has assembled various funding sources for construction of the Project that include local funds, assessment district funding, SRF loan, and grants. Each funding source has its own funding invoicing and documenting requirements. In addition, the overall project costs will require the District to carefully manage cashflow to ensure that expenditures do not exceed District reserves. TKE's fund management history will assist the District with identification of cash flow projections and requirements throughout the project duration. We will also assist the District as needed to expedite reimbursement requests to other funding agencies minimizing the cash flow burden that can be placed on the District for a project of this size.

The District desires to retain a consultant team that will ensure this important project is delivered on schedule and within budget with the least impacts to the public. Our team's history with the project, affected agencies/utilities, and grant funding administration will ensure the successful completion of this important project.

MITIGATION REQUIREMENTS

TKE has implemented mitigation, monitoring, and reporting programs (MMRP) for all types of capital improvement projects. While an often overlooked document, the MMRP an important component to the Project's success. More specifically, it's critical that all pre-construction activities are completed on time to ensure no project delays. For example, a desert tortoise survey is required prior to ground disturbing activities. If desert tortoise are found, they will require special relocation by a certified biologist. If this and other pre-construction activities aren't completed on time, they will not only impact the construction schedule, they would potentially cost the District thousands of dollars in construction delays. In addition, the MMRP also identifies additional approvals that may be required through the US Army Corps of Engineers (USACE), California Department of Fish and Wildlife (CDFW), and RWQCB. If required, these permits must be completed prior to construction. These are discussed in greater detail below under permit compliance.

PERMIT COMPLIANCE

TKE has prepared numerous permit applications and managed permit compliance for agencies such as RWQCB, Caltrans, County of Riverside, South Coast Air Quality Management District, USACE, CDWF, BNSF, UPRR, SCRRRA, local cities and other regulatory agencies. In addition, TKE has developed logs and other spreadsheet systems developed for project tracking and permit compliance. The District has already received their waste discharge requirements permit from the RWQCB; it's critical that said permit requirements are met leading up to plant operation.

The TKE Team will perform an evaluation on the applicability of the USACE Section 404 Nationwide Permit, CDFW Streambed Alteration Agreement (LSAA or "1600 permit"), and RWQCB Section 401 Water Quality Certification (WQC). These permits may be required depending on the magnitude of the Project's impacts to jurisdictional Waters of the U.S. Ideally, modifications to the proposed project may eliminate these permit requirements, or substantially reduce the complexity of the permit approvals. TKE's Team will bring their experience to efficiently navigate these permit requirements.



UTILITY LOCATION / POTHOLING

For pipeline projects, construction contract change orders are primarily attributable to inaccurate plotting of utility interferences or due to unknown utilities. Comprehensive utility research together with potholing of all interferences prior to construction by the project contractor will ensure that contract change orders will be significantly reduced or even eliminated. It is anticipated that numerous underground utilities will be encountered in street intersections that are located throughout the project. For larger existing facilities and project connections, TKE will identify those as critical and request that the contractor excavate them to verify both horizontal and vertical alignments. In addition, we will request that at connection points, the existing pipeline material and condition be noted to ensure efficient connection.

COST CONTROL

TKE has averaged 0.7% cost increase for our past construction projects

PROJECT SEQUENCING

To ensure that construction will not be delayed due to one component falling behind schedule and to ensure extra work claims do not occur, construction sequencing will be provided. Sequencing will include the order in which the new Regional Conveyance Trunk Sewer is completed in relation to the Regional Water Reclamation Facility. If completed early, the contractor will need to remobilize to complete the connections when the treatment plant is ready. If construction is delayed, the Regional Water Reclamation Facility will be sitting idle

waiting for wastewater flows to begin operations. Finally, with the existing Horton Wastewater Treatment Plant nearing capacity, the Area M2 Collection System cannot be completed ahead of the Regional Water Reclamation Facility and Regional Conveyance Trunk Sewer. The additional flows generated by the Area M2 Collection System would exceed the existing plants capacity.

In addition, the construction sequencing will include testing and startup procedures and the initial system connection. The existing Dos Palmas force main that will ultimately be abandoned must remain in service until the proposed force main and truck sewer are tested, connected to the proposed treatment plant. The abandonment of the existing force main pipeline will occur thereafter concurrently with subsequent pipeline connection construction.

DISPUTE RESOLUTION

TKE's construction manager has provided dispute resolution on a number of past projects. The keys to avoiding potential costly and time-consuming disputes are knowledge, communication and organization. Our construction manager prides himself on his thorough research and review of the project plans and specifications and his existing knowledge and understanding of Caltrans, Greenbook and other standard plans and specifications. His effective communications skills ensure that all stakeholders are constantly advised of project progress and requirements. His proactive organizational program effectively manages the construction schedule, documents action items with required follow-up and continuous schedule reviews and anticipate needs for future action items. Our project manager's 'can do' approach to all project issues nearly always results in resolution. He is non-combative with all project stakeholders, maintaining professional working relationships with each stakeholder regardless of conflict. His perseverance and vast knowledge and experience of issues will resolve challenges while protecting MSWD's interests.

PUBLIC RELATIONS

TKE's Construction Manager and Inspectors are experienced with public relations associated with construction projects. TKE performs initial site visits to all potentially affected properties to discuss the upcoming project and any potential concerns the property owner and/or tenant may have. TKE identifies improvements that will benefit the property owners to help them understand the importance of project construction. Our approach builds a project coalition with the property owners and tenants which reduces public complaints at District Board meetings and provides a sense of ownership with the project. TKE's Inspector also perform routine visits during construction to check on the property owners concerns and to see if there are any issues that need to be mitigated.

TRAFFIC CONTROL

Traffic impacts created by construction of the sewer lines must be mitigated to the maximum extent practicable. Access to resident's property must be maintained at all times. During construction, traffic control, property assessment, utility and mail services and emergency vehicle access needs to be maintained. Traffic control design needs to be prepared to ensure safe and convenient vehicular and pedestrian mobility during construction operations. We have extensive

experience in construction traffic control plan preparation and we are intimately familiar with the WATCH, Caltrans, and MUTCD requirements.

DRAINAGE SYSTEMS

There are two major drainage crossings along the roadway, all within the City's jurisdiction. Our team's experience will ensure that drainage is accommodated throughout the course of construction and all work is maintained within acquired right-of-way while maintaining two lanes of traffic. Our project team has recent experience with design and construction of the same types of facilities with other agencies.

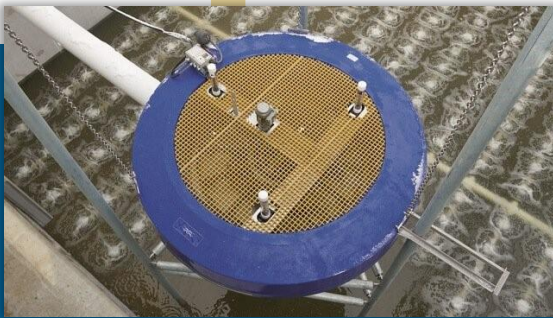
QUALITY ASSURANCE/QUALITY CONTROL

TKE takes pride in our reputation for thoroughness, rapid turnaround, cost efficiency and overall quality of work, and believes that a high level of quality is needed on all aspects of construction projects. High quality review and inspection yields the following tangible results:

- △ Ease of oversight
- △ Smoother processing
- △ Absence of design-related change orders
- △ Reduced claims and dispute resolution costs

TKE believes that the most successful quality assurance program is one that is applied inherently throughout the entire management and inspection process. This program requires not only formal procedures for inspection, but encourages the conscientious effort of experienced people to always "create quality" in every task performed. All of our management and inspection personnel are trained to identify potential construction issues before they occur, thereby saving time and money on potential costly change orders.

This Quality Assurance/Quality Control program is in place to ensure that project construction will exceed the District's standards and that we will deliver the project on schedule and within budget.



c) SUBCONSULTANT TEAM



Anser Advisory, LLC

Address: 73-710 Fred Waring Dr #102 Palm Desert, CA 92260
Phone: (805)459.7697

*Resident Engineer,
 Assistant Resident
 Engineer,
 Schedule
 Controller, and
 Inspection Services*



Geocon

Address: 78-075 Main Street, #G-203, La Quinta, CA 92253
Phone: (760)565.2002

*Materials Testing /
 Special Inspection*

GEOCON



**UltraSystems
 Environmental Inc.**

Address: 16431 Scientific Way, Irvine, CA 92618
Phone: (949)788.4900

*Environmental
 Engineering*



Anser Advisory Management, LLC, dba Anser Advisory (Anser) is a national program and construction management consulting firm offering a wide range of advisory services to public and private sector organizations. Anser’s services begin with early phase strategic organizational and program planning and continue through managing the tactical execution of each project or initiative. They operate nationally, with a diverse, talented staff of over 400 professionals, however leverage our local offices to support Southern California clients, including offices located in Palm Desert, Santa Ana, El Segundo, and San Diego, possessing over 160 employees including construction managers, inspectors, schedulers, architects, engineers, estimators, management consultants, financial analysts, procurement specialists, system configuration specialists, and construction auditors.

Anser, is a leader in the water and wastewater industry, with many years of experience and dozens of projects under their belt. From managing the construction of wastewater treatment plants to overseeing the creation of the country’s largest lined aboveground reservoir, they have the experience and knowledge to offer the right solutions.

Anser’s water and wastewater professionals have managed over \$5 billion in projects nationwide, many with repeat clients. At the heart of their company are their people and they form longterm relationships with their clients, delivering project success through a wide range of program management, construction management, construction inspection, and other related consulting services.

Summary of Previous Partnership with TKE Engineering, Inc.

TKE is currently teaming with Anser Advisory LLC on the Construction Management and Inspection for the traffic signal synchronization project, CV Sync, for the Coachella Valley Association of Governments. The project consists of upgrading the local agencies existing legacy traffic signal controllers, traffic management systems, and communication systems with the latest off-the-shelf technologies in order to provide inter-agency traffic signal synchronization along three regional roadways including Highway 111, Ramon Road and Washington Street. The project improvements include advanced traffic management systems (ATMS), advanced transportation controllers (ATC), selected Intelligent Transportation System (ITS) elements, ITS sub-systems, and Ethernet/IP-based communications that will be expandable and scalable for future integration of ITS technologies and strategies, such as Integrated Corridor Management (ICM), Smart Cities, and Connected and Autonomous Vehicles. This project will also include a Regional Traffic Management



Construction Management, Inspection and Related Services for the
 Regional Water Reclamation Facility Construction Project (Job ID: 17-002-S)

Mission Springs Water District



Center (RTMC) and local Traffic Operation Centers (TOC) that will have the capability to monitor, control of connected traffic signals, and be used as a monitoring tool for research and analysis to help determine regional system enhancements, operations, and maintenance.



GEOCON WEST, INC.

Geocon is a California corporation that was established in 1971. They are a professional engineering consulting firm providing comprehensive geotechnical, geologic, construction inspection, and environmental engineering and consulting services. In addition to these services, they operate in-house soils and materials testing laboratories and provide environmental remediation contracting (cleanup) services.

Geocon is successful in working with and for regulatory agencies, including in the Coachella Valley. They have accumulated extensive experience working on projects of all sizes which have been subject to multiple municipal regulations and permitting requirements. Geocon understands construction practices, engineering standards, and a broad spectrum of city, county, and state agency requirements. They are also familiar with the regulatory, technical, and economic requirements of permitting processes at the local, regional, state, and federal levels, and are well acquainted with local regulators. Geocon has provided the requested services for the following similar projects including the Hyperion Water Reclamation Plant in Los Angeles, the Waste Treatment Plant Facility in Canoga Park, and the Conestoga Regional Infrastructure Improvements, Riverside County, California

Summary of Previous Partnership with TKE Engineering, Inc.

TKE has worked with Geocon personnel on numerous capital improvement projects including wastewater, water, and storm drain system improvements, street and roadway improvements, and earthwork operations. Our field teams have successfully coordinated geotechnical analysis, construction inspections, and materials testing for several years. It's that successful history of coordinating and completing the required project testing and analysis services to ensure projects are delivered on time and on budget.



ULTRASYSTEMS ENVIRONMENTAL, INC.

UltraSystems is a full-service planning and environmental consulting firm that serves public and private sector clients throughout California. Founded in 1994, UltraSystems has been in business for over 26 years. The firm is a privately held (California S Corporation), small and woman-owned business, and disadvantaged business enterprise (DBE).

UltraSystems has provided similar environmental consulting services to public agencies for projects throughout California. UltraSystems has prepared over 7,000 environmental reports and technical studies for their clients. The UltraSystems project team of 42 individuals includes seasoned professionals that have substantial resource depth (many of whom have over 30 years of CEQA experience). Their project team will be led by experienced Senior-level staff with proven experience managing environmental projects.

Summary of Previous Partnership with TKE Engineering, Inc.

TKE has worked with Ultrasystems Environmental Inc. on numerous capital improvements projects with various clients throughout southern California. Currently, TKE is teaming with Ultrasystems on the Construction Management and Inspection for a street and bridge improvement project, Boulder Avenue Improvements, for the City of Highland. The



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project consists of pavement rehabilitation and walkability improvements along Boulder Avenue from Greenspot Road to Highland Avenue. The project improvements include AC removals and replacement, slurry sealing, landscaped medians, sidewalks and walking trails, traffic signal modifications, landscaping, lighting, signing and striping. The project also includes sensitive species that required pre-project surveys and monitoring, and sensitive habitat areas that require special care during construction.



SECTION 3: SCOPE OF SERVICES

a) WORK PLAN

1.0 BID ADMINISTRATION

TKE is currently assisting the District with project management and bid administration of the RWRP. In addition, the TKE Team will assist the District as required with a number of activities including constructability review, advertising, distributing contract documents to perspective bidders, conducting a pre-bid "job walk," responding to bidder RFI's, preparing and distributing addenda, and coordinating the bid opening, reviewing bid proposals, reviewing contractor qualifications and references and providing recommendations as required to get a contractor under contract for the two remaining project components and begin construction.

DELIVERABLES: The deliverables for the bid administration will include agenda, meeting minutes, RFI log, bid review summary, and responses to contractors.

1.1 CONSTRUCTION EVALUATION AND TECHNICAL EVALUATION OF SCHEDULING

The TKE Team has extensive experience in creating and evaluating technical Critical Path Method (CPM) schedules that maintain a realistic timetable for inspection, coordination, construction management, field planning, and to reflect an accurate accounting of completion percentages. The evaluation of the schedule will consist of comparing historical technical installation time frames, best practices, manufacturer recommendations, and project scheduling requirements against the submitted material. The review of this will take into considerations input from Subject Matter Experts (SME), stakeholders, project plans/ specifications, the risk register, and the submitted schedule.

The main reason for the evaluation of the schedule is to ensure that resources, equipment, materials, and staff (personnel, contractors, and inspectors) are available when needed. With three large projects proposed, the availability of personnel, alternate priorities, multiple levels of approval, unfamiliarity with the project, internal/external politics, and numerous other factors can impact the project scheduling. The TKE Team has the experience to oversee technical coordination and scheduling between the projects to resolve any overlapping and fragmented procedures associated with assigning similar related functions to multiple personnel or contractors.

The technical schedule recommendations will be aimed at improving coordination, reduce deployment times, track schedule deviations, and address elements in the risk register that might impact the critical path.

DELIVERABLES: The deliverables for scheduling will include a commissioning schedule, construction staging, planned construction activities, deliverable dates, percent completed, and other items as directed.

1.2 CONSTRUCTION TECHNICAL REVIEW AND CONSTRUCTABILITY REVIEW

The TKE Team has access to a deep bench of highly specialized construction experts to conduct the constructability review. In addition to having the experience to perform the constructability review, key staff members worked as designers, project and construction managers and resident engineers, and are aware of standards-based best practices and requirements for construction and phasing of a comprehensive wastewater improvement project. With this knowledge and expertise, the constructability review will be infused with standards-based and regional construction knowledge.

The main purpose of the constructability review is to verify plan, specification, and quantity accuracy, determine required sequencing, identify potential deficiencies, determine the inherent savings in best practices, apply lessons learned, reduce idle time, or address other aspects not easily measurable. The approach to the constructability review is to evaluate the plans and specification in the order that the system will be built to determine any anomalies. When conducting the walk through for construction, potential issues or missing information will become evident. Though the process is time consuming and extensive it will identify issues prior to construction and reduce the number of change orders.

The constructability review recommendations will be directed at identifying any weaknesses in the construction process, at interface points between processes/systems, lead times for equipment, availability of personnel, and realistic installation time frames. The accuracy and quality of the constructability review is dependent on the amount of time and level of detailed authorized by the District.

DELIVERABLES: The deliverables for the constructability review will include an identification of best business practices, recommendations on staging, input on planned construction activities, estimated deliverable dates, and other items as directed.

1.3 CONSTRUCTION PROJECT ADVERTISING, BID ANALYSIS, AND AWARD

1.3.1 CONSTRUCTION PROJECT ADVERTISING

The TKE Team will assist with project advertising as needed to receive bids from experienced contractors for the project. Notwithstanding our most recent experience aiding in the bidding of the RWRP, we will assist with advertising the remaining project components in accordance with District and funding requirements which typically includes within a local newspaper, on online bid forums and on the District's website. Our team also has experience with multiple contractors from previously performed projects of which we will notify about the bidding opportunity. We will provide the Notice of Inviting Bid language to all appropriate agencies to advertise the project. We will coordinate and distribute plans and specifications to all interested contractors, including posting to online bid forums.

The TKE team will facilitate the bid process in accordance with the District requirements. This includes suggesting timing for the bid process and assisting the District in ensuring that all plans and specifications are available to bidders to ensure a proper bid process is followed. Proper procedures will be followed to ensure that there is no improper communication with bidders. Although design intent and requirements should be clear from the plans, specifications and estimates, large projects necessarily involve some amount of additional complexity.

DELIVERABLES: The deliverables for the advertising will include proof of publications, lists of advertising agencies, and lists of contractors contacted.

1.3.2 CONSTRUCTION BID ANALYSIS

After the bids are received, the TKE Team will review all bids to verify that they have been submitted in accordance with project requirements, and that the lowest responsive bidder's contractor license is in good standing, verify bidder's sureties and verify that the bidder is qualified to complete the work by discussions with listed experience; including an in-depth bid analysis based on technical installation experience, bid comparison, cost estimates based on time to complete a task, and the current labor and overhead rates for the area. Additional analysis will be conducted to review the baseline cost by using the mean cost by discipline or by bidder for the project based on available information. After the lowest responsive bidder is identified, TKE will prepare a staff recommendation letter for award.

DELIVERABLES: The deliverables for the bid analysis will include a detailed bid summary of each bidder for each project component, recommendation letters, and supporting documents.

1.3.3 AWARD

During the award process, the TKE Team will be available to present findings and recommendations for award to all required District Staff, funding agencies, and District's Board of Directors as necessary to facilitate project award. Once the Board approves award, TKE will conform the contracts and deliver them for execution by the lowest responsive bidder. After they execute the contract, TKE will assist the District with execution.

DELIVERABLES: The deliverables for the bid award will include staff reports, presentation materials (if required), and executed contracts.

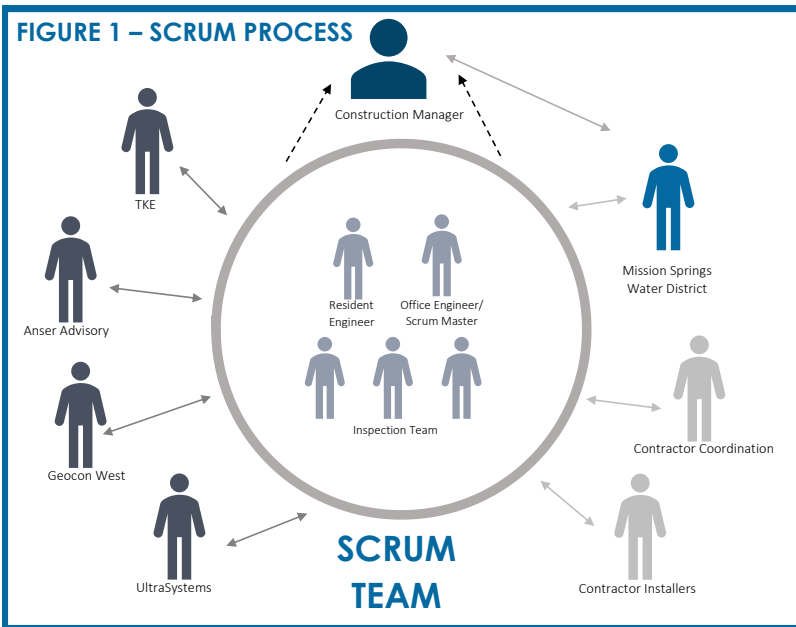
2.0 AGILE CONSTRUCTION MANAGEMENT

The recommended agile project management approach is the use of the SCRUM process to create a cross-functional team that collaborates to achieve the District's goals within a specific time. The SCRUM process will provide a high level of focus and flexibility to the project.

The SCRUM process recognizes that during a project, a Project Champion (Construction Manager), Resident Engineer, the District Stakeholders, and Subject Matter Expert (SME) may direct changes or experience unexpected issues during the inspection and construction process. The purpose of the SCRUM groups is to ensure that the Construction Manager, Stakeholders, SMEs, Contractors, and Inspectors have input into the inspection process. The SCRUM process uses a



daily 15-minute meeting to describe what was completed the previous day, what will be completed today, and what impediments distract from the completion of work. Upon notification, it is the responsibility of the Resident Engineer to address any impediments, issues, and distractions that keep the Contractor from completing their work (see figure below).



The SCRUM Master / Office Engineer strictly monitors the tasks for completion. Each task or story is further broken down into smaller tasks or product backlog items (PBI) that can be completed in a two-week sprint. The SCRUM groups process can allow small, minor, and major system changes by including the SCRUM groups into defining a solution. A two-week sprint would allow an opportunity to identify changes within a two-week time frame and possibly begin to implement major project changes in as little as three to four weeks.

NOTE: Though we provide information and receive information from the District stakeholders, only the District can set priorities, authorize changes, or direct modifications to the Scope or the inspection process. The gray lines indicate an informational relationship and black lines indicate a reporting relationship.

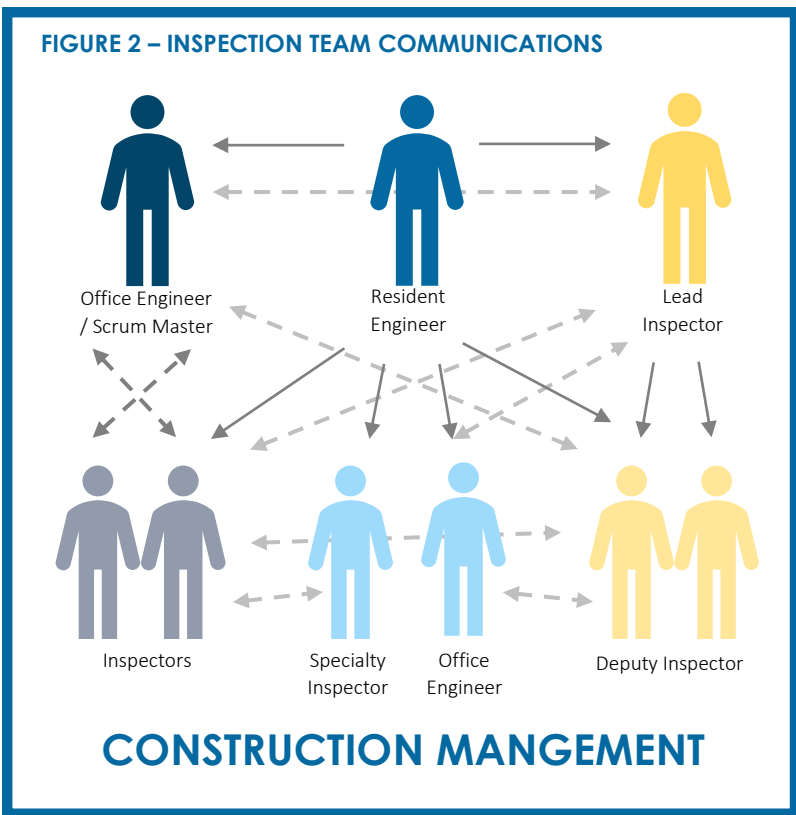
2.1 CONSTRUCTION MANAGEMENT

The construction manager’s main responsibilities are to facilitate the completion of a successful project and minimize any potential delays or additional costs to the project during construction. The construction manager is responsible for maintaining the projects workflow and ensuring all shareholders are informed of project progress, at all times. As a representative of the District, the construction manager will maintain constant communication with all parties to ensure the project stays on schedule. This includes coordination with submittals, request for information, daily project progress, weekly progress review meetings, coordination with project team, Contractor and District, funding administration, payment requests, change orders, integration, and commissioning.

DELIVERABLES: The deliverables for construction management are discussed in more detail in the flowing sub-tasks.

2.1.1 PRECONSTRUCTION MEETING

A preconstruction conference will be held for each of the three project components. The conferences will be attended by District staff, TKE’s Construction Manager, Resident Engineer, and Construction Inspector, the Contractor, representatives of potentially affected utilities and representatives of



any other affected agencies. Prior to each conference, we will prepare a conference agenda. At each meeting, we will discuss communication protocol requirements, safety and health procedures, storm water controls, dust controls, schedule requirements, procedures for contract submittals, contract administration, job-site access and delivery, and coordination with others. After each meeting, it will be documented with minutes.

DELIVERABLES: The deliverables for preconstruction meetings will include agendas, minutes, and attendance records.

2.1.2 RECORDS MANAGEMENT

The TKE Team utilizes an electronic records management system. Files include:

- | | |
|--|--|
| <ul style="list-style-type: none"> △ Contract Documents, Addenda, and Reports △ All required local, other agencies and state records throughout the project duration and submit copies to the District's project manager, including labor compliance. △ Environmental Compliance Documents/ Agency Permits △ Material Submittals △ Contractor Correspondence (RFI's and RFC's) △ District Correspondence (Responses to RFI's and RFC's and other correspondence) △ Certified Payroll Records △ Change Orders △ Weekly Statement of Working Days | <ul style="list-style-type: none"> △ Resident Engineers Report △ Project Schedule △ Dispute Resolution Outline △ Progress Payments △ Materials Testing Reports/Correspondence △ Labor Compliance Interviews △ Surveying Records △ Inspection Field Reports/ Accident Reports △ Photo Logs △ Utility/Agency Correspondence △ Public Correspondence △ Operations and Maintenance Manuals △ Project Closeout Records |
|--|--|

2.1.3 MATERIAL SUBMITTAL REVIEW

The TKE Team will develop a list of all required material submittals and compare the list to the Contractors submittals. We will review all project submittals including traffic control plans. Each submittal shall be reviewed with District staff and design engineer as required to verify compliance. We will maintain a project log for each project and it will include descriptions of submittals, submittal status, date received, and date returned. Once the submittals have been reviewed and accepted, they will be signed, dated, and sent to the Construction Inspector, District staff, respective project Contractor and the file. Submittals will be returned within the time frame specified by the Contract Documents but not longer than two weeks.

In addition to submittals, the TKE Team will review all vendor and lab reports and certifications and material test inspections and correlate all reports with respect to the plans and specifications. We will provide a log for reports and certifications and notify the District upon any irregularities.

DELIVERABLES: The submittal related deliverables will include submittal logs, approved submittals, materials testing log and reports.

2.1.4 CONSTRUCTION MEETINGS

TKE will be in constant communication with District staff during the projects entirety to ensure that each project component is running smoothly and in accordance with the District's expectations. TKE will hold regular meetings with District staff, Contractor(s), Inspectors, meetings with utilities/agencies, and affected agencies. Each is discussed below:

DISTRICT MEETINGS - TKE will meet with District staff as required to keep staff fully apprised as to construction progress and potential project issues. We will prepare agendas and minutes for each meeting.

CONTRACTOR MEETINGS - Our Construction Manager and Resident Engineer will meet with the project contractor(s) weekly. We will prepare agendas and minutes for each meeting. Meeting agenda will typically include background, old business, new business, scope, objectives, traffic control, construction phasing, project schedule, potential issues discussion, payment quantities discussion, and any safety deficiencies observed.

UTILITIES/AGENCY MEETINGS - As mentioned above, TKE will invite utilities and agencies to the preconstruction conference. During that meeting, all potential project impacts will be discussed with each. During construction, should issues develop needing further discussions with utilities/agencies, TKE will meet with each and develop remediation strategies. Again, all meetings will be documented with minutes.

PUBLIC MEETINGS - If required, TKE will coordinate with the District for public meetings to advise the public of pending construction and its impacts. Discussion may include alternative routes to be used to avoid delays and the project schedule. In addition, TKE will attend District Board meeting as needed to provide an update on project status.

DELIVERABLES: The construction meeting related deliverables will include agendas, minutes, supporting meeting exhibits, figures, etc. and presentations

2.1.5 CONSTRUCTION MANAGEMENT

The TKE Team is uniquely suited to respond to challenges that may occur during construction. Our first review of the project is during our QA/QC analysis. Our consistent communications with the construction inspector will also provide immediate remediation alternative development.

TKE's Team will review the project schedule and construction progress prior to each Contractor meeting to verify compliance with the Contract Documents. In addition, we will prepare weekly statement of working days to be provided to the contractor at each weekly meeting. If the Contractor is failing to meet approved schedule contract obligations, the TKE Team will request a remediation effort to return the project progress to comply with requirements. If the remediation plan requires adjustment to the completion date, TKE will advise the District and will not execute any approval of such change without District authorization.

Change conditions and time extensions that may warrant a change order will require a complete understanding of the impacts of the change of which TKE will need to consider in determining its resolution. The TKE Team will seek appropriate comments from anyone impacted by the changed conditions and will closely consult with the District to develop the most cost-effective remediation alternative. Cost and scheduling impacts will be noted and presented to the District in accordance with the District's change order procedures prior to direction being given to the Contractor, including the preparation of Change Order drawings and specifications, if required.

To maintain cost controls, TKE's Team will review project budgets on a weekly basis, or as warranted, by review of change orders, RFC's, and progress payments. In particular, quantities used on the project will be tracked to verify that they will not exceed contract budgeted amounts. Each month TKE will provide a budget report to the District. Should an increase in budget be required, TKE will assist District staff with staff report preparation.

In addition, the District will receive RFI's and RFC's (including written clarification requests and change-in-plan drawings) regarding the contract documents. TKE's Team will provide any drawings, sketches and written responses in a timely manner to each with direction and will verify compliance with the Contract Documents. All RFI's and RFC's will be logged, including content of inquiry, date relayed and date of response.

Regarding RFC's, we will review any change order request received to determine if said request is warranted. If the change order request is not warranted, we will reject it in writing; prior to sending rejection letters to the Contractor, we will review it with District staff. If the change order request appears justified, we will review it with the Construction Inspector and compare it with field reports for confirmation of materials, equipment and/or labor involved; we will review same with District staff and receive District staff's approval prior to preparing and processing the contract change order. Change orders will be prepared on the District's standard forms.

Should rejected RFC's require additional consideration, we will negotiate with contractors to establish the impact of change conditions and we will attempt to complete negotiations prior to beginning work. If we fail to reach an agreement and the work must continue, we will direct the Contractor to complete the work. For all disputed work and force account work, the Construction Inspector will document the labor, materials and equipment used for the extra work for use in future negotiations.

Upon direction from the District, TKE will continue negotiating with Contractors to settle all disputes; however, District staff will ultimately determine the extent the District will go to achieve resolution. TKE will meet with both parties, either independently or together, as warranted until resolution is reached. TKE will complete all necessary calculations to support the District's position. TKE utilizes a proactive dispute avoidance program. Once an issue is identified, TKE works diligently to resolve it as timely as possible. The weekly meetings will also be used to avoid or resolve these disputes.

DELIVERABLES: The construction management related deliverables will include change order log, approved change orders, RFI and RFC log, responses to RFIs/RFCs, and project schedules.



2.1.6 PAY REQUESTS

Each month, TKE's Team will review the construction payment requests submitted by the contractors for work completed and the construction schedule. We will review the work completed and payment requests to ensure that the quantities and amounts requested reflect the actual work completed. After each request has been reviewed (and revised if necessary), we will approve it and forward it to District staff for approval and payment along with a written statement of completed review. We will also submit a monthly status report with each payment request that will advise the District of compliance with the project schedule.

TKE will track and log any Preliminary and Stop Notices prior to each month's progress payment. If any stop notices have been issued, we will direct the Contractor to rectify the notice and provide proof of the rectification prior to release of payment.

DELIVERABLES: TKE Team's related deliverables to pay requests include monthly reports highlighting project progress, change orders, cost issues, and schedules.

2.1.7 LABOR COMPLIANCE

Over the course of construction, the TKE Team will perform labor compliance interviews and verification of labor compliance for the project with each payment request submitted. In addition, TKE will review certified payroll reports and ensure DBE utilization in compliance with state and federal requirements. Should deficiencies be noted, corrective action will be requested from the contractors prior to payment release.

DELIVERABLES: The deliverables for labor compliance will include labor compliance reports, certified payroll reports, BDE utilization summary reports, and corrective action correspondences.

2.1.8 AGENCY COORDINATION

TKE's Construction Manager will review permitting and coordinate with appropriate District, County, City, and utility agencies affected by the work (e.g., RWQCB, AQMD, SCE, etc.). We will coordinate project schedules and work progress affecting each of the projects with each appropriate agency. If appropriate, the construction manager will invite affected agencies to attend the weekly progress meetings to review the project schedule, summarize project requirements and discuss them at these weekly meetings.

DELIVERABLES: The deliverables for agency coordination will include correspondence, agendas, and minutes.

2.1.9 BILLING AND PROJECT REPORTS

The TKE Team will provide monthly project reporting identifying current activities, future activities, potential change items, concerns, problems and possible delays, percentage of completion and budget status for construction and consultants. TKE will provide monthly billing to the District for consultant work performed during the previous month. All invoices will follow District format and include a break down by task and fee. TKE will also prepare reimbursement requests to State Water Board in accordance with the approved funding agreement.

DELIVERABLES: The billing deliverables will include project reports, invoices and billing statements, and SRF/grant reimbursement requests.

2.2 CONSTRUCTION OVERSIGHT AND INSPECTION

Adequate construction inspection and oversight is a key component to a successful project. The TKE Team is comprised of industry leading managers and inspectors with extensive technical knowledge of the project requirements related to physical construction, integration and commissioning of the project.

2.2.1 CONSTRUCTION OVERSIGHT

TKE's Team will provide daily construction inspection and reporting, to verify that the project is progressing in compliance with the contract documents. Inspections will include oversight of daily traffic control and safety, dust control, SWPPP compliance, earthwork, forming and pouring of reinforced concrete structures, mechanical piping and equipment installations, sewer and force main installations, as well as physical construction of disposal ponds, site access roads, fencing, and lift station piping modifications. We will require strict compliance with the contract documents for all construction activities and for any equipment or materials to be furnished and installed. We already possess the measuring devices and testing equipment normally required for inspecting construction projects. Our construction inspection personnel are experienced and knowledgeable in the operation of said devices and equipment, as well as the associated safety equipment.

All materials will be reviewed against approved material submittals as they arrive on-site. Batch tickets or weigh certificates will be collected upon material arrival.

Our Lead Construction Inspector will verify SWPPP and safety provisions (i.e., PM-10) have been implemented at the start of each work day, at the construction sites. Any deviations will be documented. All system service interruptions, connections and abandonments will be coordinated with staff. In addition, he will coordinate and schedule materials testing and survey requirements with appropriate parties to ensure there is no delay to the project construction and to minimize costly down periods for anyone onsite.

We will digitally photograph and video the activities and maintain copies in the project files and our Construction Inspectors will prepare daily field reports, which will document all observed project activity, including location of the activity, number of workers present, construction equipment used, quantities, inspector present, weather conditions, and construction progress. All project documentation will be completed on standard forms. All documents will be submitted in hard copy and electronic copy formats.

Our Lead Construction Inspector will provide emergency contact information to allow for 24-hour accessibility. He will verify site safety conditions on a daily basis and, should conditions be unsafe, advise the contractor of corrective actions. If the contractor fails to remediate such condition, he will advise the District and request direction. Should an accident occur, we will notify the District and note all site conditions and photo document the accident location.



DELIVERABLES: The construction oversight deliverables will include daily inspection reports, photo logs, approved batch tickets, emergency contact lists, accident reports, and demands for compliance.

2.2.1.1 PHYSICAL INSPECTION APPROACH

The TKE Team will ensure the contractor provides safe and unrestricted access to the work for inspection. In addition, the cost of providing access should be included in the bid price. The TKE team contains several expert inspectors familiar with working in construction areas and with contractors. The Resident Engineer and inspectors will follow ordinary safety procedures, District requirements, Cal OSHA requirements, and other applicable manuals and standards. Inspections will occur regularly under the direction of the District and in coordination with the contractor to ensure adequate inspection of materials, workmanship, equipment, configuration and records. In addition, TKE Team personnel are familiar with CAMUTCD and other applicable safety requirements and will be monitoring safety requirements for work zones and traffic control. As specified in the RFQ, appropriate materials and geotechnical testing will occur through either a mobile or local lab as required. The TKE Team is prepared to provide a complete package of engineers and specialists required for construction of this project.

2.2.2 MATERIALS TESTING AND COMPACTION

Over the course of project construction, we will schedule and provide materials and compaction testing to minimize downtime and unnecessary idle costs. They will identify the locations and specified depths for all tests on structure foundations, earthen structures, trench bedding and backfill, roadway subgrade, aggregate base, asphalt concrete and grading in accordance with the District's Quality Assurance Plan. They will provide for initial sampling and acceptance testing on materials proposed for the project and continue sampling as required throughout the project in accordance with ASTM D2922, D1556 or D1557. Extraction and gradation tests will be performed in accordance with ASTM D2172. Testing will be conducted in a Caltrans Certified Laboratory and all technicians will be Caltrans Certified as well. A certification memorandum will be prepared and signed by a professional engineer identifying any non-complying materials used on the project.

DELIVERABLES: The materials testing deliverables will include compaction reports, materials testing reports, and related testing reports.

2.2.3 CONSTRUCTION SURVEYING SERVICES

TKE will provide construction staking services for the project. Construction staking will include site control to develop control and establishment of centerline monumentation and the establishment of temporary site control for staking operations including a level loop from the District's benchmarks around each project site to be utilized during construction. In addition, we will provide staking and grade sheets as necessary for all items required for construction including but not limited to, right-of-way identification, clearing and grubbing, rough grading, precise grading, pipeline alignments, manholes, vaults, appurtenances, laterals, on-site sewer cleanouts and septic tanks, reinforces concrete structures, building and equipment pads, ponds, access roads, entrances, and fencing.

TKE will tie out all existing monumentation prior to construction. After construction is complete, we will reset all lost survey monuments and prepare all required documentation.

DELIVERABLES: The surveying deliverables will include staking requests, staking and grade sheets, pre and post project monumentation records.

2.2.4 ENVIRONMENTAL MONITORING SERVICES

The TKE Team will provide required environmental monitoring and mitigation measures. Depending on the construction schedule we will be onsite to monitor for biological species defined in the construction and CEQA documents and inform District, Contractor and construction team of any biological or other environmental issues or sensitive areas and provide mitigation measures required. It is anticipated TKE's Team will provide burrowing owl, desert tortoise, and native bird surveys prior to project construction. If any sensitive species are found, TKE's Team will develop a mitigation and relocation plans as required. In addition, TKE's Team is familiar with sensitive cultural resources and accommodating a cultural resource monitor during earth moving activities.

Additionally, the Team will perform an evaluation on the applicability of the USACE Section 404 Nationwide Permit, CDFW Streambed Alteration Agreement (LSAA or "1600 permit"), and RWQCB Section 401 Water Quality Certification (WQC). These regulatory permits may be required depending on the magnitude of the Project's impacts to jurisdictional Waters of the U.S. TKE will evaluate options to modify the proposed project to either eliminate these permit requirements, or substantially reduce the complexity of the regulatory approvals.

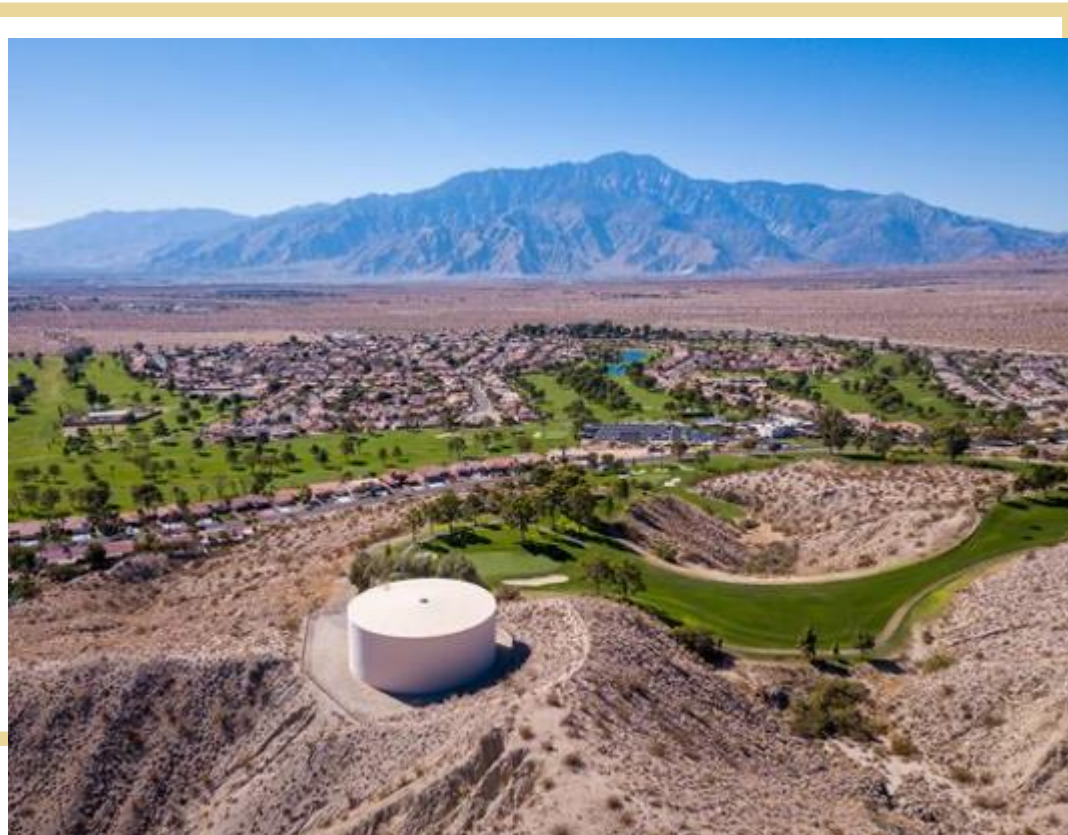
DELIVERABLES: Environmental monitoring deliverables will include species surveys, mitigation plans (if required), regulatory permits and related materials (if required), and report of compliance with the approved MMRP.

2.3 POST CONSTRUCTION MANAGEMENT SERVICES

TKE will provide the following subtasks related to post construction management services:

2.3.1 PROJECT CLOSE-OUT

The process of project close-out is often neglected as contractors and project team members move on to their next job. However, several activities need to occur to ensure successful completion and closeout of a project. These activities include final inspections, training, as-built plans, final report of expenditures, final invoicing/payment, reporting and project documentation. Completing the project record and handoff of responsibilities for operation and maintenance is critical, especially for RWRf start up and initial operations. Many projects fail when proper documentation and training is not provided. The TKE Team is familiar with State and project requirements and procedures. The project closeout will set the District and various stakeholders up for success as the project enters the operational phase.



After project construction is essentially complete, we together with District staff, if desired, will field review the project and prepare a construction deficiencies list (punch list) of items requiring remedial work. After all deficiencies are corrected, our Construction Manager will prepare a letter, recommending acceptance of the project. Once the remedial work is completed, TKE will review and process the final project invoice.

TKE will assist the District to identify, track and monitor the completion of warranty work prior to the construction completion date. We will obtain lien waivers, bonds, guarantees, warranties, if required, and other documents required by the Contract Documents for final Contract Closeout.

In addition, we will prepare the Notice of Substantial Completion to establish the date for the commencement of contract warranty periods and acceptance of maintenance responsibility by District. We will provide the Contractor with a list of any remaining incomplete work requirements to be completed prior to Final Completion.

After all project requirements have been completed, we will prepare a "Notice of Completion" report documenting the final completion of the project and acceptance of the project improvements by the District.

TKE will forward copies of all records in digital and hard copy format and we will prepare a summary of construction changes, final cost, and schedule revisions.

2.3.2 RECORD DRAWINGS

Each month, our Construction Inspector will review the contractor's records to ensure that a diligent effort is being made to keep current and accurate records of work in place. If deficiencies are observed, we will withhold the contractor's progress payment until the contractor demonstrates compliance.

Once the project has been completed, we will provide the District with a complete set of redlined record drawings which will reflect the improvements as constructed; any changes made during project construction will be shown on the record drawings based on contractor's and our records. Drawings will be forwarded to the design engineer to prepare final as-built drawings to be provided to the District.

DELIVERABLES: will include final as-built drawings in both digital and hard copy (mylar) format.

2.3.3 CONTRACT FUNDING ADMINISTRATION

TKE Engineering, Inc. team will verify that all construction activities, records management and processing are completed in accordance with project and State Water Board requirements. TKE is already working closely with the State Water Board on the project's SRF application and agreement and is very familiar with funding requirements ensuring that the District's projects will be delivered efficiently. TKE will prepare the Final Delivery Report of Expenditures (FROE) for review and submittal by the District to the State.

DELIVERABLES: will include quarterly disbursement requests, project reports, and FROE.

2.4 PERMITTING/COORDINATION

Coordination is often one of the most critical aspects of any job. In particular, the Construction Manager and Resident Engineer must take care to ensure proper communication and coordination on the job. This is particularly true of jobs involving multiple permitting agencies. The TKE Team is experienced in multi-permitting agency coordination. Of paramount importance is coordination between the project team and any permitting agencies in order to secure appropriate oversight and confirm that project objectives or requirements are met. Acting through the District, the Construction Manager and Resident Engineer will be primarily responsible for coordination. This includes the timing of various work in respective jurisdictions, being aware of unique requirements of each jurisdiction, and assisting in ensuring permits are obtained in a timely manner to allow work to proceed. In addition, coordination will occur to ensure that the contractor and inspectors are working together to ensure inspections are scheduled appropriately. Finally, coordination must occur to ensure project components are sequenced properly to minimize schedule disruptions and eliminate cost overruns.

In addition to the goals above, experience tells us that each agency has its own personality or culture which affects how they interact with contractors, inspectors, and other third-parties. Certain agencies require a lot of attention whereas others are quick to approve the permit and inspection process. No one agency is the same and each requires a unique and sympathetic approach for coordination. Though this is true, a common approach to all agency Inspection coordination will be conducted in the following way:

- △ Outreach and Site Visits with local agency management, supervisors, and technicians (A representative from each must be in attendance)
- △ Weekly Scheduled Meetings
- △ Individually Schedule Meetings
- △ Relevant Documentation Collection
- △ Key Stakeholder Interviews
- △ Incorporate local agency requirements
- △ Proposed workflow document review by the stakeholder (management, supervisors, and technicians)
- △ Providing multiple presentations on the project and the inspections process to key staff members
- △ Scheduling of work based on input from the local Agency

A major tenet of coordination is gentle, but firm and consistent pressure to achieve the goals for the project.

2.5 OFFICE ENGINEERING

The TKE Team will provide office engineering to assist with administration of all project requirements and organization of all project documentation. The office engineer is familiar with State required forms and documentation, procedures and reporting for prevailing wage requirements on grant funded projects. The office engineer will assist with processing of monthly progress pay estimates, monthly status reports, extra work reports, and weekly statements of working days. In addition, they will prepare and process contract change orders, monitor construction budget and schedule, prepare, maintain, and/or file project documents including labor and equipment records, correspondence, memoranda, meeting minutes, claims, personnel records, labor compliance reports, and daily, weekly, and monthly reports, perform routine calculations and checking of quantities and coordinate all office activities and functions with the District representatives.

b) SUGGESTED MODIFICATIONS FOR SUCCESS

Our teams experience with the District, City of Desert Hot Springs, County of Riverside, State Water Board, RWQCB, local traffic patterns, District Standards, grant funding sources and the local community provide the District a Construction Team with an unmatched project understanding. Our knowledge of the project issues ensures the District that TKE's Team will deliver the project efficiently on budget and effectively on schedule. In our review of the project, we have identified the following suggestions to help with successful project delivery:

EARTHWORK – Construction of the wastewater treatment plant raised pad will require fill materials. However, the effluent disposal ponds will generate excess fill for export. Other portions of the sewer and force main construction will generate export. During our constructability review, we will analyze the construction documents and phasing plan to define locations where materials will be generated and thereafter, hauled to the RWRF site for placement as engineered fill, striving for a balanced site. It appears the RWRF design includes excess export that needs to be addressed to save the District costs.

Pipeline installation and construction of the proposed trench repair will generate the need to dispose of excess soil materials. Our team will work with the District during constructability review to designate a location to place these materials and minimize expensive hauling costs, ideally at the RWRF site or closer. During construction, our inspectors will ensure that routes to and from Area M2, Dillon Road, and Little Morongo Road used to export materials remains in clean and good condition and that all exported materials are properly compacted at the deposit location.

DRAINAGE CROSSINGS – The "Arizona" style drainage crossings are located along Dillon Road, between Palm Drive and Little Morongo Road. The City or County may require a permit for construction through the drainage crossings. Construction through the "Arizona" style crossing may be impacted during a storm event. Specifically, storms in the Coachella Valley may not happen often, but they typically come in strong and fast generating flash flood conditions. Our team has past experience with construction through drainage crossings and may suggest construction timelines be shifted to accommodate the rainy season or if rain is on the upcoming week's forecast to avoid flood related impacts and areas of ponding to project construction.

DETOURS/TRAFFIC CONTROL/ACCESSIBILITY – For pipeline construction along Dillon Road, both vehicular and non-vehicular traffic will be impacted. An extensive amounts of traffic travel along Dillon Road on a daily basis. Dillon Road experiences heavy traffic patterns during the AM and PM peak hours. It is anticipated that the City will require the roadway to remain open at all times. The Contractor will be required to prepare and submit traffic control plans which will be reviewed and approved by the City to ensure access is maintained to all residents, businesses and thoroughfares throughout the project duration.

Alternatively, a proposed detour path or alternate route will be analyzed to ensure the traffic patterns can safely and effectively convey the expected traffic volumes. If needed, the detour will remain in place for approximately 3 months and over that period, the roadway long the detour route shall be reviewed, maintained in good working condition and adjusted as necessary to minimize delays and ensure public safety.

During construction, access to properties along Dillon Road, Little Morongo Road, and throughout Area M2 must be maintained. Our team's familiarity of the project limits will ensure accessibility issues are identified on the traffic control plans and properly addressed in the field. Our inspector's routinely build coalitions with the local residents to keep them adequately informed of construction events and address any concerns that may arise during construction. These coalitions help reduce complaints and unnecessary burden on District Staff and Board of Directors.



SCE COORDINATION – The RWRf site will require a new service connection with Southern California Edison (SCE). TKE’s Team is intimately familiar with new service connection request procedures and coordination with SCE. Specifically, TKE has worked with the District’s SCE representatives on several projects, including Well 33 Solar and Well 42. Extensive coordination with SCE is expected to ensure that system energization does not delay plant startup, operations and ultimately, project completion. Our team has extensive experience with SCE and their requirements including service pedestal conduit inspections, electric service applications, customer project information sheets, and meter address and activation to ensure no delay will occur.

Further, the District may consider modifying the SCE interconnection of their Well 33 Solar facility adjacent to the proposed RWRf. There may be a benefit to the District to use available solar power during peak summer times to operate the plant in lieu of the smaller daily power consumption of Well 33.

PRIVATE PROPERTY IMPROVEMENTS – The Area M2 Collection System includes demolition of on-site septic tanks and construction of a new sewer lateral to on-site piping. During construction, protection and reconstruction of other on-site private improvements are required. In particular, right of entry agreements are required for all 405 developed parcels. In addition, to maintain ingress and egress, limiting sewer service interruptions to residents will be imperative to successful project completion. Further, other private property improvements must be completed to the property owner’s satisfaction including landscaping and fencing replacements. Our team is familiar with working alongside with residents for the construction of improvements within private property.

FUNDING SOURCES – The District has assembled various funding streams for construction of the project that include local funds, assessment district funds, SRF loan, and grants. Each funding stream has its own funding invoicing and documenting requirements. In addition, the overall project costs will require the District to carefully manage cashflow to ensure that expenditures do not exceed District reserves. TKE’s fund management history will assist the District with identification of cash flow projections and requirements throughout the project duration. We will also assist the District as needed to expedite reimbursement requests to other funding agencies minimizing the cash flow burden that can be placed on the District for a project of this size.

The District desires to retain a consultant team that will ensure this important project is delivered on schedule and within budget with the least impacts to the public. Our team’s history with the District, City, County, affected agencies/utilities, construction management and grant funding will ensure the successful completion of this important project.

SECTION 4: REFERENCES

TKE Engineering, Inc. has continuously provided Construction Management and Inspection services to the following list of clients.

REFERENCES

AGENCY	CONTACT NAME	PHONE NUMBER	DATES SERVICES PROVIDED
Mission Springs Water District 66575 2nd Street Desert Hot Springs, Ca 92240	Arden Wallum General Manager	(760) 329-5169	2001 – Present
Coachella Valley Association of Governments (CVAG) 73710 Fred Waring Dr #200 Palm Desert, CA 92260	Eric Cowle Program Manager	(760) 346-1127	2020 – Present
City of Calimesa 908 Park Avenue Calimesa, Ca 92320	Bonnie Johnson City Manager	(909) 795-9801	2012 – Present
City of Highland 27215 Baseline Highland, Ca 92346	Carlos Zamano Public Works Director	(909) 864-8732	2013 – Present
City of Hesperia 9700 Seventh Avenue Hesperia, Ca 92345	Nils Bentson City Manager	(760) 947-1901	2016 – Present
City of Moreno Valley 14177 Frederick Street Moreno Valley, Ca 92553	Mr. Henry Ngo Capital Projects Division Manager Public Works	(951)413-3106	2012 – Present
City of Fontana 16489 Orange Way Fontana, Ca 92335	Phil Burum Deputy City Manager	(909) 350-6727	2000 – Present

SECTION 5: QUALIFICATIONS AND EXPERIENCE

a) FIRM PROFILE

TKE Engineering, Inc. (TKE), a California Corporation, was established in June 2000, and in the last 21-years has developed into one of Southern California's premier full-service construction management and consulting engineering firms. TKE was established with the goal of providing turnkey services for municipal projects in order to benefit our community. As a result of the focus of a firm on this mission, TKE has earned a reputation for thoroughness, rapid turnaround, cost efficiency and, overall quality of work. We are a highly motivated, dynamic firm with the goal of being your preferred consultant.

TKE provides turnkey construction management and inspection services to numerous municipalities throughout Riverside, San Bernardino, Los Angeles, and Orange Counties. The municipal services provided by our firm include Construction Management, Project Development, CIP Design, Traffic Engineering, Surveying, Project Management, Plan and Map Checking, Inspection, Program Management, Utility Company Coordination and Management, Public Outreach, Grant Funding, Federally/State Funded Grant Management, and Construction Surveying services. Our wide range of services provides our team with an intimate knowledge and experience of the common pitfalls for each project variation and our past history of successfully overcoming these challenges.

TKE has managed more than \$150 million in publicly funded construction projects for more than 21-years. The breadth of experience and technical skill of our staff enable us to manage a wide variety of projects, ranging from major wastewater infrastructure to the restoration and rehabilitation of significant wastewater treatment structures. TKE has performed construction management services for a wide variety of multi-million dollar projects. TKE's corporate structure guarantees that the principals of the firm will be intricately involved with all aspects of the project which translates to effective communication and project stability for the District. TKE's principals and support staff are highly qualified in managing all sizes and types of projects and have a proven track record of successfully delivering even the most challenging projects. In addition, our teams personal background and our current and past history with the District and in the Coachella Valley and surrounding communities, brings an extensive knowledge of the project, project area, working on State and Federally funded projects, standards and specifications of several municipalities and utility companies in the Coachella Valley, and project goals. This ensures that the District's best interests are fully protected during value engineering, in the event of startup and operation difficulties, the contractor requesting extra work, change orders or any type of additional compensation or working days, thereby maximizing the potential for project success.

In addition to our direct local knowledge, TKE has extensive construction administration experience for all types of projects with numerous grant funding sources. TKE has performed construction administration services for projects with funding sources that include State Water Resource Control Board Clean Water and Drinking Water SRFs, EPA Clean Water SRF, Department of Water Resources Propositions 50, 84, 1E and 1 programs (i.e., Storm Water Grant Program, Integrated Regional Watershed Management Program, Flood Management Program etc.), U.S. EPA Clean Water Grant, U.S. Army Corp Environmental Infrastructure, and numerous locally funded Development Impact Fee (DIF) and Assessment District (AD) projects. The projects constructed include water and wastewater improvements, traffic improvements, street widening, street rehabilitation, sidewalk, traffic signals, median curb with hardscape, landscape and lighting, storm drain, flood control and aquifer recharge basins, bus transfer stations and stop enhancements, and park development and community revitalization improvements.

TKE's headquarters is located in a business owned building at 2305 Chicago Avenue in Riverside, and TKE's local office is located at 73-710 Fred Waring Dr #104 Palm Desert, CA 92260, less than 30 minutes from the District and Project sites, allowing us to mobilize and respond to the District's needs at a moment's notice. TKE currently maintains a staff of 47 construction managers, project managers, engineers, surveyors, inspectors, drafters, and clerical personnel.

b) KNOWLEDGE OF TECHNICAL AND FUNCTIONAL NECESSITIES

TKE proudly serves Municipal Agencies including the District with a variety of engineering services including construction management, inspection, wastewater systems, water systems, recycled water systems, water resource management, storm drain systems, storm water, urban runoff management and water quality programs, floodplain management, street widening, bike lanes, roundabouts, traffic engineering, parking lots, parks, traffic control, signing and striping, surveying,



Construction Management, Inspection and Related Services for the
Regional Water Reclamation Facility Construction Project (Job ID: 17-002-S)

Mission Springs Water District



mapping, and grant management. TKE's experience includes project delivery from conception to completion. All of the professional services discussed are services we effectively provide routinely.

TKE and our team continue to provide numerous municipalities and agencies with construction management, inspection services, materials testing and staffing for every facet of engineering and public works projects. In addition, we have worked on multi-million dollar regional mega projects for a variety of government agencies. TKE recognizes the importance of staffing based on a client's need and workload. Our flexible support and qualified staff enable our clients to serve their constituents in a cost effective and efficient manner. We request that you verify our qualifications with the agencies presented in our proposal.

CONSTRUCTION MANAGEMENT

Construction management is a service that implements specialized, project management methods to manage the design, construction and the planning of a project, from bidding through completion. Managing this project successfully, involves a large knowledge base which our team possess. Quality management begins with an in-depth understanding of the project requirements and governing contract documents. Therefore, involvement in the bid administration and pre-construction activities are important. Likewise, a true evaluation of potential risks and understanding of safety, budgetary and schedule implications is critical. Activities include construction oversight, inspection, special inspection, materials testing, construction surveying, contractor interface and contract administration, coordination of District inspections and acceptances, coordination of utility relocations, office engineering, and project close-out.

For complex projects, the Construction Project Manager can have over 120 responsibilities. Proper organizational skills and experience with similar construction projects is important to ensure that the Construction Project Manager and Resident Engineer can fulfill all of the requirements and responsibilities of the job. Key areas of responsibility include planning, budget, schedule, quality control, safety and contract management. With multiple project components, communication protocol is a key to project success. Coordination through the District with the multiple contractors will be required. Our project team personnel have extensive familiarity with the District, City, County, State Water Board, RWQCB, AQMD, SCE, Standard Plans, Standard Specifications for Public Works Construction and more. Our team works with these applicable standards and manuals on a routine basis, as well as the capability to meet the Regional Water Reclamation Project requirements and fulfill anticipated responsibilities.

Our team has specific experience in every element necessary for the District's Construction Management project. This includes construction of treatment plants, gravity sewer and force main installation, septic abatement programs, community outreach and education for large projects, drainage crossings, tracking of earthwork for quantity payouts, water quality management best management practices installation, and PM-10 compliance.

TKE has managed publicly funded construction projects throughout our history. The breadth of experience and technical skill of our staff enable us to manage a wide variety of projects, ranging from major infrastructure to the restoration and rehabilitation of treatment plants. TKE has routinely performed administration of the contract (general contract administration and oversight of project), provided Resident Engineering services, constructability reviews on project documents, managed preconstruction and weekly progress meetings, coordinated with contractors, including multiple contractors simultaneously, coordinated with design engineers for design changes and corrections, coordinated with the project inspector, reviewed and responded to RFI's, reviewed weekly statement of working days, reviewed quantities for monthly progress payments, reviewed extra work tickets and assessed them for justification within the contract requirements, process control documents, submittals, change orders, and work change directives, prepared and performed contract change orders and negotiations, coordinated with residents and businesses throughout construction process, performed public outreach, represented municipal clients with other agencies at numerous meetings, represented engineering with the client's council or board and other public meetings, managed engineering budgets and project schedules, documented environmental compliance, prepared and acquired right-of-way, coordinated utility relocations, acquired and managed permits from numerous agencies, including RWQCB, South Coast AQMD, Riverside County Transportation Department, Riverside County Flood Control and Water Conservation District, U.S Army Corps of Engineers, California Department of Fish and Wildlife, and many others, managed numerous funding programs through the State Water Board and various other State and Federal funding agencies.

TKE has extensive experience with providing construction management services on all types of public works projects. We are extremely familiar with the District Standards, Greenbook, requirements of plans and specifications, and California public contract code in relation to construction projects and various related work. We ensure that all work is completed in accordance with funding contract specifications, terms, conditions, state and federal laws and regulations, and client policy. Our construction management portfolio includes:

- | | |
|--|----------------------------------|
| △ Sanitary Sewer Gravity and Force Mains | △ Retention and Detention Basins |
| △ Potable and Recycled Water Mains | △ Reservoirs |
| △ Grading and Retaining Walls | △ Pump Stations |



Construction Management, Inspection and Related Services for the
Regional Water Reclamation Facility Construction Project (Job ID: 17-002-S)

Mission Springs Water District



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| <ul style="list-style-type: none"> △ Filtration Systems △ Lift Stations △ Treatment Plants △ SCADA and Communications △ Storm Drains and Channels △ Street Widening Projects △ Bridge Widening △ Sidewalk Repair and ADA Compliance Projects △ Conventional and Rubberized Pavement Rehabilitation Projects △ Signal Interconnection △ Traffic Signal and Striping Projects | <ul style="list-style-type: none"> △ PCC Paving Projects △ Signing and Striping △ Bus Transfer Stations △ Parking Lot Projects △ Parks and Other Public Facilities △ Site Improvement Projects △ Major Infrastructure Projects △ Reconstruction and Rehabilitation |
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TKE's construction management services are enhanced by integration with our knowledge and background of civil engineering and surveying to facilitate and ensure all construction projects managed by TKE will operate safely and efficiently.

INSPECTION

TKE and our project team, provides experienced, highly qualified staff with significant technical expertise and strong public relations skills for inspection services. All of TKE's inspectors have a background within design and construction, enabling TKE to provide well rounded inspectors capable of understanding the requirements to construct a project and capable of identifying potential change orders and design deficiencies before they occur. TKE is fully capable of providing staff on a full-time, part-time, on-call or interim project basis. Please refer to our project team, together with our corporate resumes to verify our team's technical ability to deliver these services.

TKE has provided similar services to those requested here for a number of different agencies and TKE understands that each jurisdiction has its own development and capital improvement standards that were developed to meet the needs of that particular community. TKE has a thorough understanding of these standards together with the needs of the community. For each project that TKE is assigned, TKE will verify compliance with all applicable standards. Furthermore, with our extensive experience in other jurisdictions, TKE will be able to recommend improvements to these standards to ensure expedited project delivery and enhanced public infrastructure. Our inspection portfolio includes:

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| <ul style="list-style-type: none"> △ Daily review and documentation of construction activities (daily reports and digital photo of significant issues and milestones) △ Monitor Contractor's daily labor force for compliance with state & federal labor laws. △ Field verification of traffic control procedures and consistency with approved Traffic Control Plan △ Coordinate with agencies and different stakeholders to ensure smooth progress of construction activities △ Monitor project schedule △ Verify quantities and assuring quality control △ Field observations of construction activities △ Maintain complete and accurate project records △ Review and recommend approval/disapproval of monthly progress pay estimates △ Verify NPDES and SWPPP compliance △ Prepare weekly statement of working days | <ul style="list-style-type: none"> △ Review RFI's, change orders and progress payments △ Coordinate punch list and as-built plans △ Ensure that materials and completed work comply with plans specifications and design criteria △ Implement security procedures △ Issue notices for safety concerns and violations △ Coordinate with survey, material testing and other construction consultants △ Review and ensure compliance with control documents, submittals, RFI's, change orders, and work change directives △ Preparation of punch list △ Coordinate project closeouts activities which include staff report, Notice of Completion, release of retention, warranty walk, and archiving documents. |
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CONSTRUCTION SURVEYING

TKE has been providing survey and construction staking services for the past 21-years. TKE's survey experience includes construction staking of an extensive array of services including:



- △ Sanitary Sewer Mains and Force Mains
- △ Potable and Recycled Water Mains
- △ Treatment Plants
- △ Sewer Lift Stations
- △ Wells, Reservoirs, and Pump Stations
- △ Demolition Limits
- △ Rough and Mass Grading
- △ Slope Staking
- △ Earthwork Verification
- △ Flood Control and Water Quality Basins
- △ Storm Drain Pipe, Boxes, Channels and Culverts
- △ Catch Basins
- △ Replacement of DWR Aqueduct and Channels
- △ UPRR At-Grade Crossings
- △ Street and Roadway Widening Improvements
- △ PCC Improvements Including Curb, Gutter Sidewalk, Driveways, and Access Ramps
- △ Bridge Construction and Bridge Widening
- △ Blue-Top Stakes for Asphalt Concrete Roadways
- △ Street Lighting
- △ Traffic Signals
- △ Power Pole Relocations
- △ Existing Rights-of-Way and Property Corners

TKE's survey team have a background within design and construction, enabling TKE to provide well rounded surveyors capable of understanding the requirements to construct a project and capable of identifying potential change orders and design deficiencies before they occur. Please refer to our project team, together with our corporate resumes to verify our team's technical ability to deliver these services.



PROJECT / PROGRAM MANAGEMENT

TKE has managed publicly and grant funded design projects throughout our history. The breadth of experience and technical skill of our staff enable us to manage a wide variety of projects, ranging from major infrastructure to the restoration and rehabilitation of significant historical structures. We will require and document that all work is completed in accordance with funding contract specifications, terms, conditions, state and federal laws and regulations, and client policy to ensure that project close out and final reimbursements by the funding agencies proceed smoothly.

Our management portfolio includes:

- △ Water and Wastewater Facilities
- △ Utilities
- △ Transportation Corridors
- △ Bridge Widening

- △ Street Widening Projects
- △ Traffic Signal and Striping Projects
- △ Signing and Striping
- △ Major Infrastructure Projects
- △ Reconstruction and Rehabilitation

GRANT ADMINISTRATION

TKE is familiar with a number of funding sources for capital improvement projects. TKE has prepared numerous applications and administered these funds for a number of agencies. TKE has extensive experience with Federal and State funded projects including:

- △ State Water Resource Control Board Clean Water SRF
- △ State Water Resource Control Board Drinking Water SRF
- △ EPA Clean Water SRF
- △ Propositions 50, 84, 1E and 1
 - Clean Water SRF

- Storm Water Grant Program
- Integrated Regional Watershed Management Program
- Flood Management Program
- △ Highway Safety Improvement Program (HSIP)
- △ Transportation Enhancement Program (TE)
- △ Congestion Management & Air Quality (CMAQ)
- △ Federal Safe Routes to School (SRTS)
- △ Community Development Block Grant (CDBG)
- △ U.S. EPA Clean Water Grant
- △ U.S. Army Corp Environmental Infrastructure
- △ U.S. HUD Community Development Block Grants
- △ Active Transportation Program (ATP)
- △ State Safe Routes to School (SR2S)
- △ Road Repair and Accountability Act of 2017 (SB1)
- △ Mobile Source Reduction Committee (MSRC)
- △ TDA Article 3
- △ Rubberized Asphalt Concrete (RAC)

We will apply this knowledge to process the current Project's combined SRF and grant funding components.

c) QUALITY ASSURANCE / QUALITY CONTROL

TKE's Quality Assurance / Quality Control procedures, ensures that the City's project will be successfully delivered on time and on budget. TKE and their teaming partners are committed to prioritizing the Construction Management Services for the Regional Water Reclamation Facility Construction Project to meet the satisfaction of the project stakeholders.

WORK QUALITY AND COST CONTROLS

TKE takes pride in its reputation for thoroughness, rapid turnaround, cost efficiency and overall quality of work, and believes that a high level of quality is needed on all services provided by TKE. Key components of the program include check lists, field reviews, and discussion with District staff. High quality services yield ease of project oversight, smoother processing, minimal delays in the bidding phase, healthy number of bidders, consistent bids, minimized construction support cost, absence of design-related change orders, and reduced claims and dispute resolution costs.

TKE believes that the most successful quality assurance program is one that is applied inherently throughout the entire process. This program requires not only formal procedures for checking but encourages the conscientious effort of experienced people to always "think quality" in every task performed throughout the design and construction process. This program has become a natural element in all aspects of TKE's management activities and will guide all services provided by TKE.

Effective QA/QC includes assignment of experienced staff, continuity of staffing, project-specific work plan, schedule compliance, comprehensive field review and compilation of site data, established design procedures, established detailing standards, established checking procedures, including independent in-house QA/QC review, dual (independent) quantity estimates, and review by constructability expert. The Quality Assurance / Quality Control program is in place to ensure that services provided by TKE continues to exceed the standards of our clients and that we will deliver the projects on schedule and within budget.

Regarding cost controls, TKE's client manager will provide monthly progress reports documenting project progress for all projects assigned to TKE using a comprehensive project management summary. The summary includes project name and related number, description of progress, budget status, schedule compliance, and anticipated upcoming accomplishments.

DOCUMENT CONTROLS AND STANDARDIZATION

TKE's Team will manage documents and change control throughout entire project lifecycle from planning through engineering, construction, close-out, and commissioning. The document control system is there to process project documents and uploaded them to the project collaboration/document control software; assigning metadata and distribution of documents electronically. The Assistant REs / Office Engineers will actively coordinate the activities of the document management and control functions; overseeing all project correspondence, contractor design, and construction submittals are submitted in accordance with the contract and processed in accordance with procedures. Establishing the

process flows and document control for all design and construction documents, including: RFI's, drawings, specifications, contracts/modifications, correspondence, submittals, manuals, etc.

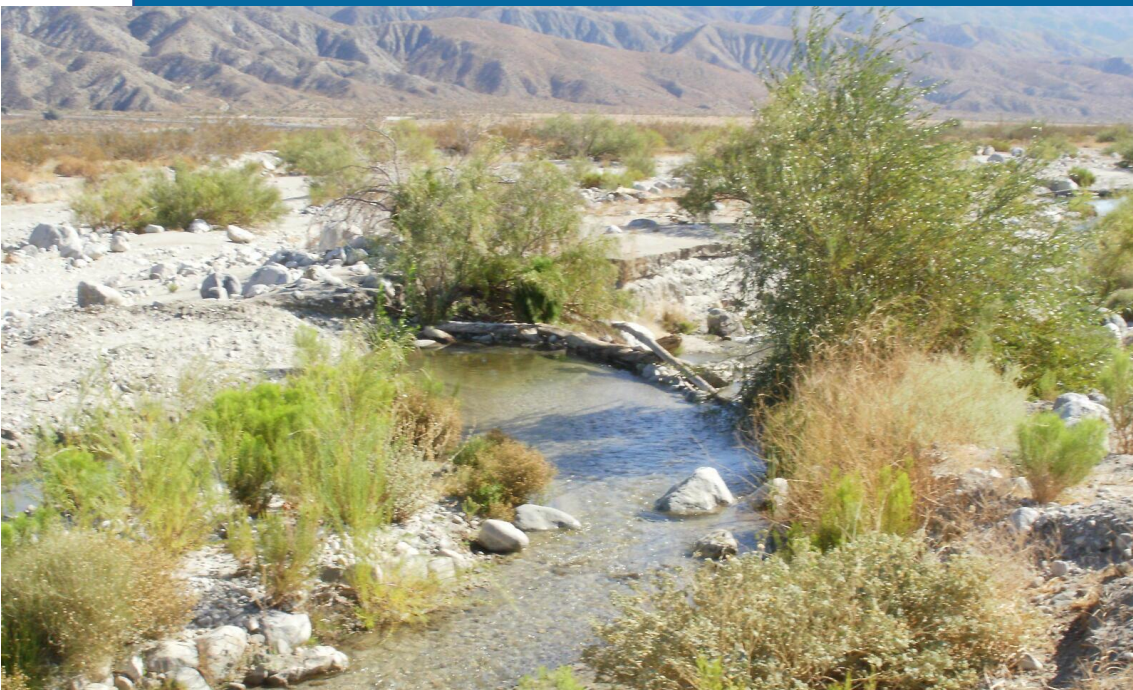
In addition to the fundamental cataloging, storage, and retrieval functions that document control personnel perform, the work involves tracking and reporting the version control of critical documents such as submittal reviews, constructability reviews, and contract amendments. Configuration management also includes control of the project baseline by maintaining and tracking changes to the system-wide documents, program management procedures, and design standards in accordance with the District procedures utilizing a Project Management Information System (PMIS); coordinating and tracking changes for construction and consultant contracts; and maintaining data in the PMIS. Additionally, this scope includes working collaboratively with project managers, construction managers, contract management, and other staff to obtain cost estimates and descriptions of the scope of the change, as well as identify impacted drawings and specifications, impacts to other contracts, and other documents needed to support changes and facilitate the procurement process to potentially issue changes.

d) OUR COMMITMENT

Key personnel and all project resources presented in this proposal will be available and committed to successful project delivery for the duration of the Project. No person designated as "key" to the Project shall be removed or replaced without the prior written consent of the District. To demonstrate our commitment to successful project completion, the Resident Engineers Robert Doss, P.E. and Lucas Rathe, P.E., Q.S.D., CCM, will be accessible to the project stakeholders on a daily basis.

e) ABILITY TO PERFORM

TKE's organizational structure has steadily grown since our inception 21-years ago, which provides us with a solid foundation and ensures successful completion of any District project. TKE has an annual gross income of more than 7 million dollars. In addition, over TKE's 21-years of business, not a single TKE project has gone through litigation. There are no financial conditions that may impede TKE's ability to provide services or complete the services as outlined in the RFQ. No conditions or organizational conflicts of interest exists that will affect the ability of TKE to perform the required duties as described in this proposal.



f) RELEVANT PROJECT EXPERIENCE



REGIONAL WATER RECLAMATION PROGRAM MANAGEMENT

City of Desert Hot Springs, CA`

Client Contact: Mr. Arden Wallum
Mission Springs Water District
Phone Number: (760) 329-5169
Email: awallum@mswd.org
Project Cost: \$57 Million
Completion Date: On-Going
Firm Name: TKE Engineering, Inc.

DESCRIPTION

Mission Springs Water District (MSWD) retained TKE to prepare a preliminary engineering analysis that evaluated expanding an existing WWTP or building a new regional WWTP. Ultimately, MSWD selected to proceed with a new regional WWTP, the Regional Water Reclamation Facility (RWRF). Thereafter, TKE was retained to be the program manager for the for the development of the RWRF and associated projects. As program manager, TKE is responsible for coordinating the design, hydrogeological analysis, environmental compliance processing, and construction of the RWRF, a new Regional Conveyance Trunk Sewer to deliver wastewater to the RWRF, and the M-2 Collection System to connect 695 parcels to the sewer system for treatment by the RWRF. In addition, TKE is in charge of grant funding and permit acquisition. The project includes coordination with the State Water Resource Control Board, Regional Water Quality Control Board, Air Quality Management District, other agencies, and other consultants.

SERVICES

Services include preliminary engineering, benefit-cost analysis, project planning and scoping, Board report preparation and presentations, prepare grant funding applications and management, preparation of wastewater flow projection report, technical report and design review, prepare RFPs, environmental compliance services, prepare right-of-way acquisition documents, provided program/project management, regulatory and stakeholder meetings and presentations, perform construction management and inspection.

KEY STAFF

Steven Ledbetter, P.E.
Michael P. Thornton, P.E., L.S.
Terry Renner, P.E., Q.S.D.
Ron Musser, L.S

RELEVANCE TO MSWD

- Management of the Program from Inception to Date
- Program Sequencing
- Managing CEQA Compliance
- Managing Permitting
- Coordination with City, County, RWQCB, and State Water Board
- SRF and Grant Application and Processing



WATER PCM PROGRAM CONTRACT – STANDBY POWER AND UV DISINFECTION IMPROVEMENTS

City of Columbus, OH

Client Contact: Dave Opferman, PE, Project Manager
Phone Number: 614.645.4628
Email: djopferman@columbus.gov
Project Cost: \$10.6 Million - \$20.7 Million
Completion Date: Ongoing
Firm Name: Anser Advisory LLC

DESCRIPTION

As part of the multi-discipline team, the City of Columbus retained Anser to provide professional program and construction management services on the Hap Cremean, Dublin Road, Parsons Avenue Water Plants, and the Alum Creek Pump station. Currently, Anser is managing the Standby Power and UV Disinfection Improvements Project.

Standby Power - Installation of new generators, a new switchgear enclosure, new concrete encased duct bank, and the construction of a fuel offloading area with an underground trench drainage system that is tied to an underground storage tank. Responsible for construction management, contract change management, claims analysis, cost and schedule analysis, project controls, personnel management, and coordination with plant operations and other construction on the site.

UV Disinfection - Demolition and construction of existing filter effluent pipework and in-line valves of existing filters, construction of UV disinfection equipment system and associated

electrical equipment, installation of turbidimeters and controllers, demolition of existing HVAC and dehumidification equipment and construction of sample water system. Responsible for construction management, contract change management, claims analysis, cost and schedule analysis, project controls, personnel management, and coordination with plant operations and other construction on the site.

Dublin Road WTP Standby Power:

9/2018-12/2020 | \$10.6M

Hap Cremean WTP Standby Power:

5/2018-Current | \$15.4M

Dublin Road Water Plant UV

Disinfection: 06/2018-Current | \$20.7M

Hap Cremean WTP UV Disinfection:

07/2018-Current | \$14.5M

KEY STAFF

Valerie Wollet, PE, CCM | *Construction Manager*

RELEVANCE TO MSWD

- Program Sequencing
- Managing Permitting
- Coordination with Agencies and Stakeholders
- Similar Construction Elements to the Proposed Project
- Large Contract Amount



UPPER TUSCARAWAS WASTEWATER TREATMENT PLANT NO. 36 IMPROVEMENTS

*County of Summit Department of Environmental Services,
Springfield Township, OH*

Client Contact: Matt Calcei, PE, Deputy Director
Phone Number: 330.645.0003
Email: mcalcei@summitoh.net
Project Cost: \$4 Million
Completion Date: 10/2014
Firm Name: Anser Advisory LLC

DESCRIPTION

Anser was retained by the County of Summit Department of Environmental Services to provide preconstruction and construction management services for a comprehensive renovation of the Upper Tuscarawas Wastewater Treatment Plant, No. 36, which is a 4.0 MGD plant located in Springfield Township.

The project scope included construction of a new fine screen building, new outlets on the primary clarifiers, and coating all primary clarifier underwater and exposed equipment. The tertiary treatment filters were removed and replaced in addition to the replacement of the motor control center for the digester blowers. Additional site improvements include extension of the digester waste line, various building roof repairs and/or replacements, and repair/resurfacing of plant roadways and parking areas.

Anser's services included a comprehensive constructability review of plans and specifications, a detailed CPM schedule, cost estimating, bid and award services, and complete construction management and claims management, if required.

KEY STAFF

Kenny Barker, CMIT | *Construction Inspector*

RELEVANCE TO MSWD

- Similar Size and Scope
- Renovation Project for Public Works
- Construction Sequencing
- Large Contract Amount



SAN BERNARDINO AVENUE TRUNK SEWER

City of Fontana, CA

Client Contact: Mr. Chuck Hays
Phone Number: (909) 350-6530
Email: chays@fontana.org
Project Cost: \$9.8 Million
Firm Name: TKE Engineering, Inc.

DESCRIPTION

The San Bernardino Avenue Trunk Sewer is located in the City of Fontana north of Interstate 10 between Etiwanda Avenue and Cypress Avenue. The project included approximately 19,500 linear feet of 48-inch and smaller vitrified clay and reinforced concrete pipe sewer, two siphons, including bore and jacked pipe and casings, and numerous diversion gates for flow diversion. The facility was constructed to convey 25 million gallons of wastewater to a proposed lift station, which will convey the water to IEUA's regional plant number 4.

SERVICES

Services include project management, conventional topographic surveying, records research, preliminary engineering design, hydraulic modeling, permitting, coordination with agencies and consultants, bidding services, SRF grant fund management, right-of-way acquisition, construction administration, construction inspection and construction staking.

KEY STAFF

Michael P. Thornton, P.E., L.S.
 Terry Renner, P.E., Q.S.D.
 Ron Musser, L.S.
 Steven Ledbetter, P.E.
 Brad Enscoe

RELEVANCE TO MSWD

- Similar Construction Elements to the Proposed Project
- Large Contract Amount
- Construction Sequencing with Associated Project (Lift Station)
- Coordination with City and County
- SRF and Grant Administration
- Coordination with local Businesses and Residents

COLUMBUS WASTEWATER PROFESSIONAL CONSTRUCTION MANAGEMENT



City of Columbus Wastewater Professional Construction Management, Columbus, OH

Client Contact: John Newsome, DOSD
Administrator
Phone Number: 614.645.8460
Email: jgnewsome@columbus.gov
Project Cost: \$534 Million (See Below)
Completion Date: May 2012-Ongoing
Firm Name: Anser Advisory LLC

DESCRIPTION

As part of the City of Columbus' continuing program to upgrade and maintain their wastewater treatment and support facilities, a series of capital construction projects have been programmed to provide efficient, reliable, cost effective operations, and enhance personnel safety. Anser Advisory (former legacy company, H.R. Gray) has been the lead construction management consultant for over 20 years, on over 70 projects with construction costs totaling over \$543.3M. Anser Advisory provides construction management services including project controls, administration, and field oversight to manage the work from bid phase through closeout. Since 2012, Anser has managed over \$163.1M of projects at the Jackson Pike and Southerly Wastewater Treatment Plants and Support Facilities.

SERVICES

Services provided included construction management, construction inspection and observation, constructability review, construction estimating and construction project scheduling.

PROJECT COST

\$49.4M Biosolids Land Application Facility
\$13.1M HVAC (including Steam Heating) & Roof Replacement
\$12.4M Corrosion Prevention and Protective Coating Systems
\$5.5M Waste Digester Gas Utilization Improvements
\$3.8M Primary Clarifier Electrical Upgrades
\$2.5M Polymer System Renovations
\$2.1M Digester Cover & Gas Piping Replacement
\$1.8M CSO Reduction Improvements
\$1.2M Fiber Optic & PLC Upgrades

RELEVANCE TO MSWD

- Management of the Program from Inception to Date
- Program Sequencing
- Managing Permitting
- Renovation Project for Public Works
- Similar Construction Elements to the Proposed Project
- Large Contract Amount



CITY OF COLUMBUS DUBLIN ROAD WTP CONTRACT

City of Columbus, OH

Client Contact: Dave Opferman, PE, Project Manager
Phone Number: 614.645.4628
Email: djopferman@columbus.gov
Project Cost: \$10 Million - \$100 Million
Completion Date: May 2019
Firm Name: Anser Advisory LLC

DESCRIPTION

As part of the multi-discipline team, the City of Columbus retained Anser (former legacy firm, H.R. Gray) to provide professional program and construction management services for the Dublin Road Water Treatment Plant. The following is a list of previous projects completed for the Dublin Road WTP:

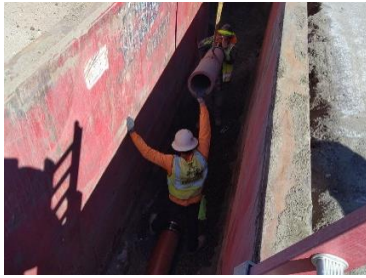
- △ Treatment Capacity Increase:
 - Sludge Pump and Electrical Substation
 - Filter Rehabilitation and I&C Backbone
 - Recarbonation and Ozone Facilities/Basin 4 Softening
 - Ion Exchange/Plant Reliability Upgrades
- △ Sodium Hypochlorite Facility

SERVICES

Services provided include program management, construction management, contract change management, construction inspection and observation, claims analysis and schedule analysis.

RELEVANCE TO MSWD

- Program Sequencing
- Renovation Project for Public Works
- Similar Construction Elements to the Proposed Project
- Large Contract Amount



NORTH INDIAN CANYON SEWER PROJECT

City of Desert Hot Springs, CA

Client Contact: Mr. Arden Wallum
 Mission Springs Water District
Phone Number: (760) 329-5169
Email: awallum@mswd.org
Project Cost: \$514,000
Completion Date: September 2021
Firm Name: TKE Engineering, Inc.

DESCRIPTION

The North Indian Canyon Sewer Improvements Project is located in the County of Riverside near the City of Desert Hot Springs. This project consists of the construction of 2,300 linear feet of 8" vitrified clay sewer pipe, manholes, laterals, and associated roadway repair. The proposed wastewater system improvements are being made prior to a County repaving project to avoid construction impacts on the new roadway and provide adequate capacity to convey future development flows.

SERVICES

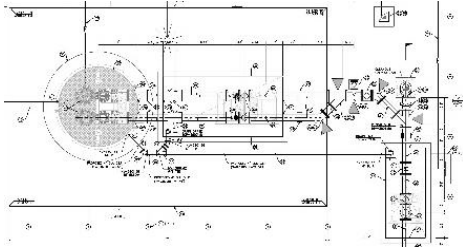
Services include pre-construction and progress meetings, preparation of material submittal review, process RFIs/RFCs, daily inspection reports, developed construction photo logs, processing of progress and final payments, processing change orders, verified compliance with contract documents and approved submittals, verified public safety compliance, and coordination with agencies/utilities.

KEY STAFF

Terry Renner, P.E., Q.S.D.
 Marvin Lara, E.I.T.
 Ron Musser, L.S.
 Jeff Lantosh

RELEVANCE TO MSWD

- Similar Construction Elements to the Proposed Project
- Construction Sequencing with Roadway Project
- Coordination with County
- Coordination with local Businesses and Residents



I-15 SEWER LIFT STATION AND WATER BOOSTER STATION

City of Hesperia, CA

Client Contact: Mr. Nils Bentsen

Phone Number: (760) 947-1901

Email: Nbentsen@cityofhesperia.us

Project Cost: \$8.7 Million

Completion Date: In Progress

Firm Name: TKE Engineering, Inc.

DESCRIPTION

This project consists of the design and construction of a sewer lift station and water booster station to provide service to developments along the I-15 freeway corridor. Through a phased approach, TKE first developed a sewer and water feasibility study to serve the area; followed by preparing the design and contract documents, and providing construction management services for sewer conveyance, and water distribution and transmission systems; and is now preparing the design and contract documents for the lift station and booster station. The lift station includes two 25 HP VFD submersible impeller pumps, wet well, piping, valves, manholes, electrical, motor control center and electrical building, and associated site improvements. The separate booster station, located at an existing reservoir site, includes three 250 HP VFD pumps, two 50 HP VFD pumps, one 20 HP pump, hydro-pneumatic system, piping, valves, electrical, prefabricated building, emergency generator (600 kW), and associated site improvements.

SERVICES

Services include preliminary engineering, opinion of probable cost, feasibility study, with system alternatives, sewer and water hydraulic modeling analysis, design, topographic surveying, preparation of construction contract documents, and construction management and administration.

KEY STAFF

Terry Renner, P.E., Q.S.D.

Steven Ledbetter, P.E.

Bob Doss, P.E.

Kristine Macalma, E.I.T.

Ron Musser, P.L.S.

Brett Enscoe

RELEVANCE TO MSWD

- Similar Construction Elements to the Proposed Project
- Large Contract Amount
- Construction Sequencing with Associated Project Phases
- Coordination with City and County
- Coordination with Developer, Businesses and Residents



MORENO VALLEY AMPHITHEATER AND CIVIC CENTER PARK

City of Moreno Valley, CA

Client Contact: Ms. Lee Withers
City of Moreno Valley

Phone Number: (951) 413-3726

Email: leew@moval.org

Project Cost: \$6.7 Million

Completion Date: August 2021

Firm Name: TKE Engineering, Inc.

DESCRIPTION

The Moreno Valley Civic Center Park and Amphitheater Project is located in the City of Moreno Valley South of Alessandro Blvd immediately west of City Hall. The amphitheater is used for regional movie nights, concerts and seasonal special events. The proposed 2.5 acre project included an outdoor amphitheater stage, 400 person arched concrete seating, open space, and a parking lot for approximately 300 vehicles.

SERVICES

Services included project management, agency and utility coordination, quality assurance, quality control, construction management and inspection.

KEY STAFF

Terry Renner, P.E., Q.S.D.
Ron Musser, L.S.
Marvin Lara, E.I.T.
Stephen Biscotti
Jeff Lantosh

RELEVANCE TO MSWD

- Building / Facility Construction Management Experience
- Electrical Construction Management / Inspection
- Large Contract Amount



CV SYNC

Coachella Valley Association of Governments (CVAG)
Coachella Valley, CA

Client Contact: Eric Cowle, Program Manager
Phone Number: (760)346-1127
Email: ecowle@cvag.org
Project Cost: \$21M
Completion Date: Ongoing
Firm Name: TKE Engineering, Inc.

DESCRIPTION

This project located in the Coachella Valley consists of upgrading the local agencies existing legacy (outdated) traffic signal controllers, traffic management systems, and communication systems with the latest off-the-shelf technologies in order to provide inter-agency traffic signal synchronization along three regional roadways including Highway 111, Ramon Road and Washington Street. The project improvements include advanced traffic management systems (ATMS), advanced transportation controllers (ATC), selected Intelligent Transportation System (ITS) elements, ITS sub-systems, and Ethernet/IP-based communications that will be expandable and scalable for future integration of ITS technologies and strategies, such as Integrated Corridor Management (ICM), Smart Cities, and Connected and Autonomous Vehicles. This project includes a Regional Traffic Management Center (RTMC) and local Traffic Operation Centers (TOC) that will have the capability to monitor, control of connected traffic signals, and be used as a monitoring tool for research and analysis to help determine regional system enhancements, operations, and maintenance.

SERVICES

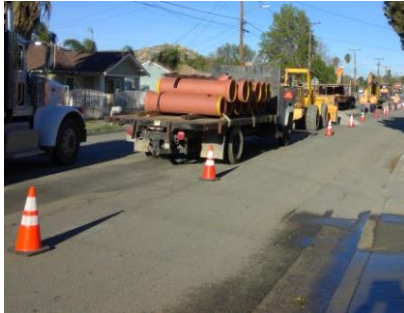
Services included bid administration and pre-construction assistance, construction Management, inspection, and project closeout services

KEY STAFF

Terry Renner, P.E., QSD
 Justin Schlaefli, P.E., T.E., PTOE
 Brad Enscoe
 Michael Conce

RELEVANCE TO MSWD

- Electrical Construction Management / Inspection
- Large Contract Amount
- Teaming Partner with Anser Advisory



TILTON AVENUE SEWER IMPROVEMENTS, PHASE I

City of Jurupa Valley, CA

Client Contact: Mr. Jeff Sims
Rubidoux Community Services
District

Phone Number: (951) 684-7580

Email: jsims@rcsd.org

Project Cost: \$1.0 Million

Completion Date: May 2017

Firm Name: TKE Engineering, Inc.

DESCRIPTION

The Tilton Street Sewer Improvements Project is located in the City of Jurupa Valley on Tilton Avenue between approximately 800 feet east of Riverview Drive and Rubidoux Boulevard. This project consisted of the construction of 1,900 linear feet of 12" vitrified clay sewer pipe, manholes, laterals, diversion manholes to abandon the existing undersized 10" sewer and connections to existing sewer manholes. Proposed wastewater system improvements provide relief for the existing 10" sewer which has insufficient capacity to convey current and proposed development flows.

SERVICES

Services include design, permitting, surveying, construction administration, construction inspection, coordination with agencies and consultants, and construction staking.

KEY STAFF

Terry Renner, P.E., Q.S.D.

Michael P. Thornton, P.E., L.S.

Steven Ledbetter, P.E.

Ron Musser, L.S.

Stephen Biscotti

RELEVANCE TO MSWD

- Similar Construction Elements to the Proposed Project
- Coordination with City of Jurupa Valley
- Coordination with local Businesses and Residents



PEARMAIN STREET RELIEF SEWER PROJECT

City of Adelanto, CA

Client Contact: Mr. Brian D. Wolfe

City of Adelanto

Phone Number: (960) 246-2300

Email: BWolfe@ci.adelanto.ca.us

Project Cost: \$2.2 Million

Completion Date: February 2022

Firm Name: TKE Engineering, Inc.

DESCRIPTION

The Pearmain Street Relief Sewer Project is located in the City of Adelanto on Pearmain Street and Auburn Road between approximately 1,300 feet east of US Highway 395 and Air Expressway. This project consists of the construction of 9,000 linear feet of pipe with diameters ranging from 21" to 15", utilizing Polyvinyl Chloride pipe, manholes, stub outs, 110 linear feet of 30" bore and jack steel casing, existing manhole replacement with diversion manhole, reconnection of existing undersized 12" sewer and connections to existing sewer manholes. Proposed wastewater system improvements provide relief for the existing 12" sewer which has insufficient capacity to convey current and proposed development flows.

SERVICES

Services include design, permitting, surveying, construction administration, construction inspection, coordination with agencies and consultants, and construction staking.

KEY STAFF

Terry Renner, P.E., Q.S.D.

Marvin Lara, E.I.T.

Ron Musser, L.S.

Octavio Parada

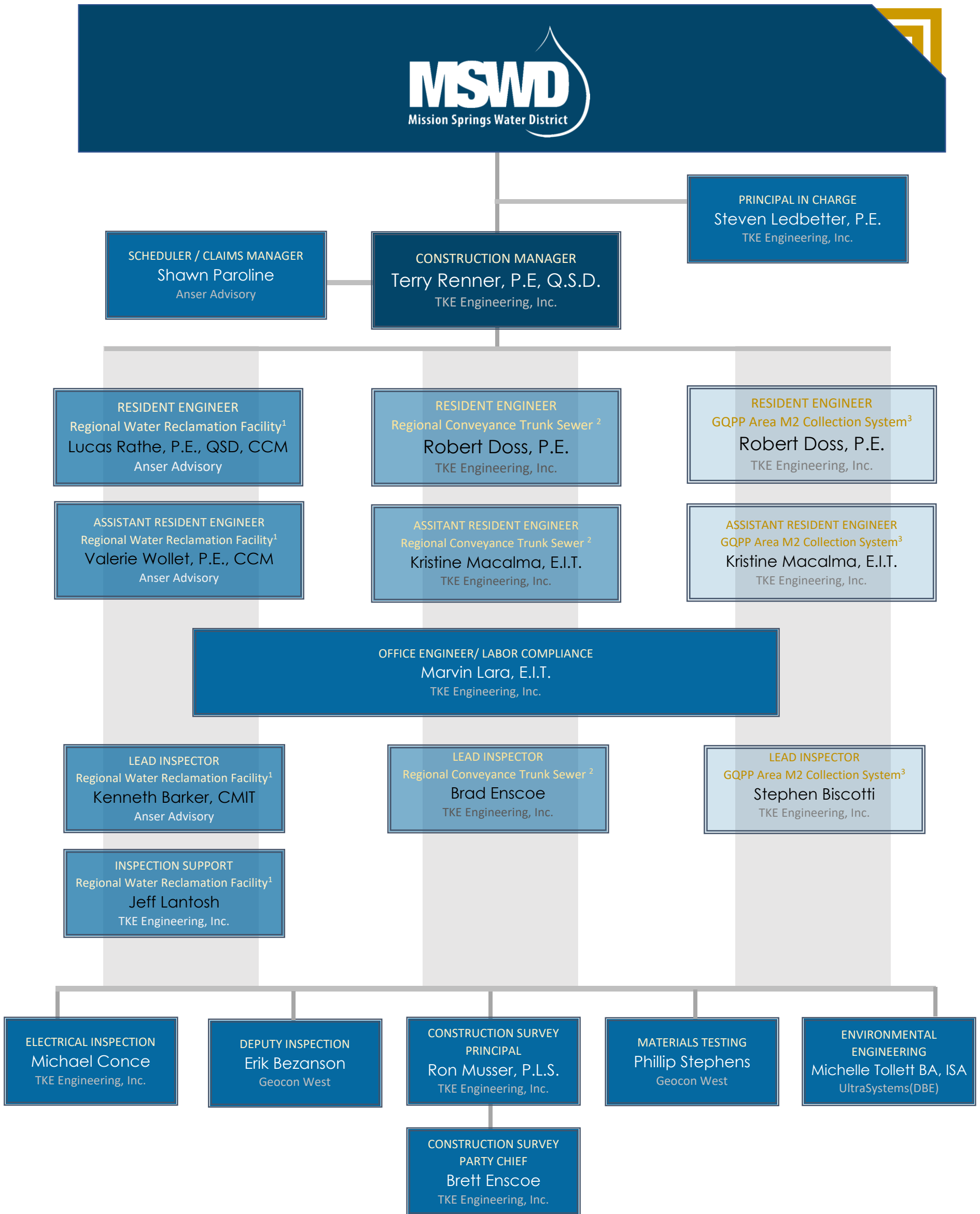
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RELEVANCE TO MSWD

- Similar Construction Elements to the Proposed Project
- Coordination with California State Department of Industrial Relations (OSHA)
- Coordination with local Businesses and Residents

SECTION 6: PROJECT TEAM AND ORGANIZATION

a) ORGANIZATIONAL CHART



b) KEY STAFF MEMBER QUALIFICATIONS AND CERTIFICATIONS

ROLE	NAME	EDUCATION	CONTACT INFORMATION	EXPERIENCE Years Provided	PROFESSIONAL CREDENTIALS Provided
PRINCIPAL IN CHARGE	Steven Ledbetter P.E.	Bachelor of Science, Civil Engineering, California State Polytechnic University, Pomona	TKE Engineering, Inc. 2305 Chicago Ave Riverside, CA 92507 Phone: (951)680.0440	19	P.E. License Number 84044(Ca)
OVERALL CONSTRUCTION / PROJECT MANAGER	Terry Renner. P.E., Q.S.D.	Bachelor of Science, Civil Engineering, California State Polytechnic University, Pomona Caltrans SWPPP Certified QSP/QSD Training	TKE Engineering, Inc. 2305 Chicago Ave Riverside, CA 92507 Phone: (951)680.0440	21	P.E. License Number 69984 (Ca) Qualified SWPPP Developer and Practitioner #24329
CONSTRUCTION RESIDENT ENGINEER Regional Water Reclamation Facility ¹	Lucas Rathe P.E., Q.S.D., C.C.M.	Bachelor of Science, Civil Engineering, University of Pittsburgh, Pittsburgh, PA Bachelor of Arts, Mathematics, Seton Hill University, Greensburg, PA	Anser Advisory LLC 73-710 Fred Waring Dr #102 Palm Desert, CA 92260 Phone: (805)459-7697	14	P.E. License Number 76273 (Ca) Qualified SWPPP Developer and Practitioner #21590 Certified Construction Manager (CCM) No. 4284
ASSISTANT CONSTRUCTION RESIDENT ENGINEER Regional Water Reclamation Facility ¹	Valerie Wollet P.E., CCM	Bachelor of Science, Civil Engineering, University of Toledo, Toledo, Ohio	Anser Advisory LLC 73-710 Fred Waring Dr #102 Palm Desert, CA 92260 Phone: (805)459-7697	15	Registered Professional Engineer (OH)
CONSTRUCTION RESIDENT ENGINEER Regional Conveyance Trunk Sewer ² & GQPP Area M2 Collection System ³	Robert Doss P.E.	Bachelor of Science Civil Engineering Arizona State University, Arizona Master's in Management Arizona State University-Tempe - Menifee, CA Caltrans Resident Engineer Academy Caltrans Office Engineers Academy	TKE Engineering, Inc. 73710 Fred Waring Drive #104 Palm Desert, CA 92260	37	P.E. License Number 31236 (Ca) P.E. License Number 11575 (Az) P.E. License Number 23152 (Co)



<p>ASSISTANT CONSTRUCTION RESIDENT ENGINEER Regional Conveyance Trunk Sewer² & GQPP Area M2 Collection System³</p>	<p>Kristine Macalma E.I.T.</p>	<p>Bachelor of Science, Civil Engineering, California State Polytechnic University, Pomona</p>	<p>TKE Engineering, Inc. 73710 Fred Waring Drive #104 Palm Desert, CA 92260 Phone: (951)680.0440</p>	<p>6</p>	<p>E.I.T.</p>
<p>OFFICE ENGINEER/ LABOR COMPLIANCE</p>	<p>Marvin Lara E.I.T.</p>	<p>Bachelor of Science, Civil Engineering, California State Polytechnic University, Pomona</p>	<p>TKE Engineering, Inc. 2305 Chicago Ave Riverside, CA 92507 Phone: (951)680.0440</p>	<p>6</p>	<p>E.I.T.</p>
<p>SCHEDULER / CLAIMS MANAGER</p>	<p>Shawn Paroline P.E.</p>	<p>Bachelor of Science, Magna Cum Laude, Engineering Technology with Emphasis in Construction Management, California State University, Long Beach, CA Engineering Technology, Honor Graduate, School of Engineering</p>	<p>Anser Advisory LLC 73-710 Fred Waring Dr #102 Palm Desert, CA 92260 Phone: (805)459-7697</p>	<p>27</p>	
<p>LEAD INSPECTOR Regional Water Reclamation Facility¹</p>	<p>Kenneth Barker CMIT</p>	<p>Bachelor of Science, Construction Engineering Technology, University of Akron, Akron, Ohio</p>	<p>Anser Advisory LLC 73-710 Fred Waring Dr #102 Palm Desert, CA 92260 Phone: (805)459-7697</p>	<p>7</p>	<p>Construction Manager in Training (CMAA) ACI Concrete Field-Testing Technician, Level I OIAMA Aggregate Technician, Level I OSHA 30-Hour Construction & Safety Health Certification OSHA Confined Spaces AHA First Aid-CPR</p>
<p>INSPECTION SUPPORT Regional Water Reclamation Facility¹</p>	<p>Jeff Lantosh</p>	<p>South West Calibration and Training, San Bernardino, CA</p>	<p>TKE Engineering, Inc. 73710 Fred Waring Drive #104 Palm Desert, CA 92260 Phone: (951)680.0440</p>	<p>12</p>	<p>ICC - Special Inspector, Soils, Structural Masonry, Reinforced Concrete, and Prestressed Concrete American Concrete Institute - Certification Staff</p>
<p>LEAD INSPECTOR Regional Conveyance Trunk Sewer²</p>	<p>Brad Enscoe</p>	<p>High School Diploma</p>	<p>TKE Engineering, Inc. 73710 Fred Waring Drive #104 Palm Desert, CA 92260 Phone: (951)680.0440</p>	<p>16</p>	<p>16 Hour QSP Training Seminar APWA. Construction Inspection CMAA. Construction Inspection for Public Works Public Works Inspector Level 1 Testing OSHA 30 Certified</p>
<p>LEAD INSPECTOR GQPP Area M2 Collection System³</p>	<p>Stephen Biscotti</p>	<p>BA, Arts and Humanities, Colorado State University, CA</p>	<p>TKE Engineering, Inc. 73710 Fred Waring Drive #104 Palm Desert, CA 92260 Phone: (951)680.0440</p>	<p>13</p>	<p>OSHA 30 Certified 16 Hour QSP Training Seminar Lean Manufacturing Seminar – Gibbs Wire & Steel Co., Inc. Forklift Certification (Both operator and instructor) – Gibbs Wire & Steel Co., Inc. Step 2000 Courses (electricity and electrical control devices) Siemens E&A</p>

					Conflict and Confrontation Seminar – Farmers Insurance Forklift Certification, Various Wire Mills in MA, CT, and CA
ELECTRICAL INSPECTOR	Michael Counce	High School Diploma	TKE Engineering, Inc. 73710 Fred Waring Drive #104 Palm Desert, CA 92260 Phone: (951)680.0440	15	Electrical Journeyman's License, 2011 Certified Electrician, State of CA, 2011 ABC Apprenticeship Graduate 2011
DEPUTY INSPECTOR	Erik Bezanson	California State University, Fullerton, Geology Mt. San Antonio Community College	Geocon West Inc. 41571 Corning Place, Suite 101 Murrieta, California 92562 Phone: (909) 894-2175	13	ICC Inspector No 5308543 ICC Master of Special Inspection ICC Soils Special Inspector ICC Structural Welding Special Inspector ICC Structural Steel and Bolting Special Inspector ICC Spray Applied Fire Proofing Special Inspector ICC California Commercial Building Inspector ICC Structural Masonry Special Inspector ICC Soils Special Inspector ICC Reinforced Concrete L.A. County Concrete Special Inspector ACI Field Technician – Grade I Nuclear Density Gauge
MATERIALS TESTING	Phillip Stephens		Geocon West Inc. 41571 Corning Place, Suite 101 Murrieta, California 92562 Phone: (909) 894-2175	10	ACI Strength Testing of Concrete ACI Field Testing of Concrete ACI Base Testing ACI Agg 1 & 2 ACI Laboratory 1 & 2 CT: 105, 106, 125, 201, 202, 205, 216, 217, 226, 227, 229, 504, 518, 521, 533, 539, 540, 556, 557

ENVIRONMENTAL ENGINEERING	Michelle Tollett BA, ISA	B.A., Botany and Environmental Science, University of Montana, Missoula, MT, 2000	UltraSystems (DBE) 16431 Scientific Way Irvine, CA 92618 Phone: (949) 788-4900	20	Certified Arborist (WE-12103-A) CRAM Vernal Pools (2017). CRAM Instructor-in-Training (2017). Certified Caulerpa taxifolia Surveyor, NMFS (2013/2014). Southwestern Willow Flycatcher (2013). Western Pond Turtle Workshop, Elkhorn Slough Coastal Training (2012). Sea and Sage Audubon Society, Advanced Bird Identification Courses (2012). CDFW Flat-tailed Horned Lizard Training (2012). California Rapid Assessment Method (CRAM) (2012, 2017). CDFW Scientific Collection Permit, SCP#8526. Wetland Regional Field Training, Wetland Training Institute, Certificate (2011). The Desert Tortoise Council, Workshop (2011). 24-hour HazComm Hazardous Materials Training (2004).
CONSTRUCTION SURVEYING PROJECT MANAGER	Ron Musser, P.L.S.	University of California, Riverside	TKE Engineering, Inc. 2305 Chicago Ave Riverside, CA 92507 Phone: (951)680.0440	50	PLS License Number 4230 (Ca)
CONSTRUCTION SURVEYING FIELD PARTY CHIEF	Brett Enscoe	High School Diploma	TKE Engineering, Inc. 2305 Chicago Ave Riverside, CA 92507 Phone: (951)680.0440	14	Mr. Enscoe serves as Surveying Party Chief under the direction and Supervision of Ron Musser, P.L.S., Construction Surveying Project Manager

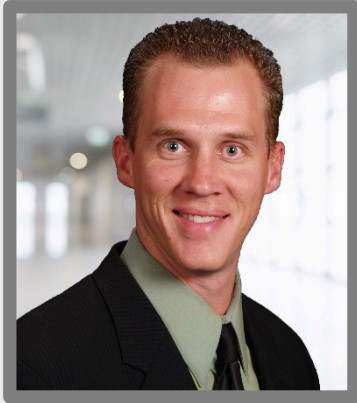
c) STATEMENT OF AVAILABILITY

Our team certifies that key personnel will be available to the extent proposed or as requested by the District for the duration of the project and that no person designated as key personnel shall be removed or replaced without the prior written consent of Mission Springs Water District.

d) TEAM RESUMES AND LICENSURE

Full team resumes can be found in the section below.





TERRY RENNER, P.E., Q.S.D.

TKE Engineering, Inc.

CONSTRUCTION MANAGER

EDUCATION

BS, Civil Engineering, California State Polytechnic University, Pomona

REGISTRATIONS

P.E. License Number 69984 (CA)
Qualified SWPPP Developer and Practitioner #24329

CERTIFICATIONS

Caltrans SWPPP Certified QSP/QSD

AFFILIATIONS

American Public Works Association
American Council of Engineering Companies of California

Mr. Renner is the Senior Vice President of TKE and has over 21 years of experience in civil engineering design, plan checking, project management and construction management of both development and public works infrastructure projects, including grading improvements, street and transportation improvements, traffic engineering, drainage improvements, water improvements, sewer improvements, facilities improvements and recreation improvements. He currently provides traffic and transportation engineering services to the cities of Fontana, Calimesa, Upland, Wildomar, Highland, and Adelanto. His experience includes services during pre-project planning, design, plan review, construction management and inspection, along with operations and maintenance. He also has experience conducting traffic studies, specialized access analysis, parking studies, signal operations, signal timing, and traffic control. He has successfully delivered a wide variety of complex and challenging projects and is dedicated to ensuring that the plans produced by TKE continue to exceed industry standards.

Through his career, Terry has accumulated extensive experience in the construction management field. He has planned, designed and managed construction for various water, wastewater, recycled water, stormwater facility and improvement projects, more than 30 miles of roadways, street widening, medians, traffic calming, roundabouts, signing and striping modifications, bicycle lanes, and pedestrian facilities for major corridors, arterials, collectors and residential streets.

DETAILED PROJECT EXPERIENCE

- **Manganese Treatment Facility and 0.5 MG Reservoir Project, City of Huntington Park, CA** – Mr. Renner was the Project Manager, Design Engineer and Construction Manager for this project, which TKE prepared plans, specifications, and estimates for the construction of a grant funded 70-foot tall welded steel reservoir replacement project and a fully redundant manganese filtration plant capable of flowrates up to 1500 gpm in the City of Huntington Park. The project included the removal of a structurally deficient steel reservoir and construction of the proposed welded steel reservoir including a ring footing with 45-foot deep 3-foot diameter caissons to combat liquefaction issues. The reservoir removal and replacement is located within fifteen feet of an existing 70-foot tall 2 million gallon steel reservoir to be protected during construction.
- **CV Sync Construction Management, Palm Desert, CA** – Mr. Renner serves as the Construction Manager in charge of oversight of all aspects for Phase 1 of the CV Sync project (Formerly CVAG TSSP). This work involves plan review, management and approval of construction scheduling, budget, field work, local agency procedures and more.



This project involves coordination and support across twelve agencies in the Coachella Valley. The project improvements include advanced traffic management systems (ATMS), advanced transportation controllers (ATC), selected Intelligent Transportation System (ITS) elements, ITS sub-systems, and Ethernet/IP-based communications that will be expandable and scalable for future integration of ITS technologies and strategies, such as Integrated Corridor Management (ICM), Smart Cities, Connected and Autonomous Vehicles, a Regional Traffic Management Center (RTMC) and local Traffic Operation Centers (TOC).

- **Presley Estates Sewer Analysis and Improvements, City of Fontana, CA** – Mr. Renner was Construction Manager for this project, located in the City of Fontana south of the Interstate 10 Freeway between Slover Avenue and Santa Ana Avenue in the north-south direction and between Sierra Avenue and Juniper Avenue in the east-west direction. A sewer study was generated for approximately 80 acres. Design and construction engineering services included 5,300 linear feet of proposed 8" vitrified clay pipe sewer improvements were constructed including 88 laterals and septic system abandonments. The project also included the construction of street improvements consisting of asphalt concrete pavement and overlay. TKE's project services included land surveying, preparation of improvement plans, specifications and estimates, construction management, construction staking, inspection and as-built verification.
- **Moreno Valley Amphitheater and Civic Center Park, City of Moreno Valley, CA** – Mr. Renner provided construction management services for the Moreno Valley Civic Center Park and Amphitheater Project located South of Alessandro Blvd immediately west of City Hall. The amphitheater is used for regional movie nights, concerts and seasonal special events. The 2.5 acre project included an outdoor amphitheater stage, 400 person arched concrete seating, open space, and a parking lot for approximately 300 vehicles.
- **San Bernardino Avenue/Etiwanda Avenue Force Mains and Lift Station, Inland Empire Utilities Agency, City of Fontana, CA** – Mr. Renner was Project and Construction Manager for this project, which provided construction of 8,400 linear feet of 24-inch and 30-inch side-by-side ductile iron force mains to provide up to 25 MGD of wastewater conveyance from the proposed lift station on San Bernardino Avenue to IEUA's Regional Plant No. 4. The project also included dual 5-inch conduit system and precast concrete vaults for communications and electrical purposes and a bore and jacking underneath the San Sevaine Channel along with several major utility crossings. The lift station included 3 above ground vertical turbine pumps, wet well, MCC control room and operational building. Upon completion, TKE prepared a Start Up Plan and Standard Operating Plan for the Lift Station, Gravity Sewer and Force Mains.
- **In-Line Well Booster Pump and Chlorination Injection Replacement Project, City of Huntington Park, CA** – Mr. Renner was the Project Manager, Design Engineer and Construction Manager for this project, which TKE prepared plans, specifications, and estimates for the construction of in-line booster pumps for the installation of a manganese filtration plant capable of flowrates up to 1500 gpm in the

City of Huntington Park. The redundant booster pumps are required to boost the water from well pump #4 through the filtration system and into the 70-foot tall welded steel reservoirs. The project included replacement of all well head piping and pump to waste discharge lines as well as the replacement of the existing chlorine chemical feed pumps with a vacuum chemical feed system to prevent chemical injectors from routine maintenance problems.

- **San Bernardino Avenue Trunk Sewer, City of Fontana, CA** - Mr. Renner provided Construction Administration services for the San Bernardino Avenue Trunk Sewer and assisted with project and construction management, coordination with stakeholders and agencies, flow generation calculations, model preparation, flow monitoring analysis, cost estimating and report preparation for the San Bernardino Avenue Trunk Sewer System, an area encompassing approximately 9,400 acres covering the majority of the San Seavine redevelopment project area. The study limits were State Route 210 to the north, Maple Avenue to the east, San Bernardino Avenue to the south and East Avenue to the west. The trunk sewer construction included 22,000 linear feet of 42" and smaller diameter lined RCP and VCP sewer pipe, two siphon structures, interconnections with gated manholes to major sewer crossings and residential and commercial laterals.
- **Mead Valley Community Center, Riverside County, CA** – Mr. Renner provided civil design and construction management services including hydraulics, hydrology, WQMP preparation, SWPPP preparation, grading, drainage, sewer, water, and street improvements for the Riverside County Economic Development Agency (Agency) owned Mead Valley Community (MVCC) Center, a 5.4 acre site located on Rider Street, approximately 0.1 mile east of the intersection of Clark Street and Rider Street. The site is currently operated by Family Service Association (FSA) and provides a significant amount of beneficial services to the Mead Valley community, including medical and dental services, child care and teaching services, as well as the more traditional recreational and community room services provided at community centers. Additionally, the Mead Valley Municipal Advisory Committee (MAC) has a stake in the property through the senior room providing services for seniors in the area.
- **Stuart Avenue Storm Drain Improvements, City of Redlands Public Works Department, City of Redlands, CA**- Mr. Renner performed project management, design, and construction administration services for approximately 4,500 linear feet of RCP storm drain pipeline ranging from 18-inch diameter to 120-inch diameter and 700 linear feet of waterline improvements within Caltrans right-of-way. The inspection included storm drain installation, including manholes, junction structures, catch basins and connection to existing open channel.



RENNER, TERRY MICHAEL

LICENSE NUMBER: 69984 LICENSE TYPE: CIVIL ENGINEER

LICENSE STATUS: CLEAR EXPIRATION DATE: SEPTEMBER 30, 2022

SECONDARY STATUS: N/A

CITY: RIVERSIDE STATE: CALIFORNIA COUNTY: RIVERSIDE ZIP: 92507



STEVEN LEDBETTER, P.E.

TKE Engineering, Inc.

PRINCIPAL IN CHARGE

EDUCATION

B.S, Civil Engineering, California State Polytechnic University, Pomona

REGISTRATIONS

P.E. License Number 84044 (CA)

AFFILIATIONS

Riverside-San Bernardino Counties Branch, American Society of Civil Engineers

American Public Works Association

American Council of Engineering Companies of California

Mr. Ledbetter has over 19 years of professional experience in the civil engineering industry. He has handled various critical and challenging projects from planning through design and implementation; all while ensuring that projects are executed as per specification in the stipulated time with quality. He has a well-rounded background with experience in: preparation and analysis of street and utility improvement plans and specifications including potable and non-potable water, wastewater, and drainage; utility master planning including computer modeling, analysis, and report preparation; water resource planning and management including feasibility studies, urban water management planning, water supply assessments and verifications, integrated regional water management planning, and groundwater management planning; storm water compliance reporting including water quality management plans and storm water pollution prevention plans and; and grant writing and administration for various State and Federal agency programs.

DETAILED PROJECT EXPERIENCE

- Regional Water Reclamation Program, Mission Springs Water District, Desert Hot Springs, CA** – Mr. Ledbetter is providing program management services for the development and construction of the District's Regional Water Reclamation Program (RWRP). The RWRP includes planning, design, and construction of a regional wastewater treatment plant, interceptor conveyance system, and local wastewater collection systems. Mr. Ledbetter is managing the completion of the RWRP, including: participation and management of funding acquisition; staff, board, consultant, funding agencies, and public coordination and communications; assessment district formation; State Revolving Fund (SRF) and grant application processing; State invoicing and reporting; environmental compliance processing; preliminary engineering preparation; plans, specifications, and cost estimates (PS&E) preparation; bidding and construction; and all related services to successfully complete the RWRP.
- Well 42 Design and Construction, Desert Hot Springs, CA** - Mr. Ledbetter is providing project and construction management services for the design and construction of Well 42. The project includes the preparation of plans, specifications, and estimates, and provided construction management and inspection services for the construction of a new potable water production well capable of flowrates up to 2,000 gpm in the City of Desert Hot Springs. The new production well will replace an existing production well that was placed on standby due to uranium contamination. The project includes well drilling and development, equipping the well, well building, and drainage and site improvements. The project is funded, in part, by a Proposition 84 Integrated Regional Water Management grant. Services include grant administration, records research, coordination with agencies and consultants, cost estimating, environmental coordination, permitting,

bidding, construction management, construction staking, and inspection.

- **Well 33 Solar Project, Mission Springs Water District, CA** – Mr. Ledbetter provided project and construction management services for the development and construction of a 1.0 megawatt solar photovoltaic system in the City of Desert Hot Springs. When complete, the project will offset approximately 25-percent of the District’s energy consumption. In addition, Mr. Ledbetter assisted with the preparation of a grant application for the District through AQMD, a regional governmental agency responsible for meeting air quality health standards. The District was successful in achieving \$3.3 million in funding for the renewable energy project. TKE provided the following services: grant preparation and administration, funding and consultant agreement preparation, preparation of bid documents, design-build contractor procurement, design review, SCE interconnection coordination, construction administration, and coordination with District staff and Board, consultants, funding agencies, and public.
- **Regional Conveyance Trunk Sewer, Mission Springs Water District, Desert Hot Springs, CA** - Mr. Ledbetter is the project manager overseeing the completion of a preliminary engineering analysis evaluating potential service areas, trunk sewer alignments, wastewater flow rates, lift station capacity analysis, and other preliminary design criteria needed to identify the preferred alignment of the Regional Conveyance Trunk Sewer and potential flow diversions to the West Valley Water Reclamation Facility (WVWRF). TKE is also responsible for final design and contract documents for the preferred Regional Conveyance Trunk Sewer alignment from the intersection of Dillon Road and Avenida Manzana to the WVWRF. The project includes coordination with developers, other agencies, Regional Water Quality Control Board, and other consultants. Services include Preliminary Engineering, Opinion of Probable Cost, Planning System Alternatives, Sewer Hydraulic Modeling Analysis, Design, Topographic Surveying, and Preparation of Plans, Specifications, and Estimates.
- **I-15 Sewer Lift Station and Water Booster Station, City of Hesperia, CA** - Mr. Ledbetter was the Project Manager for the I-15 Sewer Lift Station and Water Booster Station project. This project consists of the design and construction of a sewer lift station and water booster station to provide service to developments along the I-15 freeway corridor. Through a phased approach, TKE first developed a sewer and water feasibility study to serve the area; followed by preparing the design and contract documents for sewer conveyance, and water distribution and transmission systems; and is now preparing the design and contract documents for the lift station and booster station. The lift station includes two 25 HP VFD submersible impeller pumps, wet well, piping, valves, manholes, electrical, motor control center and electrical building, and associated site improvements. The separate booster station, located at an existing reservoir site, includes three 250 HP VFD pumps, two 50 HP VFD pumps, one 20 HP pump, hydro-pneumatic system, piping, valves, electrical, prefabricated building, emergency generator (600 kW), and associated site improvements.
- **Horton Wastewater Treatment Plant Odor Control, Mission Springs Water District, Desert Hot Springs, CA** - Mr. Ledbetter is the project manager for the preparation of plans, specifications, and estimates for the construction of an odor control system for the District’s existing


Horton Wastewater Treatment Plant. The proposed vapor phase odor control system will service the influent pump station and headworks facilities. The project will significantly reduce odor emissions to neighboring residential developments. The project includes coordination with the Regional Water Quality Control Board, Air Quality Management District, other agencies, vendors, and consultants. Services include records research, coordination with agencies, vendors, and consultants, design, cost estimating, technical and benefit cost analysis, regulatory agency coordination, permitting, bidding, construction management, construction staking, and inspection.

- **42nd Street and Tilton Avenue Sewer Design, Rubidoux Community Services District, CA** – Mr. Ledbetter served as design engineer and assistant construction manager for this project, preparing design and construction documents for 2,100 linear feet of 15" vitrified clay pipe sewer improvements with 35 laterals and septic system abandonments. The project also included the construction of street improvements consisting of asphalt concrete pavement, overlay, and signing and striping. TKE's project services included land surveying, preparation of improvement plans, specifications and estimates, construction management, construction staking, inspection and as-built verification.
- **Presley Estates Sewer Analysis and Improvements, City of Fontana, CA** – Mr. Ledbetter was the design engineer and assistant construction manager for this project, which included a sewer study for approximately 80 acres, design and construction engineering services for 5,300 linear feet of 8" vitrified clay pipe sewer improvements with 88 laterals and septic system abandonments. The project also included the construction of street improvements consisting of asphalt concrete pavement and overlay. TKE's project services included land surveying, preparation of improvement plans, specifications and estimates, construction management, construction staking, inspection and as-built verification.
- **Willow Hole Monitoring Wells, Desert Hot Springs, CA** - Mr. Ledbetter is provided project and construction management services for the design and construction of two new groundwater monitoring wells in the City of Desert Hot Springs. The new monitoring wells were part of a cooperative project with the Coachella Valley Conservation Commission (CVCC) in order to develop a more comprehensive understanding of groundwater depth and its relation to mesquite hummocks health in the Willow Hole Conservation Area. The project included well siting, well drilling and development, site improvements, monitoring equipment testing and deployment, and groundwater level monitoring. The project was funded, in part, by a Proposition 1 grant. Services include preparation of a grant application, grant administration, records research, coordination with agencies and consultants, well siting, cost estimating, environmental coordination, cultural resource monitoring, permitting, bidding, construction management, construction staking, inspection, monitoring, report preparation, and project closeout.



LEDBETTER, STEVEN WALTER

LICENSE NUMBER: 84044 LICENSE TYPE: CIVIL ENGINEER

LICENSE STATUS: CLEAR  EXPIRATION DATE: SEPTEMBER 30, 2023

SECONDARY STATUS: N/A

CITY: RIVERSIDE STATE: CALIFORNIA COUNTY: RIVERSIDE ZIP: 92503



LUCAS RATHE, P.E., QSD, CCM

Anser Advisory

RESIDENT ENGINEER
Regional Water Reclamation Facility¹

EDUCATION

Bachelor of Science, Civil Engineering,
University of Pittsburgh, Pittsburgh, PA

Bachelor of Arts, Mathematics, Seton
Hill University, Greensburg, PA

REGISTRATIONS

Professional Civil Engineer (PE)
No. 76273

CERTIFICATIONS

Qualified SWPPP
Developer/Practitioner (QSD) No.
21590

Certified Construction Manager
(CCM) No. 4284

Mr. Rathe is a construction management professional with over 14 years of experience in the construction of municipal recycled water infrastructure projects. Mr. Rathe provides high quality construction management practices, and has worked on nearly every aspect of the construction sequence: design reviews, project safety plans, contract management, change resolution, field inspection (structural, mechanical and electrical), quality assurance/quality control, commissioning, and closeout.

DETAILED PROJECT EXPERIENCE


- **County of San Diego, Rancho San Diego Pump Station, San Diego, CA** – As resident engineer, Lucas oversaw all aspects of the construction of the 1MGD Pump Station including, site grading, Asphalt Concrete pavement, horizontal chopper pump installation, MCC and Switchgear installation, mechanical piping, commissioning and testing. Lucas administered the contract under the San Diego County Resident Engineer manual and was responsible for all aspects of job progress, safety, quality, punchlist, and job reporting. Lucas oversaw a group of inspectors and coordinated material testing and site survey utilizing the County's forces.
- **Poseidon Resources, Carlsbad Desalination Project, Carlsbad, CA** – Mr. Rathe led a team of design engineers, field superintendents, and construction labor throughout the design and construction of the 100 MGD intake pump station. During the design phase, the team was able to reduce initial construction costs by \$150,000 by value engineering the structure and challenging design assumptions. The team worked injury free and exceeded the project critical path method (CPM) schedule. Construction management decisions included the sequencing of work schedule, operation reviews to improve costs, specification reviews for quality and constructability, installation of 90-by-90-by-50 foot sheet pile shoring system, subcontractor coordination, and oversight of the design and construction of a 250-foot by 72-inch jack and bore pipeline. Mr. Rathe also designed temporary construction devices (concrete formwork and falsework) and installed concrete structures, mechanical FRP piping, and 5kv vertical turbine pumps.
- **Eastern Municipal Water District, Perris Valley Regional Water Reclamation Facility, Perris, CA** – As the project engineer and field superintendent, Mr. Rathe inspected structural, mechanical, and electrical work on multiple systems in the wastewater treatment process focusing on safety, schedule, quality and cost. Such systems included pump stations, headworks and grit facilities, clarifiers, electrical buildings, solids handling facilities, digesters, and clarifiers. He also was responsible for the oversight of pre-commissioning activities which included mechanical equipment checkout and alignment, electrical loop checks, instrumentation and equipment troubleshooting, valve operation, and SCADA verification. Mr. Rathe's mechanical and electrical checkout inspections took place on pumps (centrifugal, submersible, vertical turbine, progressive cavity, chemical metering, chopper), blowers, HVAC units, fans, clarifiers, 12kv NG generators, VFDs, 480V MCCs, switchgears, DC battery backups, valves,

flow meters, boilers, and air Compressors. Mr. Rathe was also in charge of maintaining day to day project controls such as preparing and reviewing submittals to the client, pricing change orders, asking and responding to requests to information (RFIs), reviewing project CPM schedules, and monthly progress payments.

- **Riverside County Transportation Department, Newport Road Utility Relocation, Riverside County, CA** – Mr. Rathe was in charge of overseeing the relocation of seven local utility service lines in preparation of a future grade separation project. During the initial design phase, he reviewed that the utility’s proposed relocation plans did not interfere with current and future project structures or drainage systems. He also processed and reviewed Caltrans and local encroachment permits. After the approved design, Mr. Rathe put together a plan and schedule for the sequencing of the utilities. He reduced project schedule time by identifying which utilities could work simultaneously due to their traffic control plans. He inspected the installation of the utilities to ensure that they were installed at the correct location as to not interfere with the future structures, while also inspecting traffic control setup according to the approved plans, monitoring project SWPPP compliance, and aiding in community notification efforts and project record keeping.



RATHE, LUCAS JUSTIN

LICENSE NUMBER: [76273](#) LICENSE TYPE: CIVIL ENGINEER
LICENSE STATUS: CLEAR  EXPIRATION DATE: JUNE 30, 2022
SECONDARY STATUS: N/A
CITY: CHULA VISTA STATE: CALIFORNIA COUNTY: SAN DIEGO ZIP: 91914



VALERIE WOLLET, P.E., CCM

Anser Advisory

ASSISTANT RESIDENT ENGINEER

Regional Water Reclamation Facility¹

EDUCATION

Bachelor of Science, Civil Engineering,
University of Toledo, Toledo, Ohio

REGISTRATIONS

Registered Professional Engineer
(OH)

CERTIFICATIONS

Certified Construction Manager
(CMAA)

OSHA 10-Hour Construction & Safety
Health

Confined Space Entry

Fall Protection

Ms. Wollet has over 15 years of extensive experience in the engineering and construction industry. Currently, she is the Construction Manager for multiple projects at the Hap Cremean Water Plant, under the City of Columbus Division of Water Capital Improvement program. Ms. Wollet is knowledgeable in the preparation of construction cost estimates, contract writing, environmental compliance, community outreach, submittal review, change order development and evaluation, construction claims analysis, management of field personnel, construction project documentation and inspection, construction pay application processing, project controls, equipment startup and commissioning, and project closeout.

DETAILED PROJECT EXPERIENCE

- **City of Columbus, Hap Cremean Water Plant Standby Power, Columbus, OH** – Construction Manager for installation of three new generators, a new switchgear enclosure, new concrete encased duct bank, and the construction of a fuel offloading area with an underground trench drainage system that is tied to an underground storage tank. Responsible for construction management, contract change management, claims analysis, cost and schedule analysis, project controls, personnel management, and coordination with plant operations and other construction on the site.
- **City of Columbus, Hap Cremean Water Plant UV Disinfection, Columbus, OH** – Construction Manager for demolition and construction of existing filter effluent pipework and in-line valves of 24 existing filters, construction of UV disinfection equipment system and associated electrical equipment, installation of turbidimeters and controllers, demolition of existing HVAC and dehumidification equipment and construction of sample water system. Responsible for construction management, contract change management, claims analysis, cost and schedule analysis, project controls, personnel management, and coordination with plant operations and other construction on the site.
- **City of Columbus, Alum Creek Pump Station Miscellaneous Improvements Contract 2192, Columbus, OH** – Construction Manager for the upgrade of the gates and valves at the pump station, along with other miscellaneous facility upgrades. The pump station supplies water from the Alum Creek Reservoir to the Hap Cremean Water Plant via Hoover Reservoir. This project involved much detailed coordination between the City of Columbus, Del-Co, and the Army Corps of Engineers. Responsible for construction management, contract change management, claims analysis, cost and schedule analysis, project controls, management of field personnel, stakeholder coordination, and project closeout.
- **City of Columbus, Alum Creek Pump Station Improvements Contract 1174, Columbus, OH** – Construction Manager for the upgrade of the pumps and ancillary equipment for the pump station that supplies water from the Alum Creek Reservoir to the Hap Cremean

First Aid CPR AED

AFFILIATIONS

Construction Management
Association of America

Water Plant via Hoover Reservoir. This project involved much detailed coordination between the City of Columbus, Del-Co, and the Army Corps of Engineers. Responsible for construction management, project controls, and project closeout.

- **City of Columbus, Hap Cremean Water Plant Improvements Contract 1151, Columbus, OH** – Construction Manager for the construction of ozonation facilities. Responsible for construction management, contract change management, claims analysis, cost analysis, project controls, and contract closeout.
- **City of Columbus, Dublin Road Water Plant Capacity Increase, Ion Exchange and Plant Reliability Upgrades, Columbus, OH** – Construction Manager for Ion Exchange facility construction and miscellaneous plant upgrades. Responsible for construction management, contract change management, claims analysis, cost analysis, and project controls.
- **City of Columbus, Dublin Road Water Plant Capacity Increase, Recarbonation and Ozonation Facilities and Basin 4 Modifications, Columbus, OH** – Construction Manager for the construction of ozonation facilities at the Dublin Road Water Plant. Responsible for project controls and construction contract closeout.
- **City of Columbus, Dublin Road Water Plant Capacity Increase, Filter Rehabilitation I&C Backbone, Columbus, OH** – Construction Manager for filter rehabilitation and instrumentation and controls revisions. Responsible for project controls and construction contract closeout.
- **City of Columbus, Blacklick Creek Sanitary Interceptor Sewer Tunnel, Columbus, OH** – Project Manager for construction of approximately 23,000 linear feet of 10-foot diameter concrete segment tunnel along Reynoldsburg-New Albany Road between Blacklick Ridge Boulevard and Morse Road. Responsible for contract change management, claims analysis services and environmental compliance. At a previous employer, worked on feasibility studies, geotechnical investigations, and development of geotechnical baseline report.
- **City of Columbus, OSIS Augmentation Relief Sewer, Phase 2 Construction, Columbus, OH** – Assistant Resident Engineer/Lead Inspector for Civil Works for excavation and construction of three shafts (approx. 200-foot depths) with hydraulic tunnel drop structures, three hand mined consolidation sewers, flow diversion structures, a river overflow structure, pump electrical building, and other surface work. Managed field personnel, coordinated instruction of owner's personnel, project startup, and project closeout.
- **City of Columbus, OSIS Augmentation Relief Sewer Phase 1 Construction, Columbus, OH** – Field Engineer for excavation of 20-foot inside diameter hard rock tunnel with a total length of 4.4 miles. The gasketed precast concrete segmental lined tunnel is approximately 170 feet below the surface. This Phase included construction of three vertical shafts and a pump station. Responsibilities included field engineer, project controls, construction claims analysis.



KENNETH BARKER, CMIT

Anser Advisory

LEAD INSPECTOR

Regional Water Reclamation Facility¹

EDUCATION

Bachelor of Science, Construction Engineering Technology, University of Akron, Akron, Ohio

CERTIFICATIONS

Construction Manager in Training (CMAA)

ACI Concrete Field-Testing Technician, Level I

OIAMA Aggregate Technician, Level I

OSHA 30-Hour Construction & Safety Health Certification

OSHA Confined Spaces

AHA First Aid-CPR

AFFILIATIONS

Construction Management Association of America

Mr. Barker began his career in 2014 where he furthered his education with field experience in project management and construction inspection. His experience has entailed the oversight and direct management of residential projects, including the hiring of subcontractors, material management, individual project budgeting, creation and management of detailed scheduling for simultaneous projects across multiple locations. He is knowledgeable in the construction software of Primavera-Contract Manager, Sharepoint, P6 Scheduling Software, and Build-A-Form. Mr. Barker works as a team with the owner and contractor to keep projects on schedule to reach desired deadlines, and to continue moving the project towards the scheduled completion date.

DETAILED PROJECT EXPERIENCE

- **City of Kent, Miller/Harvey/Steele Water and Storm Replacement, Kent, OH** - Project Inspector for the replacement of storm sewers and water mains including service connections and roadway resurfacing with driveway apron and sidewalk replacement on Miller Ave., Steele St., and Harvey St.
- **County of Summit, Upper Tuscarawas Wastewater Treatment Plant No. 36 RBC Replacement Project, Springfield Township, OH** - Project Inspector for upgrades to an existing facility to include a new Biological Nutrient Removal (BNR) process, new secondary clarifiers, an operations building, scum concentrator, flow metering vault, waste receiving station, RBC demolition and modifying RBC building for storage, site improvements, and asphalt paving.
- **City of Akron, Sanitary Sewer Reconstruction 2015, Akron, OH** - Project Inspector for \$12M CMAR project that involved the repairing, cleaning, and CCTV of over 300 assets at different locations throughout the City of Akron.
- **City of Akron, Mud Run Pump Station and Storage Basin, Akron, OH** - Project Inspector for rehabilitation, upgrade, and expansion of an existing pump station, including the construction of a 1.4 MG overflow storage basin.
- **City of Akron, Main Outfall Sewer Cap Rehabilitation, Akron, OH** - Project Inspector for rehabilitation of approximately 7,800 LF of 90"x144" above ground combined sewer and a 250-foot sewer bridge with piers built in the 1920s. Work included augercast piles, concrete and shotcrete placement, and steel inspection.
- **Medina County Sanitary Engineers, Fenn Road and Pearl Road Waterline Relocation, Medina, OH** - Project Inspector for relocation of 4,700 LF of 12" PVC water main and 2,020 LF of 24" ductile iron water main. This project also included new hydrants, valves, water services and 7 water main tie-ins.

JEFF LANTOSH

TKE Engineering, Inc.

INSPECTION SUPPORT

Regional Water Reclamation Facility¹

EDUCATION

South West Calibration and Training,
San Bernardino, CA

CERTIFICATIONS

ICC - Special Inspector, Soils, Structural
Masonry, Reinforced Concrete, and
Prestressed Concrete
American Concrete Institute -
Certification Staff

AFFILIATIONS

American Concrete Institute -
Certification Board

Mr. Lantosh has over 12 years of inspection experience with the providing public works inspection services. Mr. Lantosh has provided inspection services to several municipalities throughout Southern California. He has completed project inspection services for the cities of Fontana, Riverside, Moreno Valley, Highland, Calimesa, Riverside Transit Agency, and the County of San Bernardino. Mr. Lantosh's background in public works inspection and oversight provide him with an extensive knowledge of ASTM specifications and OSHA standards. Additionally, Mr. Lantosh has provided coordination with other project professional services including geotechnical and survey. Mr. Lantosh has worked as a public works inspector for inspection of capital improvement and developer installed improvements relating to the construction of water, sewer, streets, drainage, traffic signals, parks and housing tract improvements. Mr. Lantosh has prepared daily inspection reports, developed construction photo logs, assisted with progress and final payment processing, assisted with change order negotiations, verified compliance with contract documents and approved project submittals, verified public safety compliance, and developed remedial work lists.

DETAILED PROJECT EXPERIENCE

- Valencia Water Reclamation Plant, Advanced Water Treatment Facility, Santa Clarita Valley Sanitation District** – Mr. Lantosh supervised project inspectors during construction of the new \$87,000,000 Advanced Water Treatment Facility. This project featured the construction of microfiltration and nanofiltration systems, along with an enhanced membrane. An ultraviolet light disinfection system was constructed, limiting the amount of harsh treatment chemicals required to treat wastewater, while reducing the amount of brine needing to be removed from the site. This project featured various structures which include but are not limited to: holding tanks, ductile iron pipe network, pump stations, electrical substation, and maintenance/equipment facility.
- Rapid Infiltration Expansion (RIX) Project, San Bernardino Municipal Water Department** – Mr. Lantosh served as lead inspector throughout construction of this \$5,700,000 project. This project consisted of refitting three test wells into production wells and constructing one new well. It included electrical and control systems, a power control center building, installation of pumps, motors, variable frequency drives, and lightning protection system. The production wells provide supplemental water when needed to maintain a minimum flow in the Santa Ana River for the Santa Ana Sucker Fish, which is considered to be a threatened species. During treatment plant shutdowns, the tertiary-treated water flow ceases, requiring a backup water source. The project included approximately 3,800 linear feet of 12-to-30-inch diameter steel pipe, and 4 pumps capable of supplying a combined 8,100 gallons per minute of water. The area is designated as being Environmentally Sensitive. Special care was exercised throughout construction to minimize environmental impact, per the contract documents.
- Orange County Sanitation District, Plant #2 De-Watering and Odor Control, Orange County Sanitation District** – Mr. Lantosh served as project inspector and supervisor for this \$49,900,000 project. This water treatment project included various utilities (above and below ground) along with a



new centrifuge building with (5) dewatering centrifuges. A bridge crane, ductwork, sump pumps, feed pumps, concentrate pumps, and wet well were built inside the new building. A new electrical power distribution building was constructed. This project reduced biosolid handling and disposal, replacing older systems that had reached the end of their service life.

- **Pavement Accelerated Repair Implementation Strategy (PARIS) Program, City of Redlands** - Mr. Lantosh performed observation and testing on over 400 miles of roads throughout the City. This project entailed grinding and recycling existing pavement, creating a new base layer for asphalt. The City of Redlands features unique challenges, as the soil varies from silty sands on its north side to clayey material to the south. With this, the City heavily relied on field recommendations to ensure a firm and unyielding section to place asphalt. Some recommendations included cement treated soils and/or the use of geogrid. Good faith effort was used to provide value engineering to the City. This project changed the City's pavement rating from one of the lowest to one of the highest in the state.
- **Magnolia Ave. Grade Separations, City of Riverside Public Works, CA** - Mr. Lantosh performed observation and testing of reinforced concrete, structural masonry, and soils/earthwork. This project lowered Magnolia Avenue under the Union Pacific Railroad tracks in Magnolia Center. A two track railroad bridge was constructed over Magnolia Ave. As a main arterial for the City, Magnolia Ave. had to remain open at all times to allow first responders to pass through. Railroad operations could not be shut down either, so a shoofly was constructed as well. This project shifted the alignment of Magnolia Ave. and Beatty Drive was widened between Brockton Ave. and De Anza Ave. Traffic signals were installed at the intersections of Beatty Dr., Brockton, Magnolia, and De Anza Avenues. Additionally, Merrill Ave. east and west of Magnolia Ave. was converted to a right turn in/out to facilitate traffic flow. The project required relocation of water and electric facilities maintained by the City of Riverside Public Utilities Department, communication lines owned by AT&T and Charter, gas lines, and relocation of over 6300 feet of sewer line to redirect sewer flows around the grade separation.
- **Frederick St. Street Improvements, City of Moreno Valley Public Works** - Mr. Lantosh performed observation and testing on various soils, concrete, and asphalt work. This project consisted of removal and replacement of cross-gutters, spandrels, and ADA ramps along Frederick St., from Sunnymead Ave. to Cactus Ave. Once soils and concrete work were finished, Frederick St. was grinded and repaved with a new asphalt finish course. I worked closely with the City's Public Works Department to ensure that work being performed was in compliance with the project plans and specifications. As a main arterial and location for City Hall, this was considered to be a high-profile project. As such, it was important to maintain good relations between the City, its staff, and its residents at all times.
- **Mountain View/Mission Creek Bridge Replacement, Inland Valley Development Agency** - Mr. Lantosh oversaw Inspectors and Technicians that were performing observation and testing of soils/earthwork, structural masonry, and reinforced/prestressed concrete. This project included demolition and replacement of the existing two-lane bridge at Mission Creek. The bridge was dated and not capable of handling the large influx of trucks coming in and out of new warehouses and San Bernardino International Airport. A new four-lane bridge was constructed and Mountain View Ave. was widened from Mission Creek to the Santa Ana

River Bridge. The project location presented challenges in the form of groundwater. New curb and gutter and sidewalk was constructed on the west side of Mountain View Ave., with new traffic intersections and signals at Victoria/San Bernardino Ave. This project also included realigning the access roads to the Mountain View Generating Station and Mission Creek. Reinforced concrete wing walls, channel walls, and cut-off walls were constructed to strengthen Mission Creek. Lastly, Mountain View Ave. was resurfaced with new asphalt from the Santa Ana River to Coulston St. High demand for its construction required a fast-paced schedule. Good communication between all parties served a critical role in delivering it on time.

- **13th St. and Ave. D Low Water Crossings, City of Yucaipa** - Mr. Lantosh oversaw Inspectors and Technicians that were performing observation and testing of soils/earthwork, structural masonry, and reinforced concrete. This project included the construction of two new low water crossings over Wilson Creek. Prior to construction, 13th St. and Ave D were prone to flooding during significant rain events. The new crossings required the raising elevations of both streets, with storm drain structures built into the new channel walls. The channel invert bottom/subgrade had to be over-excavated and replaced with compacted fill. The contractor constructed a reinforced concrete channel invert, as well as wing walls and channel walls. Due to the nature of the work, the possibility of flooding was present throughout their construction. Good coordination between the City, County of San Bernardino Flood Control, and the Contractor allowed these projects to succeed, with minimal impacts on their schedule.



ROBERT DOSS, P.E.

RESIDENT ENGINEER

Regional Conveyance Trunk Sewer²

RESIDENT ENGINEER

GQPP Area M2 Collection System³

EDUCATION

Arizona State University, Arizona
B.S. in Civil Engineering
M.B.A. in Management

Arizona State University-Tempe -
Menifee, CA
Master's in Management

Caltrans Resident Engineer Academy

Caltrans Office Engineers Academy

Mr. Doss has over 37 years of experience as a Professional Engineer including 18 years in the public sector in the following roles: Public Works Director, City Engineer, Resident Engineer, Traffic Engineer, Construction Management Director, Engineering Manager, Project Manager, and Inspector. His experience includes every facet of the successful implementation and delivery of Capital Improvement Projects from conception to completion, including drafting proposals, review and scoring of submittals, supervising consultants, overseeing PS&E preparation, preparation of bid packages, permit acquisition, and assisting in the advertising and bidding process.

Additional supportive capabilities include change order analysis, administrative management, quality control management, team building/motivation, cost estimating, knowledge of scheduling software, administrative organization, cost management, planning strategies, and team resource management.

PROJECT EXPERIENCE

- **City of Coachella, CA** – Interim City Engineer
- **City of Temecula, CA** - Project Manager
- **City of Irvine, CA** - Construction Manager
- **City of Laguna Beach, CA** - Construction Manager
- **Long Beach Transit Company** - Facilities Engineer
- **San Diego Association of Governments (SANDAG)** - Resident Engineer
- **US General Services Administration (GSA)** - Construction Manager
- **City of Stanton, CA** - Director of Public Works and City Engineer
- **State of California Transportation, Santa Ana, CA** - Resident Engineer
- **City of Peoria, AZ** - Director of Public Works and City Engineer
- **City of Phoenix, AZ** - Traffic Engineer III

DETAILED PROJECT EXPERIENCE

- **Interim City Engineer, City of Coachella, CA**, Mr. Doss provided staff augmentation as a temporary City Engineer responsible for overseeing, directing, and participating in the engineering functions of the City including short- and long-term Capital Improvement Program (CIP) planning, development and administration of Federal, State, and local funds for capital improvements and expansions, and providing professional-level support to assigned management staff in a variety of areas. Responsibilities include performing and directing many of the department's day-to-day administrative functions, developing construction documents, and managing construction of the 2020

paving program combining a/c paving and slurry seal of several city streets.

- **Construction Manager, Various Cities, CA, -** As Construction Manager, Robert was responsible for managing construction of Civil Engineering projects for the Cities of Laguna Beach, Temecula, Villa Park, and Irvine.
- **Facilities Engineer, Long Beach Transit Agency, Long Beach, CA.-** As Facilities Engineer, Mr. Doss was responsible for providing engineering services to plan, design, and manage construction services for all maintenance facilities of the Transit Company including over 248 buses and over two thousand bus stops.
- **Resident Engineer, San Diego Association of Governments (SANDAG) San Diego, CA.** As Resident Engineer, Robert managed the on-site construction services representing SANDAG and the City of Santee for the construction of a \$12 million project to rebuild one mile of a major street. Services included undergrounding all utilities and new landscape improvements. He completed the project while maintaining access to local businesses and residents.
- **Construction Manager, US General Services Administration (GSA) Westwood Federal Building, Los Angeles, CA. -** As Construction Manager, Robert managed the onsite construction services and represented the US General Services Administration Region 9 on the new Caltrans flyover ramp at Wilshire Boulevard. This project was part of the Interstate 405 Sepulveda Pass Widening Project and was completed two months ahead of schedule.
- **Public Works Director and City Engineer, City of Stanton Public Works Department and Engineering Department, Stanton, CA.** Robert served as Public Works Director and City Engineer for the City of Stanton, where he managed the Public Works Department and Engineering Department for a City with a population of over 40,000. Robert directed personnel, made City Council presentations, interacted with public citizens and controlled a budget of over \$12 million annually. In addition, Robert managed the construction of \$16 million in capital improvement projects including design, budgeting, and construction.
- **Resident Engineer, State of California Transportation, Santa Ana, CA –** Mr. Doss served as Resident Engineer, managing the construction on over \$100 million worth of transportation construction projects. Robert's responsibilities included daily coordination with contractors and inspectors on freeway projects throughout Orange County. Robert managed change orders, design revisions and cost projections using Caltrans standards and specifications. Most projects required federal and state funding which involved extensive paperwork and final reports. He completed these projects on time with no construction claims.
- **Project Manager, Consultant, Phoenix, AZ –** Robert served as Project Manager, managing the design and construction on over \$200 million worth of projects throughout the United States. Robert's responsibilities included leading design teams on projects such as: major streets, subdivisions, commercial developments, industrial complexes, water and sewer works, and drainage projects. These

projects provided exposure to various design challenges and construction techniques in many environmental conditions



KRISTINE MACALMA, E.I.T.

TKE Engineering, Inc.

**ASSITANT RESIDENT
ENGINEER**

Regional Conveyance Trunk Sewer^{2,2}

**ASSITANT RESIDENT
ENGINEER**

GQPP Area M2 Collection System³

EDUCATION

B.S, Civil Engineering, California State Polytechnic University, Pomona

AFFILIATIONS

Inland Empire, Women in Transportation (WTS)

Riverside-San Bernardino Counties Branch, American Society of Civil Engineers (ASCE)

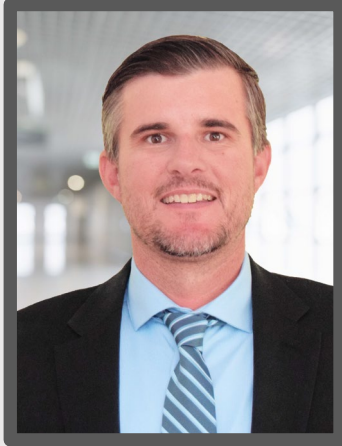
Ms. Macalma is a Project Manager at TKE and has over 6 years of experience in assisting in engineering drafting and design. Her experience includes transportation improvements, street improvements, utility research, grading plans, construction management assistance, grant preparation, preliminary and final design drawings, specifications and engineer's cost estimates, and water and wastewater facilities including pipelines and water storage reservoirs. Ms. Macalma has been an integral part of projects successfully completed for the City of Calimesa, City of Highland, City of Yucaipa, City of Hesperia, City of Adelanto, City of Fontana, City of Upland, and City of Wildomar.

DETAILED PROJECT EXPERIENCE

- **On-Call Engineering Services, City of Hesperia** – TKE provides on-call civil engineering services to the City, including City Engineer. TKE managed more than \$20 million in public improvement projects. Ms. Macalma has been involved in engineering design of street improvement projects, helping to prepare material for grant applications, preliminary cost estimates, and hydrology studies. She was also involved in the City Wastewater Treatment Plant Investigation.
- **Regional Conveyance Trunk Sewer, Desert Hot Springs, CA** – Ms. Macalma is the project engineer involved in the completion of a preliminary engineering analysis evaluating potential service areas, trunk sewer alignments, wastewater flow rates, lift station capacity analysis, and other preliminary design criteria needed to identify the preferred alignment of the Regional Conveyance Trunk Sewer and potential flow diversions to the West Valley Water Reclamation Facility (WVWRF). TKE is also responsible for final design and contract documents for the preferred Regional Conveyance Trunk Sewer alignment from the intersection of Dillon Road and Avenida Manzana to the WVWRF. The project includes coordination with developers, other agencies, Regional Water Quality Control Board, and other consultants. Services include Preliminary Engineering, Opinion of Probable Cost, Planning System Alternatives, Sewer Hydraulic Modeling Analysis, Design, Topographic Surveying, and Preparation of Plans, Specifications, and Estimates.
- **Hillview Neighborhood Street and Storm Drain Improvements Project, City of Highland, CA** – Ms. Macalma provided assistant construction management services for the City of Highland for street and storm drain improvements project on Hillview Street and Cunningham Street between 9th Street and Base Line in the City of Highland. The project included construction of approximately one mile of pavement rehabilitation; construction of concrete sidewalks, curbs and gutters, cross-gutters, ADA ramps, and driveway approaches; construction of catch basins and storm drains; relocation of 25 power poles and miscellaneous utilities; raising of various utility manholes/valves and installation of traffic signing and striping. Services included CalRecycle Grant coordination, value engineering, right-of-entry acquisition, utility relocation and coordination,

construction management, inspection, and coordination with property owners.

- **Horton Wastewater Treatment Plant Odor Control, *Desert Hot Springs, CA*** - Ms. Macalma was the project engineer for the preparation of plans, specifications, and estimates for the construction of an odor control system for the District's existing Horton Wastewater Treatment Plant. The proposed vapor phase odor control system will service the influent pump station and headworks facilities. The project will significantly reduce odor emissions to neighboring residential developments. The project includes coordination with the Regional Water Quality Control Board, Air Quality Management District, other agencies, vendors, and consultants. Services include records research, coordination with agencies, vendors, and consultants, design, cost estimating, technical and benefit cost analysis, regulatory agency coordination, permitting, bidding, construction management, construction staking, and inspection.
- **14th Street Pavement Rehabilitation and Water Improvements, *City of Upland, CA*** – Ms. Macalma performed assistant construction management services for the 14th Street Pavement Rehabilitation and Water Main Replacement Project located in the City of Upland. The project included approximately 3,100 Linear Feet of 8" Water Main Replacement and Pavement Rehabilitation. The project consisted of street pavement rehabilitation and/or reconstruction; removal and replacement of displaced curb and gutter, sidewalk, driveway approaches, and ADA curb ramps; installation of potable water mains with associated appurtenances on 14th Street from Euclid Avenue to Campus Avenue. Services included topographic surveying, design, utility coordination, cost estimating, traffic control preparation, and construction staking.
- **San Bernardino Avenue Treatment Plant Sewer Improvement, *City of Fontana, CA***– Ms. Macalma was the project engineer for the preparation of plans, specifications, and estimates for the construction of the San Bernardino Avenue Treatment Plant Sewer located in the City of Fontana north of Interstate 10 between Commerce Drive and Mulberry Avenue. The project included approximately 1,100 linear feet of 18-inch vitrified clay sewer pipe, including four sewer diversion manholes, a channel crossing and connection to the existing lift station. The facility construction was required to abandon a privatized treatment plant and divert flows to the San Bernardino Avenue Lift Station which conveys flows to IEUA's Regional Plant No. 4. The project included connection to the existing lift station wet well and required the lift station to modify the high-water level. Services included records research, preliminary engineering design, potholing coordination, hydraulic modeling, permitting, coordination with agencies, bidding services, and construction assistance.



BRAD ENSCOE

TKE Engineering, Inc.

LEAD INSPECTOR
Regional Conveyance Trunk Sewer^{2,2}

CERTIFICATIONS

16 Hour QSP Training Seminar
APWA, Construction Inspection
March 2010
CMAA, Construction Inspection for
Public Works March 2010
Public Works Inspector Level 1 Testing

Mr. Enscoe has over 16 years of experience providing public works construction inspection services. Recently, Mr. Enscoe is providing on-call inspection services to the City of Calimesa for developer installed housing projects as well as street, drainage, and sewer improvements to the Cities of Fontana, Redlands, and El Monte. In addition to daily inspection services, Mr. Enscoe has prepared daily inspection reports, developed construction photo logs, assisted with progress and final payment processing, assisted with change order negotiations, verified compliance with contract documents and approved project submittals, verified public safety compliance, developed remedial work list and system startup inspections. In addition, Mr. Enscoe has provided coordination with other project professional services (e.g. Geotechnical and Surveying).

DETAILED PROJECT EXPERIENCE

- **On-Call Inspection Services, San Bernardino Municipal Water Department, CA** – Mr. Enscoe is providing on-call inspection services to the City of San Bernardino Municipal Water Department (SBMWD) on numerous public and private improvements related to housing tracts and commercial development projects, as well as capital improvement projects throughout the City. Mr. Enscoe has provided inspection of more than 46 pipeline projects totaling more than 100,000 linear feet of pipeline installation for SBMWD.
- **On-Call Inspection Services, City of Calimesa, CA** – Mr. Enscoe is providing on-call inspection services to the City of Calimesa on numerous public and private improvements related to housing tracts and commercial development projects, as well as utility construction projects, and capital improvement projects throughout the City.
- **On-Call Inspection Services, City of Menifee, CA** – Mr. Enscoe provided on-call inspection services to the City of Menifee on public and private improvements for more than 90 development project related to housing tracts and commercial development, as well as utility construction projects, and capital improvement projects throughout the City.
- **Park Boulevard Reconstruction, County of San Bernardino, CA** – Mr. Enscoe performed construction inspection services for this 1 mile stretch of Park Boulevard from Allta Loma Drive to Twentynine Palms, in Joshua Tree, CA. The project included professional construction inspection of asphalt restoration, improvements to sidewalks, curb ramps, driveways, and bus stops.
- **Arden Drive Street, Drainage, Sewer, Water, and Traffic Signal Improvements, City of El Monte, CA** – Mr. Enscoe performed construction inspection services for approximately 1,600 linear feet of street, 8" vitrified clay pipe sewer, 12" ductile iron water, drainage facility improvements and installation of a new traffic signal along Arden Drive between Valley Boulevard and BNSF Railroad Crossing.
- **San Bernardino Avenue Street Improvements, County of San Bernardino, CA** – Mr. Enscoe performed construction inspection services for these 8,800 linear feet of street median, sidewalk, traffic signal and storm drain improvements. This project included

coordination with Union Pacific Railroad, the City of Fontana and compliance with requirements of a wide variety of funding sources to construct ultimate street widening improvements including median, curb and gutter, sidewalk, landscaping, traffic signal modification, striping, storm drain and sewer crossings and private onsite improvements. The project included right-of-way acquisition for eight parcels.

- **San Bernardino Avenue Median and Traffic Signal Improvements, City of Fontana, CA** - Mr. Enscoe performed construction inspection services for installation of a new traffic signal and approximately 300 linear feet of median improvements on San Bernardino Avenue located in the City of Fontana north of Interstate 10 Freeway and East of the Interstate 15 Freeway near Commerce Drive. This project Proposed median and traffic signal improvements were constructed to provide a centralized turning procedure for the Walmart Distribution facility with nearly 1,000 turning movements per day. The project provides for increased vehicular capacity, corridor beautification, and improved traffic and pedestrian safety.
- **5th Street Corridor Improvements Project, City of Highland**– Mr. Enscoe performed construction inspection services for installation of a new traffic signal on 5th Street located in the City of Highland west of the Interstate 210 Freeway. The 5th Street Corridor Improvements Project is located on 5th Street from Victoria Avenue to Palm Avenue in the City of Highland. The project includes construction of approximately one mile of pavement rehabilitation, removal and reconstruction of concrete sidewalks, curbs and gutters, cross-gutters, ADA ramps, bus pads and driveway approaches, construction of catch basins and storm drains, installation of a new traffic signal system at the intersection of 5th Street and Central Avenue, relocation of miscellaneous utilities, raising of various utility manholes/valves and installation of traffic signing, striping and loop detectors. Services include value engineering, striping and signal redesign, utility relocation and coordination, construction management, inspection, construction staking and coordination with property owners.
- **Serfas Club Drive and Rancho Corona Drive Traffic Signal Improvements, City of Corona, CA** - Mr. Enscoe was the construction inspector for the Serfas Club Drive Traffic Signal Improvements Project located in the City of Corona south of the 91 Freeway on Serfas Club Drive at Rancho Corona Drive. Proposed improvements, included traffic signal installation construction of ADA curb access ramps, retaining walls, striping and repair of private improvements adjacent to the project site.
- **4th Street Community Park, City of Calimesa, CA** – Mr. Enscoe provided construction inspection services for the 4th Street Community Park project located in the City of Calimesa on 4th Street south of County Line Road. The project included the construction of a 2.5 acre park with outdoor pavilion, restrooms, storage room, perimeter fencing and walls, two age defined playground facilities, walking trails with fitness stations, large and small breed dog parks and several tranquility gardens.



STEPHEN BISCOTTI

TKE Engineering, Inc.

LEAD INSPECTOR
GQPP Area M2 Collection System³

EDUCATION

BA, Arts and Humanities, Colorado State University, CA

CERTIFICATIONS

OSHA 30 Certified

16 Hour QSP Training Seminar

Lean Manufacturing Seminar – Gibbs Wire & Steel Co., Inc.

Forklift Certification 2004 – 2012 (Both operator and instructor) – Gibbs Wire & Steel Co., Inc.

Step 2000 Courses (electricity and electrical control devices) Siemens E&A

Conflict and Confrontation Seminar – Farmers Insurance

Forklift Certification 1984 – 1990, Various Wire Mills in MA, CT, and CA

Mr. Biscotti has over 13 years of inspection experience with the last 6 years providing public works construction inspection services. Mr. Biscotti has provided inspection services to several municipalities throughout Southern California. He has completed project inspection services for the Cities of Moreno Valley, Fontana, South El Monte, Riverside, Hemet, Calimesa, Riverside Transit Agency, East Valley Water District and the County of San Bernardino. Mr. Biscotti has provided coordination with other project professional services including geotechnical and survey. Mr. Biscotti has worked as a Public Works Inspector for inspection of capital improvement and developer installed improvements relating to the construction streets, drainage, utilities, parks and development improvements. Mr. Biscotti has prepared daily inspection reports, developed construction photo logs, assisted with progress and final payment processing, assisted with change order negotiations, verified compliance with contract documents and approved project submittals, verified public safety compliance, and developed remedial work lists.

DETAILED PROJECT EXPERIENCE

- **On-Call Inspection Services, San Bernardino Municipal Water Department, CA** – Mr. Biscotti is providing on-call inspection services to the City of San Bernardino Municipal Water Department (SBMWD) on numerous public and private improvements related to housing tracts and commercial development projects. Mr. Biscotti has provided inspection of more than 10,000 linear feet of pipeline installation for SBMWD.
- **Jurupa Hills Lift Station, Rubidoux Community Services District, CA** – Mr. Biscotti performed construction inspection for the Jurupa Hills Lift Station Replacement which included construction of a new wet well, manhole reconstruction, pumps and a portion of the existing force main. Inspection included daily review of the installation of lift station improvements consisting of VCP pipe, manholes, wet well, pumps, DIP force main, connections to existing sewers, abandonments, asphalt concrete pavement, site protection and clean up.
- **Tilton Avenue Sewer Improvements, Rubidoux Community Services District, CA** – Mr. Biscotti performed construction inspection for 2,100 linear feet of 15" vitrified clay pipe sewer improvements with 35 laterals and septic system abandonments. Inspection included daily review of the installation of sewer improvements consisting of VCP pipe, manholes, drop manholes, laterals, connections to existing sewers, abandonments, asphalt concrete pavement, overlay, signing, striping, SWPPP, traffic control, site protection and clean up.
- **Manganese Treatment Facility and 0.5 MG Reservoir Project, City of Huntington Park, CA** – Mr. Biscotti performed construction inspection services for the construction of a grant funded 70-foot tall welded steel reservoir replacement project and a fully redundant manganese filtration plant capable of flowrates up to 1500 gpm in the City of Huntington Park. The project included the removal of a structurally deficient steel reservoir and construction of the proposed welded steel reservoir including a ring



footing with 45-foot deep 3-foot diameter caissons to combat liquefaction issues. The reservoir removal and replacement is located within fifteen feet of an existing 70-foot tall 2 million gallon steel reservoir to be protected during construction.

- **Pacific Avenue 16" and 12" Water Pipeline Improvements Project, City of Jurupa Valley, CA** – Mr. Biscotti performed construction inspection services for approximately 5,525 linear feet of 16" and 12" ductile iron and polyvinyl chloride pipe, including connection to existing system, construction of new water system infrastructure, bore and jack with 24" steel casing, 59 service meter connections, appurtenances and demolition and abandonment of required existing facilities.
- **Mission Boulevard Pipeline, Rubidoux Community Services District, City of Jurupa Valley, CA** - Mr. Biscotti performed construction inspection services for approximately 4,700 linear feet of 24" cement mortar lined and coated steel pipe water main improvements to two separate contractor's performing work simultaneously. The project included restrained joints, system appurtenances, and connections to the existing system and interconnection to Jurupa Community Services District.
- **La Praix Sewer Bypass Improvements, East Valley Water District, City of Highland, CA**- Mr. Biscotti performed construction inspection services for approximately 300 linear feet of 10" fused SDR sewer pipeline along La Praix Street between Baseline Street and Messina Street. The inspection included sewer main installation, including pipe bedding, manholes, laterals, pavement repair, connection to existing sewer and reconstruction of existing retaining wall.
- **San Bernardino Avenue County Fire Station Sewer Lateral and Septic Tank Abandonment Improvements, City of Fontana, CA**- Mr. Biscotti performed inspection services for 100+ linear feet of 6" PVC Sewer Pipe to connect the main within San Bernardino Avenue and removal and abandonment of the two existing septic tanks and leach pits. Inspection included sewer line installation, trench back fill, oversee compaction, paving, and removal and abandonment of the existing septic systems.
- **Ontario Zone 4 Waterline, City of Corona, CA** - Mr. Biscotti performed Construction Inspection services for approximately 1,755 LF of 12-inch ductile iron pipe along Ontario Avenue from Kellogg Avenue to Fullerton Avenue and approximately 55 LF of 8-inch ductile iron pipe stub-out connecting to the an existing onsite 8-inch steel pipe at the Crossroads Christian Church property. The water pipelines served with the City of Corona Zone 4 (1220-ft HGL) pressurized system.
- **Baseline Gardens Water Improvement, East Valley Water Department, Highland, CA**- Mr. Biscotti performed construction inspection services for approximately 18,000 linear feet of 8" diameter DIP Pipe including more than 500 water meter installations. Inspection included water line installation, including 6" and 8" ductile iron water mains, gate valves, fire hydrant installations, water meter installations, street paving, street marking, and traffic control.



MARVIN LARA, E.I.T.

TKE Engineering, Inc.

OFFICE ENGINEER/LABOR COMPLIANCE

EDUCATION

B.S, Civil Engineering, California State Polytechnic University, Pomona

CERTIFICATIONS

Engineer in Training
E.I.T. Number 157100

AFFILIATIONS

Riverside-San Bernardino Counties
Branch, American Society of Civil
Engineers (ASCE)

Inland Empire, Women In
Transportation (WTS)

Cal Poly Pomona Alumni, Society of
Hispanic Professional Engineers.

Mr. Lara is an Associate Engineer of TKE and has 5 years of experience in civil engineering infrastructure projects, including transportation improvements, drainage improvements, sewer and water improvements, facilities improvements, recreation improvements, and construction methods. He has managed numerous projects and has delivered projects for the Cities of South El Monte, Highland, Calimesa, El Monte, Fontana, Rialto, Upland, Riverside, Hesperia and Redlands. As a Construction Assistant, Mr. Lara has been responsible for assistance in supervising a staff of inspectors, construction coordination and scheduling, utility relocation coordination, public relations, submittal review, coordination with subconsultants, weekly progress meetings, request for information responses, storm water management, progress payments, change order review and negotiations, labor compliance, and project closeout.

DETAILED PROJECT EXPERIENCE

- **Construction of 120,000 Gallon Reservoir for Holly Drive, San Antonio Water Company, San Antonio Heights, CA** - Mr. Lara is currently assisting in performing construction management services for the construction of the new 120,000-gallon tank located on a private road North of the Northern end of Holly Drive in the city of San Antonio Heights. The project includes construction management, submittals and RFI's review, project team coordination, change order review and progress payment review/approval.
- **Moreno Valley Amphitheater, City of Moreno Valley, CA** - Mr. Lara is currently assisting in performing construction management services for the construction of the new Moreno Valley Amphitheater located near Moreno Valley City Hall at Southeast corner of Alessandro Boulevard and Veteran's Way intersection. The project includes construction management, obtaining approval of permit applications, submittals and RFI's review, project team coordination, change order review and progress payment review/approval.
- **Vista Reservoirs No. 2, Mission Springs Water District, City of Desert Hot Springs, CA** - Mr. Lara assisted with the design of proposed Vista Reservoir No. 2 located at the Northern end of Valencia Drive in the City of Desert Hot Springs. Vista Reservoir No. 2 consisted of the design for a proposed 300,000-gallon tank including design locations of manway, flush cleanout, safety climb system, roof hatch, roof vent, overflow box, tide flex mixing system, spiral staircase and guardrail at the top perimeter of the tank. Along with design of proposed reservoir tank, Mr. Lara assisted with site improvements which consisted of removal and relocation of existing hydro pneumatic tank, electrical boxes, conduits and underground waterlines. Further site constraints required regrading of entire site to include design of access drive and pad for proposed reservoir along with v-ditch and storm drain lines and manholes to properly direct storm water runoff off the project site.
- **Terrace Reservoirs Rehabilitation and Site Improvements, Mission Springs Water District, City of Desert Hot Springs, CA** - Mr. Lara assisted with the design of Terrace Reservoirs Rehabilitation and Site Improvements located at the Western end of Terrace Way in the City

of Desert Hot Springs. Terrace Reservoirs Rehabilitation consisted of removal, replacement and relocation of manways, electrical conduits, ladder cages and guardrails, roof vents and overflow boxes with new material along with a spiral staircase and guardrail at the top perimeter of 3 existing tanks on site. Along with Tank Rehabilitation, proposed PCC Curb around perimeter of project site, regrading of slope and proposed culvert drainage was designed to mitigate erosion of slope on site due to storm water runoff.

- **Library ADA Improvements, City of Moreno Valley, CA** - The Library ADA Improvements Project is located at the Northwestern corner of Alessandro Boulevard and Kitching Street in the City of Moreno Valley. Proposed grading, sidewalk, curb access ramps, striping and signage improvements were designed to meet ADA Compliance.
- **I-15 Sewer and Water Improvements, City of Hesperia, CA** - Mr. Lara assisted in the design of approximately 7,900 linear feet of 8" and 10" P.V.C. sewer main improvements. Design of sewer main improvements also included 10" ductile iron pipe with an 18" Steel Casing crossing the I-15 Freeway from Caliente Road to Mariposa Road near Rancho Road in the City of Hesperia. In addition to sewer main improvements, approximately 3,800 linear feet of 18" DIP water lines were designed along Rancho Road to and along Kourie Way and to and along Cromdale Street to existing tanks at East end of Cromdale Street. The project included restrained joints, system appurtenances, and connections to the existing systems and interconnections to City of Hesperia Sewer and Water.
- **CDBG Alesia Street and Lerma Avenue, City of South El Monte, CA** - Mr. Lara assisted in the design of approximately 107,000 sq. ft of street rehabilitation on Alesia Street between Potrero Avenue and Adelia Avenue and Lerma Street between Merced Avenue and Central Avenue in the City of South El Monte. Proposed design included asphalt rehabilitation, grading, striping and signage improvements sidewalk, and curb access ramps were designed to meet ADA Compliance.
- **Wells 27 & 31 Drywells, Mission Springs Water District, City of Desert Hot Springs, CA** - Wells 27 & 31 Drywells project was located at the Southeast corner of Dillon Road and Louise Street intersection. Design consisted of connecting proposed 8" Epoxy Lined and Coated Steel Pipes to existing drainage line from wells with proposed pipe supports to level pipes off the ground. Proposed connections were designed to release water into proposed inlet grate and fill a series of proposed drywells before disposing of remaining water into existing reservoir.



SHAWN PAROLINE

Anser Advisory

SCHEDULER / CLAIMS MANAGER

EDUCATION

B.S., Magna Cum Laude, Engineering Technology with Emphasis in Construction Management, California State University, Long Beach, CA, 1994

Engineering Technology, Honor Graduate, School of Engineering, 1994

Shawn Paroline is a risk mitigation manager with more than 27 years of professional experience in construction management, program management, and claims analysis. Throughout his career, he has supported blended consultant/agency staff construction management teams on complex public works infrastructure projects including water and wastewater pipelines, pump stations, treatment plants, and tunnels. He lectures annually at national conferences and San Diego State University on subjects relating to claims avoidance and trust-building in adversarial project environments. Shawn is highly regarded by his clients for critical thinking, anticipating contractibility issues, proposing avoidance measures, and advising responses in contentious dispute environments.

Shawn has expertise in auditing the contract management protocols in place in the field office and providing strategic leadership to the owner's construction management team in the areas of delay analysis, documentation for claims avoidance, and contemporaneous schedule review and monitoring. He has prepared contract phasing language for complex projects, developed Critical Path Method (CPM) scheduling specifications, turnaround of troubled projects, and real-time dispute management as a supplement to the agency's construction management field staff.

DETAILED PROJECT EXPERIENCE

- **Santa Ana Watershed Project Authority, RIX Site Facilities, Colton, CA** - Shawn served as office engineer for the general contractor during the new construction of a 40-MGD rapid infiltration/extraction (RIX) tertiary wastewater treatment plant. His duties included writing all correspondence; generating RFIs; interfacing with OSHA, plant operators, and inspectors; coordinating punch list repairs; monthly updating of the construction schedule; performance testing of pump/motors/drives; coordinating submittals and spare parts; coordinating facility start-up; performing public documents search, and preparing basis of entitlement and time impact analyses for delay and constructive acceleration claims. The project covered 90 acres in Colton along the Santa Ana River and involved site piping; diversion and turnout structures; SCADA and PLC controls; 10 infiltration basins; 30 containment and relief wells; pumps and motors ranging between 50 and 100 HP; chemical storage and injection, UV disinfection, and operations and control building.
- **San Diego County Water Authority (SDCWA), San Vicente Pumping Facilities, San Diego, CA** - As senior claims analyst in support of the construction management team, Shawn provided executive recommendations for troubled project turnaround; conducted weekly schedule audits to assess actual progress along contractor's monthly schedule updates; lead construction schedule refinement meetings; drafted notices of non-compliance (NCRs); drafted correspondence; generated monthly progress meeting

minutes; reviewed, monitored, and returned comments on CPM schedule updates; reviewed time impact analyses; reviewed change order requests and claims for entitlement; assisted troubleshooting and testing; managed spare parts submittals; closed out the \$13 million pre-procured equipment contract. The design-bid-build project consists of facilities for three 7,000-HP horizontal centrifugal pumps, welded-steel pipelines, and a three million-gallon, pre-stressed-concrete surge tank.

- **SDCWA, Carlsbad Desalination Pipeline, Carlsbad & San Marcos, CA** - Shawn provided baseline schedule review and monthly P6 schedule monitoring services to a blended consultant/agency staff construction management team for the SDCWA. He attended monthly schedule review meetings where he collaborated with the developer, Poseidon, and its joint venture, engineer-procure-construct contractor to improve the project schedule to include detailed permitting and design sequences. He monitored the schedule for compliance with several work moratorium zones, aqueduct shutdowns, and interfaces with SDCWA-provided right-of-way acquisition. This project involves the installation of CML&C welded-steel pipeline within existing street right-of-way in the cities of Carlsbad and San Marcos.
- **SDCWA, Lake Hodges Pump Station and Inlet/Outlet Structure, San Diego, CA** - Shawn provided executive recommendations for troubled project turnaround; conducted weekly schedule audits to assess actual progress along contractor's monthly schedule updates; lead construction schedule refinement meetings; drafted meeting minutes; drafted correspondence; drafted NCRs; mentored junior staff; trained construction management schedulers; reviewed, monitored, and returned comments on CPM schedule updates; reviewed time impact analyses; and provided executive recommendations. The design-bid-build project consists of inlet-outlet tunnel, two 20-megawatt hydro-turbine generators, and a seven-level pump house extending 100 feet below lake level.
- **SDCWA, Scripps Ranch Relining Pipelines 3 & 4, San Diego, CA** - Shawn provided baseline schedule review and monthly schedule monitoring support to a blended consultant/agency staff construction management team. He trained, mentored, and assisted agency staff in P6 CPM schedule review techniques and how to prepare effective schedule submittal review comments that protect the owner as well as improve the effectiveness of the contractor's schedule. This project involved relining sections of two parallel barrels, 72 inches and 84 inches) in SDCWA's Second Aqueduct using steel liners from Miramar Hill to the Miramar Water Treatment Plant.
- **SDCWA, San Vicente to Second Aqueduct Pipeline, San Diego, CA** - As senior construction schedule engineer, Shawn provided document control oversight; drafted change order language; generated monthly progress meeting minutes; reviewed, commented, and accepted the baseline CPM; monitored and returned comments on CPM schedule updates; developed cash flow reports; wrote a 40-page monthly CM progress report; performed time impact analyses; reviewed contractor initiated change order requests; and processed the monthly payment applications. The project consisted of construction of 11 miles of 102-inch welded steel pipeline in a 12-foot diameter tunnel ranging from 50 to 600 feet deep. Access was from three shafts and one portal. The drill and blast tunneling method, with NATM support, and three

tunneling machines - one main-beam TBM and two digger shields - were used to excavate the tunnel.

- **SDCWA, Pipeline 5 Extension Phase II, San Diego, CA** - Shawn served as both field engineer and office engineer for the general contractor during the construction of 10 miles of 108-in. CML&C welded-steel pipeline. Duties included executing an extensive subsurface investigation effort involving 60 potholes and 200 air-drilled holes to depths of 20-30 feet; generating the 950+ activity baseline schedule; monthly schedule updating; field quantity surveying; developing forms and database to track daily excavation, pipe laying, welding, and backfilling rates; inspecting pipe; coordinating welding, tunneling, and blasting subcontractor submittals and field work; interfacing with project and city inspectors; planning and implementing extensive tunnel nuisance water desilting system; planning and implementing stream diversions; planning short-term construction operations for crossing streets and utilities; preparing value engineering proposal for shielded metal arc welding; reporting daily field progress to the owner; and, in conjunction with corporate executives and legal counsel, preparing basis-of-entitlement and time-impact-analyses for several differing site conditions and cardinal change impacts.
- **West Basin Municipal Water District, Chevron & Mobil Nitrification Facilities, El Segundo & Torrance, CA** - Shawn performed project control support for the fast-track design and construction of two \$10 million, 7.5 MGD wastewater treatment facilities located in El Segundo and Torrance. His general duties included scheduling support and assistance, cost control, change order review, and progress payment review.

MICHAEL COUNCE

TKE Engineering, Inc.

ELECTRICAL INSPECTOR

EDUCATION

Electrical Journeyman's License,
2011

Certified Electrician, State of CA,
2011

ABC Apprenticeship Graduate
2011

High School Diploma, Redlands High
School, 1999

Mr. Counce is certified journeyman electrician and has 15 years of commercial and residential experience. He is adept in performing electrical installations, maintenance and repairs in homes, schools, hospitals and plant facilities; knowledgeable in all areas of the national electrical code; and excel in analyzing and solving problems with various electrical controls and systems. His experience includes electrical systems and controls, installations and maintenance, electromechanical repairs, blueprints, schematics, generators, transformers, switches, circuit breakers, electrical code, safety, wiring diagrams, troubleshooting, testing instruments, motors and conduit.

Mr. Counce served as journeyman electrician or apprentice on more than 100 new home construction projects as well as dozens of major commercial projects. He earned a reputation for expertise in complex troubleshooting and problem resolution. He also gained extensive experience in analyzing and following manuals, schematic diagrams, blueprints and other specifications and mastering the use of measuring/testing instruments such as ammeters, ohmmeters, voltmeters and testing lamps.

DETAILED PROJECT EXPERIENCE

- **CV Sync Construction Management, Palm Desert, CA-** Mr. Counce serves as the electrical inspector for oversight of all wiring installation aspects for Phase 1 of the CV Sync project (Formerly CVAG TSSP). This project involves coordination and support across twelve agencies in the Coachella Valley. The project improvements include advanced traffic management systems (ATMS), advanced transportation controllers (ATC), selected Intelligent Transportation System (ITS) elements, ITS sub-systems, and Ethernet/IP-based communications that will be expandable and scalable for future integration of ITS technologies and strategies, such as Integrated Corridor Management (ICM), Smart Cities, Connected and Autonomous Vehicles, a Regional Traffic Management Center (RTMC) and local Traffic Operation Centers (TOC).
- **Berg Electric Loma Linda University Medical Center, Loma Linda, CA –** Mr. Counce served as a certified electrician on LLUMC 10-year capital-improvement program that addressed not only HVAC, ADA and seismic upgrades, but also space needs into the future. Bergelectric has supported LLUMC in its current construction of the \$823 million dollar, tallest hospital in California, standing at 267 feet above ground, with 17 total stories (16 above ground), and the tallest building in San Bernardino County.
- **Berg Electric, Indian Wells, CA –** Mr. Counce served as a certified electrician on Indian Wells Tennis Garden stadium renovation which required over 100,000 man hours from Bergelectric within a nine-month period. Additionally, a 200-person hospitality room, Front Box Club, satellite broadcast studio, fitness center, and club pro shop also

made their debut for the 2017 BNP Paribas Open. Other renovations worth noting include a brand new media room, two-story office building for tournament management and staff, and additional commissaries to accommodate the new concessions.

- **Berg Electric, San Bernardino, CA** – Mr. Counce served as a certified electrician on economic stimulus-related “green” projects. Install new or upgrade existing systems and equipment at major college facilities to achieve energy conservation goals.



ERIK BEZANSON

Geocon West, Inc.

DEPUTY INSPECTOR

EDUCATION

California State University, Fullerton,
Geology

Mt. San Antonio Community College

CERTIFICATIONS

- ICC Inspector No 5308543
- ICC Master of Special Inspection
- ICC Soils Special Inspector
- ICC Structural Welding Special Inspector
- ICC Structural Steel and Bolting Special Inspector
- ICC Spray Applied Fire Proofing Special Inspector
- ICC California Commercial Building Inspector
- ICC Structural Masonry Special Inspector
- ICC Soils Special Inspector
- ICC Reinforced Concrete
- L.A. County Concrete Special Inspector
- ACI Field Technician – Grade I
- Nuclear Density Gauge

Mr. Bezanon has 13 years of experience with laboratory and field inspection and testing of soils and construction materials. His experience includes observations and testing of building pads, roads, commercial buildings, public works and utility trenches, and concrete batch plant inspection. Mr. Bezanon is trained in performance of Quality Control in a Construction Material Testing Laboratory, including performing and supervising performance in sieve analysis, proctors, soil ring density and moisture content, sand equivalent, soil shear testing and specific gravity of aggregates. Laboratory testing abilities also include compressive strength testing of concrete, mortar, grout, shotcrete, and masonry pavers. He is experienced with in-place density testing of soil utilizing sand cone and nuclear gauge test methods, performing field-testing of concrete placement, including slump, temperature, air-content and molding compressive strength specimens.

DETAILED PROJECT EXPERIENCE

- **I-15 Corridor Utility Improvement, City of Hesperia, CA** – Geocon was selected to provide geotechnical observation and testing and inspection services for the I-15 Corridor Utility Improvements Project in the City of Hesperia. The project involves the installation of major sewer and waterlines utilizing jack and bore methods to tunnel beneath the I-15 freeway without major disruption of this major arterial freeway. The project also involves installing water and sewer lines and all and all associated appurtenances within various streets of the City of Hesperia. Mr. Bezanon provided testing and observation services during utility trenching.
- **Recycled Water System – Phase 1A & 1B, City of Hesperia, CA** – Geocon was selected to provide full-time materials testing and inspections services for this major city recycled water system project. Mr. Bezanon observed and tested the backfill and soil compaction for 60,000 LFT of recycled waterline. Mr. Bezanon also observed and tested the street subgrade and base compaction along with providing observation for the placement and compaction of asphaltic concrete (AC) during street reconstruction.
- **Recycled Water Tank and Pump House City of Hesperia, CA**– Geocon was selected to provide materials testing and inspections services for this major water capital improvement project. This new Recycled Water Tank includes a concrete foundation with Steel reinforcement. The new Pump House structure on-site consisted of masonry construction and included a concrete foundation with Steel reinforcement. Mr. Bezanon is currently providing observation, testing and sampling of concrete, masonry, grout placement, and inspected and sampled all steel reinforcement.



GEOCON



RON
MUSSER,
P.L.S.

TKE Engineering, Inc.

CONSTRUCTION SURVEY PRINCIPAL

REGISTRATIONS

P.L.S. License Number (CA): 4230

Mr. Musser has over 52 years of experience in performing field and office surveying and plan checking services for public and private projects including roadway and highway projects. He has performed design topographic surveying and construction staking on all of TKE's respective design and construction management projects and map checking over the past 10 years. In addition, he has prepared records of survey, parcel maps and tract maps in San Bernardino County, Riverside County, San Diego County, Orange County and Los Angeles County. He has performed boundary, topographic, ALTA, and precise level surveys as well as Global Positioning Surveys. Mr. Musser currently provides map checking services to the cities of Calimesa, Upland, Azusa, Pico Rivera and El Monte.

PROJECT EXPERIENCE

Municipal Experience

- **City of Calimesa, CA** – On-Call Survey and Map Checking Services
- **City of Hesperia, CA** – On-Call Survey and Map Checking Services
- **City of Upland, CA** – On-Call Survey and Map Checking Services
- **City of Wildomar, CA** – On-Call Survey and Map Checking Services

DETAILED PROJECT EXPERIENCE

- **San Bernardino Avenue Trunk Sewer, City of Fontana, CA** - This project consisted of approximately 19,500 linear feet of 48-inch and smaller vitrified clay and reinforced concrete pipe sewer, two siphons, including bore and jacked pipe and casings, and numerous diversion gates for flow diversion. The trunk sewer was constructed on San Bernardino Avenue between Cypress Avenue and Mulberry Avenue. The facility was constructed to convey 25 million gallons of wastewater to a proposed lift station, which will convey the water to IEUA's regional plant number 4. TKE provided project and construction management and inspection services. In addition, TKE provided construction staking and topographic surveying throughout the completion of the project.
- **San Bernardino Avenue/Etiwanda Avenue Force Main, Inland Empire Utilities Agency, City of Fontana, CA** – Mr. Musser served as Project Surveyor for this project, which provided 8,360 linear feet of 24-inch and 30-inch parallel DIP force mains and PVC electrical and fiber optic conduits.
- **Fontana City Wide Water/Wastewater Engineering, City of Fontana, CA** – Mr. Musser served as Project Surveyor on this project to improve water supply reliability and increase wastewater service area for the residents of the City of Fontana. The components include, recycle water direct reuse and recharge, enhanced storm water capture and recharge, imported water development, exchange water agreements and sewer analysis. TKE has performed extensive research, preliminary

design and coordination with agencies to assist in the elimination of high maintenance basins and sewer lift stations, development of storm water and recharge basins, sewer service and recycled water service to residents, businesses and City facilities throughout the City of Fontana.

- **Mead Valley Community Center, Riverside County, CA** – Mr. Musser provided topographic design surveying and construction staking for the grading, drainage, sewer, water, and street improvements for the Riverside County Economic Development Agency (Agency) owned Mead Valley Community (MVCC) Center, a 5.4 acre site located on Rider Street, approximately 0.1 mile east of the intersection of Clark Street and Rider Street. The site provides a significant amount of beneficial services to the Mead Valley community, including medical and dental services, child care and teaching services, as well as the more traditional recreational and community room services provided at community centers. The project included 4,000 linear feet of offsite sewer and 1,200 linear feet of offsite water improvements for Eastern Municipal Water District.
- **“I” Street Pipeline, City of San Bernardino, CA** – Mr. Musser is Project Surveyor of this project, which consists of the construction of 2,300' of 16" and 3,700' of 20" ductile iron pipe, including restrained length calculations, joint specifications, system appurtenances, connections to the existing system, San Bernardino County Flood Control District permitting for pipeline hanging under “I” Street bridge crossing of the Lytle Creek Channel, and SANBAG permitting for bore and jack crossing of railroad at Rialto Avenue. Proposed water system improvements provide a transmission main from the newly constructed pipelines in 2nd Street, Mill Street and Inland Center Drive for adequate water system conveyance
- **1720 Zone West Transmission Main Pipeline, City of San Bernardino, CA** – Mr. Musser served as Project Surveyor for this project. This project consisted of the construction of 14,500' of 36" cement mortar lined and coated steel pipe, including restrained length calculations, joint specifications, system appurtenances, connections to the existing system, Metropolitan Water District and San Gabriel Valley Water district encroachment permits, San Bernardino County Flood Control District, US Army Corp of Engineers, and Department of Fish and Game permitting for pipeline bore and jack crossing of Devil’s Creek Diversion Channel/Cable Creek, BNSF permitting for bore and jack crossing of railroad at Palm Avenue, and coordination with other agencies for tie-ins to the proposed reservoir site. Proposed water system improvements provided a transmission main from the Palm Avenue Reservoir to the newly constructed Ogden Reservoir for adequate water system conveyance.
- **1158 Zone Recycled Water Program, City of Fontana, CA** – Mr. Musser served as the Project Surveyor for this project, which TKE prepared preliminary engineering report, utility permitting, plans, specifications, and estimates for the construction of approximately 50,000 linear feet of recycled water mains ranging from 6" to 24" in diameter. The project included San Bernardino County Flood Control District bridge crossings, DWR pipeline crossings and Southern California Edison easement crossings. TKE prepared a preliminary engineering report that identified potential users, projected use


amounts alignment alternatives to provide service, environmental impacts and service retrofits. TKE also assisted with a funding application and processing of the application with the State of California State Water Resource Control Board.

- **On-Call Survey and Map Checking Services, City of Calimesa, CA** - Mr. Musser provides on-call map checking services to the City of Calimesa. Mr. Musser is providing map checking services for several small and large tract developments, single family residential units and commercial retail centers within the City. Services include closure calculations, development project screen checks, response to development community inquiries, perform map checking for tract maps, parcel maps, lot line adjustments, lot mergers, records of survey, corner records, easement and right-of-way acquisitions.
- **On-Call Survey and Map Checking Services, City of Hesperia, CA** - Mr. Musser provides on-call map checking services to the City of Hesperia. Mr. Musser is providing map checking services for several small and large tract developments, single family residential units and commercial retail centers within the City. Services include closure calculations, development project screen checks, response to development community inquiries, perform map checking for tract maps, parcel maps, lot line adjustments, lot mergers, records of survey, corner records, easement and right-of-way acquisitions.
- **On-Call Map Checking Services, City of Upland, CA** - Mr. Musser provides on-call map checking services to the City of Upland. Mr. Musser is providing map checking services for several tract developments, single family residential units and commercial retail centers within the City. Services include closure calculations, development project screen checks, response to development community inquiries, perform map checking for tract maps, parcel maps, lot line adjustments, lot mergers, records of survey, corner records, easement and right-of-way acquisitions.
- **On-Call Map Checking Services, City of Wildomar, CA** - Mr. Musser provides on-call map checking services to the City of Wildomar. Mr. Musser is providing map checking services for several tract developments, single family residential units and commercial retail centers within the City. Services include closure calculations, development project screen checks, response to development community inquiries, perform map checking for tract maps, parcel maps, lot line adjustments, lot mergers, records of survey, corner records, easement and right-of-way acquisitions.



MUSSER, RONALD ALVIN

LICENSE NUMBER: 4230 LICENSE TYPE: LAND SURVEYOR

LICENSE STATUS: CLEAR  EXPIRATION DATE: JUNE 30, 2022

SECONDARY STATUS: N/A

CITY: PERRIS STATE: CALIFORNIA COUNTY: RIVERSIDE ZIP: 92370



BRETT ENSCOE

TKE Engineering, Inc.

CONSTRUCTION PARTY CHIEF

REGISTRATION

Railroad Safety (E-rail Safe)
Scissor Lift Operator

YEARS WITH FIRM

14 YEARS

Mr. Enscoe has over 14 years of experience in performing field and office surveying services for public and private projects including roadway and highway projects. He has performed design topographic surveying and construction staking on all of TKE's respective design and construction management projects over the past 14 years. In addition, he has prepared records of survey, parcel maps and tract maps in San Bernardino County, Riverside County, Orange County and Los Angeles County. He has performed boundary, topographic, ALTA, and precise level surveys as well as Global Positioning Surveys.

DETAILED PROJECT EXPERIENCE

- **Jackson Avenue Street Improvement**, *City of Murrieta, CA* – Mr. Enscoe was the Surveying Field Party Chief for this project. Construction for this road connection included approximately 3,800 linear feet of staking for curb and gutters, medians, slopes, storm drain lines 18-inch, 24-inch, and 36-inch power pole relocations, and (6) 24-foot-wide arch culverts for bridge access to connect Jackson Ave.
- **Upland Basin**, *City of Upland, CA*- Mr. Enscoe provided topographic design survey, aerial target placement, ALTA survey, Parcel Map preparation and construction staking for the 1300 acre-foot flood control and aquifer recharge basin project that included DSOD jurisdictional facilities, inlet and outlet facilities, and related work. The project included preparation of basin, street improvements, storm drain, spillway, and structural detail construction documents (drawings, specifications, and estimates), hydrology and hydraulic analyses, environmental compliance, storm water pollution prevention plan preparation, right-of-way acquisition, aerial mapping, and related civil engineering services.
- **Alessandro Boulevard Street Improvements**, *City of Riverside, CA* - The Alessandro Boulevard Street Improvements Project improvements provided street widening, median improvements, storm drain and culvert crossing improvements, traffic signal construction and modifications, street lighting, undergrounding of existing power poles, and landscaping and irrigation for corridor beautification and improved traffic and pedestrian safety. Supplemental conventional ground survey and field reconnaissance was provided by TKE for approximately 11,900 linear feet of street widening and median improvements. TKE prepared legal descriptions, right-of-way acquisition plats, temporary construction easement plats, slope easement plats, and grant and easement deeds for 7 parcels.
- **Calimesa Boulevard/County Line Road Roundabout**, *City of Calimesa, CA* – Mr. Enscoe was the Surveying Field Party Chief of this project. The City of Calimesa was awarded SAFETEA-LU funding for the roundabout improvement project for the intersection of Calimesa Boulevard and County Line Road. The project includes the design of a dual lane roundabout with property acquisition. Proposed curb, gutter, sidewalk, drive approaches, ramps, central island, apron and splitter

island improvements will be constructed for increased vehicular efficiency and pedestrian safety. The project includes street improvements together with drainage channel and piping modifications, full parcel acquisition, right-of-way acquisition, right-of-entry acquisition, public outreach and coordination with regulatory agencies, Riverside County Flood Control and Water Conservation District and Caltrans Local Assistance.

- **Arrow Route Improvements, City of Upland, CA** – Mr. Enscoe was the Surveying Field Party Chief for this mile long widening of Arrow Route between Monte Vista Avenue and Central Avenue. This project involves coordination with US Army Corps of Engineers, San Bernardino County Flood Control, and compliance with requirements of a wide variety of permit requirements.
- **Foothill Boulevard Street Improvements, City of Fontana, CA** – Mr. Enscoe was the Surveying Field Party Chief for this 11,800 linear feet of street widening, sewer and storm drain improvements, bike lane extension and median improvements. The project was separated into two phases from East Avenue to Cherry Avenue and from Cherry Avenue to Hemlock Avenue. Mr. Enscoe provided all topographic design surveying and construction staking for the construction of ultimate street widening, median, curb and gutter, sidewalk, traffic signals, striping, and onsite private improvements. In addition, Mr. Enscoe prepared legals, plats and grant deeds for more than twenty right-of-way acquisitions.
- **Mead Valley Community Center, Riverside County, CA** – Mr. Enscoe provided topographic design surveying and construction staking for the grading, drainage, sewer, water, and street improvements for the Riverside County Economic Development Agency (Agency) owned Mead Valley Community (MVCC) Center, a 5.4 acre site located on Rider Street, approximately 0.1 mile east of the intersection of Clark Street and Rider Street. The site provides a significant amount of beneficial services to the Mead Valley community, including medical and dental services, child care and teaching services, as well as the more traditional recreational and community room services provided at community centers. The project included 4,000 linear feet of offsite sewer and 1,200 linear feet of offsite water improvements for Eastern Municipal Water District.
- **11th Street Improvements, City of Upland, CA** - The 11th Street Water System, Sewer, Storm Drain and Street Improvements Project proposed water system upgrades were designed for pipe sizes of 8" through 12" to replace existing under sized and aged water mains. Proposed 8" sewer was constructed to allow service to all businesses within the improvement area. 100 year storm protection was installed by constructing the 90" through 54" storm drain main line and complete street improvements were provided to serve and better protect new proposed developments and existing businesses. Conventional ground design survey and design services, including preparation of plans, specifications and estimates were provided by TKE for approximately 2,600 linear feet of street improvements, 4,000 linear feet of drainage improvements, 1,600 linear feet of sewer

improvements, 5,000 water improvements, lighting and signing and striping improvements.



PHILLIP STEPHENS

Geocon West, Inc.

Materials Testing Laboratory Manager

CERTIFICATIONS

- ACI Strength Testing of Concrete
- ACI Field Testing of Concrete
- ACI Base Testing
- ACI Agg 1 & 2
- ACI Laboratory 1 & 2
- CT: 105, 106, 125, 201, 202, 205, 216, 217, 226, 227, 229, 504, 518, 521, 533, 539, 540, 556, 557

Mr. Phillip Stephens has ten years of experience performing quality assurance testing in the lab and in the field. He is experienced calibrating lab and field equipment, overseeing training and evaluating the performance of technicians, and maintaining laboratory accreditations from AASHTO, CCRL, Caltrans, DSA, and OSHPD. Other laboratory experience includes testing of structural steel, tensile and proof load testing, tensile and bend testing of rebar, strain/tensile testing of uncoated seven-wire for pre-stressed concrete, compression testing of masonry and masonry prisms, and testing of masonry block absorption and linear shrinkage. In addition, Mr. Stephens is experienced performing field testing of concrete, locating rebar, pull testing epoxy installed rebar/all thread, determining the moisture vapor emission rate of concrete and the rebound number of hardened concrete, and testing of spray-applied fireproofing materials.

DETAILED PROJECT EXPERIENCE

- **Eastern Municipal Water District, On-Call Geotechnical Consultant** *Riverside County, CA*– Geocon has been an on-call consultant to EMWD since 2016. We have provided geotechnical investigations, dewatering investigations, trenching recommendations, and testing and observation during construction for the Salt Creek Sewer, Temecula Valley Recycled Water Main, and McCall Road Sewer Main projects. Mr. Stephens provides laboratory testing for projects under this contract.
- **I-15 Corridor Utility Improvement, City of Hesperia, CA** – Geocon was selected to provide geotechnical observation and testing and inspection services for the I-15 Corridor Utility Improvements Project in the City of Hesperia. The project involves the installation of major sewer and waterlines utilizing jack and bore methods to tunnel beneath the I-15 freeway without major disruption of this major arterial freeway. The project also involves installing water and sewer lines and all and all associated appurtenances within various streets of the City of Hesperia. Mr. Stephens provided laboratory testing services.
- **Recycled Water Tank and Pump House** *City of Hesperia, CA*– Geocon was selected to provide materials testing and inspections services for this major water capital improvement project. This new Recycled Water Tank includes a concrete foundation with Steel reinforcement. The new Pump House structure on-site consisted of masonry construction and included a concrete foundation with Steel reinforcement. Mr. Stephens provides laboratory testing services.
- **Recycled Water System – Phase 1A & 1B, City of Hesperia, CA** - Geocon was selected to provide full-time materials testing and inspections services for this major city recycled water system project for 60,000 LFT of recycled waterline. Mr. Stephens provided laboratory testing services.





MICHELLE TOLLETT, BA, ISA

UltraSystems

ENVIRONMENTAL ENGINEERING

EDUCATION

B.A., Botany and Environmental Science, University of Montana, Missoula, MT, 2000

AFFILIATIONS

Certified Arborist (WE-12103-A)

CRAM Vernal Pools (2017).

CRAM Instructor-in-Training (2017).

Certified *Caulerpa taxifolia* Surveyor, NMFS (2013/2014).

Southwestern Willow Flycatcher (2013).

Western Pond Turtle Workshop, Elkhorn Slough Coastal Training (2012).

Sea and Sage Audubon Society, Advanced Bird Identification Courses (2012).

CDFW Flat-tailed Horned Lizard Training (2012).

California Rapid Assessment Method (CRAM) (2012, 2017).



Ms. Tollett is a biological resources scientist and regulatory specialist with 20 years of environmental consulting experience within the public and private sectors of central and southern California. She is the chief Sr. Biologist and Project Manager at UltraSystems Environmental in Irvine, California. Her responsibilities include biological constraints surveys, reconnaissance field surveys, wetland delineations, CRAM assessments, and focused special-status species surveys. She manages a variety of environmental compliance management responsibilities, from planning to post-construction phases of projects. Ms. Tollett has experience conducting and supervising habitat mitigation monitoring projects ranging from simple to complex within riparian, wetland, coastal sage scrub, chaparral, desert, and other sensitive habitat areas throughout southern California and the northern Rocky Mountains.

Specifically, Ms. Tollett understands the regulatory framework necessary for the preparation of biological technical reports and environmental documents for compliance with CEQA, NEPA, CESA, ESA, invasive species control measures, mitigation monitoring and planning, construction monitoring and post-construction restoration and reporting. Prior to her biological consulting experience, she specialized in storm water and hazardous materials management, as well as environmental training and education. Ms. Tollett's industry experience includes oil and gas transmission lines, energy transmission lines, wind and solar renewable energy, private development, transportation, flood control, military base, mineral mining, and conservation oriented projects.

DETAILED PROJECT EXPERIENCE

- **Elizabeth Lake Road Rehabilitation Project**, *Los Angeles County, CA* - Ms. Tollett directed the biological surveys for this LACDPW road improvement project located on Los Angeles County land. She prepared a biological resources evaluation and jurisdictional delineation report.
- **Nesting Bird Surveys for Road Maintenance and Tree Trimming**, *Hacienda Heights, CA* - Ms. Tollett coordinated and supervised the pre-construction nesting bird surveys and reviewed the daily monitoring logs for this urban tree maintenance project conducted for the Roads and Maintenance Division of the Los Angeles County Department of Public Works (LACDPW), as a subcontractor to Willdan Engineering.
- **Fitch Avenue over Mint Canyon Wash**, *Canyon Country, CA* - Ms. Tollett supervised preconstruction nesting bird surveys and reviewed the daily monitoring logs which recorded all birds, mammals, and any

CDFW Scientific Collection Permit, SCP#8526.

Wetland Regional Field Training, Wetland Training Institute, Certificate (2011).

The Desert Tortoise Council, Workshop (2011).

24-hour HazComm Hazardous Materials Training (2004).

other significant biological details for this LACDPW bridge improvement project.

- **LACDPW Malibu and Kanan Tunnel Improvements, Malibu, CA** - Ms. Tollett supervised pre-construction bird surveys, habitat mapping, and provided compliance recommendations for roadway and tunnel improvements during nesting season within high traffic tunnels in Malibu, California.
- **LACDPW 124th Street Nesting Bird Surveys and Monitoring, Compton, CA** - Ms. Tollett supervised pre-construction bird surveys which included scouting for active nests and sensitive bird species. Weekly nest monitoring site visits aided client compliance with the California Fish and Game Code (Section 3503) and the Migratory Bird Treaty Act of 1918, while completing sidewalk repairs and tree trimming.
- **Fontana Victoria Residential Project, City of Fontana, CA** - The City of Fontana is processing applications for a variety of entitlements, which if approved, would facilitate the development of the Fontana Victoria residential project, a 193 unit, single family residential detached cluster project on a 21.7 acre currently vacant site. Ms. Tollett served as the lead ISA-certified arborist and managed the preparation of an Arborist Report to support the addendum to the Westgate Specific Plan (WSP) Program Environmental Impact Report (PEIR) in compliance with CEQA. The addendum analyzes the physical environmental effects of the Fontana Victoria residential project, including planning, construction, and operational phases.
- **East Avenue O Bike Path Project, Los Angeles County, CA** - Ms. Tollett directed the biological surveys for this County of Los Angeles Department of Public Works (LACDPW) bike path project. She prepared a Natural Environment Study (NES) in accordance with California Department of Transportation (Caltrans) guidelines to describe the existing biological environment and how the project alternatives may affect the environment.
- **Mitigation Monitoring and Reporting, Alton Parkway Extension Project, Irvine, CA** - Ms. Tollett helped implement the requirements of environmental planning documents and agency-approved permits. These included the Alton Parkway EIS/EIR, FWS Section 7 Conservation Permit, CDFW 1600 SAA, USACE 404 Permit, and a RWQCB 401 Certification. Ms. Tollett supervised a crew of five rotating staff members, trained to monitor and consult with the client, through review of environmental documents and submittal of monitoring reports on a regular basis. The team conducted surveys of nesting birds and sensitive wildlife, both prior to and during construction. Ms. Tollett also prepared and presented a Worker Environmental Education and Awareness Program (WEAP) and a Mitigation Monitoring and Reporting Program (MMRP).
- **Caltrans, Kramer Junction/Highway 395 Widening Project, Kramer Junction, San Bernardino County, CA** - Ms. Tollett serves as an authorized monitor for the widening of Highway 395, south of Kramer Junction. The monitoring activities included desert tortoise fencing installation, grubbing and clearing, and general BMPs to protect target species such as the desert tortoise, rare plants, and nesting

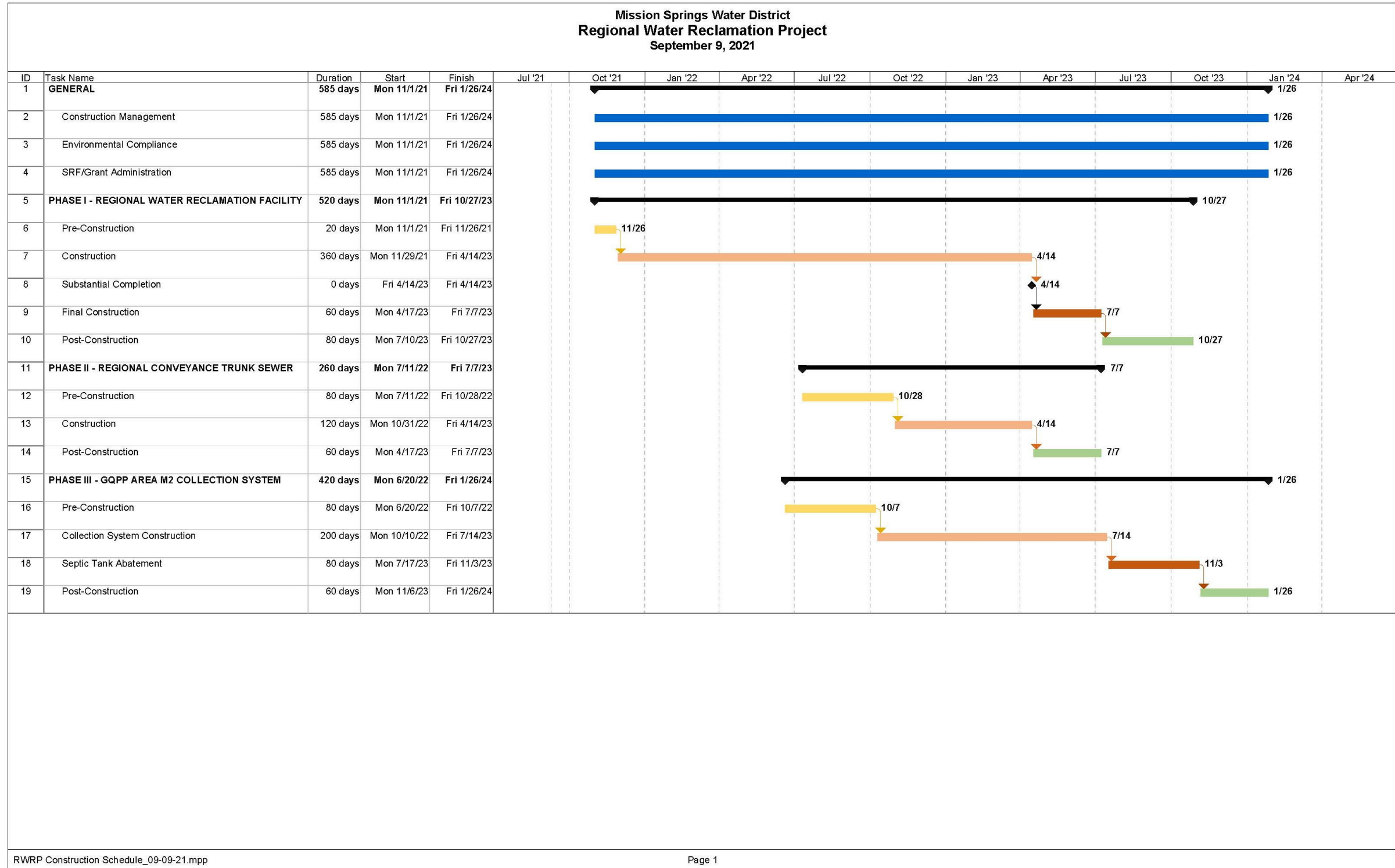


raptors/birds. Ms. Tollett identified a rare plant, *Muilla coronata* (CNPS 4.2) just outside of the project footprint, which was flagged and protected.

- **Restoration and Weed Abatement, Ben Brown Golf Course at The Ranch, Laguna Beach, CA** - Ms. Tollett participated in the weed abatement and restoration activities in the lower reach of Aliso Creek within the Ben Brown Golf Course at The Ranch, in Laguna Beach, California. Activities included monitoring of riparian vegetation removal, herbicide painting on exposed stump cuts, pole cutting collection and planting of riparian pole cuttings and container stock in accordance with a local coastal permit.
- **Santa Ana River Flood Control Mitigation (SARM) Project, Corona, CA** - Ms. Tollett oversees the Lead Biologist and Field Coordinator for this large scale arundo removal and restoration project for the US Army Corps of Engineers within the Santa Ana River upstream of Prado Dam. The project targets the removal of 215 acres of arundo and other non-native invasives, followed by a five-year restoration, monitoring and maintenance program to ensure successful site recovery. Ms. Tollett was involved in annual vegetation sampling, CRAM surveys, supervision of manual biomass reduction of arundo throughout the site, and native plant restoration to the current year three (3) of the five (5) year project.
- **Jamboree/Main Intersection Improvement Project, Irvine, CA** - Ms. Tollett supervised the biological monitoring project for removal/herbicide treatment of specific, non-native plants in an offsite mitigation area in accordance with regulatory permits (404, 401 and 1602). Ms. Tollett ensured that the mitigation plan was implemented as approved by California Department of Fish and Wildlife (CDFW). A letter report of completion was prepared to describe the final extent of weed removal and photo document activities.



e) PROJECT SCHEDULE





T K E E N G I N E E R I N G , I N C .

October 28, 2021

Mr. Brian Macy
Assistant General Manager
MISSION SPRINGS WATER DISTRICT
66575 Second Street
Desert Hot Springs, CA 92240

Subject: Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project

Dear Mr. Macy,

TKE Engineering, Inc. (TKE) is in receipt of your letter dated October 21, 2021 identifying us as the highest ranked firm in the subject procurement process. We appreciate your consideration in selecting TKE to provide Construction Management and Inspection Services for the Regional Water Reclamation Facility Construction Project.

As requested, TKE has reviewed and revised our cost proposal per our understanding of the District's requirements for each phase of the Project. Our revised fee is \$3,671,000 for all Project phases. Attached is a cost summary, together with a detailed person-hour and fee breakdown for each phase.

TKE is excited to continue our relationship with the District on this monumental District project. We very much appreciate the opportunity to submit our revised cost proposal to provide Construction Management, Inspection, and Related Services for this Project. If you have any questions or if additional discussion is required, please call me at (951) 680-0440 or e-mail me at trenner@tkeengineering.com.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Terry Renner', written over a light blue rectangular background.

Terry Renner, P.E., Q.S.D.
Senior Vice President
TKE Engineering, Inc.

Mission Springs Water District
Construction Management, Inspection and Related Services
for the
Regional Water Reclamation Facility Construction Project
(Job ID: 17-002-S) (Job #: 11424)

All Phase

Consulting Fee

Phase	Total
Phase I - Regional Water Reclamation Facility	\$ 2,654,800
Phase II - Regional Conveyance Trunk Sewer	\$ 435,200
Phase III - GQPP Area M2 Collection System	\$ 581,000

Grand Total: \$ 3,671,000

Mission Springs Water District

Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project

(Job ID: 17-002-S) (Job #: 11424)

Phase I - Regional Water Reclamation Facility

Consulting Fee

TKE ENGINEERING, INC.

Task	Principal in Charge (Steven Ledbetter, P.E.)		Overall Construction Manager (Terry Renner, PE, QSD)		Resident Engineer (Robert Doss, P.E., TKE)		Assistant Resident Engineer (Kristine Macalma, EIT)		Office Engineer / Labor Compliance (Marvin Lara, EIT)		Lead Field Inspector (Brad Enscoe)		Lead Field Inspector (Stephen Biscotti)		Inspection Support (Jeff Lantosh)		Electrical Inspection (Michael Conce)	
	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$
	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$
Bid Administration																		
1.1 Construction Evaluation and Technical Evaluation of Scheduling	10	\$ 1,750	40	\$ 6,600		\$ -		\$ -	20	\$ 2,900		\$ -		\$ -	10	\$ 1,200	10	\$ 1,200
1.2 Construction Technical Review and Constructability Review	20	\$ 3,500	80	\$ 13,200		\$ -		\$ -	40	\$ 5,800		\$ -		\$ -	20	\$ 2,400	20	\$ 2,400
1.3 Construction Project Advertising, Bid Analysis, and Award ^{5.)}		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Construction Management																		
2.1 Construction Management	192	\$ 33,600	420	\$ 69,300		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2.2 Construction Oversight and Inspection ^{3.)}		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	960	\$ 115,200	320	\$ 38,400
2.3 Post Construction Management Services ^{4.)}	48	\$ 8,400	60	\$ 9,900		\$ -		\$ -		\$ -		\$ -		\$ -	120	\$ 14,400	120	\$ 14,400
2.4 Permitting / Coordination	24	\$ 4,200	96	\$ 15,840		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2.5 Office Engineering		\$ -		\$ -		\$ -		\$ -	960	\$ 139,200		\$ -		\$ -		\$ -		\$ -
Subtotal:	294	\$ 51,450	696	\$ 114,840	0	\$ -	0	\$ -	1,020	\$ 147,900	0	\$ -	0	\$ -	1,110	\$ 133,200	470	\$ 56,400

Notes:

- 1.) Overhead Direct Costs Assume Contractor will Provide On-Site Office for RE during RWRF Construction.
- 2.) Assumes Construction Period of 18 months full time and 6 months part time for closeout.
- 3.) Services are Time and Materials as Needed.
- 4.) Assumes No Training will be Required by Support Staff.
- 5.) Assumes this task is already complete for RWRF.

Mission Springs Water District

Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project

(Job ID: 17-002-S) (Job #: 11424)

Phase I - Regional Water Reclamation Facility

Consulting Fee

Construction Survey Principal (Ronald Musser P.L.S.)		Construction Survey Party Chief (Brett Enscoe)		ANSER ADVISORY, LLC				Geocon West, Inc.				UltraSystems		Total								
Rate	\$	Rate	\$	Resident Engineer (Lucas Rathe, P.E., Q.S.D., CCM)	Assistant Resident Engineer (Valerie Wollet, P.E., CCM)	Scheduler/Claims Manager (Shawn Paroline)	Lead Inspector (Kenneth Barker, CMIT)	Deputy Inspector (Erik Bezanson)	Materials Testing (Phillip Stephens)	Environmental Engineering (Michelle Tollett, BA, ISA)	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$		
Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	
10	\$ 1,650		\$ -	4	\$ 840	40	\$ 7,400	12	\$ 2,280		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 25,820
20	\$ 3,300		\$ -	16	\$ 3,360	80	\$ 14,800	4	\$ 760		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 49,520
	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
48	\$ 7,920	96	\$ 23,040	680	\$ 142,800	2,280	\$ 421,800	124	\$ 23,560		\$ -	20	\$ 2,600	10	\$ 1,300		\$ -		\$ -		\$ -	\$ 725,920
192	\$ 31,680	960	\$ 230,400		\$ -		\$ -		\$ -	2,840	\$ 497,000	1560	\$ 202,800	480	\$ 62,400	770	\$ 103,950		\$ -		\$ -	\$ 1,281,830
24	\$ 3,960	96	\$ 23,040	220	\$ 46,200	740	\$ 136,900	212	\$ 40,280	160	\$ 28,000	10	\$ 1,300	10	\$ 1,300		\$ -		\$ -		\$ -	\$ 328,080
	\$ -		\$ -	20	\$ 4,200	60	\$ 11,100	20	\$ 3,800	40	\$ 7,000		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 46,140
	\$ -		\$ -		\$ -	40	\$ 7,400	20	\$ 3,800		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ 150,400
294	\$ 48,510	1,152	\$ 276,480	940	\$ 197,400	3,240	\$ 599,400	392	\$ 74,480	3,040	\$ 532,000	1,590	\$ 206,700	500	\$ 65,000	770	\$ 103,950		\$ -		\$ -	\$ 2,607,710
																	Overhead Direct Costs: ¹⁾		\$	47,118		
																	Total: ²⁾		\$	2,654,828		
																	Rounded Total:		\$	2,654,800		

Notes:

- 1.) Overhead Direct Costs Assume Contractor will Provide On-Site Office for RE during RWRF Construction.
- 2.) Assumes Construction Period of 18 months full time and 6 months part time for closeout.
- 3.) Services are Time and Materials as Needed.
- 4.) Assumes No Training will be Required by Support Staff.
- 5.) Assumes this task is already complete for RWRF.

TKE Engineering, Inc.

Mission Springs Water District

Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project

(Job ID: 17-002-S) (Job #: 11424)

Phase II - Regional Conveyance Trunk Sewer

Consulting Fee

TKE ENGINEERING, INC.

Task	Principal in Charge (Steven Ledbetter, P.E.)		Overall Construction Manager (Terry Renner, PE, QSD)		Resident Engineer (Robert Doss, P.E., TKE)		Assistant Resident Engineer (Kristine Macalma, EIT)		Office Engineer / Labor Compliance (Marvin Lara, EIT)		Lead Field Inspector (Brad Enscoe)		Lead Field Inspector (Stephen Biscotti)		Inspection Support (Jeff Lantosh)		Electrical Inspection (Michael Conce)	
	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$
	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$
Bid Administration																		
1.1 Construction Evaluation and Technical Evaluation of Scheduling	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
1.2 Construction Technical Review and Constructability Review	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
1.3 Construction Project Advertising, Bid Analysis, and Award	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Construction Management																		
2.1 Construction Management	60	\$ 10,500	180	\$ 29,700	\$	-	360	\$ 52,200	\$	-	\$	-	\$	-	\$	-	\$	-
2.2 Construction Oversight and Inspection ^{3.)}	\$	-	\$	-	\$	-	\$	-	\$	-	480	\$ 57,600	\$	-	\$	-	\$	-
2.3 Post Construction Management Services ^{4.)}	30	\$ 5,250	90	\$ 14,850	\$	-	180	\$ 26,100	\$	-	120	\$ 14,400	\$	-	\$	-	\$	-
2.4 Permitting / Coordination	8	\$ 1,400	36	\$ 5,940	\$	-	36	\$ 5,220	\$	-	\$	-	\$	-	\$	-	\$	-
2.5 Office Engineering	\$	-	\$	-	\$	-	\$	-	108	\$ 15,660	\$	-	\$	-	\$	-	\$	-
Subtotal:	98	\$ 17,150	306	\$ 50,490	0	\$ -	576	\$ 83,520	108	\$ 15,660	600	\$ 72,000	0	\$ -	0	\$ -	0	\$ -

Notes:

- 1.) Overhead Direct Costs Include Cost for Prints, Copies, Mileage, Etc.
- 2.) Assumes Construction Period of 9 months of part time with Phase III schedule overlap.
- 3.) Services are Time and Materials as Needed.
- 4.) Assumes No Training Will be Required by Support Staff.

Mission Springs Water District

Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project

(Job ID: 17-002-S) (Job #: 11424)

Phase II - Regional Conveyance Trunk Sewer

Consulting Fee

Construction Survey Principal (Ronald Musser P.L.S.)		Construction Survey Party Chief (Brett Enscoe)		ANSER ADVISORY, LLC				Geocon West, Inc.		UltraSystems		Total						
Rate	\$	Rate	\$	Resident Engineer (Lucas Rathe, P.E., Q.S.D., CCM)	Assistant Resident Engineer (Valerie Wollet, P.E., CCM)	Scheduler/Claims Manager (Shawn Paroline)	Lead Inspector (Kenneth Barker, CMIT)	Deputy Inspector (Erik Bezanson)	Materials Testing (Phillip Stephens)	Environmental Engineering (Michelle Tollett, BA, ISA)								
Hours	\$	Hours	\$	Rate \$ 210.00	Rate \$ 185.00	Rate \$ 190.00	Rate \$ 175.00	Rate \$ 130.00	Rate \$ 130.00	Rate \$ 135.00	\$							
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	10	\$ 1,300	20	\$ 2,600	\$ -	\$ 96,300					
24	\$ 3,960	240	\$ 57,600	\$ -	\$ -	\$ -	\$ -	120	\$ 15,600	500	\$ 65,000	80	\$ 10,800	\$ 210,560				
12	\$ 1,980	48	\$ 11,520	\$ -	\$ -	24	\$ 4,560	10	\$ 1,300	10	\$ 1,300	\$ -	\$ 81,260					
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,560					
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,660					
36	\$ 5,940	288	\$ 69,120	0	\$ -	0	\$ -	24	\$ 4,560	0	\$ -	140	\$ 18,200	530	\$ 68,900	80	\$ 10,800	\$ 416,340
											Overhead Direct Costs: ¹⁾		\$ 18,875					
											Total: ²⁾		\$ 435,215					
											Rounded Total:		\$ 435,200					

- Notes:**
- 1.) Overhead Direct Costs Include Cost for Prints, Copies, Mileage, Etc.
 - 2.) Assumes Construction Period of 9 months of part time with Phase III schedule overlap.
 - 3.) Services are Time and Materials as Needed.
 - 4.) Assumes No Training Will be Required by Support Staff.

TKE Engineering, Inc.

Mission Springs Water District

Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project

(Job ID: 17-002-S) (Job #: 11424)

Phase III - GQPP Area M2 Collection System

Consulting Fee

TKE ENGINEERING, INC.

Task	Principal in Charge (Steven Ledbetter, P.E.)		Overall Construction Manager (Terry Renner, PE, QSD)		Resident Engineer (Robert Doss, P.E., TKE)		Assistant Resident Engineer (Kristine Macalma, EIT)		Office Engineer / Labor Compliance (Marvin Lara, EIT)		Lead Field Inspector (Brad Enscoe)		Lead Field Inspector (Stephen Biscotti)		Inspection Support (Jeff Lantosh)		Electrical Inspection (Michael Conce)	
	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$	Rate	\$
	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$
Bid Administration																		
1.1 Construction Evaluation and Technical Evaluation of Scheduling		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
1.2 Construction Technical Review and Constructability Review		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
1.3 Construction Project Advertising, Bid Analysis, and Award		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
Construction Management																		
2.1 Construction Management	28	\$ 4,900	224	\$ 36,960		\$ -	420	\$ 60,900		\$ -		\$ -		\$ -		\$ -		\$ -
2.2 Construction Oversight and Inspection ^{3.)}		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	1,120	\$ 134,400		\$ -		\$ -
2.3 Post Construction Management Services ^{4.)}	12	\$ 2,100	48	\$ 7,920		\$ -	90	\$ 13,050		\$ -		\$ -	120	\$ 14,400		\$ -		\$ -
2.4 Permitting / Coordination	14	\$ 2,450	28	\$ 4,620		\$ -	28	\$ 4,060		\$ -		\$ -		\$ -		\$ -		\$ -
2.5 Office Engineering		\$ -		\$ -		\$ -		\$ -	204	\$ 29,580		\$ -		\$ -		\$ -		\$ -
Subtotal:	54	\$ 9,450	300	\$ 49,500	0	\$ -	538	\$ 78,010	204	\$ 29,580	0	\$ -	1,240	\$ 148,800	0	\$ -	0	\$ -

Notes:

- 1.) Overhead Direct Costs Include Cost for Prints, Copies, Mileage, Etc.
- 2.) Assumes Construction Period of 17 months of part time with Phase II schedule overlap.
- 3.) Services are Time and Materials as Needed.
- 4.) Assumes No Training Will be Required by Support Staff.

Mission Springs Water District

Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project

(Job ID: 17-002-S) (Job #: 11424)

Phase III - GQPP Area M2 Collection System

Consulting Fee

Construction Survey Principal (Ronald Musser P.L.S.)		Construction Survey Party Chief (Brett Enscoe)		ANSER ADVISORY, LLC				Geocon West, Inc.		UltraSystems		Total						
Rate	\$	Rate	\$	Resident Engineer (Lucas Rathe, P.E., Q.S.D., CCM)	Assistant Resident Engineer (Valerie Wollet, P.E., CCM)	Scheduler/Claims Manager (Shawn Paroline)	Lead Inspector (Kenneth Barker, CMIT)	Deputy Inspector (Erik Bezanson)	Materials Testing (Phillip Stephens)	Environmental Engineering (Michelle Tollett, BA, ISA)								
Hours	\$	Hours	\$	Rate \$ 210.00	Rate \$ 185.00	Rate \$ 190.00	Rate \$ 175.00	Rate \$ 130.00	Rate \$ 130.00	Rate \$ 135.00	\$							
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	10	\$ 1,300	10	\$ 1,300	\$ -	\$ 105,360					
28	\$ 4,620	280	\$ 67,200	\$ -	\$ -	\$ -	\$ -	200	\$ 26,000	800	\$ 104,000	80	\$ 10,800	\$ 347,020				
6	\$ 990	24	\$ 5,760	\$ -	\$ -	24	\$ 4,560	10	\$ 1,300	10	\$ 1,300	\$ -	\$ 51,380					
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,130					
	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,580					
34	\$ 5,610	304	\$ 72,960	0	\$ -	0	\$ -	24	\$ 4,560	0	\$ -	220	\$ 28,600	820	\$ 106,600	80	\$ 10,800	\$ 544,470
											Overhead Direct Costs: ^{1.)}		\$ 36,525					
											Total: ^{2.)}		\$ 580,995					
											Rounded Total:		\$ 581,000					

- Notes:**
- 1.) Overhead Direct Costs Include Cost for Prints, Copies, Mileage, Etc.
 - 2.) Assumes Construction Period of 17 months of part time with Phase II schedule overlap.
 - 3.) Services are Time and Materials as Needed.
 - 4.) Assumes No Training Will be Required by Support Staff.

TKE Engineering, Inc.

Term, Early Termination & Notice

Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project

A. Term of Agreement

This professional services agreement shall be effective upon approval by the parties thereof and shall expire One Hundred-Eighty (180) days following the completion of the overall Project. This contract also terminates and replaces any previous agreements between the District and TKE Engineering, Inc. for Construction Management, Inspection and Related Services for the Regional Water Reclamation Facility Construction Project in force prior to the effective date of this agreement.

B. Early Termination of Agreement

This agreement may be terminated at any time upon a thirty (30) day written Notice from either party, and without fault or claim for damages by either party.

C. Notice

All correspondence and Notices will be sent to the following addresses as noted below for Mission Springs Water District and TKE Engineering, Inc.

OWNER

Attn: Brian Macy
Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240
bmacy@mswd.org

CONSULTANT

Attn: Terry Renner
TKE Engineering, Inc.
2305 Chicago Ave.
Riverside, CA 92507
trenner@tkeengineering.com

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING
MEETING

DATE(S): NOVEMBER 10 & 15, 2021

FROM: Arden Wallum – General Manager

FOR: ACTION X DIRECTION INFORMATION



COST SHARE AGREEMENT FOR THE UNITED STATES GEOLOGICAL SURVEY LAND SUBSIDENCE STUDY IN THE MISSION CREEK SUBBASIN

STAFF RECOMMENDATION

Authorize the General Manager to enter into a Letter of Agreement with the Coachella Valley Water District and Desert Water Agency for coordinating, developing, and cost sharing on a Land Subsidence Study in the Mission Creek Subbasin by the United States Geological Survey.

SUMMARY

Mission Springs Water District (MSWD), Coachella Valley Water District (CVWD), and Desert Water Agency (DWA) (collectively referred to as “Agencies”) wish to enter into a letter of agreement for coordinating, developing, and cost sharing on a Land Subsidence Study in the Mission Creek Subbasin. The study will be performed by the United States Geological Survey (USGS) under a joint funding agreement with CVWD.

ANALYSIS

Declining groundwater levels, due to pumping and/or other factors, may contribute to or induce land subsidence in aquifers. In 1996, the CVWD and the USGS began cooperatively investigated subsidence in the Coachella Valley, more specifically the Indio Subbasin. These cooperative investigations showed that the geology and groundwater-level declines in parts of the Indio subbasin resulted in land subsidence. Additionally, the investigations also showed that water-resource management actions had decreased the rate of land subsidence. The relation between geology, groundwater levels, and land-surface-elevation changes in the Mission Creek subbasin have not been previously studied and are of concern to the Agencies. As such, the on-going land subsidence monitoring in the Indio Subbasin will be expanded into the Mission Creek Subbasin.

For the Mission Creek subbasin, the objectives of this study are to: assess land-surface elevations during 2015–21 using available InSAR or other survey data, develop a subsidence monitoring plan, detect and quantify land subsidence, and evaluate the relation between changes in land-surface elevation and groundwater levels at selected sites. This information can be used to effectively manage the water resources and related land subsidence and develop a greater understanding of subsidence and the geology of the Mission Creek Subbasin.

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The total cost of the study is \$582,458, with USGS contributing \$98,221. The total cost of the study specific to the Mission Creek Subbasin is \$240,856, with USGS contributing \$39,899. The Agencies desire the split the remaining Mission Creek study costs (\$200,957) equally (1/3 each agency), for a total of \$66,986 for each agency over the next 4 fiscal years.

ATTACHMENTS

Letter of Agreement; USGS Proposal and Scope of Work



LETTER OF AGREEMENT

October XX, 2021

Mr. Arden Wallum, General Manager
Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240

Mr. Mark Krause, General Manager
Desert Water Agency
1200 South Gene Autry Trail
Palm Springs, CA 92264

Mr. J.M. Barrett, General Manager
Coachella Valley Water District
P.O. Box 1058
Coachella, CA 92236

Re: Cost Sharing for the United States Geological Survey Land Subsidence Study in the Mission Creek Subbasin

This letter of agreement (“Agreement”) serves as an agreement between the Mission Springs Water District (MSWD), Desert Water Agency (DWA), and Coachella Valley Water District (CVWD), also referred herein individually as “Party” and collectively as “Parties,” for collaboration and cost sharing in connection with the assessment of land subsidence in the Mission Creek Subbasin. The assessment is to be performed by the United States Geological Survey (USGS) under a joint funding agreement (JFA) with CVWD whereby USGS will complete a study and publish a report with findings (collectively, Work).

For the purposes of this Agreement, USGS provided a Scope of Work that includes initiating the study of land subsidence in the Mission Creek Subbasin for the period 2017 to 2023. Each Party had the opportunity to review and provide comments on the Scope of Work.

Each Party will have the opportunity to attend coordination meetings with USGS, if and when these occur. USGS may require field support and will require groundwater level data from the Parties. Each Party will have the opportunity to review and provide comments on the draft subsidence report and final subsidence report prepared by USGS. Each Party will be provided an electronic copy of the final subsidence report. CVWD will inform MSWD and DWA of progress on the Work and any changes to the proposed schedule.

MSWD, DWA and CVWD each agree to pay one-third (1/3) of the total cost of the Work. The estimated total cost of the Work is \$200,957.00 between fiscal years 2021/2022 and 2024/2025. CVWD will administer the JFA and pay invoices to USGS per the terms of the JFA. At the end of each fiscal year, CVWD will invoice MSWD and DWA each for reimbursement of their one-third (1/3) share of the payments that have been made to USGS during that fiscal year. MSWD and DWA shall each submit payment to CVWD for their respective cost share within 30 days from receipt of the CVWD invoice. The estimated total cost of the Work set forth above shall not be exceeded without the prior consent of each Party.

Any of the Parties may withdraw from this Agreement at any time, for any reason or no reason, upon prior written notice to the remaining agencies. In the event a Party withdraws from this Agreement, the withdrawing Party will be responsible for its share of the total cost of the Work contracted for under this Agreement prior to the date of the written notice of withdrawal.

ACCEPTED AND AGREED TO

This Agreement will constitute our agreement to the preceding terms. If this Agreement is acceptable to you on behalf of your party, please acknowledge your agreement by signing this letter and returning a copy to each of the other parties hereto. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. By signing this Agreement, the undersigned represent that they are authorized to bind their respective parties to this Agreement

_____ Date: _____
Arden Wallum
General Manager
Mission Springs Water District

_____ Date: _____
Mark Krause
General Manager
Desert Water Agency

_____ Date: _____
J.M. Barrett
General Manager
Coachella Valley Water District

Global Positioning System Surveying and Interferometric Synthetic Aperture Radar to Assess Land Subsidence in Coachella Valley, California

Proposal # 2021-11

Cooperator: Coachella Valley Water District

Authors: Michelle Sneed and Justin Brandt

BACKGROUND/INTRODUCTION

The study area is located in the 50-mi long northwest-trending Coachella Valley, an arid desert basin in southeastern California, which extends from the San Gorgonio Pass to the Salton Sea (fig. 1). The valley covers about 440 mi² (California Department of Water Resources, 1964) and includes the cities and communities of Palm Springs, Palm Desert, Indio, and Coachella. The valley is bordered by the San Jacinto and Santa Rosa Mountains on the west, the San Bernardino and the Little San Bernardino Mountains on the north, the Cottonwood Mountains and the Mecca Hills on the east, and the Salton Sea on the south (fig. 1). The Coachella Valley is drained primarily by the Whitewater River, which flows into the Whitewater Stormwater Channel and Coachella Valley Stormwater Channel and eventually flows into the Salton Sea (fig. 1). Land-surface elevations vary from more than 10,000 ft above sea level in the San Bernardino and San Jacinto Mountains to more than 230 ft below sea level at the Salton Sea.

Groundwater has been a major source of water supply for the Coachella Valley since the 1920s. Pumping of groundwater resulted in groundwater-level declines as large as 50 feet (ft) by the late 1940s (Brandt and Sneed, 2020). The Coachella Valley Water District (CVWD) has the responsibility for effectively managing the water supply for a large part of the Coachella Valley. The management strategy involves reducing groundwater overdraft and related land subsidence while maintaining a reliable water supply to meet the growing demands of both agricultural and urban water users (Coachella Valley Water District, 2012). Because of concerns that groundwater-

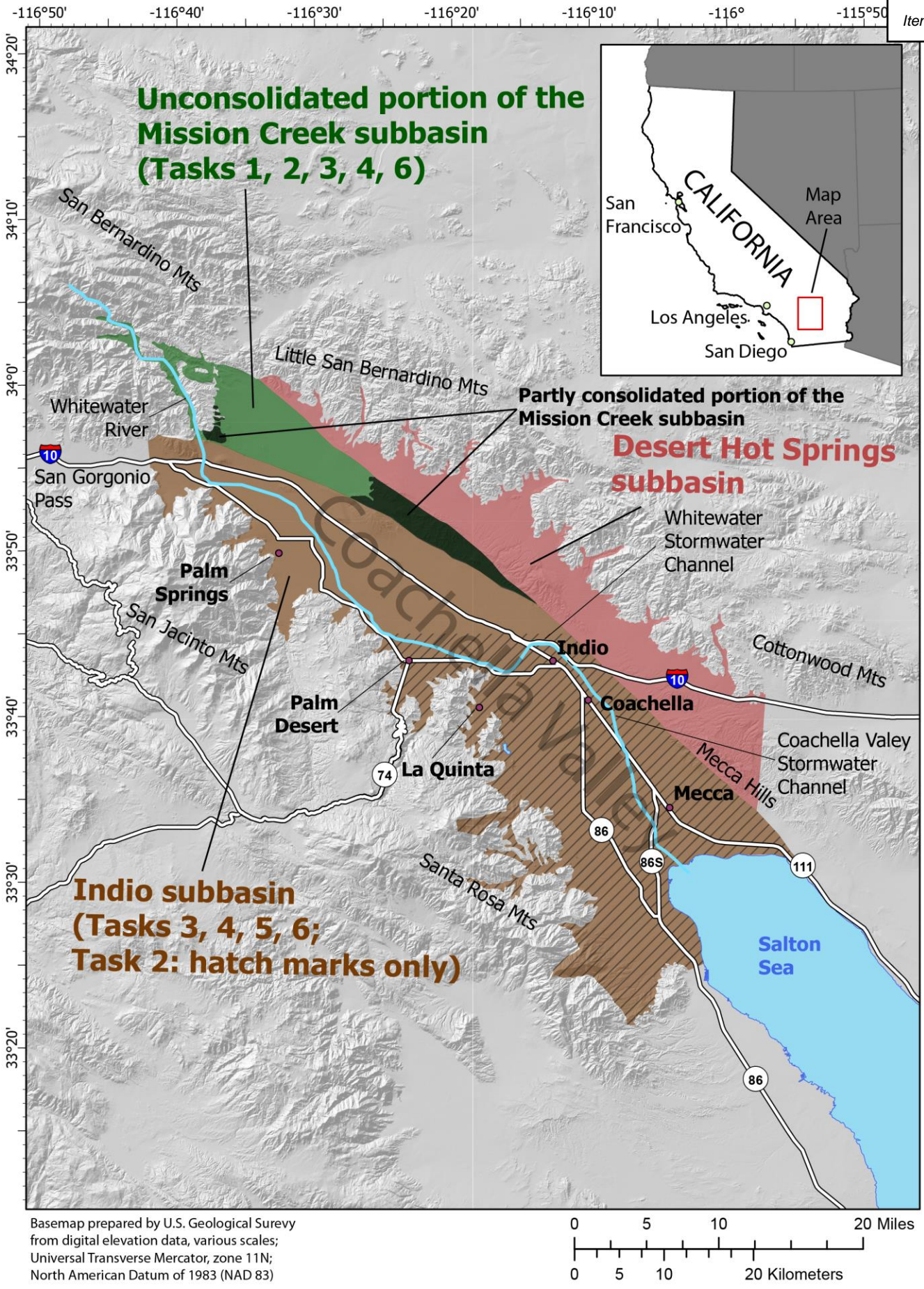


Figure 1. Map showing subbasins, cities, and major roads of the Coachella Valley, California. Subbasins are from the Department of Water Resources (2018), and coverage of partly consolidated areas of Mission Creek subbasin is from Rick Rees, Mission Creek Alternative Plan Update Team (personal communication, March 16, 2021).

level declines could cause land subsidence, the CVWD and the U.S. Geological Survey (USGS) have cooperatively investigated subsidence in the Coachella Valley since 1996. Results of these investigations indicate as much as about 2 ft of subsidence occurred along the southwestern margin of the Coachella Valley between 1995 and 2017.

The Coachella Valley groundwater basin has three subbasins (California Department of Water Resources, 2018): Indio subbasin, which is by far the largest and most developed; Mission Creek subbasin, which is northeast of the Indio subbasin; and Desert Hot Springs subbasin, which is northeast of the Mission Creek subbasin (fig. 1). The groundwater basin consists of unconsolidated to partly consolidated Holocene to Pleistocene alluvial and lacustrine deposits that are more than 2,400 ft thick in parts of the basin (Department of Water Resources, 1964). These deposits consist of an assemblage of gravel, sand, silt, and clay, and tend to be finer grained (contain more silt and clay) in the eastern part of the valley than in the western part because of the greater depositional distance from mountain source rocks, and transition into the lacustrine deposition from ancient Lake Cahuilla.

In the eastern part of the Indio subbasin, the aquifer system consists of an upper aquifer, a confining layer, and a lower aquifer. The thickness of the upper aquifer ranges from about 150 to 300 ft and consists of unconsolidated and partly consolidated silty sands and gravels with interbeds of silt and clay and is separated from the lower aquifer by a confining layer of silt and clay that is 100 to 200 ft thick. The lower aquifer is the most productive source of groundwater in the eastern Coachella Valley; it consists of unconsolidated and partly consolidated silty sands and gravels with interbeds of silt and clay. Available data indicate that the lower aquifer is at least 500 ft thick and may be as much as 2,000 ft thick (California Department of Water Resources, 1964, 1979). In the western part of the Indio subbasin and the Mission Creek subbasin, the confining layer is absent such that the aquifer system is not subdivided and is considered a single aquifer throughout its thickness (California Department of Water Resources, 1964, 1979). The Desert Hot Springs subbasin is not described here because it is not included in this proposed study.

PROBLEM

Declining groundwater levels can contribute to or induce land subsidence in aquifer systems that consist of a substantial fraction of unconsolidated fine-grained deposits (silts and clays;

Galloway and others, 1999). Results of the cooperative investigations indicated that the geology and groundwater-level declines in parts of the Indio subbasin resulted in aquifer-system compaction and subsequent land subsidence that damaged infrastructure (Sneed and others, 2001; 2002; 2014; Sneed and Brandt, 2007; 2020). Results of the investigations also indicated that as water-resource management actions that reduced reliance on the groundwater resource were implemented, groundwater levels increased, and land subsidence rates decreased. Global Positioning System (GPS) survey and Interferometric Synthetic Aperture Radar (InSAR) results indicate that subsidence rates in parts of the Indio subbasin generally had increased from 2000 to mid-2009 compared to earlier periods (Sneed and other, 2014). In mid-2009, in the eastern part of the Indio subbasin which began to be replenished by a managed aquifer recharge facility through spreading ponds, cessation of subsidence began to be observed (Sneed and others, 2014). By 2017, subsidence throughout the eastern part of the Indio subbasin had slowed or stopped (Sneed and Brandt, 2020). InSAR results indicate that the western part of the Indio subbasin uplifted small amounts during 2014–17 (this part of the subbasin was not assessed for subsidence prior to this period). The relation between geology, groundwater levels, and land-surface-elevation changes in the Mission Creek subbasin have not been previously studied and is of concern to CVWD, so is included in this proposal. The relation between geology, groundwater levels, and land-surface-elevation changes in the Desert Hot Springs subbasin is not of concern to CVWD because there is limited pumping in this subbasin and it is not a medium or high priority basin under Sustainable Groundwater Management Act regulations (Zoe Rodriguez del Rey, CVWD, written communication, May 11, 2021). Therefore, study of the Desert Hot Springs subbasin is excluded from this proposal. Continued monitoring of land subsidence in the Indio subbasin is needed to determine the effects of different water-resource scenarios in supply and demand, climate variability, and management actions on future land subsidence, such as projected increases in water demand, changes in land use, complex water transfers, water conservation, managed aquifer recharge, and source substitution. Initial assessment of subsidence and development of a subsidence monitoring plan for the Mission Creek subbasin is needed to begin understanding land subsidence there.

OBJECTIVES and SCOPE

This study will include the Indio and Mission Creek subbasins in the Coachella Valley. For

the Indio subbasin, the objectives of this study are to (1) detect and quantify land subsidence using GPS methods (2015–22) and InSAR methods (2017–23), (2) evaluate the relation between changes in land-surface elevation and groundwater levels at selected sites during 2015–23, and (3) provide technical assistance to CVWD and their contractors in the development of subsidence simulation capabilities for an existing numerical groundwater flow model.

For the Mission Creek subbasin, the objectives of this study are to: (1) assess land-surface elevations during 2015–21 using available InSAR or other survey data, (2) develop a subsidence monitoring plan, (3) detect and quantify land subsidence as stipulated in the previously developed monitoring plan, and (4) evaluate the relation between changes in land-surface elevation and groundwater levels at selected sites as stipulated in the previously developed monitoring plan.

RELEVANCE and BENEFITS

In some areas of the Indio subbasin within the Coachella Valley, groundwater levels have recently been relatively stable or have risen after decades of persistent declines, and subsidence was slowed or arrested. These changes were related to water-resource management actions documented in previous USGS subsidence studies. The benefits of this study are to continue to improve our understanding about the relation between groundwater levels and land-surface-elevation changes during 2015–23 in the Indio subbasin. This study facilitates the continued examination of the rare case study of longer-term groundwater-level increase and subsidence cessation in the Indio subbasin and the initial subsidence assessment in the Mission Creek subbasin. This information can be used to effectively manage the water resources and related land subsidence and develop a greater understanding of subsidence and the geology of the Coachella Valley. This is of scientific and societal interest at this time as California has implemented the Sustainable Groundwater Management Act (SGMA), which stipulates management of land subsidence (State of California Water Code Section 10721). The study will address two USGS goals (Evenson and others, 2013): “Provide society the information it needs regarding the amount and quality of water in all components of the water cycle at high temporal and spatial resolution through the advancement of hydrologic monitoring networks and techniques,” and “Deliver timely hydrologic data, analyses, and decision-support tools seamlessly across the Nation to support water-resource decisions.”

APPROACH

The study will consist of six tasks:

1. Analyze available hydrogeologic and geodetic data for the unconsolidated part of the Mission Creek subbasin to:
 - a. assess land-surface elevation conditions for 2015 through 2021, and
 - b. develop a subsidence monitoring plan, which may include the installation of survey monuments;
2. Conduct and analyze the results of high-precision GPS surveys in 2022 to:
 - a. determine the extent and magnitude of the changes in ellipsoid height between 2015 and 2022 at selected geodetic monuments in the Indio subbasin, and
 - b. establish ellipsoid height at selected geodetic monuments for the unconsolidated part of the Mission Creek subbasin if stipulated in the monitoring plan developed in Task 1b;
3. Analyze California Department of Water Resources (DWR)-provided InSAR results to compute changes in land-surface elevation in the:
 - a. Indio subbasin during 2017–23, and
 - b. unconsolidated part of the Mission Creek subbasin if stipulated in the monitoring plan developed in Task 1b

If InSAR results provided by DWR are determined to be insufficient for any reason as Task 3 is carried out, the CVWD and USGS may amend this agreement to obtain the InSAR results elsewhere;
4. Analyze relation between changes in groundwater levels and land-surface elevation changes near selected geodetic monuments and other sites of interest to CVWD in the:
 - a. Indio subbasin during 2015–23, and
 - b. unconsolidated part of the Mission Creek subbasin if stipulated in the monitoring plan developed in Task 1b;
5. Provide technical assistance to CVWD and their contractors to add subsidence simulation capabilities to an existing numerical groundwater flow model of the Indio subbasin; and
6. Document results of groundwater-level and land-surface-elevation changes between 2015 and 2023 in the Indio subbasin; and the results of the assessment, monitoring plan, and any data collection and analysis in the unconsolidated part of the Mission Creek subbasin in a USGS interpretive report

Analyze available hydrogeologic and geodetic data for the unconsolidated part of the Mission Creek subbasin (Task 1)

The USGS will analyze available hydrogeologic and geodetic data for the unconsolidated part of the Mission Creek subbasin to (a) assess land-surface elevation conditions in the Mission Creek subbasin for 2015 through 2021, and (b) develop a subsidence monitoring plan for the Mission Creek subbasin based on the results from (a). The assessment will involve review of existing land-subsidence information for the Mission Creek subbasin including 1) available InSAR interferograms provided by the USGS, the DWR, and others, 2) publicly available continuous GPS measurements from the University Navstar Consortium, Scripps Orbit and Permanent Array Center, and the Nevada Geodetic Laboratory at University of Nevada Reno, 3) available lithologic and geophysical logs from the DWR, the CVWD, and others, and 4) available groundwater-level data from the DWR, the CVWD, and others.

If the assessment indicates that subsidence has not been documented or determined, and the geologic conditions are not conducive to subsidence, the study may indicate that monitoring of subsidence in the subbasin could be accomplished by examining periodic InSAR results before embarking on more costly measures. Furthermore, this proposal assumes that suitable InSAR results will be available from the DWR; however, if suitable InSAR results are not available from the DWR, the USGS and the CVWD may amend this agreement, which may include the USGS processing InSAR data to produce suitable results in-house, or another mutually agreed upon option.

If the assessment indicates that subsidence has occurred and/or the geologic conditions are conducive to subsidence, the USGS will invoke a 2-pronged approach: 1) develop a subsidence monitoring plan, which may include the design and installation of a monument network for the GPS survey described in Task 2b, and 2) conduct a detailed analysis of land-surface elevation and groundwater-level changes during 2017–23 (Tasks 3b and 4b). The USGS will use the results of the assessment (such as areas of subsidence, locations of clay deposits, and substantial groundwater-level declines) to identify key locations for monuments. The monument network likely will consist of 6 or 7 monuments in the unconsolidated part of the Mission Creek subbasin, which is about a 35-

square-mile area. The monument network likely will be a combination of existing and newly constructed monuments. Existing monuments of interest will be identified by the USGS and initially be inspected by the CVWD survey crew by winter of 2021–22 for condition and suitability for GPS surveys. The USGS will inspect the monuments before the network design is finalized. For budget purposes, this study assumes that three existing monuments will be used, and three monuments will be constructed. Depending on site conditions, these monuments will be constructed similar to other deep-seated or surficial monuments previously built in cooperation with CVWD. Based on current knowledge, an environmental evaluation under the National Environmental Protection Act (NEPA) will not be required prior to monument installation because monuments (survey marks) are included as a Categorical Exclusion (CE) according to Department of Interior 43 CFR Part 46.210 and USGS DM Part 516 Chapter 9 (https://www.doi.gov/sites/doi.gov/files/uploads/doi_and_bureau_categorical_exclusions.pdf, accessed: May 12, 2021). If this interpretation is changed, the CVWD will be responsible for the NEPA requirements. CVWD will own the monuments. The new monument construction will occur by late spring 2022 to avoid the stifling heat of Coachella Valley summers for the labor-intensive installation, and to allow ample time for the monuments to set before the GPS survey (Task 2b).

Conduct and analyze the results of high-precision GPS surveys in 2022 (Task 2)

The USGS will conduct high-precision GPS Surveys in 2022 of the (a) existing subsidence monitoring network in the Indio subbasin to determine the extent and magnitude of the changes in ellipsoid heights between 2015 and 2022 (Sneed and others, 2001; 2002; 2014; Sneed and Brandt, 2007; 2020), and (b) newly established subsidence monitoring network in the unconsolidated part of the Mission Creek subbasin to establish ellipsoid heights, if stipulated in the monitoring plan developed in Task 1b. The two surveys will not be linked (will not share common monuments) due to the large distance between the networks. In winter or early spring 2022, field visits by the CVWD survey crew will be made to determine the suitability of the Indio subbasin geodetic monuments for use in the GPS Survey (monuments are often damaged or destroyed). Monument replacements will be selected or constructed as necessary soon after to avoid the stifling heat of Coachella Valley summers for the labor-intensive installation, and to allow ample time for the

monuments to set before the GPS survey. In the weeks leading up to the surveys, the Indio and the Mission Creek subbasin monuments will be visited by the CVWD survey crew to inspect and mark/flag the monuments for efficiency of locating the monuments during the surveys. Changes in ellipsoid heights at the 24 geodetic monuments that were surveyed in 2015 in the Indio subbasin will be determined for the period 2015 to 2022 (dependent on suitability in 2022). Ellipsoid heights (relative to the GPS satellite reference frame) measured at geodetic monuments in 2015 will be compared with the ellipsoid heights measured in the 2022 GPS survey; these results will be put into context with the results from previous surveys. For the newly established network in the Mission Creek subbasin, ellipsoid heights will be determined at the monuments in 2022 which can be used for comparison with ellipsoid heights determined from future GPS surveys. Additionally, the horizontal components of the GPS data will be analyzed, which may elucidate vertical change between the monuments. If the horizontal motion of a monument is inconsistent with the northwest movement of the Pacific plate with respect to the North American plate, then the horizontal motion can be attributed to another mechanism such as nearby subsidence (Bawden and others, 2001). The GPS data will reside redundantly on regularly backed-up servers and made publicly available via a ScienceBase data release near the end of the project.

Analyze California Department of Water Resources (DWR)-provided InSAR results to compute changes in land-surface elevation during 2017–23 (Task 3)

The USGS will analyze DWR-provided InSAR results to compute changes in land-surface elevation in the (a) Indio subbasin during 2017–23, and (b) unconsolidated part of the Mission Creek subbasin, if stipulated in the monitoring plan developed in Task 1b. InSAR is a satellite-based remote sensing technique that can detect centimeter level ground-surface deformation over hundreds of square miles at a spatial resolution (pixel size) of 295 feet or better (Galloway and others, 2000). Synthetic Aperture Radar (SAR) imagery is produced by reflecting radar signals off a target area and measuring the two-way travel time back to the satellite. InSAR uses two or more SAR scenes of the same area taken at different times and “interferes” (differences) them, resulting in maps called interferograms that show relative ground-elevation change (range change) between the two times.

Department of Water Resources, 2021) and used to create time series of land-surface elevations to temporally extend the subsidence history of the Indio subbasin (Sneed and others, 2001; 2002; 2014; Sneed and Brandt, 2007; 2020), and to establish a subsidence history of the unconsolidated part of the Mission Creek subbasin (if stipulated in Task 1b). The European Space Agency's (ESA) Sentinel-1 satellite constellation (2 operational satellites and 2 more planned satellites) has thus far been the source of DWR-provided InSAR datasets and also were used for the bulk of the most recent USGS subsidence analyses in the Coachella Valley (Sneed and Brandt, 2020). The Sentinel-1 satellite constellation is expected to remain viable based on the constellation redundancy and follow-on plan to replace satellites at end of life (European Space Agency, 2021). We expect to obtain the interferograms for 2017 through 2023 from the DWR at no cost (Benjamin Brezing, California Department of Water Resources, personal communication, May 11, 2021). If suitable interferograms are not available from the DWR for 2017–23, the USGS and the CVWD may consider amending our agreement to either obtain interferograms from other providers or process the data in-house using established methods.

Analyze relation between changes in groundwater levels and land-surface elevation changes near selected geodetic monuments and other sites of interest to CVWD (Task 4)

The USGS will analyze the relation between changes in groundwater levels and land-surface elevation near selected geodetic monuments and other sites of interest to CVWD in the (a) Indio subbasin, and (b) unconsolidated part of the Mission Creek subbasin, if stipulated in the monitoring plan developed in Task 1b. Selected available groundwater-level data for the Indio and Mission Creek subbasins for 2015–23 will be obtained from CVWD, the DWR, and other agencies to analyze the relation between changes in groundwater levels (stress) and changes in land-surface elevation (strain) at selected sites during this period. Groundwater-level hydrographs will be compared with land-surface-elevation changes to discern the timing (concurrent or residual) as well as the nature (recoverable or permanent) of measured land-surface elevation changes. The results of the analysis for the Indio subbasin will be put into context of results from previous assessments (Sneed and others, 2001; 2002; 2014; Sneed and Brandt, 2007; 2020). This will be the initial such analysis for the Mission Creek subbasin (dependent on the results from Task 1).

Provide technical assistance to CVWD and their contractors to add subsidence simulation capabilities to an existing numerical groundwater flow model of the Indio subbasin (Task 5)

The USGS will provide assistance and guidance in developing and implementing subsidence simulation capabilities in an existing MODFLOW-2005 model (Tyley, 1974; Swain, 1978; Reichard and Meadows, 1992; Fogg and others, 2000), pending CVWD evaluation of the need and value of such capabilities. For example, the subsidence simulation package that is compatible with MODFLOW-2005 is SUB (Hoffmann and others, 2003) and the capabilities of that code and experiences in other USGS models in constructing this package will be used as a guide. The USGS will provide technical assistance regarding construction of the subsidence-related components of the model that may include the geologic model, instantaneous and delayed compaction, parameter bounds (preconsolidation head, vertical hydraulic conductivity, elastic and inelastic storage), and subsidence observations. Reviewing and/or implementing the model itself and its simulation results are beyond the scope of this study.

Document results of groundwater-level and land-surface-elevation changes between 2015 and 2023 in the Indio subbasin; and the results of the assessment, monitoring plan, and any data collection and analysis in the unconsolidated part of the Mission Creek subbasin (Task 6)

The USGS will document the results of Tasks 1-4 in a USGS interpretive report or journal article, with reference to the reports that documented land-surface deformation results for 1996–2015 (GPS) and 1993–2017 (InSAR). The report will be published by June 30, 2025. The GPS data and results will be released through ScienceBase prior to publication of the report. If the InSAR data and results are provided by USGS, the data will be released through Sciencebase prior to the publication of the report. Additionally, written project updates will be provided upon request at intervals no more frequently than quarterly.

QUALITY ASSURANCE/QUALITY CONTROL

The quality assurance and quality control procedures this project will use to guide GPS and InSAR data-collection, processing, and review activities are based on the methods and procedures described in Sneed and others (2001; 2002; 2014) and Sneed and Brandt (2007; 2020). In short, static GPS methods follow National Geodetic Survey guidelines detailed in Zilkowski and others (1997) and learned through experience and National Geodetic Survey courses. InSAR results will

be quantitatively compared to continuous GPS results for GPS stations geographically included in the InSAR coverage area and properly operating at the time of InSAR data acquisitions.

LABORATORY EVALUATION PLAN

n/a

PRODUCTS

The products that will be produced for this project include a USGS interpretive report or journal article and a USGS Data Release (Task 6).

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TIMELINE

The study will cover a period of 4 years (July 1, 2021–June 30, 2025). The timeline for the major elements of this study are shown in table 1:

Table 1: Timeline for proposed project

Task	Task Description	FY21				FY22				FY23				FY24				FY25			
		Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep
1	Assess land subsidence conditions, and develop monitoring plan for Mission Creek subbasin				X	X	X	X													
2	GPS Surveys in Indio and Mission Creek subbasins							X	X	X	X										
3	Analyze DWR-provided InSAR Results for Indio and Mission Creek subbasins											X	X	X	X						
4	Analyze Relation between changes in groundwater levels and land surface elevation at selected sites in the Indio and Mission Creek subbasins											X	X	X	X						
5	Provide technical assistance to CVWD and their contractors to add subsidence simulation capabilities to existing MODFLOW-2005 model											X	X	X	X						
6	Document results of Tasks 1-4															X	X	X	X		

PERSONNEL

The study will require a GS-14 hydrologist to supervise the program (Claudia Faunt), a GS-12 hydrologist (Michelle Sneed) and a GS-9 geophysicist (Justin Brandt) to execute the GPS surveys, process and interpret InSAR images, conduct analyses, provide technical support, and prepare the reports. In addition, several hydrologists/technicians will be needed for the GPS survey. The tasks will be conducted by project staff from San Diego and Sacramento. CVWD personnel (survey crew) will inspect and mark monuments in the Indio and Mission Creek subbasins as detailed in Tasks 1 and 2.

BUDGET SUMMARY

The total cost for the 4-year study is estimated to be \$582,458. Subject to availability of Federal matching funds, the USGS will provide \$98,220 for salaries, travel, and other miscellaneous project expenses. The CVWD would be responsible for providing \$484,237 to complete the study. Costs for major study tasks are presented below (table 2). If the land subsidence assessment from Task 1a indicates that subsidence has not been documented or determined, and the geologic conditions are not conducive to subsidence, Tasks 2b, 3b, and 4b will not be performed, which would reduce the total cost of the project by about \$133,000. Additionally, this budget assumes that 3 monuments will be built as part of Task 1b. If 6 monuments need to be built, the total cost for this task would increase by approximately \$13,000. Costs for InSAR data are not included in this proposal, as we expect to have no-cost access to available InSAR data from the DWR (Benjamin Brezing, California Department of Water Resources, personal communication, May 11, 2021). Please be advised that costs are preliminary for the second, third, and fourth years of the study, as funding structures have not been developed for FFY2022-FFY2025.

Table 2: July 2021-June 2025 Budget

Task	Task Description	Agency	Year 1	Year 2	Year 3	Year 4	Task total (by agency)	Task total (combined)
			July 1, 2021- June 30, 2022	July 1, 2022- June 30, 2023	July 1, 2023- June 30, 2024	July 1, 2024- June 30, 2025		
1a	Assess subsidence in Mission Creek subbasin	CVWD	\$25,322	\$0	\$0	\$0	\$25,322	\$31,653
		USGS	\$6,331	\$0	\$0	\$0	\$6,331	
1b	Develop monitoring plan for Mission Creek subbasin	CVWD	\$32,198	\$0	\$0	\$0	\$32,198	\$39,253
		USGS	\$7,055	\$0	\$0	\$0	\$7,055	
2a	GPS Survey of 24 monuments in Indio subbasin to compute ellipsoid-height changes for 2015-22	CVWD	\$0	\$145,252	\$24,178	\$0	\$169,430	\$199,290
		USGS	\$0	\$23,816	\$6,044	\$0	\$29,860	
2b	GPS Survey of 6-7 monuments in Mission Creek subbasin to establish ellipsoid heights if stipulated in Task 1b	CVWD	\$0	\$89,519	\$16,119	\$0	\$105,638	\$122,700
		USGS	\$0	\$13,032	\$4,030	\$0	\$17,062	
3a	Analyze DWR-provided InSAR Results for 2017-23 for the Indio subbasin	CVWD	\$0	\$0	\$25,915	\$0	\$25,915	\$32,394
		USGS	\$0	\$0	\$6,479	\$0	\$6,479	
3b	Analyze DWR-provided InSAR Results for 2017-23 for the Mission Creek subbasin if stipulated in Task 1b	CVWD	\$0	\$0	\$4,319	\$0	\$4,319	\$5,399
		USGS	\$0	\$0	\$1,080	\$0	\$1,080	
4a	Analyze relation between changes in groundwater levels and subsidence at selected sites in the Indio subbasin for 2015-23	CVWD	\$0	\$0	\$37,282	\$0	\$37,282	\$46,602
		USGS	\$0	\$0	\$9,320	\$0	\$9,320	
4b	Analyze relation between changes in groundwater levels and subsidence at selected sites in the Mission Creek subbasin if stipulated in Task 1b	CVWD	\$0	\$0	\$4,319	\$0	\$4,319	\$5,399
		USGS	\$0	\$0	\$1,080	\$0	\$1,080	
5	Provide technical assistance to CVWD and their contractors to add subsidence simulation capabilities to existing MODFLOW-2005 model	CVWD	\$0	\$0	\$21,492	\$0	\$21,492	\$26,865
		USGS	\$0	\$0	\$5,373	\$0	\$5,373	
6	Document results of Tasks 1-4	CVWD	\$0	\$0	\$0	\$58,322	\$58,322	\$72,903
		USGS	\$0	\$0	\$0	\$14,581	\$14,581	
Total by Year (CVWD)		CVWD	\$57,520	\$234,771	\$133,624	\$58,322	\$484,237	
Total by Year (USGS)		USGS	\$13,386	\$36,848	\$33,406	\$14,581	\$98,221	
GRAND TOTAL BY YEAR (CVWD + USGS)		+ USGS	\$70,906	\$271,619	\$167,030	\$72,903	\$582,458	
AGREEMENT TOTAL (CVWD + USGS)		+ USGS	\$582,458					

AGENDA STAFF REPORT

MEETING NAME: Regular Board Meeting
MEETING DATE(S): November 10 & 15, 2021
FROM: Dori Petee – Executive Assistant



FOR: ACTION DIRECTION INFORMATION

ASSOCIATION OF CALIFORNIA WATER AGENCIES 2021 ELECTION OF PRESIDENT AND VICE PRESIDENT

STAFF RECOMMENDATION

It is recommended to concur with the ACWA Nominating Committee's recommended 2022-2023 slate of officers for President and Vice President OR candidate(s) being elected from the floor and direct the Board President, Nancy Wright to submit the Ballot at the ACWA Fall Conference on Wednesday, December 1, 2021.

SUMMARY

They recommended slate consists of:

- Pamela Tobin for President
- Cathy Green for Vice President

As provided by ACWA's Bylaws (Article 9, Section 9) nominations from the floor will be accepted prior to the vote.

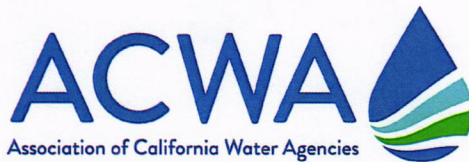
The officers selected will represent and serve the members of ACWA for a one-year term beginning Jan 1, 2022.

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

No fiscal impacts. This item is not identified in the 2017 Strategic Plan.

ATTACHMENTS

Notice of General Session Membership meeting memorandum October 4, 2021.



MEMORANDUM

Via U.S. Mail and Electronic Mail

TO: ACWA Member Agency Board Presidents and General Managers
CC: ACWA Board of Director
FROM: Dave Eggerton, ACWA Executive Director
DATE: October 4, 2021
SUBJECT: Notice of General Session Membership Meeting — December 1, 2021

There will be a General Session Membership Meeting on **December 1, 2021, at 12:00 p.m.** The purpose of this meeting is to formally nominate and elect ACWA's President and Vice President for the 2022-2023 term. At its meeting on September 24, 2021, the ACWA Board of Directors approved procedures whereby ACWA members will be able to participate and vote in the upcoming membership meeting and election in person or virtually. These procedures are in accordance with California Corporations Code Sections 20, 21, 5079 and subsections (a) and (f) of Section 7510, as well as Article 9 of ACWA's Bylaws. The in-person meeting will be held in Ballroom D-H of the Pasadena Convention Center. Virtual voting delegates will participate via Zoom. Staff will provide the Zoom access information to the virtual voting delegates upon receipt of the Voter Designation & Information Form and the member agency's Consent to Electronic Transmissions, Meetings & Voting Form. Members who wish to attend the membership meeting virtually as a non-voting participant can obtain the registration link by contacting Clerk of the Board Donna Pangborn at donnap@acwa.com or 916-441-4545 to confirm their member agency has submitted the requisite Consent to Electronic Transmissions, Meetings & Voting Form.

Election/Voting Process

The ACWA Nominating Committee has announced a 2022-2023 slate that recommends current **Vice President Pamela Tobin for ACWA President** and current **Region 10 Vice Chair Cathy Green for ACWA Vice President**. The Nominating Committee's 2022-2023 slate will be presented for the members' consideration and vote at the membership meeting on December 1.

As provided by ACWA's Bylaws (Article 9, Section 9) nominations from the floor will be accepted prior to the vote on the Nominating Committee's slate. The Bylaws require that floor nominations and seconds be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves must submit a resolution of support if they are not the agency making the floor nomination or second. The resolutions to facilitate floor nominations must be submitted to the Clerk of the Board Donna Pangborn at donnap@acwa.com by **COB Wednesday, November 24, 2021**.

➤ **See attachment for detailed Membership Meeting & Election Procedures.**

ACWA will be using a voting system called Live-Tally, which will allow voters to vote using a handheld keypad OR online keypad (which can be accessed through any modern web browser on a computer, tablet or smart phone). **Voters must be present at the membership meeting, either in person or virtually, to vote.**

Consistent with ACWA's Bylaws, Article 9, Section 5, "each member of the Association shall be entitled to one vote that shall be cast by its authorized representative."

- Member agencies must indicate their voting representative and alternate on the attached Voter Designation & Information Form.
- Member agencies must indicate if their voting representative/alternate is attending in person or virtually as well as provide all of the information identified on the form in order for ACWA to facilitate all aspects of the membership meeting and voting processes.

Members who desire to participate in the membership meeting virtually and vote electronically are required to sign and return the attached Consent to Electronic Transmissions, Meetings & Voting Form by November 24, 2021, consistent with the California Corporations Code.

Deadline & Changes

The deadline for submitting the Voter Designation & Information Form is **Wednesday, November 24, 2021**. While this form identifies both a voting delegate and an alternate voting delegate for the ACWA member agency, if for any reason the member agency desires for the alternate voting delegate to vote at the election in place of its designated voting delegate, the member agency must notify ACWA in advance of its exchange of voting delegates by contacting the Clerk of the Board Donna Pangborn at donnap@acwa.com or 916-441-4545 **no later than Monday, November 29, 2021**. Staff will then provide the member agency's alternate voter with the Zoom and Live-Tally access/participant information if the voter is participating virtually.

ACWA General Session Desk

ACWA staff will be available at the **ACWA General Session Desk**, located in the Ballroom Lobby of the Pasadena Convention Center, on **Wednesday, December 1**, between **9:00 a.m. and 11:45 a.m.** to answer questions about the membership meeting and election process.

In-person voters need to check in at the ACWA General Session Desk on Wednesday, December 1, between 10:30 and 11:45 a.m. to pick up handheld keypads.

If you have any questions regarding this process, please contact Clerk of the Board Donna Pangborn at 916-441-4545 or donnap@acwa.com.

dgp

Attachments:

1. Membership Meeting & Election Procedures
2. Voter Designation & Information Form
3. Consent to Electronic Transmission, Meetings & Voting Form

The following information is provided to inform the ACWA member agency voting delegates of the meeting and election procedures to be used in the upcoming General Session Membership Meeting scheduled for December 1, 2021 at 12:00 p.m. The purpose of the meeting is to formally nominate and elect ACWA's President and Vice President for the 2022-2023 term. The in-person meeting will be held in Ballroom D-H of the Pasadena Convention Center. Virtual voting delegates will participate via Zoom. Staff will provide the Zoom access information to the virtual voting delegates upon receipt of the Voter Designation & Information Form and the member agency's Consent to Electronic Transmissions, Meetings & Voting Form. Members who wish to attend the membership meeting virtually as a non-voting participant can obtain the registration link by contacting Clerk of the Board Donna Pangborn at donnap@acwa.com or 916-441-4545 to confirm their member agency has submitted the requisite Consent to Electronic Transmissions, Meetings & Voting Form.

ELECTION / VOTING PROCESS

ACWA will be using a voting system called Live-Tally, which will allow voters to vote either in person using a handheld keypad OR virtually through an online keypad (which uses any modern web browser on a computer, tablet or smart phone). **Voters must be present at the membership meeting, either in person or virtually, to vote.**

Consistent with ACWA's Bylaws, Article 9, Section 5, "each member of the Association shall be entitled to one vote that shall be cast by its authorized representative."

- Member agencies must indicate their voting representative and alternate on the Voter Designation & Information Form.
- Member agencies must indicate if their voting representative/alternate is attending in person or virtually as well as provide all of the information identified on the form in order for ACWA to facilitate all aspects of the membership meeting and voting processes.

Members who desire to participate in the membership meeting virtually and vote electronically are required to sign and return the Consent to Electronic Transmissions, Meetings & Voting Form by November 24, 2021, consistent with the California Corporations Code.

VIRTUAL ATTENDEES

Virtual attendees need to take the following steps after the member agency has completed and returned the Voter Designation & Information Form and requisite Consent to Electronic Transmissions, Meetings & Voting Form.

1. Voting delegates need to **save the Zoom access/login information** ACWA staff will provide to you. Save the information for the day of the meeting. **Use that information to login to the virtual meeting**, which is how ACWA will identify you as a participant.
2. Voting delegates need to **save the Live-Tally Participant ID information** ACWA staff will provide to you, which is how Live-Tally will identify you as the member agency voter.

IN-PERSON ATTENDEES

In-person attendees need to take the following steps after completing and returning the Voter Designation & Information Form:

1. Check in at the ACWA General Session Desk, located in the Ballroom Lobby of the Pasadena Convention Center, on **Wednesday, December 1, between 10:30 and 11:45 a.m.** to pick up handheld keypads.
2. Voting delegates **must be present to vote** and **MUST** have the handheld keypad prior to the start of the membership meeting.

DEADLINE & CHANGES

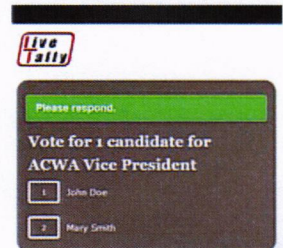
The deadline for submitting the **Voter Designation & Information Form** is Wednesday, **November 24, 2021**. If there is any change of your agency's voting delegate with its designated alternate, you must contact ACWA's Clerk of the Board Donna Pangborn at donnap@acwa.com or 916-441-4545 no later than Monday, November 29, 2021. Staff will provide the alternate voter with the Zoom and Live-Tally access/participant information if the voter is participating virtually.

1. The General Session Membership Meeting will be called to order at 12:00 p.m. and a quorum will be determined. The presence of 50 authorized voting representatives is required to establish a quorum for transacting business.
2. An overview of the Zoom platform will be provided, including demonstration of how the virtual meeting participants can interact throughout the meeting.
3. An overview of the Live-Tally voting system will be provided and a test vote will be conducted.
4. Legal Affairs Committee Chair Jennifer Buckman will provide an overview of the agenda and election procedures.
5. Nominating Committee Chair Brent Hasteley will present the Committee's report and announce the candidate for ACWA President.
6. President Steven LaMar will call for floor nominations for ACWA President.
7. If there are no floor nominations for ACWA President, the election will proceed. President LaMar will close the nominations and delegates will vote following motion/second to elect the Nominating Committee's recommendation using Live-Tally.
8. If there are floor nominations for President, the nomination will follow the procedures established by Article 9 of ACWA's Bylaws, stating that floor nominations and seconds shall be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves shall submit a resolution of support if they are not the agency making the floor nomination or second.
 - a. **Resolutions to facilitate floor nominations must be submitted to the Clerk of the Board Donna Pangborn at donnap@acwa.com by COB Wednesday, November 24, 2021.**
 - b. Candidates will be given three minutes to address the membership.
 - c. Staff will create a ballot in the Live-Tally system and then display for the voters' action.
 - d. Voting delegates will vote on one (1) candidate of the candidate options displayed on the screen using the handheld OR online keypad in the Live-Tally voting system. Results will be displayed in real time.
 - e. President LaMar will announce the results of the vote.
9. Nominating Committee Chair Brent Hasteley will announce the candidate for ACWA Vice President.
10. President Steven LaMar will call for floor nominations for ACWA Vice President.
11. If there are no floor nominations for ACWA Vice President, the election will proceed. President LaMar will close the nominations and delegates will vote following motion/second to elect the Nominating Committee's recommendation using Live-Tally.
12. If there are floor nominations for ACWA Vice President, the nominations will follow the procedures described in item 6 above, and the election will proceed according to the steps outlined in 6.a. through 6.e.
13. The ACWA Board of Directors appointed LAC Chair Jennifer Buckman to serve as an election inspector to resolve any challenges or questions in connection with the election consistent with California Corporations Code 7614.

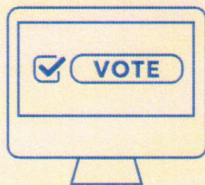
California Corporations Code requires ACWA to maintain a voting record of its membership meetings.

When the members are ready to vote, the President will announce that it is time to vote (instructions will appear on the projection screen).

- **How do I submit my vote?** Press 1, 2, or 3 to cast your vote; then press SEND.
- **What happens if I make a mistake?** Re-submit your vote by pressing 1, 2, or 3 and send before the voting window ends.
- **What if I arrive late?** Your vote will be cast from the time you arrive at the meeting; prior to that your vote will register as "absent."
- **What happens if I am out of the room or have to leave early?** Your vote will be recorded as "absent" for that vote.



Test voting will be conducted at the beginning of the Membership Meeting.



VIRTUAL VOTING

Each voting delegate will be provided access to voting through Live-Tally's voting system. If you are attending the meeting virtually, follow the instructions listed below.

1. Use any modern web browser on a computer, tablet or smart phone to navigate to <https://MyBallot.app>
2. Enter the meeting ID "ACWA" and click the "Connect" button.
3. When prompted, enter the specific voting participant ID that was provided to you.
4. Voting questions will appear on this "virtual keypad" as they are presented.
 - Simply click the numbered button that corresponds to your choice.
 - **To change your vote**, make a different selection before the voting window ends.
5. Hit refresh if your browser or virtual keypad goes to "sleep."



IN-PERSON VOTING

If you are attending the meeting in person, you will be given a handheld keypad. Each handheld keypad is numbered on the back, and that number will be assigned to you as you check in at the ACWA General Session Desk on **Wednesday, December 1 between 10:30 and 11:45 a.m.**

- **Check your device to make sure that it is working properly.** Press any button and it will light up. All devices were tested prior to the meeting.
- **If it does not light up.** Take it back to the ACWA General Session Desk and ask for another keypad and make sure that they make a note of the numeric change.



Return your keypad to the ACWA General Session Desk.

To: Donna Pangborn, Clerk of the Board **Email:** donnap@acwa.com **Fax:** 916-669-2425

The person designated below will be attending the ACWA General Session Membership Meeting(s) on Wednesday, December 1, 2021 (and December 2, 2021 if necessary) as our voting delegate. Please designate an alternate voting delegate to facilitate any change to your voting representation at the meeting. To change your alternate, however, you must notify Donna Pangborn of the change no later than COB Monday, November 29, 2021.

Member Agency's Name _____ Agency's Phone No. _____

Print Member Agency's Authorized Signatory Name _____ Authorized Signatory Signature _____

I have signed and returned the Consent to Electronic Transmission, Meetings & Voting Form.

Voting Delegate's Name	How Will Delegate Attend? <input type="checkbox"/> Will attend the meeting in person in Pasadena. <input type="checkbox"/> Will attend the meeting virtually.
Voting Delegate's Email	Voting Delegates' Phone No.
Alternate Voting Delegate's Name	How Will Alternate Delegate Attend? <input type="checkbox"/> Will attend the meeting in person in Pasadena. <input type="checkbox"/> Will attend the meeting virtually.
Alternate Voting Delegate's Email	Alternate Voting Delegates' Phone No.
Voting Delegate's Affiliation <i>(if different from assigning agency)*</i>	Date

*If your agency designates a delegate from another entity to serve as its authorized voting representative, please indicate the delegate's entity in the appropriate space above.

In accordance with California Corporations Code Sections 20, 21, 5079 and subsections (a) and (f) of Section 7510, and Article 9 of the Bylaws of the Association of California Water Agencies, a California nonprofit mutual benefit corporation ("ACWA"), the undersigned member of ACWA (the "Member") hereby consents and agrees as follows:

1. ACWA may send meeting notices, annual reports, and all other materials to the Member by (a) electronic transmission to the Member's facsimile number or email address; (b) posting on an electronic message board or network which ACWA has designated for those communications, together with separate notice to the Member of the posting; or (c) other means of electronic communication. The Member's initial facsimile number and email address for receiving such notices, annual reports and other materials are listed below.
2. ACWA may conduct meetings of the members by electronic transmission or electronic video screen communication; provided, however, that if fewer than all members of ACWA consent to conduct such meetings by electronic transmission or electronic video screen communication, then such meetings shall be held at a physical location, and the authorized representative(s) of any member that has so consented (and not withdrawn its consent) may participate in such meetings by electronic transmission or electronic video screen communication, be deemed present in person and vote at such meetings.
3. ACWA may rely on communications sent by the Member to ACWA by (a) electronic transmission from the Member's facsimile number or email address; (b) posting on an electronic message board or network which ACWA has designated for those communications; or (c) other means of electronic communication. ACWA may reasonably conclude that the Member is the sender of any electronic transmission that (i) is received from such facsimile number or email address or (ii) is submitted by an authorized representative of the Member with valid registration/login credentials.
4. ACWA may rely on electronic votes (including votes to approve or reject actions) submitted by an authorized representative of the Member to ACWA during meetings conducted in whole or in part by electronic transmission or electronic video screen communication. ACWA may reasonably conclude that the authorized representative of the Member is the sender of any electronic votes submitted pursuant to such authorized representative's meeting participant ID. The Member's initial authorized representative(s) is listed below.

ACWA shall maintain paper records of all communications sent by ACWA to the members and all votes or actions taken at any member meeting. The Member may (i) access such records at ACWA's headquarters during normal business hours or (ii) request in writing for ACWA to send copies of such records to the Member via U.S. Mail or email.

This consent shall remain in full force and effect until the Member revokes it in writing and so notifies ACWA.

Print Member Name Print Representative Name

Representative Title Representative Signature Date

Please provide the facsimile number and email address to which the Member authorizes ACWA to send the electronic communications described above. The Member may change its designated facsimile number and email address at any time by written notice to ACWA.

Please provide the name of the Member's initial authorized representative(s) who will participate in and vote in connection with member meetings. The Member may change its authorized representative(s) at any time by written notice to ACWA.

Facsimile Number

Authorized Representative No. 1

Email

Authorized Representative No. 2



BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, October 14, 2021, at 3:00 PM
Via Teleconference – No Live Attendance

CALL TO ORDER

President Wright called the meeting to order at 3:00 PM

ROLL CALL

BOARD MEMBERS PRESENT: President Nancy Wright, Vice President Russ Martin, Director Randy Duncan, Director Steve Grasha, Director Ivan Sewell

STAFF MEMBERS PRESENT: Wallum, Ceja, Santos, Pelton, Macy, Hoffert, Champion, Murphy, Petee

RULES OF PROCEDURE

Rules of Procedure were ready by General Counsel, John Pinkney.

First all noticed meetings are conducted using Rosenberg’s Rules of Order as procedural guidance. Directors should refrain from responding directly to public comment at meetings of the Board. The President of the Board presides at all meetings and decides all points of order and procedure during meetings. The President is responsible for maintenance and decorum at all Board meetings. No persons shall be allowed to speak who is not first been recognized by the President. All questions and remarks should be addressed to the President as the presiding officer. No member of the Board should speak more than once upon any one subject until every other member on the Board, wishing to speak on the subject shall have been given the opportunity to speak. No Board member shall interfere with the orderly progress of a Board meeting. In order to ensure the orderly progress of Board meetings the Board President regulates the amount of time to be dedicated to a particular agenda item.”

PUBLIC INPUT

No general public input

COVID-19 UPDATE

Mr. Wallum gave a brief COVID update.

EMPLOYEE RECOGNITION

HUMAN RESOURCES REPORT

This item will be fully recognized on Monday.

ACTION ITEMS

RESOLUTION 2021-16 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM ON MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF MISSION SPRINGS WATER DISTRICT

FOR THE PERIOD OCTOBER 18, 2021, THROUGH NOVEMBER 18, 2021, PURSUANT TO BROWN ACT PROVISIONS

It is recommended to adopt Resolution 2021-16, ratifying the proclamation of a State of Emergency by Governor Gavin Newsom and authorize remote teleconference meetings of the legislative body of Mission Springs Water District, for the period October 18, 2021, through November 18, 2021.

Item will be fully addressed on Monday.

FIRST AMENDMENT TO CONTRACT AGREEMENT WITH PAY NEAR ME

It is recommended to authorize the General Manager to amend the Payment Processing Agreement with PayNearMe Inc. and allow Mission Springs Water District to obtain Automated Clearing House (ACH), credit and debit card payments via the PayNearMe Platform, and authorize the General Manager to do all things necessary to complete the integration.

Mr. Macy noted this is an amendment to an existing contract. Pay Near Met has expanded their service and these changes will provide us with substantial benefits. This amendment will reduce costs and increase efficiency.

ACCEPTANCE OF GRANT OF EASEMENT DEED FOR PUBLIC WATER UTILITIES – DESERT WILLOWS PROPERTY OWNERS ASSOCIATION

It is recommended to authorize the General Manager to sign the Certificate of Acceptance, approving and accepting the Grant of Easement Deed from Desert Willows Property Owners Association dated September 30, 2021, for a public water utilities easement, located on APN: 663-405-024, 663-391-012, 663-405-025 on within the Desert Willows Community, City of Desert Hot Springs, CA.

Mr. Macy presented, during recent construction of the water line replacement it was discovered that there was no formal utility easement recorded for the existing water lines.

AWARD OF CONTRACT FOR THE REGIONAL WATER RECLAMATION FACILITY PROJECT AND CAPITAL BUDGET AUGMENTATION

It is recommended to authorize the General Manager to award a contract for the construction of the Regional Water Reclamation Facility Project to J.F. Shea Construction, Inc., the lowest responsible bidder, in the amount of \$40,986,000.00 plus a 5% contingency of \$2,049,300.00 for a total of \$43,035,300.00, augment the capital improvement budget amount to \$51,000,000.00 for Job No. 11424, and to do all things necessary to complete the project.

Steve Ledbetter presented to the Board. The Regional Water Reclamation Facility (RWRF) Project is a vital component in expanding the District's wastewater treatment capacity. The RWRF will construct a 1.5 million gallon per day Sequence Batch Reactor wastewater treatment plant, which will dispose the treated secondary effluent in on-site disposal ponds. The proposed RWRF project also includes an operations and administrative building that houses a solids processing area, chemical storage area, maintenance area, administrative area, electrical room, and blower room. The RWRF project is required to increase the District's total wastewater treatment capacity and alleviate a portion of existing wastewater flows going to the Horton Wastewater Treatment Plant.

DISCUSSION ITEMS

CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE

Mr. Macy presented a brief update.

BOARD DISCUSSION REGARDING THE PROCESS OF RE-DISTRICTING FOR DESERT WATER AGENCY (DWA)

President Wright pulled this item from the agenda.

CONSENT AGENDA

Consent agenda items are expected to be routine and non-controversial, to be acted upon by the Board at one time, without discussion. If a member would like an item to be handled separately, it will be removed from the Consent Agenda for separate action.

Russell Betts spoke on Item #16 Letter Agreement to Toll Enforcement/Skyborne (Public Comment)

APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

July 1, 2021 - Special Meeting Workshop

September 16, 2021 - Study Session

September 20, 2021 - Board Meeting

REGISTER OF DEMANDS

The register of demands totaling \$2,720,011.07

LETTER AGREEMENT TO TOLL ENFORCEMENT OF DEVELOPER'S OBLIGATION TO CONSTRUCT CERTAIN IMPROVEMENTS AS SET FORTH IN PARAGRAPH 5.1(B) OF THE SECOND AMENDMENT BETWEEN SKYBORNE VENTURES, LLC AND MISSION SPRINGS WATER DISTRICT UNTIL THE EARLIER OF (I) DECEMBER 15, 2021.

It is recommended to authorize the General Manager to execute the letter agreement to toll enforcement of developer's obligation to construct certain improvements as set forth in paragraph 5.1(b) of the Second Amendment between Skyborne Ventures, LLC and Mission Springs Water District until the earlier of (i) December 15, 2021 which will allow both parties to continue negotiations in formalizing a Third Amendment of an original agreement dated August 30, 2006 and recorded October 25, 2006 as Document No. 2006-0784841

DIRECTOR'S REPORTS

UPCOMING EVENTS AND DIRECTOR REPORTS

Director Sewell reported he attended the following event: 9/10 GCVCC All Valley Mayors Luncheon.

Director Duncan reported he attended the following event: 9/28 CVWD Board Meeting.

President Wright reported she attended the following event: 9/9 CVAG - E&E Meeting.

REPORTS

GENERAL MANAGER'S REPORT

Arturo Ceja presented the financial report for the period ending September 30, 2021.

Marion Champion presented a brief PR update.

DISTRICT COUNSEL COMMENTS

No closed session today.

DIRECTOR COMMENTS

VP Martin commented on the Op-ed in the paper.

Director Duncan asked for an update on the customer portal.

ADJOURN

With no further business, President Wright adjourned the meeting at 4:18 PM.

Arden Wallum
Secretary of the Board of Directors



BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, October 18, 2021, at 3:00 PM
Via Teleconference – No Live Attendance

CALL TO ORDER

President Wright called the meeting to order at 3:00 PM

PLEDGE OF ALLEGIANCE

Led by President Wright, Invocation also given by President Wright

ROLL CALL

BOARD MEMBERS PRESENT: President Nancy Wright, Vice President Russ Martin, Director Randy Duncan, Director Steve Grasha, Director Ivan Sewell

STAFF MEMBERS PRESENT: Ceja, Santos, Pelton, Macy, Hoffert, Champion, Murphy, Petee, Nutter, Newman, Alzammam

RULES OF PROCEDURE

Rules of Procedure were ready by General Counsel, John Pinkney.

First all noticed meetings are conducted using Rosenberg’s Rules of Order as procedural guidance. Directors should refrain from responding directly to public comment at meetings of the Board. The President of the Board presides at all meetings and decides all points of order and procedure during meetings. The President is responsible for maintenance and decorum at all Board meetings. No persons shall be allowed to speak who is not first been recognized by the President. All questions and remarks should be addressed to the President as the presiding officer. No member of the Board should speak more than once upon any one subject until every other member on the Board, wishing to speak on the subject shall have been given the opportunity to speak. No Board member shall interfere with the orderly progress of a Board meeting. In order to ensure the orderly progress of Board meetings the Board President regulates the amount of time to be dedicated to a particular agenda item.”

PUBLIC INPUT

Pamela Edmonson spoke about website and agenda accessibility issues.

COVID-19 UPDATE

Nothing more to add

EMPLOYEE RECOGNITION

HUMAN RESOURCES REPORT

The Board recognized the following employees:

NEW HIRES

Tim Neumann

Facilities Maintenance Lead

Kurt Kettenacker Innovation and Technology Manager
 Marion Champion Programs & Public Affairs Manager

ANNIVERSARIES

Bassam Alzammar Field Operations Manager 3 Years
 Danny Friend Director of Engineering & Operations 24 Years

ACTION ITEMS

RESOLUTION 2021-16 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM ON MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF MISSION SPRINGS WATER DISTRICT FOR THE PERIOD OCTOBER 18, 2021, THROUGH NOVEMBER 18, 2021, PURSUANT TO BROWN ACT PROVISIONS

The Board adopted Resolution 2021-16, ratifying the proclamation of a State of Emergency by Governor Gavin Newsom and authorized remote teleconference meetings of the legislative body of Mission Springs Water District, for the period October 18, 2021 through November 18, 2021.

Motion made by Director Grasha, Seconded by Vice President Martin.

Voting Yea: President Wright, Vice President Martin, Director Duncan, Director Grasha, Director Sewell

FIRST AMENDMENT TO CONTRACT AGREEMENT WITH PAY NEAR ME

The Board authorized the General Manager to amend the Payment Processing Agreement with PayNearMe Inc. and allow Mission Springs Water District to obtain Automated Clearing House (ACH), credit and debit card payments via the PayNearMe Platform, and authorized the General Manager to do all things necessary to complete the integration.

Motion made by Director Grasha, Seconded by Director Sewell.

Voting Yea: President Wright, Vice President Martin, Director Duncan, Director Grasha, Director Sewell

ACCEPTANCE OF GRANT OF EASEMENT DEED FOR PUBLIC WATER UTILITIES – DESERT WILLOWS PROPERTY OWNERS ASSOCIATION

It is recommended to authorize the General Manager to sign the Certificate of Acceptance, approving and accepting the Grant of Easement Deed from Desert Willows Property Owners Association dated September 30, 2021, for a public water utilities easement, located on APN: 663-405-024, 663-391-012, 663-405-025 on within the Desert Willows Community, City of Desert Hot Springs, CA.

Motion made by Vice President Martin, Seconded by Director Sewell.

Voting Yea: President Wright, Vice President Martin, Director Duncan, Director Grasha, Director Sewell

AWARD OF CONTRACT FOR THE REGIONAL WATER RECLAMATION FACILITY PROJECT AND CAPITAL BUDGET AUGMENTATION

The Board authorized the General Manager to award a contract for the construction of the Regional Water Reclamation Facility Project to J.F. Shea Construction, Inc., the lowest responsible bidder, in the amount of \$40,986,000.00 plus a 5% contingency of \$2,049,300.00 for a total of \$43,035,300.00,

augment the capital improvement budget amount to \$51,000,000.00 for Job No. 11424, and to do all things necessary to complete the project.

President Wright reiterated the grant monies awarded.

Motion made by Director Grasha, Seconded by Vice President Martin.

Voting Yea: President Wright, Vice President Martin, Director Duncan, Director Grasha, Director Sewell

DISCUSSION ITEMS

CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE

Staff is working on a date and time for the Board to tour East Valley Water District.

INFORMATIONAL PRESENTATION ON PROCESS FOR ADJUSTMENT OF DIVISION BOUNDARIES FOLLOWING RELEASE OF 2020 CENSUS INFORMATION

Misty Calder from SBEMP gave a presentation on the process for adjustment of division boundaries for MSWD.

CONSENT AGENDA

Motion made by Vice President Martin, Seconded by Director Duncan.

Voting Yea: President Wright, Vice President Martin, Director Duncan, Director Grasha, Director Sewell

APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

July 1, 2021 - Special Meeting Workshop

September 16, 2021 - Study Session

September 20, 2021 - Board Meeting

REGISTER OF DEMANDS

The register of demands totaling \$2,720,011.07

LETTER AGREEMENT TO TOLL ENFORCEMENT OF DEVELOPER'S OBLIGATION TO CONSTRUCT CERTAIN IMPROVEMENTS AS SET FORTH IN PARAGRAPH 5.1(B) OF THE SECOND AMENDMENT BETWEEN SKYBORNE VENTURES, LLC AND MISSION SPRINGS WATER DISTRICT UNTIL THE EARLIER OF (I) DECEMBER 15, 2021.

The Board authorized the General Manager to execute the letter agreement to toll enforcement of developer's obligation to construct certain improvements as set forth in paragraph 5.1(b) of the Second Amendment between Skyborne Ventures, LLC and Mission Springs Water District until the earlier of (i) December 15, 2021 which will allow both parties to continue negotiations in formalizing a Third Amendment of an original agreement dated August 30, 2006 and recorded October 25, 2006 as Document No. 2006-0784841

DIRECTOR'S REPORTS

UPCOMING EVENTS AND DIRECTOR REPORTS

Vice President Martin reported he attended the following events: 9/7 DHS City Council Meeting, 9/8-9/9 Urban Water Institute Conference, 9/10 GCVCC All Valley Mayors Luncheon, 9/14 RivCo Board of Supervisors Meeting, 9/14 DHS Planning Commission Meeting, 9/15 DVBA Public Works Luncheon, 9/16 DVBA Networking Night, 9/16 Countywide Oversight Board Meeting, 9/21 DHS City Council Meeting, 9/22 Tribal Authority Board Meeting, 9/28 CVWD Board Meeting.

Director Duncan reported he attended the following events: 9/8-9/9 Urban Water Institute Conference, 9/21 DWA Board Meeting, 9/28 CVWD Board Meeting

President Wright reported she attended the following event: 9/9 CVAG – E&E Meeting

REPORTS

GENERAL MANAGER'S REPORT

April Scott, Customer Service Manager, gave a brief update on the new and upcoming customer portal.

DISTRICT COUNSEL COMMENTS

General Counsel, John Pinkney, pointed out the benefits of AB361, adopted today by the Board.

DIRECTOR COMMENTS

Director Sewell, thanked Marion Champion and Staff for launching the MSWD Calendar Coloring Contest.

Director Duncan wished President Wright a happy belated birthday. Secondly, he commented that he is not sure if the Regional Plant is the most expensive project, he has ever voted on, but it is certainly the most important.

ADJOURN

With no further business, President Wright adjourned the meeting at 3:52 PM.

Arden Wallum
Secretary of the Board of Directors

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73512	10-22-21	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL-ADMIN. CORPYARD	169,522.61		169,522.61
			ELECTRIC BILL-DESERT VIEW/OLD NORTHRIDGE			
			ELECTRIC BILL-HORTON/DC PLANT/DILLON LIFT STATION			
			ELECTRIC BILL-WELL 25A/WELL 26/WOODRIDGE			
			ELECTRIC BILL-WELL 30			
			ELECTRIC BILL-WELL 33/LITTLE MORONGO			
			ELECTRIC BILL-WELL 33/WELL 27			
73473	10-14-21	ROCKWELL ENGINEERING AND EQUIPMENT COMPA NY	NEW INFLUENT PUMPS AND GUIDE RAILS - HORTON PLANT	0.00	143,281.80	143,281.80
9996430	10-22-21	WELLS FARGO BANK	AUTO DEP PPE 10/22	116,073.54		116,073.54
73451	10-14-21	ACWA/JOINT POWERS INSURANCE AUTHORITY	PREPAID INS. OCT. 2021/2022	113,097.00		113,097.00
9996318	10-08-21	WELLS FARGO BANK	AUTO DEP PPE 10/01/21	111,912.01		111,912.01
73376	10-08-21	ACWA-JPIA HEALTH BENEFITS AUTH.	NOV.2021 MEDICAL/VISION/EAP	89,986.77		89,986.77
9996370	10-14-21	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES WIRE	78,751.68		78,751.68
73440	10-08-21	TKE ENGINEERING, INC	AUG.2021 CM & INSPECTION SERVICES	5,325.00	55,515.00	60,840.00
			AUG.2021 DESIGN SERVICES - 69% COMPLETION			
			AUG.2021 PHASE III PROJ. MGMT.			
			CONSULTANT SERVICES			
			DESIGN PP #5			
			DESIGN PP #6 - 75% COMPLETE			
			DESIGN PP #7 - 68% COMPLETE			
			JULY 2021 CM & INSPECTION			
9996319	10-11-21	WELLS FARGO BANK	FED TAX DEP PPE 10.01	45,132.22		45,132.22
9996432	10-22-21	WELLS FARGO BANK	FED TAX DEP PPE 10/22/21	44,088.89		44,088.89
73487	10-22-21	CITY OF DESERT HOT SPRINGS	UU TAX - AUG. 2021	43,534.58		43,534.58
73401	10-08-21	GOLDEN BELL PRODUCTS, INC.	BI-ANNUAL MH TREATMENT - PEST CONTROL	43,398.00		43,398.00
73406	10-08-21	INLAND WATER WORKS SUPPLY CO.	1" COPPER TUBING	35,036.58		35,036.58
			1"CTS X 1"MSN A.M. STOP B24258-1 BALL ANG12-425			
			1"FIP X MC BELL VALVE W/LOCKWING			
			12"AC/DI X 1"PT BRZ SADDLE D/S J979			
			3/8"X75' HD PULLING CABLES QTY2			
			6" HYMAX 642-768 FLEX COUPL			
9996434	10-25-21	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 10.15	29,128.48		29,128.48
9996321	10-12-21	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 09.30.21	28,445.08		28,445.08
73520	10-22-21	WALLACE & ASSOCIATES CONSULTING, INC.	AUG.2021 CM & INSPECTION SERVICES	0.00	26,835.00	26,835.00
73482	10-22-21	B-81 PAVING INC	EMERGENCY PAVING AFTER LEAK	25,101.00		25,101.00
			PAVING IN VARIOUS LOCATIONS			
			PAVING REPAIRS AFTER M.L. LEAK			
73450	10-14-21	ACWA	2022 YEARLY ACWA DUES	23,705.00		23,705.00
73493	10-22-21	DOWNING CONSTRUCTION, INC.	RETENTION PYMT. INDIAN CYN DR SEWER	23,325.63		23,325.63
73477	10-14-21	TULE RANCH/MAGAN FARMS	SEPT.2021 SLUDGE HAULING	21,011.47		21,011.47
73420	10-08-21	MICHAEL BAKER INTERNATIONAL, INC.	CONSULTANT SERVICES AND GENERAL ENG	0.00	20,064.50	20,064.50
			PROFESSIONAL SERVICES			
73480	10-22-21	ACWA/JOINT POWERS INSUR AUTH	WORKERS COMP QTR.1	16,329.36		16,329.36
73478	10-14-21	UMETECH, INC.	SEPT. 2021 UMETECH SERVICES	12,921.00		12,921.00
73385	10-08-21	B-81 PAVING INC	PAVING VARIOUS LOCATIONS	12,351.00		12,351.00
73466	10-14-21	MUROW DEVELOPMENT CONSULTANTS	CONSULTANT SERVICES	2,900.00	9,212.50	12,112.50

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73547	10-28-21	TKE ENGINEERING, INC	WELL 24 ELECTRICAL PANEL UPGRADE CM SERVICES - FINALIZING PROJECT	5,002.50	6,590.00	11,592.50
73421	10-08-21	NOBEL SYSTEMS INC.	PROJECT COORDINATION CCTV MODULE - INTEGRATION T4 TO NOBEL CONVERSION OF GPS COORDINATES	6,800.00	4,500.00	11,300.00
9996317	10-01-21	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 10/01	10,585.04		10,585.04
73458	10-14-21	ENTERPRISE FM TRUST	MONTHLY LEASE PAYMENT	9,968.43		9,968.43
73382	10-08-21	ARCARO'S AUTO BODY REPAIR, INC.	REPAIRS TO UNIT 382 AFTER ACCIDENT	9,415.03		9,415.03
73483	10-22-21	BECK OIL, INC.	DIESEL FUEL	9,032.09		9,032.09
73424	10-08-21	PASO ROBLES TANK, INC.	UNLEADED GASOLINE WELL 26 HEADER PIPE PAINTING	9,000.00		9,000.00
9996320	10-11-21	STATE OF CA EDD	STATE TAX DEP PPE 10.01	8,927.92		8,927.92
9996431	10-22-21	STATE OF CA EDD	STATE TAX PPE 10.22	8,746.35		8,746.35
73413	10-08-21	KOFF & ASSOCIATES, INC.	MSWD - CLASS COMP	0.00	8,720.00	8,720.00
73526	10-28-21	CSDA		8,195.00		8,195.00
73465	10-14-21	MANPOWER US INC.	ACCOUNTING TEMP. STAFFING SERVICES WEBSITE COM. WW TEMP STAFFING	8,045.18		8,045.18
73489	10-22-21	COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL CONSULTANT MASTER METER	7,968.00		7,968.00
73457	10-14-21	CV STRATEGIES	SEPT. SOCIAL MEDIA SEPT. VIDEO OUTREACH VARIOUS PROJECTS	7,701.25		7,701.25
73439	10-08-21	THE PC MANAGER LLC	ENGINEERING PCS FOR MIKE LUIZ THERESA	7,649.08		7,649.08
73474	10-14-21	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SERVICES CENTER	0.00	7,254.00	7,254.00
9996433	10-22-21	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 10.15.21	6,681.16		6,681.16
73422	10-08-21	OPERATIONAL TECHNICAL SERVICES	TEMPORARY STAFF - DANIEL PADILLA	6,120.00		6,120.00
73432	10-08-21	SO CAL LAND MAINTENANCE, INC.	LANDSCAPING SERVICES	6,025.00		6,025.00
73403	10-08-21	HACH COMPANY	NEW BOD5 SAMPLES	5,803.42		5,803.42
73470	10-14-21	PHILLIPS, FRACTOR & COMPANY, LLC	EXPERT CONSULTING	5,606.25		5,606.25
73435	10-08-21	SUNPOWER CORPORATION, SYSTEMS	O&M QUARTERLY REPAIRS	5,002.50		5,002.50
73546	10-28-21	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL - ADMIN/CORP/ANNEX	4,739.80		4,739.80
73491	10-22-21	CYPRESS DENTAL ADMINISTRATORS	NOV.2021-DENTAL	4,644.34		4,644.34
73402	10-08-21	GOUGH SYSTEMS	UNIDATA MAINTENANCE	2,225.00	2,225.00	4,450.00
73505	10-22-21	MANPOWER US INC.	ACCOUNTING TEMP CONVERSION FEES STAFFING SERVICES	4,419.06		4,419.06
73433	10-08-21	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	SERVICE/REPAIR TO FLEET	4,231.10		4,231.10
73443	10-08-21	VERIZON WIRELESS	VERIZON BILL	4,127.85		4,127.85
73459	10-14-21	HEITEC	PROPERTY LINE STAKING - AIRPORT WELL	0.00	4,080.00	4,080.00
73455	10-14-21	CARPI & CLAY, INC	SEPT. FEDERAL ADVOCACY	4,000.00		4,000.00
73495	10-22-21	ENVIROGEN TECHNOLOGIES INC	WELL26A URANIUM TREATMENT	3,938.37		3,938.37
73417	10-08-21	MANPOWER US INC.	ACCOUNTING TEMP. GENERAL CLERICAL AND ADMIN SUPPORT OIT STAFFING - JACOB M. 09.19.21	3,764.05		3,764.05
73532	10-28-21	INFOSEND INC	MONTHLY BILLING SERVICE	3,681.34		3,681.34
73390	10-08-21	DANGELO COMPANY	6"6 HOLE BREAK-OFF CHECK	3,555.75		3,555.75

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73496	10-22-21	EXECUTIVE FACILITIES SERVICES, INC.	OCT.2021 DISINFECTION SERVICES OCT.2021 JANITORIAL SERVICES	3,464.58		3,464.58
73467	10-14-21	OPERATIONAL TECHNICAL SERVICES	WW TEMP STAFFING	3,400.00		3,400.00
73507	10-22-21	MUNICODE	MEETINGS SUBSCRIPTIONS RENEWAL	0.00	3,400.00	3,400.00
73463	10-14-21	INFOSEND INC	MONTHLY SERVICE CHARGE MONTHLY SERVICES	3,367.35		3,367.35
73441	10-08-21	TOM DODSON & ASSOCIATES	RECORDING OF FINAL NOD	0.00	3,071.00	3,071.00
73515	10-22-21	THE LINCOLN NATL. LIFE INS. CO.	NOV.21 LIFE INS./LTD	3,059.21		3,059.21
73398	10-08-21	EAGLE AERIAL SOLUTIONS	LAM DATA REVIEW AND ANALYSIS - CONSERV	3,000.00		3,000.00
73411	10-08-21	JOHN A. MACLEOD	TURF REBATE-MACLEOD	3,000.00		3,000.00
73511	10-22-21	RAY LOPEZ ASSOCIATES	LANDSCAPE INSPECTIONS	2,940.00		2,940.00
73543	10-28-21	ROBERT MOORE	ACCOUNT REFUND 66434 6TH ST	2,737.64		2,737.64
73485	10-22-21	CASAMAR GROUP, LLC	CONSULTANT SERVICES & GEN. ENG.	0.00	2,605.27	2,605.27
73447	10-08-21	WHITE CAP CONSTRUCTION SUPPLY	REPLACEMENT COMPACTOR PLATE C&M XL SPIGOTS FOR IGLOO COOLERS	2,260.02		2,260.02
73405	10-08-21	IMS CONSULTING AND EXPERT SERVICES,LLC.	EXPERT CONSULTING MASTER METER	2,250.00		2,250.00
73460	10-14-21	HI-DESERT AIR INC.	AEROCOOL COOLER MOTOR KIT AEROCOOL TROPHY PADS FREON/MINI-SPLIT LOW ON CHARGE RESET BREAKER SERVICE CALL SERVICE COOLER	2,083.31		2,083.31
73521	10-22-21	WATERLINE TECHNOLOGIES INC.	10 DRUMS REFILLED 6 DRUMS REFILLED	1,873.12		1,873.12
PR100821	10-08-21	EMPLOYEES	PAPER PAYROLL CHECKS	1,871.64		1,871.64
73446	10-08-21	WEST COAST SAND AND GRAVEL INC.	RESTOCK BASE FOR CORP YARD	1,856.28		1,856.28
73508	10-22-21	ON POWER INDUSTRIES, LLC	HORTON PUMP #4 TROUBLESHOOT AND REPAIR	1,825.00		1,825.00
73484	10-22-21	CARL OTTESON'S CERTIFIED BACKFLOW	SEPT. BACKFLOW TEST	1,800.00		1,800.00
73492	10-22-21	DESERT TIRE AND AUTO REPAIR	UNIT 380 TIRE REPLACEMENT UNIT 392 TIRE REPLACEMENT	1,766.10		1,766.10
73400	10-08-21	FERGUSON WATERWORKS #1083	13X24 GRAY CI PLYMR RDR LID	1,541.63		1,541.63
73378	10-08-21	ACWA/JOINT POWERS INSURANCE AUTHORITY	ESPOSITO/PATNEAUDE RETITUTION 3Q 2021	1,500.00		1,500.00
73434	10-08-21	STAPLES	BROTHERS TN-227 BLK INK TONER HP 64A BLACK INK TONERS ADMIN BUILDING OFFICE SUPPLIES	1,496.47		1,496.47
73452	10-14-21	ALL VALLEY CRANE, INC.	PULL AUGER FOR REPAIRS AND REPLACE	1,375.00		1,375.00
73444	10-08-21	WATERLINE TECHNOLOGIES INC.	11 DRUMS REFILLED #5554067	1,287.77		1,287.77
73514	10-22-21	T4 SPATIAL, LLC	NOV.21 CCTV STORAGE	1,250.00		1,250.00
73461	10-14-21	HOME DEPOT CRC PROGRAM	HOME DEPOT CC	1,217.49		1,217.49
73490	10-22-21	COUNTY OF RIVERSIDE	COUNTY PERMIT	1,198.00		1,198.00
73393	10-08-21	DESERT VALLEY DISPOSAL, INC.	SEPT. CORP YARD SEPT. SERVICE CHARGES	1,138.48		1,138.48
73395	10-08-21	DESERT TIRE AND AUTO REPAIR	REPLACEMENT TIRES	1,130.16		1,130.16
73479	10-14-21	USA BLUEBOOK	HORTON PLANT SUPPLIES REPLACEMENT DEEP SOCKETS REPLACEMENT US FLAGS	1,024.96		1,024.96
73462	10-14-21	HUNTER JOHNSEN, INC.	FALL NEWSLETTER	936.40		936.40

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73394	10-08-21	DESERT RECYCLING INC.	PICKUP/REMOVAL OLD CONCRETE/ASPHLAT	917.00		917.00
73381	10-08-21	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES	775.71		775.71
			UNIFORM SERVICES 09.28.21			
73528	10-28-21	DESERT PROMOTIONS	NEW HIRE UNIFORM POLOS	772.13		772.13
73412	10-08-21	JWC ENVIRONMENTAL INC.	SERVICE TECH LABOR - CHANNEL AUGER	750.00		750.00
73377	10-08-21	ACWA	I.SEWELL CONFERENCE REGISTRATION FEE	725.00		725.00
73548	10-28-21	WATERLINE TECHNOLOGIES INC.	6 DRUMS REFILLED	702.42		702.42
73416	10-08-21	LEE & STIRES, INC.	ACCOUNT REFUND GOLDEN EAGLE WAY	686.64		686.64
73445	10-08-21	WESTERN PUMP INC	DIESEL PUMP REPAIRS	676.25		676.25
73536	10-28-21	LUZ M. RAMIREZ	ACCOUNT REFUND AVE MERCED IN FRONT OF 15435	666.93		666.93
73456	10-14-21	CASEY DOLAN	OCT. DIGITAL AD MGMT.	650.00		650.00
73475	10-14-21	TKE ENGINEERING, INC	DESIGN SERVICES FINAL INVOICE	0.00	615.48	615.48
73498	10-22-21	FRONTIER	ADMIN	607.78		607.78
73481	10-22-21	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES	585.20		585.20
73524	10-28-21	BARNARD CONSTRUCTION CO.	ACCOUNT REFUND DIABLO RD	571.26		571.26
73538	10-28-21	MANPOWER US INC.	W.W. STAFFING SERVICES	571.20		571.20
73419	10-08-21	MCMASER-CARR	ALUMINUM SIGNS FOR HORTON PLANT	567.14		567.14
			SS SCREWS LOCK WASHERS HORTON PLANT			
73501	10-22-21	ILLINOIS TOOL WORKS INC.	REPAIRS TO VALVE CONTROLLERS	563.93		563.93
73530	10-28-21	FRANCHISE TAX BOARD	GARNISHMENT PPE 10.15.21	549.91		549.91
73502	10-22-21	INLAND WATER WORKS SUPPLY CO.	CLAMPS	529.81		529.81
73545	10-28-21	SO CAL LAND MAINTENANCE,INC.	REMOVAL OF TRASH AND BRANCHES	500.00		500.00
73471	10-14-21	POWERPLAN OIB	UNIT 385 REPAIRS	499.47		499.47
73497	10-22-21	FARMER BROS CO	ADMIN COFFEE	477.10		477.10
73494	10-22-21	EISENHOWER OCCUPATIONAL HEALTH SERVICES	J.BAVER PRE-EMP./DOT PHYSICALS	440.00		440.00
73522	10-28-21	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES	391.68		391.68
73453	10-14-21	BABCOCK LABORATORIES, INC.	TDS TESTING	389.55		389.55
			TOTAL N TESTING			
73517	10-22-21	UNDERGROUND SERVICE ALERT	OCT. 2021 UNDERGROUND SERVICE ALERT	364.58		364.58
			UNDERGROUND SERVICE ALERT			
73448	10-08-21	XEROX CORPORATION	COPY EXPENSE	343.73		343.73
73389	10-08-21	COVE ELECTRIC, INC.	TROUBLESHOOT CLAR#1 - HORTON	340.00		340.00
73426	10-08-21	PROFORMA	PAYROLL CHECK	324.96		324.96
73525	10-28-21	CLINICAL LABORATORY OF SAN BERNARDINO	BOD5 TESTING	315.00		315.00
73384	10-08-21	ASCE - AMERICAN SOCIETY OF CIVIL ENGINEE RS	ASCE YEARLY MEMBERSHIP	300.00		300.00
73510	10-22-21	PAUL MARCOUX	TOILET REBATE - P.MARCOUX	300.00		300.00
73380	10-08-21	ANSAFONE CONTACT CENTERS	ANSAFONE ANSWERING SERVICE	279.14		279.14
73415	10-08-21	LANDMARK CONSULTANTS, INC.	SOILS SAMPLING FOR HORTON ODOR CONTROL	0.00	259.20	259.20
73504	10-22-21	LANDMARK CONSULTANTS, INC.	SOILS AND COMPACTION	0.00	240.00	240.00
73500	10-22-21	JESUS GONZALEZ	J.GONZALEZ BOOT REIMB.	217.49		217.49
73535	10-28-21	LUIS A RODRIGUEZ	ACCOUNT REFUND 67891 AVA CT	214.76		214.76
73503	10-22-21	JULIO MARTINEZ	J.MARTINEZ BOOT REIMB.	206.61		206.61
73542	10-28-21	ROBERT BLANKENSHIP	ACCOUNT REFUND 13757 VERBENA DR	205.09		205.09
73429	10-08-21	RUSS MARTIN	MILEAGE REIMBURSEMENT RUSS MARTIN	200.48		200.48
73488	10-22-21	COALITION COURT REPORTERS	COURT REPORTING CLASS ACTION	198.00		198.00
73409	10-08-21	JAGDISH SODHI	ACCOUNT REFUND 55420 HAUGEN-LEHMANN WAY	197.76		197.76

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73486	10-22-21	CHRISTOPHER JACOBSON	C.JACONSON BOOT REIMB.	193.92		193.92
73499	10-22-21	GINA M LOPEZ	TOILET REBATE - G.LOPEZ	193.58		193.58
73454	10-14-21	BRINKS INCORPORATED	MONTHLY SERVICES	186.43		186.43
73410	10-08-21	JAMES BARNES	ACCOUNT REFUND 66210 SANTA ROSA RD	182.02		182.02
73428	10-08-21	RIVERSIDE COUNTY CLERK/RECORDER	LIEN RELEASE FEES RIVCO	180.00		180.00
73534	10-28-21	LISA MILLER	ACCOUNT REFUND 9677 TROON CT	171.89		171.89
73468	10-14-21	PALM SPRINGS PEST CONTROL, INC.	PEST CONTROL	155.00		155.00
73442	10-08-21	USA BLUEBOOK	CREDIT FOR REQ#112334	151.66		151.66
			FELXIBLE PACKING HOOKS WTR PRODUCTION			
			HOOK & PICK SET WTR PRODUCTION			
			INJECTION QUILL (ITEM RETURNED)			
73436	10-08-21	STATE WATER RESOURCES CONTROL BOARD	GRADE 4 CERTIFICATE RENEWAL - LEE BOYER	150.00		150.00
73476	10-14-21	TOPS N BARRICADES, INC	JACKETS FOR WASTEWATER	148.29		148.29
73506	10-22-21	MATHESON TRI-GAS, INC	SOFT EAR PLUGS	137.92		137.92
73527	10-28-21	DESERT EMPIRE REALTY	ACCOUNT REFUND 66282 BUENA VISTA AVE	136.49		136.49
73533	10-28-21	LEONARDO VALENGA DE SOUZA	ACCOUNT REFUND 13805 HIDALGO ST	117.53		117.53
73516	10-22-21	TIME WARNER CABLE	CABLE FEE	116.79		116.79
73427	10-08-21	RANDALL DUNCAN	R.DUNCAN MILEAGE REIMB.	116.48		116.48
73449	10-08-21	ZENAIDA JIMENEZ	ACCOUNT REFUND 66258 CAHUILLA AVE	115.55		115.55
73519	10-22-21	VALLEY LOCK & SAFE	ANNEX DOOR REPAIR	115.00		115.00
73464	10-14-21	LOW DESERT ROCK SUPPLY	ROCK FOR LANDSCAPE AFTER LEAK	105.59		105.59
73392	10-08-21	DEBRA THOMPSON	ACCOUNT REFUND 65443 PIERSON BLVD	96.36		96.36
73379	10-08-21	ALMA DELIA URBINA-JURADO	ACCOUNT REFUND 15380 VIA VISTA	87.37		87.37
73383	10-08-21	ARDEN WALLUM	REIMBURSEMENT - BT MOUSE TRAVEL LAPTOP	86.19		86.19
73539	10-28-21	MARY LOU J BUENDIA	ACCOUNT REFUND 64126 SILVER STAR AVE	86.06		86.06
73423	10-08-21	PARKERS BUILDING SUPPLY	ITEMS TO REPAIR CABLE AT AIRPORT PROPERTY	82.91		82.91
			ITEMS TO SECURE CABLE AT AIRPORT PROPERTY			
			MISC. ITEMS TO SEAL LEAK - HORTON			
			REPLACEMENT TORCH			
73397	10-08-21	DONNELLY BOLAND	ACCOUNT REFUND 16820 VIA VISTA	82.00		82.00
73513	10-22-21	SWRCB ACCOUNTING OFFICE	T.MURPHY D2 RENEWAL	80.00		80.00
73431	10-08-21	SIERRA BOYLE	SBOYLE NOTARY BOND REGISTER RIVCO	69.00		69.00
73408	10-08-21	JADEN C. MANANQUIL	ACCOUNT REFUND 68214 VIA DOMINGO	58.03		58.03
73469	10-14-21	PARKERS BUILDING SUPPLY	MISC. PARTS FOR INFLUENT SAMPLE	54.17		54.17
			MISC. PARTS FOR SLUDGE WASTING			
73425	10-08-21	PEGGY REGEHR	ACCOUNT REFUND 12055 HIGHLAND AVE	52.90		52.90
73518	10-22-21	USA-FACT INC	J.BAVER BACKGROUND CHECK	47.99		47.99
73438	10-08-21	THE UPS STORE #5062	M.CHAMPION BUSINESS CARDS	46.32		46.32
73529	10-28-21	ELVIA BARRIOS	ACCOUNT REFUND 15860 VIA QUEDO	44.71		44.71
73418	10-08-21	MARY JO FLINT	ACCOUNT REFUND 65958 CAHUILLA	42.28		42.28
73472	10-14-21	RITA M. HUBER	QTR. 3 PETTY CASH RECONCILIATION	41.35		41.35
73541	10-28-21	PARKERS BUILDING SUPPLY	FIRE FLOW ITEMS	41.15		41.15
			HOSE FITTINGS			
			PVC COUPLING			
73544	10-28-21	SI LIANG	ACCOUNT REFUND 65565 ACOMA AVE #64	37.43		37.43
73531	10-28-21	GEM LEE GUZMAN	ACCOUNT REFUND 66202 4TH ST	35.73		35.73
73387	10-08-21	CAROL A MORIN	C.MORIN REIMB. FOR REFRESHMENTS	34.00		34.00

NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73376	10-08-21	ACWA-JPIA HEALTH BENEFITS AUTH.	NOV.2021 MEDICAL/VISION/EAP	89,986.77		89,986.77
73377	10-08-21	ACWA	I.SEWELL CONFERENCE REGISTRATION FEE	725.00		725.00
73378	10-08-21	ACWA/JOINT POWERS INSURANCE AUTHORITY	ESPOSITO/PATNEAUDE RETITUTION 3Q 2021	1,500.00		1,500.00
73379	10-08-21	ALMA DELIA URBINA-JURADO	ACCOUNT REFUND 15380 VIA VISTA	87.37		87.37
73380	10-08-21	ANSAFONE CONTACT CENTERS	ANSAFONE ANSWERING SERVICE	279.14		279.14
73381	10-08-21	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES	775.71		775.71
			UNIFORM SERVICES 09.28.21			
73382	10-08-21	ARCARO'S AUTO BODY REPAIR, INC.	REPAIRS TO UNIT 382 AFTER ACCIDENT	9,415.03		9,415.03
73383	10-08-21	ARDEN WALLUM	REIMBURSEMENT - BT MOUSE TRAVEL LAPTOP	86.19		86.19
73384	10-08-21	ASCE - AMERICAN SOCIETY OF CIVIL ENGINEE RS	ASCE YEARLY MEMBERSHIP	300.00		300.00
73385	10-08-21	B-81 PAVING INC	PAVING VARIOUS LOCATIONS	12,351.00		12,351.00
73386	10-08-21	BARBARA RUND	ACCOUNT REFUND 9711 TROON	16.19		16.19
73387	10-08-21	CAROL A MORIN	C.MORIN REIMB. FOR REFRESHMENTS	34.00		34.00
73388	10-08-21	CHRIS KELLY	ACCOUNT REFUND 14701 OLD MORONGO RD	16.66		16.66
73389	10-08-21	COVE ELECTRIC, INC.	TROUBLESHOOT CLAR#1 - HORTON	340.00		340.00
73390	10-08-21	DANGELO COMPANY	6"6 HOLE BREAK-OFF CHECK	3,555.75		3,555.75
73391	10-08-21	DARYL JONES	ACCOUNT REFUND 16820 LAKESIDE CT	16.90		16.90
73392	10-08-21	DEBRA THOMPSON	ACCOUNT REFUND 65443 PIERSON BLVD	96.36		96.36
73393	10-08-21	DESERT VALLEY DISPOSAL, INC.	SEPT. CORP YARD	1,138.48		1,138.48
			SEPT. SERVICE CHARGES			
73394	10-08-21	DESERT RECYCLING INC.	PICKUP/REMOVAL OLD CONCRETE/ASPHLAT	917.00		917.00
73395	10-08-21	DESERT TIRE AND AUTO REPAIR	REPLACEMENT TIRES	1,130.16		1,130.16
73396	10-08-21	DIAMOND CONSTRUCTION INC	ACCOUNT REFUND 13259 RAMONA DR	24.75		24.75
73397	10-08-21	DONNELLY BOLAND	ACCOUNT REFUND 16820 VIA VISTA	82.00		82.00
73398	10-08-21	EAGLE AERIAL SOLUTIONS	LAM DATA REVIEW AND ANALYSIS - CONSERV	3,000.00		3,000.00
73399	10-08-21	EMMA MEZA	ACCOUNT REFUND 12891 MIRACLE HILL RD	12.84		12.84
73400	10-08-21	FERGUSON WATERWORKS #1083	13X24 GRAY CI PLYMR RDR LID	1,541.63		1,541.63
73401	10-08-21	GOLDEN BELL PRODUCTS, INC.	BI-ANNUAL MH TREATMENT - PEST CONTROL	43,398.00		43,398.00
73402	10-08-21	GOUGH SYSTEMS	UNIDATA MAINTENANCE	2,225.00	2,225.00	4,450.00
73403	10-08-21	HACH COMPANY	NEW BOD5 SAMPLES	5,803.42		5,803.42
73404	10-08-21	HASSAN ITANI	ACCOUNT REFUND 64490 BRAEBURN	9.32		9.32
73405	10-08-21	IMS CONSULTING AND EXPERT SERVICES,LLC.	EXPERT CONSULTING MASTER METER	2,250.00		2,250.00
73406	10-08-21	INLAND WATER WORKS SUPPLY CO.	1" COPPER TUBING	35,036.58		35,036.58
			1"CTS X 1"MSN A.M. STOP B24258-1 BALL ANG12-425			
			1"FIP X MC BELL VALVE W/LOCKWING			
			12"AC/DI X 1"PT BRZ SADDLE D/S J979			
			3/8"X75' HD PULLING CABLES QTY2			
			6" HYMAX 642-768 FLEX COUPL			
73407	10-08-21	IVAN SEWELL	MILEAGE REIMBURSEMENT IVAN SEWELL	30.80		30.80
73408	10-08-21	JADEN C. MANANQUIL	ACCOUNT REFUND 68214 VIA DOMINGO	58.03		58.03
73409	10-08-21	JAGDISH SODHI	ACCOUNT REFUND 55420 HAUGEN-LEHMANN WAY	197.76		197.76
73410	10-08-21	JAMES BARNES	ACCOUNT REFUND 66210 SANTA ROSA RD	182.02		182.02
73411	10-08-21	JOHN A. MACLEOD	TURF REBATE-MACLEOD	3,000.00		3,000.00
73412	10-08-21	JWC ENVIRONMENTAL INC.	SERVICE TECH LABOR - CHANNEL AUGER	750.00		750.00
73413	10-08-21	KOFF & ASSOCIATES, INC.	MSWD - CLASS COMP	0.00	8,720.00	8,720.00
73414	10-08-21	AAA PROP MGMT	ACCOUNT REFUND 16375 AVE MIROLA	6.44		6.44

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73415	10-08-21	LANDMARK CONSULTANTS, INC.	SOILS SAMPLING FOR HORTON ODOR CONTROL	0.00	259.20	259.20
73416	10-08-21	LEE & STIRES, INC.	ACCOUNT REFUND GOLDEN EAGLE WAY	686.64		686.64
73417	10-08-21	MANPOWER US INC.	ACCOUNTING TEMP.	3,764.05		3,764.05
			GENERAL CLERICAL AND ADMIN SUPPORT			
			OIT STAFFING - JACOB M. 09.19.21			
73418	10-08-21	MARY JO FLINT	ACCOUNT REFUND 65958 CAHUILLA	42.28		42.28
73419	10-08-21	MCMaster-CARR	ALUMINUM SIGNS FOR HORTON PLANT	567.14		567.14
			SS SCREWS LOCK WASHERS HORTON PLANT			
73420	10-08-21	MICHAEL BAKER INTERNATIONAL, INC.	CONSULTANT SERVICES AND GENERAL ENG	0.00	20,064.50	20,064.50
			PROFESSIONAL SERVICES			
73421	10-08-21	NOBEL SYSTEMS INC.	CCTV MODULE - INTEGRATION T4 TO NOBEL	6,800.00	4,500.00	11,300.00
			CONVERSION OF GPS COORDINATES			
73422	10-08-21	OPERATIONAL TECHNICAL SERVICES	TEMPORARY STAFF - DANIEL PADILLA	6,120.00		6,120.00
73423	10-08-21	PARKERS BUILDING SUPPLY	ITEMS TO REPAIR CABLE AT AIRPORT PROPERTY	82.91		82.91
			ITEMS TO SECURE CABLE AT AIRPORT PROPERTY			
			MISC. ITEMS TO SEAL LEAK - HORTON			
			REPLACEMENT TORCH			
73424	10-08-21	PASO ROBLES TANK, INC.	WELL 26 HEADER PIPE PAINTING	9,000.00		9,000.00
73425	10-08-21	PEGGY REGEHR	ACCOUNT REFUND 12055 HIGHLAND AVE	52.90		52.90
73426	10-08-21	PROFORMA	PAYROLL CHECK	324.96		324.96
73427	10-08-21	RANDALL DUNCAN	R.DUNCAN MILEAGE REIMB.	116.48		116.48
73428	10-08-21	RIVERSIDE COUNTY CLERK/RECORDER	LIEN RELEASE FEES RIVCO	180.00		180.00
73429	10-08-21	RUSS MARTIN	MILEAGE REIMBURSEMENT RUSS MARTIN	200.48		200.48
73430	10-08-21	S. DAVID CHRISTENSEN	ACCOUNT REFUND 66880 GRANADA AVE	28.07		28.07
73431	10-08-21	SIERRA BOYLE	SBOYLE NOTARY BOND REGISTER RIVCO	69.00		69.00
73432	10-08-21	SO CAL LAND MAINTENANCE, INC.	LANDSCAPING SERVICES	6,025.00		6,025.00
73433	10-08-21	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	SERVICE/REPAIR TO FLEET	4,231.10		4,231.10
73434	10-08-21	STAPLES	BROTHERS TN-227 BLK INK TONER	1,496.47		1,496.47
			HP 64A BLACK INK TONERS ADMIN BUILDING			
			OFFICE SUPPLIES			
73435	10-08-21	SUNPOWER CORPORATION, SYSTEMS	O&M QUARTERLY REPAIRS	5,002.50		5,002.50
73436	10-08-21	STATE WATER RESOURCES CONTROL BOARD	GRADE 4 CERTIFICATE RENEWAL - LEE BOYER	150.00		150.00
73437	10-08-21	THE REAL ESTATE FIRM	ACCOUNT REFUND 66028 MISSION LAKES	7.83		7.83
73438	10-08-21	THE UPS STORE #5062	M.CHAMPION BUSINESS CARDS	46.32		46.32
73439	10-08-21	THE PC MANAGER LLC	ENGINEERING PCS FOR MIKE LUIZ THERESA	7,649.08		7,649.08
73440	10-08-21	TKE ENGINEERING, INC	AUG.2021 CM & INSPECTION SERVICES	5,325.00	55,515.00	60,840.00
			AUG.2021 DESIGN SERVICES - 69% COMPLETION			
			AUG.2021 PHASE III PROJ. MGMT.			
			CONSULTANT SERVICES			
			DESIGN PP #5			
			DESIGN PP #6 - 75% COMPLETE			
			DESIGN PP #7 - 68% COMPLETE			
			JULY 2021 CM & INSPECTION			
73441	10-08-21	TOM DODSON & ASSOCIATES	RECORDING OF FINAL NOD	0.00	3,071.00	3,071.00
73442	10-08-21	USA BLUEBOOK	CREDIT FOR REQ#112334	151.66		151.66
			FELXIBLE PACKING HOOKS WTR PRODUCTION			
			HOOK & PICK SET WTR PRODUCTION			

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			INJECTION QUILL (ITEM RETURNED)			
73443	10-08-21	VERIZON WIRELESS	VERIZON BILL	4,127.85		4,127.85
73444	10-08-21	WATERLINE TECHNOLOGIES INC.	11 DRUMS REFILLED #5554067	1,287.77		1,287.77
73445	10-08-21	WESTERN PUMP INC	DIESEL PUMP REPAIRS	676.25		676.25
73446	10-08-21	WEST COAST SAND AND GRAVEL INC.	RESTOCK BASE FOR CORP YARD	1,856.28		1,856.28
73447	10-08-21	WHITE CAP CONSTRUCTION SUPPLY	REPLACEMENT COMPACTOR PLATE C&M XL SPIGOTS FOR IGLOO COOLERS	2,260.02		2,260.02
73448	10-08-21	XEROX CORPORATION	COPY EXPENSE	343.73		343.73
73449	10-08-21	ZENAIDA JIMENEZ	ACCOUNT REFUND 66258 CAHUILLA AVE	115.55		115.55
73450	10-14-21	ACWA	2022 YEARLY ACWA DUES	23,705.00		23,705.00
73451	10-14-21	ACWA/JOINT POWERS INSURANCE AUTHORITY	PREPAID INS. OCT. 2021/2022	113,097.00		113,097.00
73452	10-14-21	ALL VALLEY CRANE, INC.	PULL AUGER FOR REPAIRS AND REPLACE	1,375.00		1,375.00
73453	10-14-21	BABCOCK LABORATORIES, INC.	TDS TESTING	389.55		389.55
			TOTAL N TESTING			
73454	10-14-21	BRINKS INCORPORATED	MONTHLY SERVICES	186.43		186.43
73455	10-14-21	CARPI & CLAY, INC	SEPT. FEDERAL ADVOCACY	4,000.00		4,000.00
73456	10-14-21	CASEY DOLAN	OCT. DIGITAL AD MGMT.	650.00		650.00
73457	10-14-21	CV STRATEGIES	SEPT. SOCIAL MEDIA	7,701.25		7,701.25
			SEPT. VIDEO OUTREACH			
			VARIOUS PROJECTS			
73458	10-14-21	ENTERPRISE FM TRUST	MONTHLY LEASE PAYMENT	9,968.43		9,968.43
73459	10-14-21	HEITEC	PROPERTY LINE STAKING - AIRPORT WELL	0.00	4,080.00	4,080.00
73460	10-14-21	HI-DESERT AIR INC.	AEROCOOL COOLER MOTOR KIT	2,083.31		2,083.31
			AEROCOOL TROPHY PADS			
			FREON/MINI-SPLIT LOW ON CHARGE			
			RESET BREAKER			
			SERVICE CALL			
			SERVICE COOLER			
73461	10-14-21	HOME DEPOT CRC PROGRAM	HOME DEPOT CC	1,217.49		1,217.49
73462	10-14-21	HUNTER JOHNSEN, INC.	FALL NEWSLETTER	936.40		936.40
73463	10-14-21	INFOSEND INC	MONTHLY SERVICE CHARGE	3,367.35		3,367.35
			MONTHLY SERVICES			
73464	10-14-21	LOW DESERT ROCK SUPPLY	ROCK FOR LANDSCAPE AFTER LEAK	105.59		105.59
73465	10-14-21	MANPOWER US INC.	ACCOUNTING TEMP.	8,045.18		8,045.18
			STAFFING SERVICES			
			WEBSITE COM.			
			WW TEMP STAFFING			
73466	10-14-21	MUROW DEVELOPMENT CONSULTANTS	CONSULTANT SERVICES	2,900.00	9,212.50	12,112.50
			WELL 24 ELECTRICAL PANEL UPGRADE			
73467	10-14-21	OPERATIONAL TECHNICAL SERVICES	WW TEMP STAFFING	3,400.00		3,400.00
73468	10-14-21	PALM SPRINGS PEST CONTROL, INC.	PEST CONTROL	155.00		155.00
73469	10-14-21	PARKERS BUILDING SUPPLY	MISC. PARTS FOR INFLUENT SAMPLE	54.17		54.17
			MISC. PARTS FOR SLUDGE WASTING			
73470	10-14-21	PHILLIPS, FRACTOR & COMPANY, LLC	EXPERT CONSULTING	5,606.25		5,606.25
73471	10-14-21	POWERPLAN OIB	UNIT 385 REPAIRS	499.47		499.47
73472	10-14-21	RITA M. HUBER	QTR. 3 PETTY CASH RECONCILIATION	41.35		41.35
73473	10-14-21	ROCKWELL ENGINEERING AND EQUIPMENT COMPA	NEW INFLUENT PUMPS AND GUIDE RAILS - HORTON PLANT	0.00	143,281.80	143,281.80

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		NY				
73474	10-14-21	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SERVICES CENTER	0.00	7,254.00	7,254.00
73475	10-14-21	TKE ENGINEERING, INC	DESIGN SERVICES FINAL INVOICE	0.00	615.48	615.48
73476	10-14-21	TOPS N BARRICADES, INC	JACKETS FOR WASTEWATER	148.29		148.29
73477	10-14-21	TULE RANCH/MAGAN FARMS	SEPT.2021 SLUDGE HAULING	21,011.47		21,011.47
73478	10-14-21	UMETECH, INC.	SEPT. 2021 UMETECH SERVICES	12,921.00		12,921.00
73479	10-14-21	USA BLUEBOOK	HORTON PLANT SUPPLIES	1,024.96		1,024.96
			REPLACEMENT DEEP SOCKETS			
			REPLACEMENT US FLAGS			
73480	10-22-21	ACWA/JOINT POWERS INSUR AUTH	WORKERS COMP QTR.1	16,329.36		16,329.36
73481	10-22-21	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES	585.20		585.20
73482	10-22-21	B-81 PAVING INC	EMERGENCY PAVING AFTER LEAK	25,101.00		25,101.00
			PAVING IN VARIOUS LOCATIONS			
			PAVING REPAIRS AFTER M.L. LEAK			
73483	10-22-21	BECK OIL, INC.	DIESEL FUEL	9,032.09		9,032.09
			UNLEADED GASOLINE			
73484	10-22-21	CARL OTTESON'S CERTIFIED BACKFLOW	SEPT. BACKFLOW TEST	1,800.00		1,800.00
73485	10-22-21	CASAMAR GROUP, LLC	CONSULTANT SERVICES & GEN. ENG,	0.00	2,605.27	2,605.27
73486	10-22-21	CHRISTOPHER JACOBSON	C.JACONSON BOOT REIMB.	193.92		193.92
73487	10-22-21	CITY OF DESERT HOT SPRINGS	UU TAX - AUG. 2021	43,534.58		43,534.58
73488	10-22-21	COALITION COURT REPORTERS	COURT REPORTING CLASS ACTION	198.00		198.00
73489	10-22-21	COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL CONSULTANT MASTER METER	7,968.00		7,968.00
73490	10-22-21	COUNTY OF RIVERSIDE	COUNTY PERMIT	1,198.00		1,198.00
73491	10-22-21	CYPRESS DENTAL ADMINISTRATORS	NOV.2021-DENTAL	4,644.34		4,644.34
73492	10-22-21	DESERT TIRE AND AUTO REPAIR	UNIT 380 TIRE REPLACEMENT	1,766.10		1,766.10
			UNIT 392 TIRE REPLACEMENT			
73493	10-22-21	DOWNING CONSTRUCTION, INC.	RETENTION PYMT. INDIAN CYN DR SEWER	23,325.63		23,325.63
73494	10-22-21	EISENHOWER OCCUPATIONAL HEALTH SERVICES	J.BAVER PRE-EMP./DOT PHYSICALS	440.00		440.00
73495	10-22-21	ENVIROGEN TECHNOLOGIES INC	WELL26A URANIUM TREATMENT	3,938.37		3,938.37
73496	10-22-21	EXECUTIVE FACILITIES SERVICES, INC.	OCT.2021 DISINFECTION SERVICES	3,464.58		3,464.58
			OCT.2021 JANITORIAL SERVICES			
73497	10-22-21	FARMER BROS CO	ADMIN COFFEE	477.10		477.10
73498	10-22-21	FRONTIER	ADMIN	607.78		607.78
73499	10-22-21	GINA M LOPEZ	TOILET REBATE - G.LOPEZ	193.58		193.58
73500	10-22-21	JESUS GONZALEZ	J.GONZALEZ BOOT REIMB.	217.49		217.49
73501	10-22-21	ILLINOIS TOOL WORKS INC.	REPAIRS TO VALVE CONTROLLERS	563.93		563.93
73502	10-22-21	INLAND WATER WORKS SUPPLY CO.	CLAMPS	529.81		529.81
73503	10-22-21	JULIO MARTINEZ	J.MARTINEZ BOOT REIMB.	206.61		206.61
73504	10-22-21	LANDMARK CONSULTANTS, INC.	SOILS AND COMPACTION	0.00	240.00	240.00
73505	10-22-21	MANPOWER US INC.	ACCOUNTING TEMP	4,419.06		4,419.06
			CONVERSION FEES			
			STAFFING SERVICES			
73506	10-22-21	MATHESON TRI-GAS, INC	SOFT EAR PLUGS	137.92		137.92
73507	10-22-21	MUNICODE	MEETINGS SUBSCRIPTIONS RENEWAL	0.00	3,400.00	3,400.00
73508	10-22-21	ON POWER INDUSTRIES, LLC	HORTON PUMP #4 TROUBLESHOOT AND REPAIR	1,825.00		1,825.00
73509	10-22-21	PARKERS BUILDING SUPPLY	FIRE FLOW ITEMS	8.03		8.03
73510	10-22-21	PAUL MARCOUX	TOILET REBATE - P.MARCOUX	300.00		300.00

NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73511	10-22-21	RAY LOPEZ ASSOCIATES	LANDSCAPE INSPECTIONS	2,940.00		2,940.00
73512	10-22-21	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL-ADMIN. CORPYARD	169,522.61		169,522.61
			ELECTRIC BILL-DESERT VIEW/OLD NORTHRIDGE			
			ELECTRIC BILL-HORTON/DC PLANT/DILLON LIFT STATION			
			ELECTRIC BILL-WELL 25A/WELL 26/WOODRIDGE			
			ELECTRIC BILL-WELL 30			
			ELECTRIC BILL-WELL 33/LITTLE MORONGO			
			ELECTRIC BILL-WELL 33/WELL 27			
73513	10-22-21	SWRCB ACCOUNTING OFFICE	T.MURPHY D2 RENEWAL	80.00		80.00
73514	10-22-21	T4 SPATIAL, LLC	NOV.21 CCTV STORAGE	1,250.00		1,250.00
73515	10-22-21	THE LINCOLN NATL. LIFE INS. CO.	NOV.21 LIFE INS./LTD	3,059.21		3,059.21
73516	10-22-21	TIME WARNER CABLE	CABLE FEE	116.79		116.79
73517	10-22-21	UNDERGROUND SERVICE ALERT	OCT. 2021 UNDERGROUND SERVICE ALERT	364.58		364.58
			UNDERGROUND SERVICE ALERT			
73518	10-22-21	USA-FACT INC	J.BAVER BACKGROUND CHECK	47.99		47.99
73519	10-22-21	VALLEY LOCK & SAFE	ANNEX DOOR REPAIR	115.00		115.00
73520	10-22-21	WALLACE & ASSOCIATES CONSULTING, INC.	AUG.2021 CM & INSPECTION SERVICES	0.00	26,835.00	26,835.00
73521	10-22-21	WATERLINE TECHNOLOGIES INC.	10 DRUMS REFILLED	1,873.12		1,873.12
			6 DRUMS REFILLED			
73522	10-28-21	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES	391.68		391.68
73523	10-28-21	ASHLEE WRIGHT	ACCOUNT REFUND 68275 CALLE LAS TIENDAS	27.64		27.64
73524	10-28-21	BARNARD CONSTRUCTION CO.	ACCOUNT REFUND DIABLO RD	571.26		571.26
73525	10-28-21	CLINICAL LABORATORY OF SAN BERNARDINO	BOD5 TESTING	315.00		315.00
73526	10-28-21	CSDA		8,195.00		8,195.00
73527	10-28-21	DESERT EMPIRE REALTY	ACCOUNT REFUND 66282 BUENA VISTA AVE	136.49		136.49
73528	10-28-21	DESERT PROMOTIONS	NEW HIRE UNIFORM POLOS	772.13		772.13
73529	10-28-21	ELVIA BARRIOS	ACCOUNT REFUND 15860 VIA QUEDO	44.71		44.71
73530	10-28-21	FRANCHISE TAX BOARD	GARNISHMENT PPE 10.15.21	549.91		549.91
73531	10-28-21	GEM LEE GUZMAN	ACCOUNT REFUND 66202 4TH ST	35.73		35.73
73532	10-28-21	INFOSEND INC	MONTHLY BILLING SERVICE	3,681.34		3,681.34
73533	10-28-21	LEONARDO VALENGA DE SOUZA	ACCOUNT REFUND 13805 HIDALGO ST	117.53		117.53
73534	10-28-21	LISA MILLER	ACCOUNT REFUND 9677 TROON CT	171.89		171.89
73535	10-28-21	LUIS A RODRIGUEZ	ACCOUNT REFUND 67891 AVA CT	214.76		214.76
73536	10-28-21	LUZ M. RAMIREZ	ACCOUNT REFUND AVE MERCED IN FRONT OF 15435	666.93		666.93
73537	10-28-21	MA DELOURDES TORRES	ACCOUNT REFUND 66022 CAHUILLA AVE	30.36		30.36
73538	10-28-21	MANPOWER US INC.	W.W. STAFFING SERVICES	571.20		571.20
73539	10-28-21	MARY LOU J BUENDIA	ACCOUNT REFUND 64126 SILVER STAR AVE	86.06		86.06
73540	10-28-21	OMAR DURON	ACCOUNT REFUND 8632 GREAT SMOKEY AVE	13.77		13.77
73541	10-28-21	PARKERS BUILDING SUPPLY	FIRE FLOW ITEMS	41.15		41.15
			HOSE FITTINGS			
			PVC COUPLING			
73542	10-28-21	ROBERT BLANKENSHIP	ACCOUNT REFUND 13757 VERBENA DR	205.09		205.09
73543	10-28-21	ROBERT MOORE	ACCOUNT REFUND 66434 6TH ST	2,737.64		2,737.64
73544	10-28-21	SI LIANG	ACCOUNT REFUND 65565 ACOMA AVE #64	37.43		37.43
73545	10-28-21	SO CAL LAND MAINTENANCE,INC.	REMOVAL OF TRASH AND BRANCHES	500.00		500.00
73546	10-28-21	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL - ADMIN/CORP/ANNEX	4,739.80		4,739.80
73547	10-28-21	TKE ENGINEERING, INC	CM SERVICES - FINALIZING PROJECT	5,002.50	6,590.00	11,592.50

AGENDA REPORT

Item 20.

REGULAR BOARD MEETINGS NOVEMBER 10 & 15, 2021 UPCOMING EVENTS REQUIRING BOARD APPROVAL AND DIRECTOR REPORTS

UPCOMING EVENTS OF INTEREST

In accordance with Resolution 2009-2, attendance by a Director at any event not listed on the Board Affiliations List as adopted, may be approved by the Board of Directors as District service, and compensated accordingly.

Date	Event	Confirmed Attendees

OTHER MEETINGS ATTENDED (no daily stipend was claimed)

Date	Event	Attendees
10/14/2021	CV CONSERVATION COMMITTEE MEETING	MARTIN, WRIGHT
10/21/2021	DVBA OCTOBERFEST NETWORKING NIGHT	MARTIN

DIRECTOR REPORTS

(Per GC 53232.3(d) brief reports on meetings attended for which a daily stipend was claimed)

Date	Event	Attendees
10/2/2021	RIVCO BOARD OF SUPERVISORS MEETING	MARTIN
10/7/2021	DVBA LEGISLATIVE FORUM	MARTIN
10/8/2021	STATE OF THE DISTRICT – PSUSD	SEWELL, WRIGHT
10/12/2021	CVWD BOARD MEETING	DUNCAN
10/19/2021	DWA BOARD MEETING	DUNCAN
10/19/2021	DHS CITY COUNCIL MEETING	MARTIN
10/21/2021	DHS STATE OF THE CITY	MARTIN, SEWELL
10/22/2021	GROUNDWATER COMMITTEE MEETING W/DHS LIBRARY DIRECTOR	SEWELL, WRIGHT
10/26/2021	CVWD BOARD MEETING	DUNCAN



General Manager's Report November 2021



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APPENDIX D – Public Affairs Information

ADMINISTRATION

Accounting Department

The Accounting Department continues to work with its vendors to complete the yearly and necessary tasks to meet State and Federal reporting requirements and the strategic goals established by the Mission Springs Water District Board of Directors (Board). Below are project highlights and summaries for the previous month:

Current Work Priorities

Finance retained one temporary employee to help with the transition through the current reorganization.

Staff continued to help the front office with customer support as follows:

- Demand notices for assessment districts and financial assistance loans.
- Sewer account corrections for accounts that were not sent to the county for collection in prior years or those that have been connected for a while and just informing the District.

Finance continues to work with Engineering and Construction and Maintenance on reimbursable jobs. Several were requested by Engineering for new construction on District boundaries. Several were also requested by Construction and Maintenance for damaged property caused by others (i.e. broken meter, broken angle stop, etc.). Additionally, several new financial assistance loans were processed.

Finance continues to work with the new managers to ensure they get what they need to work through the finance system.

The Finance Department continues to work with Laserfiche, Gough Systems, and Strategy 7 to update and improve the finance software. Several issues need to be corrected with the current system to avoid errors and report issues.

Finance and Purchasing are making the Engineering move to the Annex a priority. Office desks were ordered to begin the move and free up office space at the main building.

Finance continues to work with TKE Engineering and financing agencies to secure funding for the new Regional Water Reclamation Facility and emergency response center.

Finance continues to work with customer service, engineering, and administration on the lawsuits involving MSWD.

Audit

Finance continues the electronic preparation of audit workpapers for the fiscal year ending June 30, 2021.

Budget

Budget transfers in October amounted to \$3,400.00

The budget for the Regional Water Reclamation Facility was augmented after the Board approved an additional \$23,000,000.

Payroll

The following procedures were completed in the current month:

- Accounting Tech completed the quarterly state tax return and was submitted online with no issues.
- Accounting Tech completed the quarterly federal tax return and was sent via registered mail with no issues.
- Accounting Tech completed and submitted the quarterly worker's compensation report to JPIA and paid the current charges of \$16,329.36 showing a reduction in the cost of approximately \$15,000 from the previous quarter due to a decrease in the modification factor.

Cash

The District submitted several grant invoices for over \$700,000 through September 30, 2021.

The District was reimbursed \$398,922 in October by Southern California Edison for various account refunds encompassing several years.

The District sold five obsolete vehicles in September for \$72,000.

An attempted forged check was intercepted and denied by Wells Fargo Bank on behalf of the District in the amount of \$20,000.

Total cash receipts for the month October amounted to \$1,820,699. Receipts consisted primarily of customer bill payments.

Receipt of \$333,077.24 was received by Riverside County in normal collections through the property tax system.

Cash Disbursements for the month of October amounted to \$1,138,007.09, with the largest payments going to:

- Payroll - \$371,770.58
- Rockwell Engineering and Equipment Company - \$143,281.80
- ACWA/Joint Powers Insurance Authority - \$113,097.00
- Southern California Edison - \$169,522.61

Revenues and Expenses

Total operating income and expenses through September 30 amounted to:

- Operating revenue \$6,964,927
- Operating expense \$4,783,541
- Non-operating income \$717,095
- Non-operating expense \$340,547
- Net Income \$2,557,934

Other Items

Annual filings of California State Franchise Tax Form 199N and CalPERS State Social Security Administration Information were timely filed.

Updated the requisition program for the current reorganization, moving customer service back to Finance and Operations under the AGM to approve invoiced and credit card expenses.

Finance and Accounting Staff attended the Annual CalPERS Conference virtually over two days in October.

The Director of Finance and Accounting submitted customer details to the California Water Board related to the California Water and Wastewater Arrearage Payment Program requesting relief for past due customers.

Accounting Technician continued the cleanup of all vendors contact information and requested current updated data for accurate record keeping.

Finance continues to identify and close completed jobs monthly. Reimbursable jobs are invoiced as completed paperwork details are submitted.

Finance and accounting enjoyed participating in:

- The October 5th all hands meeting for water professional's week.
- 1st annual BBQ championship (great morale booster!!)

Finance and accounting gladly reviewed the updated hazard mitigation plan that will allow the District to pursue larger grants offered by the FEMA and other federal agencies.

Customer Service Department

Continued overview of Lobby closure and COVID-19 response

With the customer lobby access still closed to the public, MSWD Customer Service Representatives continue to assist our customers with minimal disruption. We feel comfortable remaining closed if needed due to COVID-19, customers have adapted, and Staff are assisting in creative ways, if needed, if the customer does not have internet access. Appointments are available to customers that can't meet their needs online or over the phone.

- All Customer Service staff is working in office with distancing.
- All Field Service Technicians are working to serve customers in individual trucks.
- Applications available on MSWD.org
- Mailing paper applications to customers that are unable or uncomfortable with online processes.

Ways to pay bills during lobby closure

- Customer can drop payments (check or money order) in the drop box
- Customers can pay at 7-11 in Desert Hot Springs, or Walmart, and must have their bills present
- Payment Portal on MSWD.org
- Customers can call in and pay through the IVR system, or with Customer Service Representative assistance
- Paypal option through Paymentus

Disconnections due to Non-Payment

On April 2, 2020, Governor Newsom issued Executive Order N-42-20 prohibiting shut offs of water service to residences and critical infrastructure sector small businesses. As such, MSWD has been working with and tracking those customers who have been the most impacted by the COVID-19 pandemic. Beginning in March, MSWD Customer Service staff began contacting those customers with high, unpaid balances to inform them of programs and options which are available. The programs and options include waiving of late fees, 12-month payment plans, utilization of the CARE program or Help2others for bill assistance, and high consumption adjustments due to leaks.

On June 11, 2021, Governor Newsom issued Executive Order N-08-21 which states that Executive Order N-42-20 shall remain in place and shall have full force and effect through

September 30, 2021, upon which time it will expire. Staff will continue to contact and work with customers to bring their accounts into good standing to avoid disconnections by setting payment plans, and utilizing the CARE program, United lift, or Help2others for bill assistance prior to starting disconnections potentially January 2022.

Customer Bill Assistance Programs

The United Way Customer Bill Assistance Program continues to be utilized by those customers who have been impacted the most by the COVID-19 pandemic, assisting 56 customers the first quarter of this fiscal year (July 1 – September 30, 2021).

United Lift has assisted customers by paying \$9,975.55 on customer accounts the first quarter of this fiscal year.

Riverside County's CARE Program has not been utilized by any customers since July 1, 2021.

As a result of these programs, customer assistance has totaled \$15,578 since July 1, 2021.

Customer Portal Update

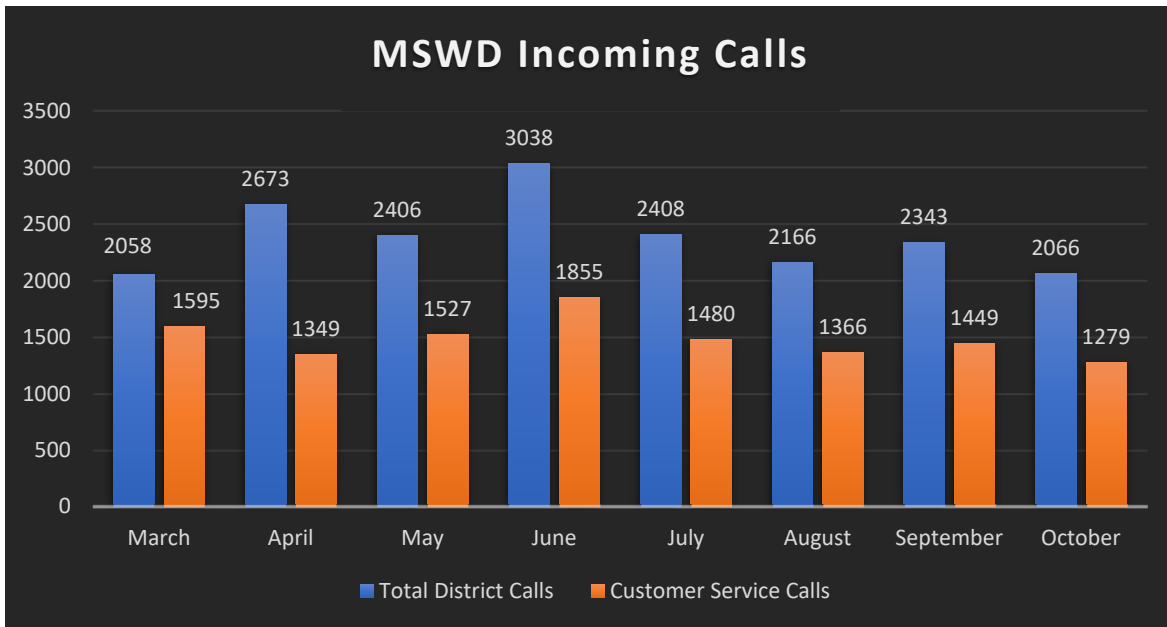
Vertex One/WaterSmart integration continues and is on track for a December 2021 launch. At this point, the integration team is working on quality control by communicating with other vendors for API connection files. Once PayNearMe is integrated in the next 60-90 days, the portal will launch to the public.

Staff is being proactive prior to the portal launch by tracking customers with high use alerts in Neptune 360. In the last two months, Staff has been able to help 83 customers identify and stop leaks.

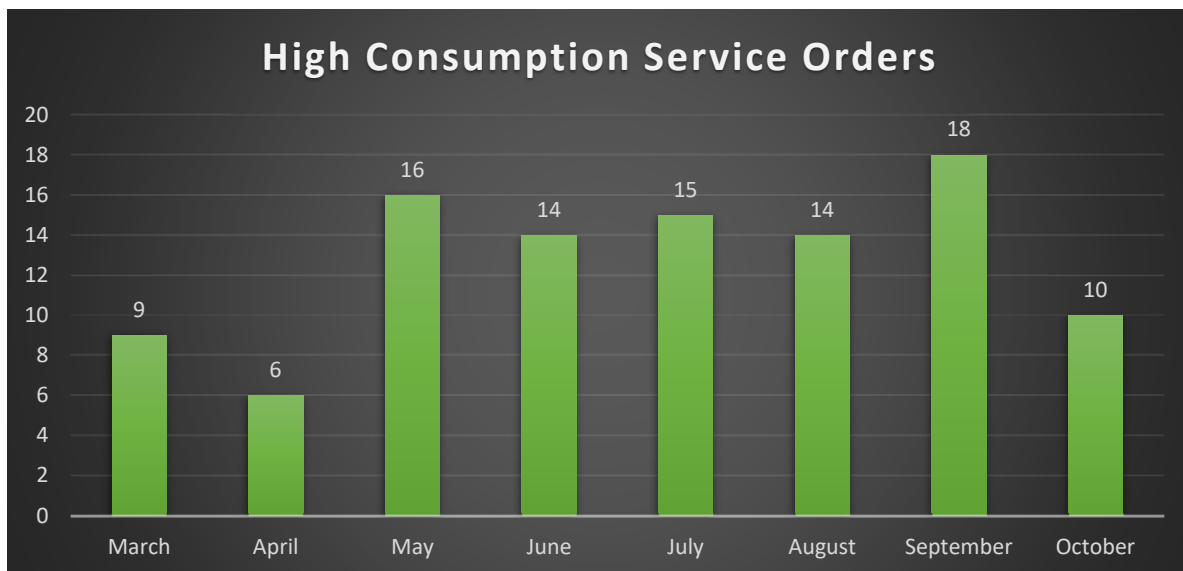


Calls into the Customer Service Department

Customer service calls are decreasing and are much lower than the monthly highs in July and August 2020. Most calls are related to demand/lien requests and new property start/stop service. The chart below represents MSWD incoming calls and those received by the Customer Service staff.



Similarly, high consumption service calls are decreasing from the highs at the end of 2020. These service calls typically include reviewing the customers consumption history, usage alerts, and/or limited site investigations.



Purchasing Department

The Purchasing Department Staff continues to provide sanitization supplies to ensure wipes, hand sanitizer, and disinfectants are available to all District buildings, and vehicles for the safety of the Staff.

Price increases and supply chain issues have begun to surface within our industry. Specifically, PVC pipe and fittings, ductile iron pipe and fittings, restraints, hydrants, and valves, as well as many other products, are experiencing significant shortages that could lead to extended lead times. Along with these supply chain problems, pricing continues to escalate. These problems exist with both domestic and import materials. Staff will continue to monitor the situation and perform due diligence in getting all the material that is needed to maintain the water systems.

Staff is continuing with the Supply Chain Fundamentals course through California State University Dominguez Hills.

Staff is working with Brian Macy regarding furnishing the Annex Building. All items have been ordered and will be installed on November 3rd. The items include new desks and partitions for seven workstations for the Engineering Department.



ENGINEERING AND OPERATIONS

Engineering Department

Below is a list of Capital Projects and status updates.

Well 42 Project

Construction is still on-hold due to revisions to the well pumping and electrical equipment. The contractor, Layne Christensen Company, has been unable to provide submittals for these two key pieces of equipment to MSWD for approval. Of note, the contractor is being delayed by the manufacturers who prepare the equipment submittals.

Construction will likely be on-hold for several more weeks while the equipment submittals are processed and the equipment is ordered, fabricated, and delivered to the site for construction and installation.



Desert Willows Community Water Line Replacement

The contractor, Van Dyke Corporation, has completed construction and Staff is working toward project closeout. The Notice of Completion will be presented for acceptance at the December Board of Directors meeting.

AD-18 – GQPP Sewer Project Areas “H” & “I”

Staff and consultant, TKE Engineering, continued coordination with one property owner regarding a required pipeline/utility easement. MSWD provided the proposed sewer easement to the property owner for approval. Staff expects approval of the revised alignment in the coming weeks and proceeding with appraisal, formal easement documents, and acquisition. Staff placed the final design on hold until the easement is finalized as it will impact the final design.

Water System and Wastewater System Comprehensive Master Plan Update

The consultant, Michael Baker International, continued preparing the updated model for the water and sewer system. Staff met with the consultant to conduct field calibration testing on the water system. The field information will be used to calibrate the model.

Horton Odor Control Project

Staff in conjunction with construction manager consultant, Michael Baker International, are reviewing the latest material submittals and analyzing the timing in the procurement process, aiming on decision about the construction contract extension.

On-Call General Engineering Services RFP

Staff continues to use the on-call inspections and plan check contracts. Murow Development Consultants and Heitec are executing construction inspection and plan check services.

Backup Generators for Well Sites 27-32 and 37 Projects

Staff still is reviewing the most beneficial locations for fixed and portable generator locations prior to advertising for project bids.

Horton Effluent Filtration System

Staff has completed plan check of the 90% design and returned comments to the design consultant, TKE Engineering. The design consultant is working on the 100% design submittal.

Horton Chopper Pumps Project

The bid opening was completed on October 21 at 2:00 PM. Only one bid was received for the project. Staff is currently reviewing the bid proposal.

Well 22 Rehabilitation

The consultant, TKE Engineering, is preparing the 90% design, specifications, and engineers estimate. Staff expects the 90% design to be submitted in early November for plan check.

AD-18 GQPP Sewer Project Area "D3-1"

Due to current construction costs, the project is on-hold, with the intent to repurpose the grant funding to the GQPP Area M2 project in the coming months.

Regional Water Reclamation Facility

Note, this item has moved from this report to the Board Packet as a monthly update.

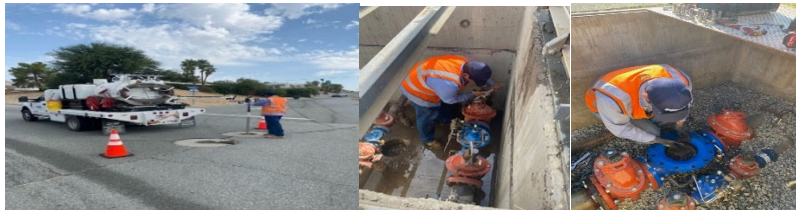
Operations & Maintenance

Construction & Maintenance

Construction & Maintenance Staff (C&M) completed approximately 319 water line location requests in October. Staff continues to use iPads with the GeoViewer Mobile app to streamline and manage line locations. C&M also replaced 10 water services, repaired 19 service line leaks, and 7 main line leaks in October. Approximately 177,170 gallons of water loss was recorded due to water leaks in October.

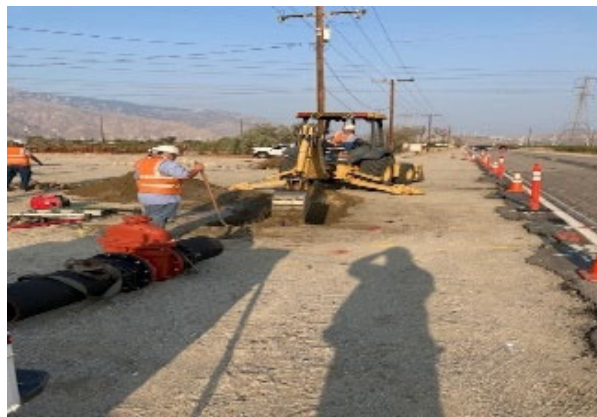


Staff continues to implement the maintenance programs, which consist of ground valves, blow-offs, Cla-Val automatic control valves, and fire hydrants. There were 133 ground valves exercised, 42 fire hydrants flushed, and 16 Cla-Val valves inspected in October.



A total of 37 work orders were processed in October using the CMMS module.

Staff installed 30 new water services this month.



Staff conducted various fire flow tests throughout the District as part of the Water Master Plan Update project.



Staff has been making necessary adjustments in dealing with the current COVID-19 pandemic. Staff continues to keep good constant communication within the department, with other departments, and managers at the District.

Fleet and Facility Maintenance

All District buildings continue to be cleaned and disinfected weekly, Tuesday through Friday, by our janitorial company. Disinfection is completed four times a week and janitorial services are completed twice a week.

Building maintenance continues at District facilities. Operations staff along with IT determined existing cabling that is strung between the Administration Building and the Engineering Modular/Garage were no longer in operation and have begun sagging due to lack of support. Staff worked together and removed cables that are not needed and secured the remaining cables. Staff helped running wires and mounting of exterior cameras at the Administration Building.

Standby Generator Monthly Maintenance continues at the District. Staff found no issues during the monthly testing of standby generators. This testing ensures the generators are ready when needed.

The District continues to utilize Southern California Fleet Services for maintenance and repairs of District vehicles and equipment. Below is a listing of services provided in October;

- Units 289, 410, and 421 received routine maintenance
- AC on the Case skip loader was repaired
- Battery was replaced in Unit 362
- Hydraulic leak was repaired on Unit 117

Collections

No Sanitary Sewer Overflows occurred in the collection system. No problems occurred at the Dos Palmas Lift Station. The operators continued to visit the site each day to check proper pump operation, ensure the SCADA system is working properly, and check site security.

The collections staff completed 315 USA line location tickets.

Approximately 9.98 miles of sewer mainline was cleaned in the Dos Palmas service area. This included 220 segments of 8” VCP sewer pipe. The community of Eagle Point, Pierson Blvd., the 8th Street easement from Little Morongo to Cholla, and West Drive were cleaned, as the collection crew worked towards the northeast portion of the sewer system.



Staff continues to help at the WWTP as needed.

Wastewater

Staff spent a combined 657-man hours performing routine plant maintenance, equipment maintenance, and plant operations at the Horton and Desert Crest plants. Also, during this timeframe staff spent 234-man hours operating the sludge belt filter press, including filling and removing 15 trailers of sludge from the Horton and Desert Crest Plants.

The following table shows the average daily flow and peak daily flow for the Horton and Desert Crest Plants.

WASTEWATER FLOW MGD				
2021/22	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	1.987088	2.104457	0.042128	0.058130
Aug.	2.059728	2.224424	0.052436	0.064940
Sep.	2.061448	2.234327	0.049729	0.066370
Oct.	2.081568	2.223453	0.046706	0.051660
Nov.				
Dec.				
Jan.				
Feb.				
Mar.				
Apr.				
May				
June				

Additional wastewater flow information is provided in Appendix C.

Staff collected 31 samples and spent 51-man hours performing laboratory duties and analysis for process control and regulatory reporting purposes. Both plants are producing an effluent that meets the District's discharge requirement.

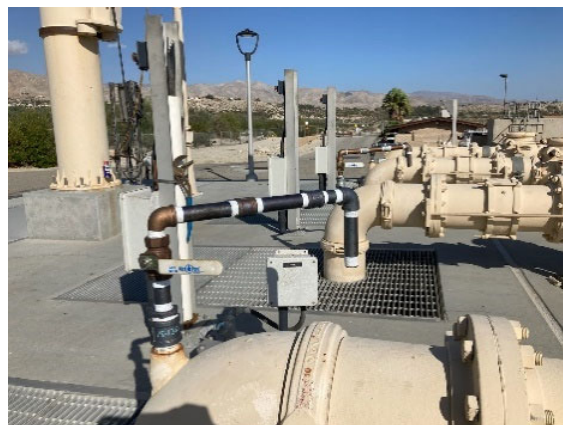
There were two customer calls during normal work hours and four after-hour calls. All the after-hour calls were related to power outages.

Staff continues to pull the influent pumps a minimum of four times throughout the week, or as needed, including weekends due to ragging of "flushable wipes". Pumping GPM and Hz on the pumps are monitored daily to help determine how frequent the pumps need to be pulled.

Ponds 4, 5, 6, 7, and 8 were all cleaned this month. Pond 4 was cleaned twice.

Several of the systems that received maintenance or replacement during the month were:

- Staff changed out two valves for the wasting and return lines. Both of these valves are used daily, and Staff has been forced to use cheaper pipes to open or close them due to wear and tear. Staff replaced the return valve for Clarifier 3 and the wasting valve for Clarifiers 1 and 2.
- Staff changed out the sampling taps on the influent pumps to make it easier to collect samples.



- Staff has started a “Wastewater Training” program within the department. These training sessions are intended to get all of the operators on the same page, so that Staff is operating equipment more proficiently and have more accurate data from sampling. This month’s training included:



- D.O.s and clarities
 - Polymer flushing/polymer house changeout
 - Belt press minimum start up expectations
 - Draining Clarifier 1 and 2 in case of emergency or mechanical failure
- Staff had a job walk for the Chopper Pump project. Staff is evaluating the bids received and the next steps are forthcoming.

Through continued development in the Desert Hot Springs area, and at the request of new consumers, sanitary services are always being added to the collection system. Below is a summary of new sanitary service connections by month.

New Sanitary Service Connections to Collection System

	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
July	18	8	7	9	51	2
Aug.	20	4	1	8	53	2
Sep.	20	5	2	12	8	11
Oct.	36	9	4	8	12	4
Nov.		50	10	9	7	7
Dec.		9	3	3	64	1
Jan.		21	7	1	16	8
Feb.		23	5	1	42	0
Mar.		48	1	0	23	5
Apr.		18	3	3	15	30
May		17	11	3	20	45
June		21	7	3	6	70
Annual Total	94	233	61	60	317	185

Additional sanitary service connection information is provided in Appendix C.

Water Production

Staff collected 56 routine samples, seven general physical samples, and uranium samples at Well 26A for analysis in October. Staff works closely with the lab when changing sampling dates or taking grab Bac-T samples for any mainline shutdowns. The MSWD Monthly Coliform Monitoring Reports for September will be sent out to the State Water Regional Control Board on November 8, 2021.



Staff delivers chlorine to all the well sites typically on Thursday of each week. Staff continues to monitor chlorine levels and make sure that all the wells have a sufficient level of chlorine.

Staff has been working at sites to address well production meters and has gathered the required information to start replacing meters.



Staff continues to monitor the production equipment to ensure equipment is operating properly to avoid possibilities of equipment failure whether it is electrical or pressure in the hydro tanks.

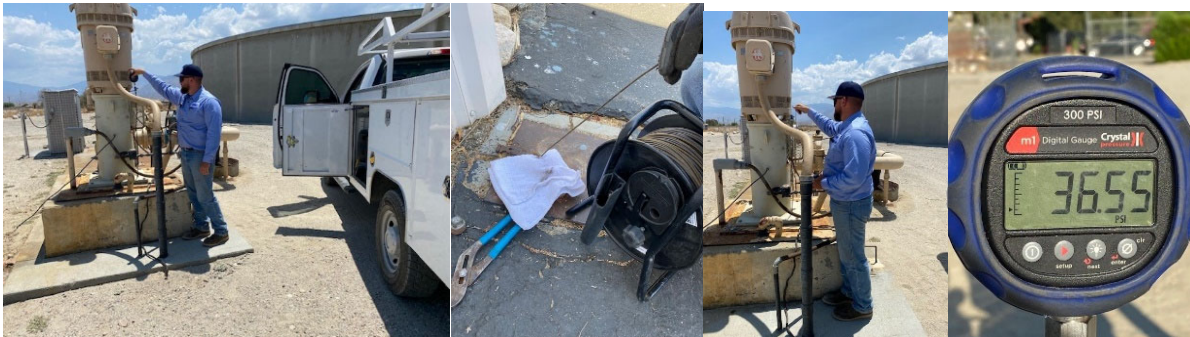


During daily pump run and site checks, Staff monitors the system, and addresses site vandalism and water theft on a regular basis. Staff continues to do a great job reporting and making repairs as needed.



Staff continues to conduct chlorine pump maintenance and inspections at all well sites. Staff continues to monitor the pumps and makes any necessary adjustments as needed.

Staff continues to sound well groundwater levels for 13 production wells and nine monitoring wells. Staff usually strives to get soundings done early in the month to be able to identify any abnormalities.



Staff continues to oversee all the Production Department sites and make any necessary changes as needed. Staff continues to climb reservoirs and conduct as needed overflow maintenance monthly.

Staff continues to oversee the landscape maintenance contract for 36 sites throughout the District.

Staff continues to work with Field Service/Customer Service on the planning of construction meter set locations. Staff closely monitors the water usage in the areas that have construction meters.



Staff performed the monthly fire pump testing at the Gateway reservoir. This test is performed monthly to ensure the fire pump is in good working condition and operates properly when required.

Well 33 Solar Site

Staff continues to monitor the performance of the solar system. The September performance report showed that the system produced 189,944 kilowatt hours, which is within 90% of expected energy output.

Well 24 Electrical Panel Rehabilitation Project

This project is currently under construction and is anticipated to be completed in December 2021. Currently, the electrical panel and motor control center is being constructed by the contractor offsite. Also, District staff is working with SCE on new power requirements they requested to be done at Well 24.

Through continued development in the Desert Hot Springs area and at the request of new consumers, water services are always being added. Below is a summary of new water services added each month.

New Water Services added Monthly

	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
July	18	7	4	5	7	2
August	19	6	10	5	3	2
September	23	18	2	14	4	13
October	33	13	3	21	8	3
November		10	16	4	0	7
December		2	17	3	3	2
January		15	6	3	20	1
February		13	8	5	11	1
March		16	2	3	6	5
April		11	1	3	7	11
May		15	12	5	11	9
June		24	11	2	8	2
Annual Total	93	150	92	73	88	58
Avg./ Mo.	7.75	12.50	7.67	6.08	7.33	4.83

The total water connections in the District's system are currently 13,179.



As expected, the new water services increase the amount of water needed to be pumped; however, the weather and water conservation continue to be the primary factor in MSWD water production. The following table summarizes the MSWD water production for each month.

Monthly Water Production

	FY 2021/22	Variance from prior year		FY 2020/21	FY 2019/20	FY 2018/19	FY 2017/18
	AF	AF	%	AF	AF	AF	AF
July	796.67	-61.10	-7.1%	857.77	853.23	857.20	835.87
August	840.02	-45.29	-5.1%	885.31	795.18	806.47	829.93
September	738.75	-46.05	-5.9%	784.80	757.08	689.47	712.40
October	665.18	-90.66	-12.0%	755.84	709.39	709.81	733.86
November		0.00	0.0%	690.13	619.87	631.75	642.41
December		0.00	0.0%	588.32	537.23	502.16	584.24
January		0.00	0.0%	537.96	553.20	570.20	599.52
February		0.00	0.0%	495.61	520.85	415.49	512.79
March		0.00	0.0%	625.80	557.73	490.92	536.09
April		0.00	0.0%	649.34	573.02	635.08	644.06
May		0.00	0.0%	723.62	698.99	598.36	697.15
June		0.00	0.0%	761.63	806.02	710.39	688.74
TOTAL	3040.62	-243.10	-7.4%	8356.13	7981.79	7617.30	8017.06



Water Resources

Below is a list of water resources related activities for the prior month:

Integrated Regional Water Management (IRWM)/Coachella Valley Regional Water Management Group (CVRWWMG)

- The CVRWWMG did not have its monthly meeting in October due to inactivity.
- The CVRWWMG continues to coordinate with other Colorado River Funding Area regions (San Gorgonio Pass and Mojave) on the cost share for the upcoming Proposition 1 Round 2 IRWM Implementation and Drought Relief grant funding.
- The CVRWWMG is continuing to evaluate options to prepare a water conservation technical study. Additional details will be provided in the coming months as they become available.

Mission Creek Subbasin SGMA and 2022 Alternative Plan Update

- The Public Draft Alternative Plan Update was released on October 18th.
- Public Workshop No. 4 was completed on October 27th, presenting the Public Draft Alternative Plan Update.
- The public comment period closes November 18th, at which time the consultants (Wood and Kennedy Jenks) will respond to comments.
- Staff will bring the Final Alternative Plan Update for Board approval in December.
- CVWD is contracting with the USGS to conduct a land subsidence study and analysis for the Mission Creek Subbasin. CVWD, DWA, and MSWD have finalized a cost share agreement to share the total cost of the study (1/3 each) and expect to execute the agreement in November.

San Gorgonio Pass Subbasin SGMA and 2022 Groundwater Sustainability Plan

- The Public Draft Groundwater Sustainability Plan was released on October 1st.
- The public comment period closes on November 29th, at which time the consultant (Provost & Prichard) will respond to comments.
- Staff will bring the Final Groundwater Sustainability Plan to the Board for approval in January.

Indio Subbasin 2022 Alternative Plan Update

- Staff attended the public workshop to review the Public Draft Alternative Plan Update on October 20th.
- The public comment period closed on October 29th.

Salt and Nutrient Management Plan (SNMP)

- The Regional Board approved the Development Workplan in October.

- The agencies met in October to begin data collection for SNMP monitoring and to initiate the SNMP update process.



PUBLIC AFFAIRS

Below is a list of Public Affairs activities:

Past Events

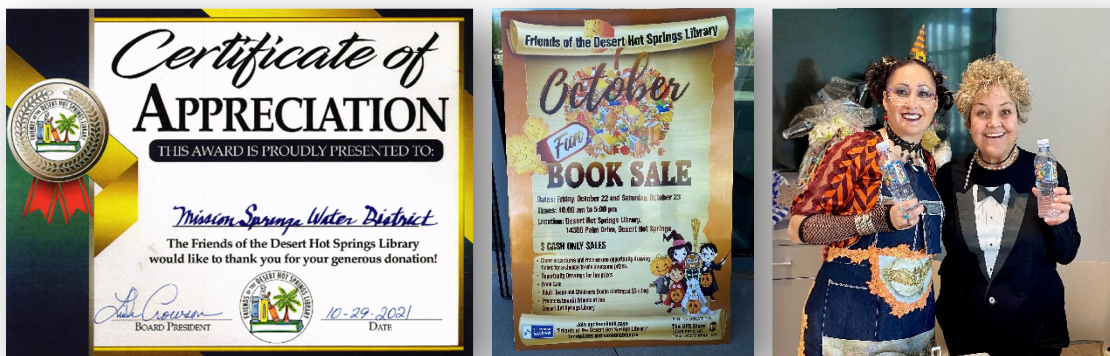
Desert Hot Springs State of the City, Business Awards, and Exposition

On Thursday, October 21, 2021, community and business leaders from across the Coachella Valley gathered to hear a review of the city's economic activity during the past year, as well as future development updates from Desert Hot Springs' Mayor Scott Matas. As a proud sponsor, members of the MSWD Board of Directors and key staff attended the close to sold-out event.



Friends of the Desert Hot Springs Library Fall Book Sale

MSWD is a proud supporter of the Friends of the Library, an organization dedicated to providing resources to the new state-of-the-art Desert Hot Springs library that recently opened. The Friends of the Desert Hot Spring Library Fall Book Sale was held on Friday, October 22, 2021 and Saturday, October 23, 2021. A copy of the certificate of appreciation that was sent to the District as a thank you is included in Appendix D. Photos from the event, including one of volunteers holding their MSWD water bottles, are below.



Upcoming Events

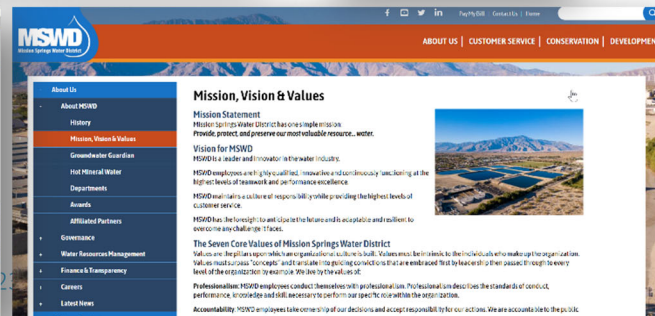
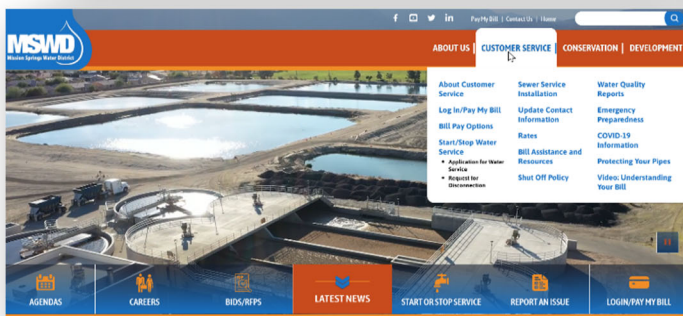
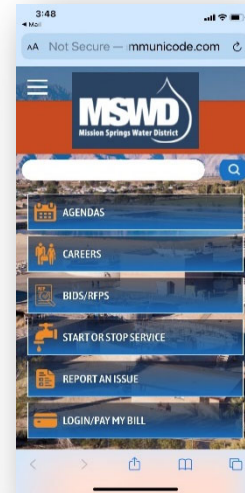
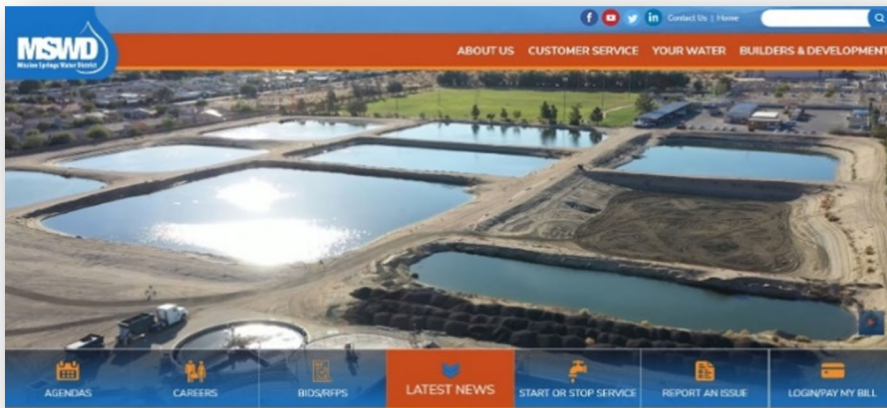
- DVBA Public Works Luncheon featuring Salton Sea Action Committee, Wednesday, November 10, 2021 at 11:30 a.m.
- BIA Riverside County Chapter “Building for the Future” Installation Gala, Friday, November 19, 2021 at 4:30 p.m.
- ACWA Fall Conference, November 30 – December 2, 2021, Pasadena, CA.
- DHS Women’s Club Black & White Charity Dinner Saturday, December 4, 2021 at 5:30 p.m., Miracle Springs Resort & Spa
- Desert Hot Springs Parade of Lights, Saturday December 11, 2021, Desert Hot Springs.

If any other events occur throughout the month, they will be communicated either from the Public Affairs team or Dori Petee.

Communications & Outreach

Website Launch

The new MSWD website will launch following the Board of Directors Study Session on Wednesday, November 10, 2021. The new user-friendly site has undergone a complete redesign and is now a “one-stop shop” for customers and regional partners alike. Key features of the site include enhanced navigation and mobile friendly design.



Calendar Drawing Contest

MSWD launched a children's drawing contest in October 2021, soliciting artwork from local students that illustrate water conservation and groundwater protection. K-12 students throughout the district have been encouraged to participate. The Public Affairs team is promoting the contest through our local schools, social media, and in our Fall customer newsletter. Twelve winners will receive an Amazon gift card and have their artwork showcased in the District's 2022 calendar. The deadline for submission is November 15, 2021. A copy of the entry form is included in Appendix D, additional information is available on the District's website at www.mswd.org/drawingcontest.



Regional Water Reclamation Plant Billboard

As part of our on-going efforts to communicate important activities and initiatives of the District, MSWD has secured billboard space near the intersection of Dillon Road and Palm Drive. The new billboard prominently displays a rendering of the new Regional Water Reclamation Plant currently under development.



MSWD Video Series

MSWD's Public Affairs team is working with one of our local marketing/communications firms to develop a series of informational videos that will be showcased on our website and shared on social media during the next year. Topics include a range of water-related interests, including conservation, groundwater protection, and MSWD history, to name a few. These videos will feature comments from staff and/or one or two members of the Board. The Public Affairs team will be reaching out directly to each Board member to schedule individual videotaping sessions during the month of November 2021. Following are links to the first three videos produced:

Understanding your bill: <https://youtu.be/f7odWbh7I8I>

Value of Water: <https://youtu.be/4lDqiztG61Y>

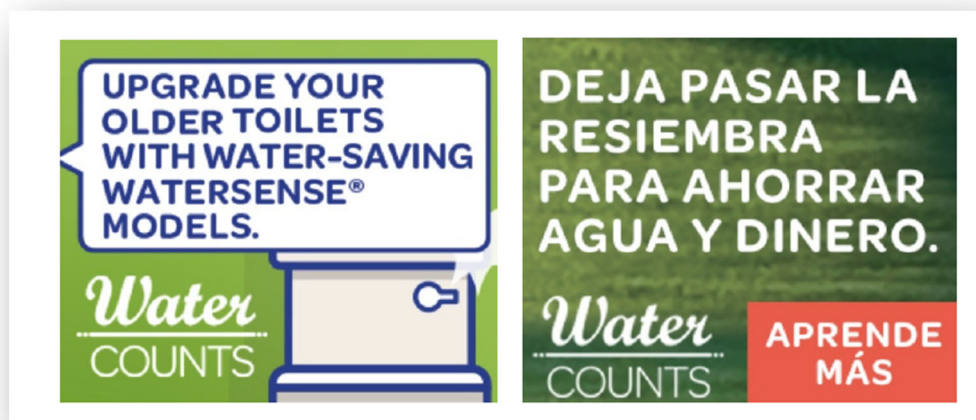
Emergency Preparedness: https://youtu.be/VkMug-eR_WM

DHS Library Partnership

Earlier this month, General Manager Wallum, members of the Board, and the Public Affairs team met with Desert Hot Springs library staff to discuss opportunities to showcase water in the new library. We are planning to develop different age-appropriate programming, including a monthly story hour for young children, a hands-on activity-based learning program for teens/tween, and a series of evening water talks meetings for adults who are interested in learning more about topical issues related to water and wastewater treatment. Additional update on this exciting new project will be shared as they become available.

CV Water Counts

The CV Water Counts Outreach report for the month of October 2021 can be found in Appendix D. The next CV Water Counts meeting is November 16, 2021, at 2:30 p.m.



MSWD Digital Advertising

During the month of October 2021, the District featured five Google and Facebook/Instagram ads promoting conservation, water saving tips, rebates, and the drawing contest. A full copy of the report can be found in Appendix D. This includes the types of ads we are running, as well as website analytics.



MSWD Social Media Report

A copy of the October 2021 social media report can be found in Appendix D. This report highlights activities and posts on the District's social media platforms. Total engagement was up significantly during the month, with our most popular posts highlighting crews and District activities.

Post Description	Total Engagements	Reactions	Comments	Shares
We're always there for you, ready to deal with emergencies 24/7/365! Our	67	26	1	1
Watch our team in action as they dealt with a broken fire hydrant earlier this month!	59	28	0	4
Help celebrate #WaterProfessionalsAppreciationWeek! We would like to	31	19	1	3

Drought Proclamation

Meteorologists say that California had its driest year on record in nearly 100 years. This prompted Governor Newsom to issue a statewide drought emergency proclamation last month, expanding his existing proclamation to add eight additional counties, including Riverside, that were not previously included. The proclamation encourages residents to voluntarily reduce water use by 15 percent, and also allows the governor's office to help fund additional drought response and water delivery programs. Recent storm activity in Northern California has helped; however, experts say that it will take much more to make a dent in the current drought.

In response, MSWD is stepping up our conservation messages in both our paid and unpaid media, encouraging customers to save. We are also leveraging our membership in CV Water Counts, the nonprofit group formed by the six water agencies in the Coachella Valley, to help disseminate the conservation message.

Rebates

The Public Affairs team continues to promote our rebate programs on social media, including boosted posts and digital ads. Following is a list of recent rebate processing activities:

- July – Desert Cove, 24 toilets totaling \$2,400
- August – 1 rebate totaling \$200
- September – 1 rebate totaling \$200
- October – 2 rebates totaling \$500

We have received five Turf Rebate applications since the month of June, two have been approved and paid out, totaling \$4,300. Two more are in process, and one did not qualify due to a lack of grass.

Water Donations for the month of October

Date Supplied	Requests Filled	Event or Purpose	# Cases Requested
10/1/2021	DHS Little League	Fall Baseball	10
10/5/2021	DHS High School	PSA Community Service/ Security at Football games	5
10/21/2021	DHS Library	Book Sale	2
10/26/2021	City of DHS	Council/Commission Meetings/Walk-in Guest	25
		Total Cases	42



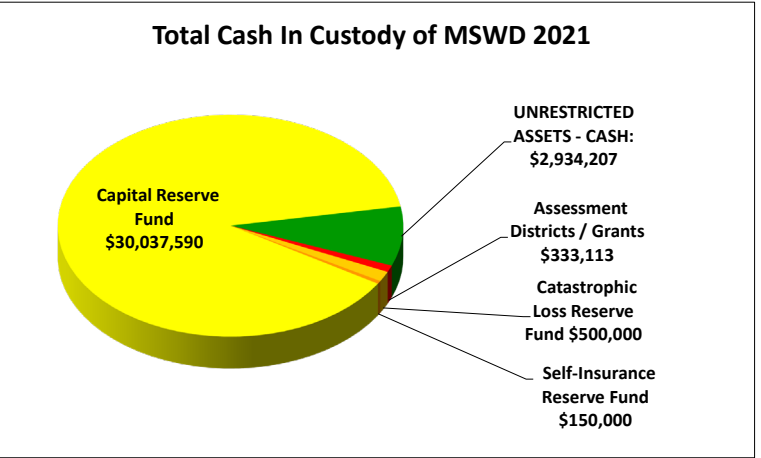
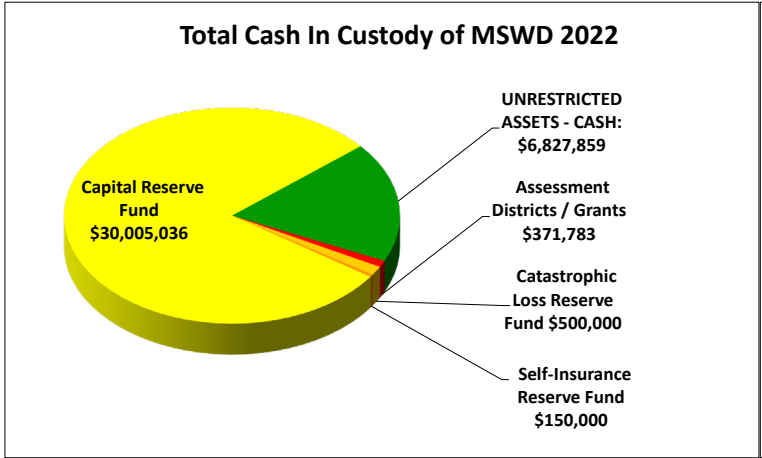
APPENDIX A – Financial Report

MISSION SPRINGS WATER DISTRICT
 COMBINED FUNDS
 DISTRICT SUMMARY
 JULY 1, 2020 TO OCTOBER 31, 2021

YEAR TO DATE					JULY 1, 2020 TO OCTOBER 31, 2020			
ACTUAL	BUDGET	FAVORABLE (UNFAVORABLE) VARIANCE AMOUNT	FAVORABLE (UNFAVORABLE) VARIANCE PERCENT		ACTUAL	BUDGET	FAVORABLE (UNFAVORABLE) VARIANCE AMOUNT	FAVORABLE (UNFAVORABLE) VARIANCE PERCENT
6,964,927	7,335,089	(370,162)	-5%	OPERATING REVENUE:	8,550,234	5,720,418	2,829,816	49%
4,783,541	4,851,994	68,453	1%	OPERATING EXPENSE:	5,324,874	5,609,662	284,787	5%
<u>2,181,386</u>	<u>2,483,095</u>	<u>(301,709)</u>	<u>-12%</u>	NET OPERATING INCOME	<u>3,225,360</u>	<u>110,756</u>	<u>3,114,603</u>	<u>2812%</u>
717,095	947,682	(230,587)	-24%	ADD NON-OPERATING REVENUE	999,244	4,339,625	(3,340,381)	-77%
340,547	347,308	6,761	2%	LESS NON-OPERATING EXPENSE	409,758	350,205	(59,553)	-17%
<u>376,548</u>	<u>600,374</u>	<u>(223,826)</u>	<u>-37%</u>	NET NON-OPERATING INCOME	<u>589,486</u>	<u>3,989,420</u>	<u>(3,399,934)</u>	<u>-85%</u>
<u>2,557,934</u>	<u>3,083,469</u>	<u>(525,535)</u>	<u>-17%</u>	NET INCOME	<u>3,814,845</u>	<u>4,100,176</u>	<u>(285,331)</u>	<u>-7%</u>

OTHER INFORMATION

4.22	DEBT SERVICE RATIO	9.73
0.03%	INVESTMENT RETURN	0.18%
\$ 39,296,813	CASH - JULY 1	\$ 34,708,247
\$ (1,442,135)	INCREASE/(DECREASE) IN CASH	\$ (753,336)
<u>\$ 37,854,678</u>	CASH - END OF PERIOD	<u>\$ 33,954,911</u>
\$ 6,827,859	UNRESTRICTED CASH	\$ 2,934,207
\$ 31,026,819	RESTRICTED CASH	\$ 31,020,703
<u>\$ 37,854,678</u>	CASH IN CUSTODY OF MSWD	<u>\$ 33,954,911</u>
WELLS FARGO \$ 69,273	RESTRICTED - ASSESSMENT DISTRICTS \$ 21,252	WELLS FARGO
CALTRUST \$ 6,435,439	RESTRICTED - SHORT TERM FUND \$ 6,429,918	CALTRUST
CALTRUST \$ 21,973,429	RESTRICTED - MEDIUM TERM FUND \$ 22,021,921	CALTRUST
CALTRUST \$ 2,548,677	RESTRICTED - LIQUIDITY FUND \$ 2,547,612	CALTRUST
<u>\$ 31,026,819</u>	RESTRICTED TOTAL CASH \$ 31,020,703	



APPENDIX B –
Federal Update from Carpi & Clay

Mission Springs Water District Federal Update

November 1, 2021

House Schedules Votes for Infrastructure and Build Back Better Act

House Democratic Leadership has announced that the House is scheduled to vote this week on both the Infrastructure Investment and Jobs Act (bipartisan infrastructure package) and the Build Back Better Act (reconciliation bill). Late last week, President Biden presented a framework to Congress for the Build Back Better Act. The \$1.75 trillion bill contains funding for several categories of spending including housing, health care, climate change, childcare provisions, and infrastructure. Below are some highlights of the bill of particular interest to the District:

Environmental Protection Agency

- Lead Remediation Projects: \$9 billion for lead remediation projects, including lead service line replacement funding
- Water Assistance Program: \$225 million for grants to states and tribes to provide assistance for low-income water customers to reduce arrearages and water rates
- Alternative Water Source Project Grants: \$125 million to support investment in alternative water source projects, including groundwater recharge and potable reuse
- Individual Household Decentralized Wastewater Treatment Systems Grants: \$150 million

Bureau of Reclamation

- Potable Water Supply Projects: \$550 million

FY 2022 Appropriations Update

Earlier this month, the Chairman of the Senate Appropriations Committee, Senator Patrick Leahy (D-VT), released the remaining Fiscal Year 2022 (FY22) Senate Appropriations bills. As in previous years, the Senate Appropriations Committee will not vote on these bills in Committee. Instead, they will serve as markers to negotiate with the House Appropriations Committee to try and finalize the 12 bills. Below is a chart below outlines the current status of the FY22 appropriations bills in both the House and the Senate:

<u>Appropriations Bill</u>	House of Representatives	Senate
Energy and Water	Approved by the full House on 7/29/21	Approved by the Senate Appropriations Committee on 8/4/21
Interior and the Environment	Approved by the full House on 7/29/21	Released by the Senate Appropriations Committee on 10/18/21

The federal government is currently being funded by a Continuing Resolution (CR) that is set to expire on December 3rd. Prior to that deadline, Congress will either need to pass the 12 FY22 Appropriations bills or pass another CR to avoid a government shutdown.

Treasury Releases Statement on Status of ARPA State and Local Funding Final Rule

The Treasury Department released a statement on the process for finalizing the Interim Final Rule for the American Rescue Plan Act's (ARPA) Coronavirus State and Local Fiscal Recovery Fund. Treasury received over 1,000 comments in response to the Interim Final Rule and is currently reviewing those comments. Treasury has indicated that it expects to publish the Final Rule later this fall. Additionally, Treasury has assured state and local government entities that funds used in a manner consistent with the Interim Final Rule while the Interim Final Rule is effective will not be subject to recoupment. A copy of Treasury's full statement can be found [HERE](#).

Senate Passes ARPA Recovery Funds Legislation

Earlier this month, the Senate passed the "State, Local, Tribal, and Territorial Fiscal Recovery, Infrastructure, and Disaster Relief Flexibility Act" (S. 3011) introduced by Senators John Cornyn (R-TX) and Alex Padilla (D-CA). This bipartisan bill would:

- Allow \$10 million (or 30 percent) of a county's ARPA Recovery Fund allocation to be used for infrastructure-related activities authorized under existing federal surface transportation laws or a Community Development Block Grant project
- Allow counties to allocate up to \$10 million in ARPA Recovery Funds for the provision of government services without being required to calculate revenue loss
- Allow ARPA Recovery Funds to provide emergency relief from natural disasters and their negative economic impacts, including temporary emergency housing, food assistance, financial assistance for lost wages, or other immediate needs

The bill is currently awaiting consideration in the House of Representatives. National groups such as the National Association of Counties, the U.S. Conference of Mayors, and the National League of Cities are all pushing for its passage.

EPA Announces National Strategy on PFAS

The Environmental Protection Agency (EPA) announced a comprehensive Strategic Roadmap to confront Per- and Polyfluoroalkyl Substances (PFAS) contamination nationwide. EPA's Roadmap is centered on three guiding strategies: increase investments in research, leverage authorities to act now to restrict PFAS chemicals from being released into the environment and accelerate the cleanup of PFAS contamination. According to EPA, the Roadmap lays out the following:

- Aggressive timelines to set enforceable drinking water limits under the Safe Drinking Water Act to ensure water is safe to drink in every community.
- A hazardous substance designation under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), to strengthen the ability to hold polluters financially accountable.
- Timelines for action—whether it is data collection or rulemaking—on Effluent Guideline Limitations under the Clean Water Act for nine industrial categories.
- A review of past actions on PFAS taken under the Toxic Substances Control Act to address those that are insufficiently protective.
- Increased monitoring, data collection and research so that the agency can identify what actions are needed and when to take them.
- A final toxicity assessment for GenX, which can be used to develop health advisories that will help communities make informed decisions to better protect human health and ecological wellness.
- Continued efforts to build the technical foundation needed on PFAS air emissions to inform future actions under the Clean Air Act.

Additionally, EPA is announcing a new national testing strategy that requires PFAS manufacturers to provide the agency with toxicity data and information on categories of PFAS chemicals. The PFAS to be tested will be selected based on an approach that breaks the large number of PFAS today into smaller categories based on similar features and considers what existing data are available for each category. EPA's initial set of test orders for PFAS, which are expected in a matter of months, will be strategically selected from more than 20 different categories of PFAS. The full roadmap can be accessed [HERE](#).

Federal Agency Personnel/Regulatory Announcements

Treasury Extends ARPA SLFRF Reporting Guidelines. Treasury Department announced that it is revising the deadline for the submission of the first Project and Expenditure Report for the State and Local Fiscal Recovery Fund (SLFRF) grant as follows:

- For states and territories, the report will now be due on January 31, 2022, and will cover the period between award date and December 31, 2021. This is a change from the previously communicated October 31, 2021, due date for the Project and Expenditure Report.

- For non-entitlement units of government (NEUs), the Project and Expenditure report will now be due on April 30, 2022 and will cover the period between award date and March 31, 2022. This is a change from the previously communicated October 31, 2021 due date for the NEU Project and Expenditure Report.

Additional information can be found [HERE](#).

DOI Releases Climate Adaptation Resilience Plan. The Department of the Interior published a Climate Action Plan that outlines DOI's initiatives to prepare for and respond to the impacts of climate change. The Plan highlights major categories of adaptation actions and identifies the institutional approaches DOI will use to tackle the climate crisis, as well as climate-related vulnerabilities to DOI's mission, and strategies to secure climate-ready sites, facilities, products, and services. The full Climate Action Plan can be found [HERE](#).

EPA Recognizes WaterSense Partners with Annual Awards. EPA recognized 34 utilities, manufacturers, builders, and other organizations as recipients of the 2021 Sustained Excellence Award, WaterSense Partners of the Year Award, and Excellence Award. These accolades are given to WaterSense partners who promote WaterSense labeled products and programs, build WaterSense labeled homes, and operate WaterSense labeled certification label programs. The full list of awardees can be found [HERE](#).

EPA Releases Action Plan to Address Tribal Water Issues. EPA released an action plan to address critical water challenges in Tribes and Alaska Native Villages. The action plans will promote coordination and consultation with Tribal nations, expand water governance in Indian country, increase infrastructure funding and capacity development, and protect Tribal reserved rights related to water issues. The full action plan can be found [HERE](#).

Martha Williams Nominated as U.S. Fish & Wildlife Director. President Biden has announced his intent to nominate Martha Williams to serve as the Director for the U.S. Fish & Wildlife Service. Williams is currently serving as the Principal Deputy Director of the USFWS. Prior to this position, she served as the Director of the Montana Department of Fish, Wildlife, and Parks from 2017-2020 and was also an assistant professor at the Blewett School of Law at the University of Montana. Her nomination will go before the Senate Energy and Natural Resources Committee for consideration.

CISA Releases Cybersecurity Advisory to Water & Wastewater Systems. The Cybersecurity & Infrastructure Security Agency (CISA), in partnership with the FBI, EPA, and NSA, have issued a joint cybersecurity advisory (CSA) that details ongoing cyber threats to U.S. water & wastewater systems. The joint CSA provides extensive mitigations and resources to assist in strengthening operational resilience and cybersecurity practices. Additional information on the initiative can be found [HERE](#).

Biden Administration requests re-initiation of consultation on the Long-Term Operation of the CVP and SWP. The Bureau of Reclamation sent a letter to the USFWS and NMFS to request to reinitiate the consultation on the Long-Term Operation of the CVP and SWP. The letter is signed by Reclamation Regional Director Ernest Conant and makes the request based on anticipated modifications to the Proposed Action that may cause effects to

listed species or designated critical habitats not analyzed in the Biological Opinions dated October 21, 2019. The full document can be accessed [HERE](#).

EPA Announces Webinar for Water Recycling in Small and Disadvantaged Communities. The Environmental Protection Agency has announced that it will be holding a webinar entitled “Keys to Success: Water Recycling in Small and Disadvantaged Communities”. The webinar will help water managers in small and resource-limited communities learn what it takes to be successful in developing and implementing wastewater reuse and stormwater capture and use projects. The training is a product of the recently issued national Water Reuse Action Plan. A link to register can be found [HERE](#).

HHS Renews Public Health Emergency Declaration. Effective immediately, the Department of Health and Human Services has issued a renewal of determination that a public health emergency (PHE) exists. The declaration will remain in effect until January 16, 2022 and will allow states and counties who have also declared a state of emergency to waive certain regulatory requirements, will expand telehealth and telemedicine capabilities, and will broaden federal grant funding and supplemental appropriations. More information can be found [HERE](#).

EPA Releases 2021 Climate Adaptation Action Plan. The Environmental Protection Agency has published their 2021 Climate Adaptation Action Plan, which lays out Agency priorities for confronting climate crisis. These include integrating climate adaptation and consideration of climate impacts into EPA programs, policies, rulemaking processes, and enforcement activities; consulting and partnering with Tribes; state, local, territorial governments, and others; and implementing measures to protect the critical infrastructure, supply chains, and procurement processes from the risks posed by climate change. More information on the Adaptation Action Plan can be found [HERE](#).

EPA Announces New Members of NEJAC. The Environmental Protection Agency announced the appointment of ten new members of the National Environmental Justice Advisory Council, all of which will serve for an initial one-year term. The NEJAC members provide recommendations to the EPA administrator on issues related to environmental justice. The full list of new members and their affiliations can be found [HERE](#).



APPENDIX C – Wastewater and Water Production Tables

WASTEWATER REPORT

SEWER CONNECTION SUMMARY											
	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12
July	18	8	7	9	51	2	1	139	2	0	0
Aug.	20	4	1	8	53	2	4	214	4	0	2
Sep.	20	5	2	12	8	11	2	90	2	1	0
Oct.	36	9	4	8	12	4	21	65	8	2	1
Nov.		50	10	9	7	7	1	52	18	7	3
Dec.		9	3	3	64	1	0	86	22	11	2
Jan.		21	7	1	16	8	3	27	3	11	1
Feb.		23	5	1	42	0	3	5	46	6	1
Mar.		48	1	0	23	5	0	31	16	2	1
Apr.		18	3	3	15	30	0	8	95	14	3
May		17	11	3	20	45	7	13	98	3	2
June		21	7	3	6	70	4	4	72	2	0
Annual Total	94	233	61	60	317	185	46	734	386	59	16

Connections to Sewer Collection System:

As of June 30, 2021 8467
 Plus YTD 94
Total Sewer Connections = 8561

WASTEWATER FLOW MGD				
2021/22	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	1.987088	2.104457	0.042128	0.058130
Aug.	2.059728	2.224424	0.052436	0.064940
Sep.	2.061448	2.234327	0.049729	0.066370
Oct.	2.081568	2.223453	0.046706	0.051660
Nov.				
Dec.				
Jan.				
Feb.				
Mar.				
Apr.				
May				
June				

WASTEWATER FLOW MGD				
2020/21	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	2.069268	2.140825	0.047916	0.079010
Aug.	2.135828	2.274566	0.053795	0.070420
Sep.	2.003417	2.121446	0.046861	0.077790
Oct.	1.964716	2.100928	0.043720	0.049600
Nov.	1.928082	2.082209	0.046171	0.051750
Dec.	1.750513	2.074777	0.044951	0.050380
Jan.	1.846818	2.018006	0.045299	0.050610
Feb.	1.889826	2.253275	0.043718	0.048950
Mar.	1.859783	2.040589	0.043382	0.048920
Apr.	1.897411	2.111914	0.040257	0.060120
May	1.954528	2.151420	0.039293	0.046660
June	2.014604	2.110777	0.038634	0.047440

WATER REPORT

WATER CONNECTION SUMMARY														
	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12	2010/11	2009/10	2008/09
July	18	7	4	5	7	2	0	0	1	0	0	0	1	2
August	19	6	10	5	3	2	2	0	1	0	0	2	1	2
September	23	18	2	14	4	13	3	0	2	2	0	0	1	0
October	33	13	3	21	8	3	20	0	5	1	1	4	2	1
November		10	16	4	0	7	3	0	1	0	1	1	5	1
December		2	17	3	3	2	0	0	2	0	0	0	0	2
January		15	6	3	20	1	1	2	2	0	0	1	1	9
February		13	8	5	11	1	0	1	0	1	0	0	1	2
March		16	2	3	6	5	0	12	0	0	4	5	0	4
April		11	1	3	7	11	2	7	0	1	4	1	12	2
May		15	12	5	11	9	8	2	0	1	2	0	0	0
June		24	11	2	8	2	10	1	0	0	0	1	1	0
Annual Total	93	150	92	73	88	58	49	25	14	6	12	15	25	25
Avg./ Mo.	7.75	12.50	7.67	6.08	7.33	4.83	4.08	2.08	1.17	0.50	1.00	1.25	2.08	2.08

Connections to Water System:

As of June 30, 2021 13,141
 Plus YTD 93
Total Water Connections = 13,234

WATER PRODUCTION														
	FY 2021/22	Variance from prior year		FY 2020/21	FY 2019/20	FY 2018/19	FY 2017/18	FY 2016/17	FY 2015/16	FY 2014/15	FY 2013/14	FY 2012/13	FY 2011/12	FY 2010/11
	AF	AF	%	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF
July	796.67	-61.10	-7.1%	857.77	853.23	857.20	835.87	714.50	659.11	859.00	942.82	911.87	838.49	902.71
August	840.02	-45.29	-5.1%	885.31	795.18	806.47	829.93	808.54	706.62	730.71	828.60	853.85	959.02	964.34
September	738.75	-46.05	-5.9%	784.80	757.08	689.47	712.40	679.54	657.37	800.67	813.20	723.92	826.46	896.27
October	665.18	-90.66	-12.0%	755.84	709.39	709.81	733.86	678.33	575.86	716.30	716.09	788.55	789.71	701.93
November		0.00	0.0%	690.13	619.87	631.75	642.41	601.89	582.22	533.69	557.05	672.3	654.77	709.98
December		0.00	0.0%	588.32	537.23	502.16	584.24	520.63	503.10	590.83	633.09	520.3	575.27	548.09
January		0.00	0.0%	537.96	553.20	570.20	599.52	465.10	431.38	526.86	582.86	609.45	616.19	545.04
February		0.00	0.0%	495.61	520.85	415.49	512.79	453.39	483.92	506.49	522.87	507.31	561.24	486.57
March		0.00	0.0%	625.80	557.73	490.92	536.09	549.50	514.05	614.94	603.89	559.02	583.70	575.84
April		0.00	0.0%	649.34	573.02	635.08	644.06	540.56	502.36	622.58	664.05	744.77	645.93	626.37
May		0.00	0.0%	723.62	698.99	598.36	697.15	731.81	601.83	590.28	708.18	786.79	763.12	758.58
June		0.00	0.0%	761.63	806.02	710.39	688.74	732.68	685.93	706.34	812.96	780.86	794.00	839.98
TOTAL	3040.62	-243.10	-7.4%	8356.13	7981.79	7617.30	8017.06	7476.47	6,903.75	7,798.69	8,385.66	8,458.99	8,607.90	8,555.70

APPENDIX D – Public Affairs Information



MSWD Digital Marketing and Website Report

Website, Social, and Marketing Performance

October, 2021

Casey Dolan

Casey Dolan Consulting

Google Ads Campaigns

 **IMPRESSIONS**
MSWD


225,559

 **CLICKS**
MSWD

528

 **CTR**
MSWD



0.23%

 **GOOGLE ADS CAMPAIGN PERFORMANCE**
MSWD




Campaign	Impr.	Clicks	CTR
MSWD Turf Removal Rebate - Oct 2021	101,663	432	0.42%
Help 2 Others Oct 2021	114,024	88	0.08%
Rain - Sprinklers Oct	8,387	7	0.08%
Drawing Contest Oct	1,485	1	0.07%
	225,559	528	0.23%

Facebook Ad Campaigns

 **FACEBOOK AD GROUP PERFORMANCE**
MSWD

Ad preview	Clicks	Impr.	Reach	Frequency	Page Likes
 <p>MSWD Value is Our Mission www.mswd.org MSWD encourages customers to reduce outdoor water usage by converting their lawns to desert-friendly landscaping. Residential customers can receive up to \$3,000 in rebates and \$10,000 for commercial customers.</p>	367	29,533	6,786	4.35	0
 <p>MSWD - Water Bill Assistance www.mswd.org If you need help paying your water bill, MSWD is here for you. Click to learn more about our bill assistance options.</p>	86	144,846	49,560	2.92	0
	535	189,169	61,224	3.09	0

Item 21.

Ad preview	Clicks	Impr.	Reach	Frequency	Page Likes
 <p>Calendar Contest Now Open! Win up to \$150 in prizes MSWD</p> <p>MSWD Drawing Contest Win Up to \$150 www.mswd.org Our MSWD "Water Conservation & Groundwater Protection Calendar" drawing contest is now underway. 🎨 📅</p> <p>K-12 students at schools in the MSWD service area are invited to draw images for our 2022 calendar with prizes to be awarded valued at up to \$150!</p> <p>HURRY! The deadline to enter is November 15, 2021. Click for more details</p>	70	5,303	1,718	3.09	0
 <p>Let's all do our part to help conserve wat... Let's all do our part to help conserve water! A drought emergency is now in effect for the entire State of California. Even small actions such as spending one less minute in the shower each day will save more than 900 gallons over the course of a year! #ProvideProtectPreserve #DoOurPart #drought #MSWD</p>	6	4,774	4,614	1.03	0
 <p>Water Saving Tips from MSWD www.mswd.org Reminder: After it's been raining, shutoff your sprinklers for a few days and help save valuable H2O!</p> <p>Click to learn more water saving tips.</p>	6	4,713	2,034	2.32	0
	535	189,169	61,224	3.09	0

Website Information

PAGEVIEWS
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

36,668

NEW VISITOR
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

4,775

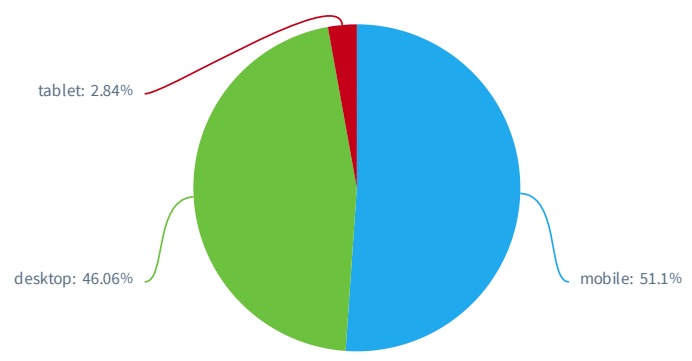
USERS
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

2,656

PAGEVIEWS
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

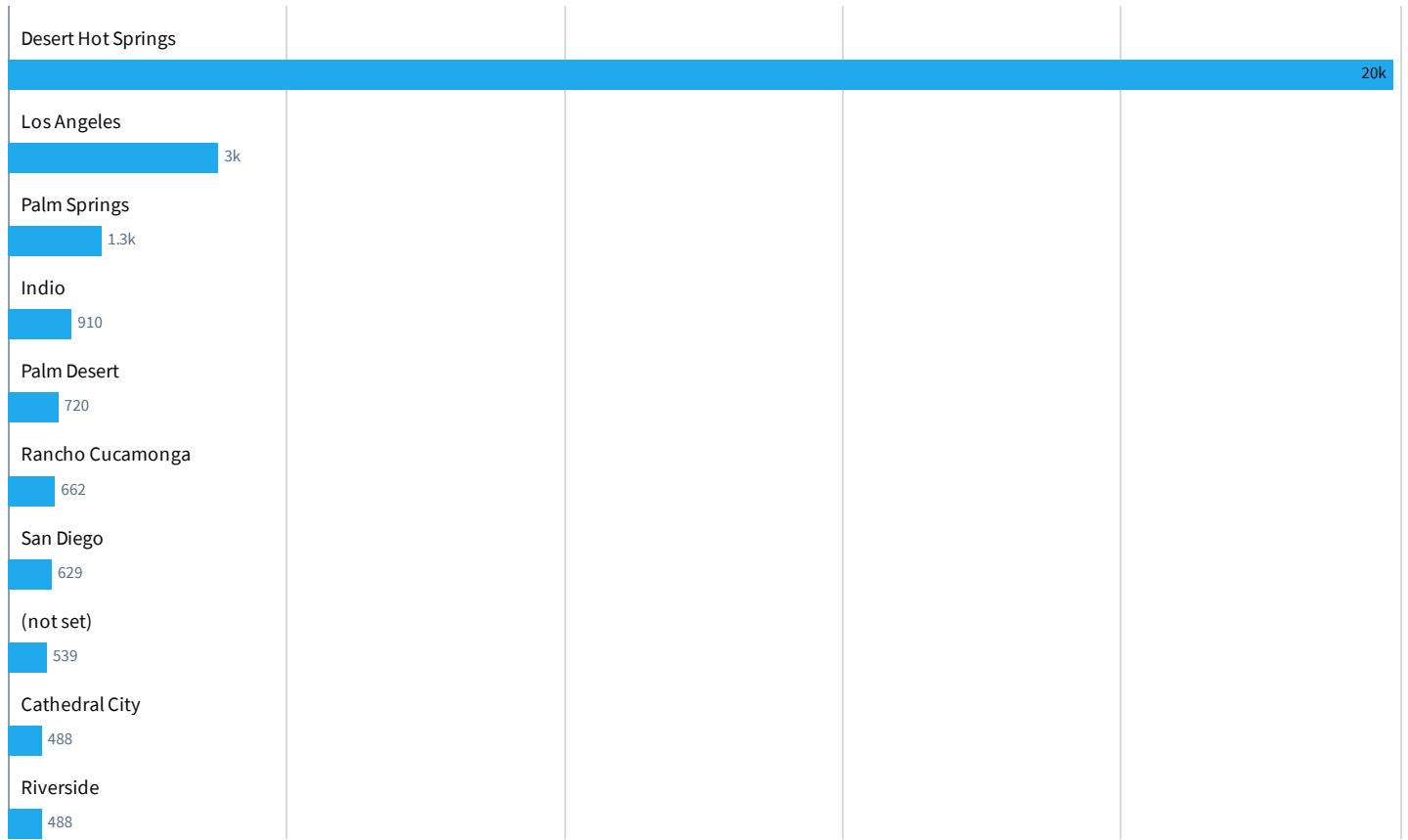
Page Title	Pageviews
Mission Springs Water District - Sign In	6,952
Mission Springs Water District - My Account	5,336
Mission Springs Water District - Home	5,273
Mission Springs Water District - Pay Bills	3,287
Mission Springs Water District - Payment Options	2,820
(not set)	2,738
Mission Springs Water District - Pay as a Guest	1,811
Mission Springs Water District - You Have Successfully Signed Off	1,537
Mission Springs Water District - Account Detail	1,377
Mission Springs Water District - Rebates	880
	36,668

SESSIONS / DEVICE CATEGORY
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



Item 21.

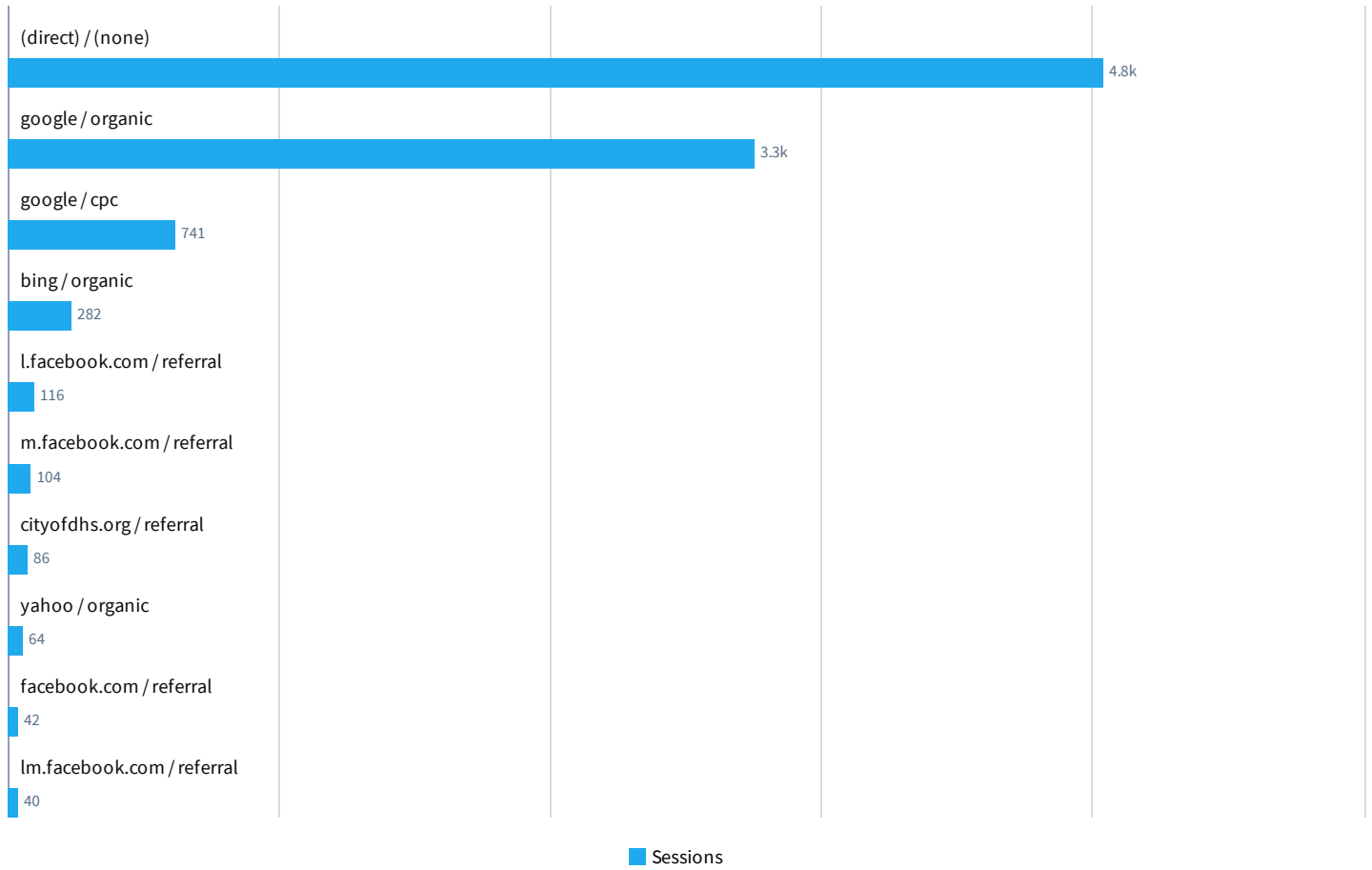
PAGEVIEWS BY CITY
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



■ Pageviews

Item 21.

USER REFERRERS
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



AVG. SESSION DURATION
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

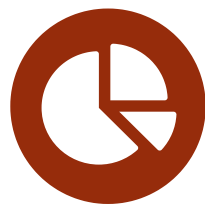
2m 26s

PAGES / SESSION
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

3.72

BOUNCE RATE
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

36.52%




MSWD Social Analytics

October 2021


Mission Springs Water District Social Media Analytics

Included in this Report

 @MSWaterDistrict

 Mission Springs Water District

 Beatrice Makabeh Eslamboly (All 93 Ca...

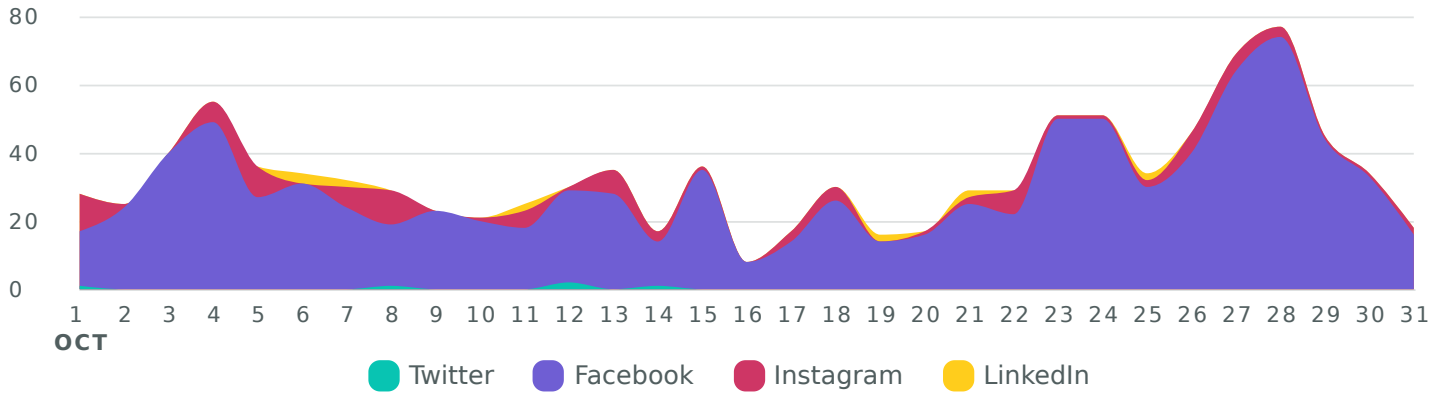
 missionspringswaterdistrict

 Mission Springs Water District

Cross-Network Engagement

See how people are engaging with your posts during the reporting period.

Engagements, by Day



Engagement Metrics	Totals	% Change
Total Engagements ⓘ	1,037	↗ 12.4%
Twitter Engagements	5	↘ 82.1%
Facebook Engagements	919	↗ 13.6%
Instagram Engagements	100	↗ 35.1%
LinkedIn Engagements	13	↗ 8.3%
Engagement Rate (per Impression) ⓘ	0.5%	↘ 20.1%

Cross-Network Performance Summary

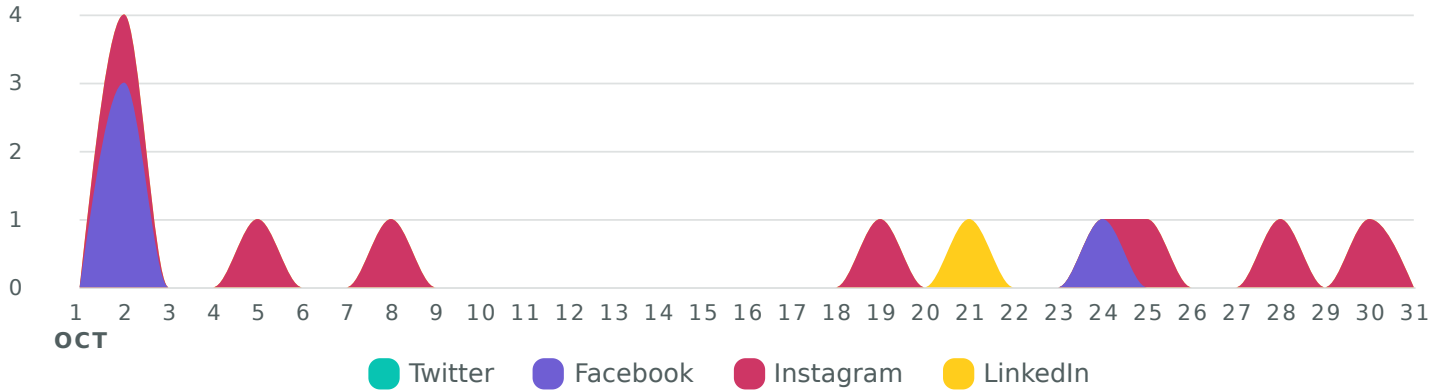
View your key profile performance metrics from the reporting period.

<p>Impressions ⓘ</p> <p>199,776 ↗40.6%</p>	<p>Engagements ⓘ</p> <p>1,037 ↗12.4%</p>	<p>Post Link Clicks ⓘ</p> <p>316 ↗6%</p>
---	---	---

Cross-Network Audience Growth

See how your audience grew during the reporting period.

Audience Gained, by Day



Audience Metrics	Totals	% Change
Total Audience ⓘ	1,425	↗0.6%
Total Net Audience Growth ⓘ	9	→0%
Twitter Followers Gained	0	↘100%
Facebook Page Likes	4	↘20%
Instagram Followers Gained	7	↗133.3%
LinkedIn Followers Gained	1	↘75%

FACEBOOK

Facebook Performance Summary

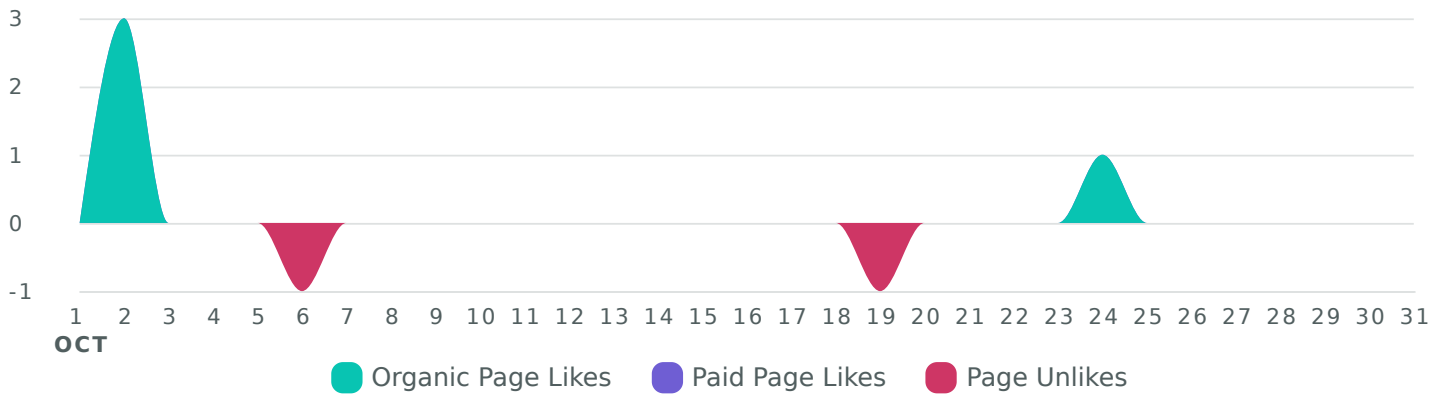
View your key profile performance metrics from the reporting period.

Impressions 195,649 ↗46.6%	Engagements 919 ↗13.6%	Post Link Clicks 313 ↗5%
--------------------------------------	----------------------------------	------------------------------------

Facebook Audience Growth

See how your audience grew during the reporting period.

Net Page Likes Breakdown, by Day





Audience Metrics	Totals	% Change
Fans	1,084	↗0.2%
Net Page Likes	2	↘60%
Organic Page Likes	4	↘20%
Paid Page Likes	0	→0%
Page Unlikes	2	↗—

Facebook Top Posts


Review your top posts published during the selected time period, based on the post's lifetime performance.

Descending ▼ by Lifetime Engagements




 **Mission Spring...**
 Sat 10/23/2021 10:29 a...

We're always there for you, ready to deal with emergencies 24/7/365! Our



Total Engagements	67
Reactions	26
Comments	1
Shares	1
Post Link Clicks	—
Other Post Clicks	39





 **Mission Spring...**
 Tue 10/26/2021 12:56 p...

Watch our team in action as they dealt with a broken fire hydrant earlier this month! A



Total Engagements	59
Reactions	28
Comments	0
Shares	4
Post Link Clicks	—
Other Post Clicks	27





 **Mission Spring...**
 Mon 10/4/2021 5:13 pm ...

Help celebrate **#WaterProfessionalsAppreciationWeek!** 🎉 We would li



Total Engagements	31
Reactions	19
Comments	1
Shares	3
Post Link Clicks	—
Other Post Clicks	8



INSTAGRAM

Instagram Performance Summary

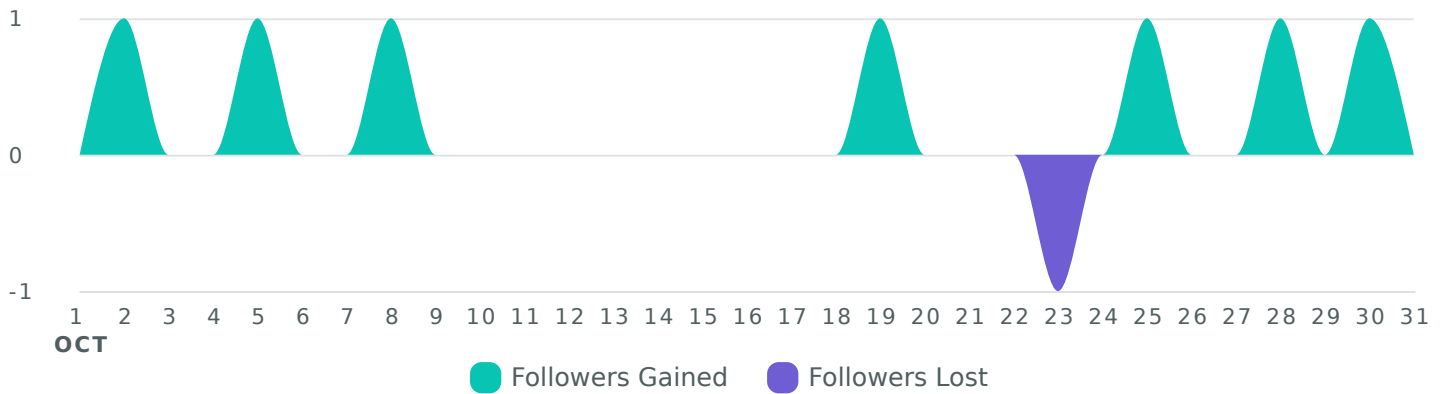
View your key profile performance metrics from the reporting period.

Impressions 3,548 ↘55.6%	Engagements 100 ↗35.1%	Profile Actions 1 →0%
------------------------------------	----------------------------------	---------------------------------

Instagram Audience Growth

See how your audience grew during the reporting period.

Net Follower Growth Breakdown, by Day





Audience Metrics	Totals	% Change
Followers	188	↗3.3%
Net Follower Growth	6	↗500%
Followers Gained	7	↗133.3%
Followers Lost	1	↘50%

Instagram Top Posts & Stories


Review your top posts and stories published during the selected time period, based on the post or story's lifetime performance.

Descending ▼ by Lifetime Engagements






missionsprings...
 Mon 10/4/2021 5:13 pm ...


Help celebrate #WaterProfessionalsAppreciationWeek! 🎉 We would like to




Total Engagements	10
Likes	10
Comments	0
Saves	0








missionsprings...
 Wed 10/27/2021 12:36 p...


Check out the Deal of the Day! In addition to costing considerably less than buying




Total Engagements	9
Likes	8
Comments	1
Saves	0







missionsprings...
 Sun 10/17/2021 12:31 p...

FOGS cause CLOGS! Avoid putting FOG (fats, oil & grease) and other fatty foods



Total Engagements	8
Likes	8
Comments	0
Saves	0



TWITTER

Twitter Performance Summary

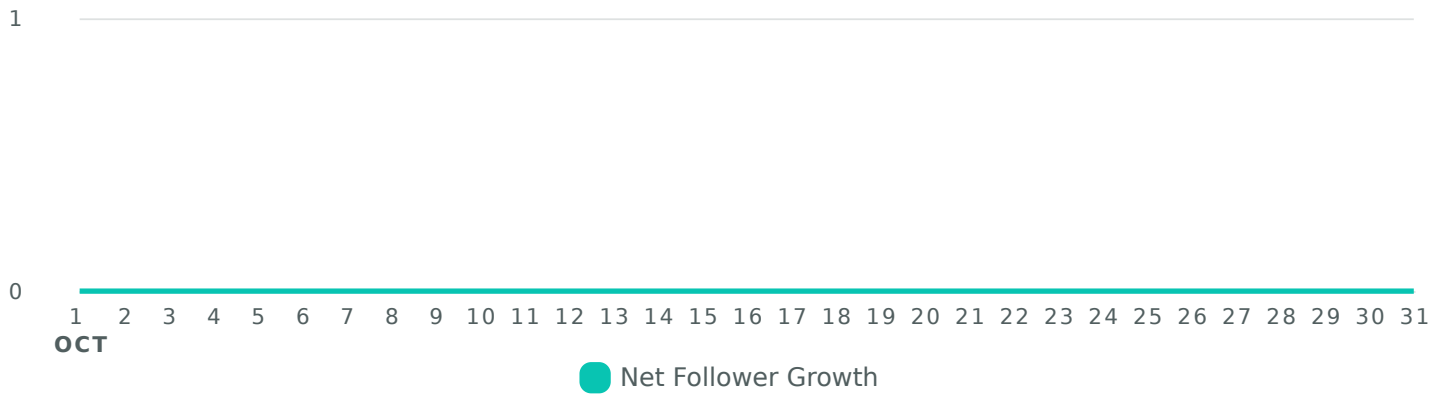
View your key profile performance metrics from the reporting period.

Impressions 372 ↘ 25.6%	Engagements 5 ↘ 82.1%	Post Link Clicks 0 → 0%
-----------------------------------	---------------------------------	-----------------------------------

Twitter Audience Growth

See how your audience grew during the reporting period.

Net Follower Growth, by Day





Audience Metrics	Totals	% Change
Followers	78	→0%
Net Follower Growth	0	↗100%
Following	100	→0%

Twitter Top Posts

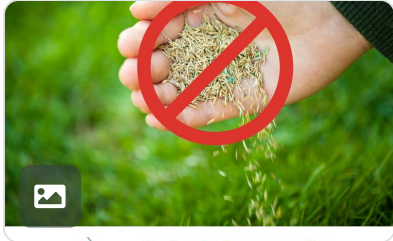
Review your top posts published during the selected time period, based on the post's lifetime performance.

Descending ▼ by Lifetime Engagements





MSWaterDistrict
 Fri 10/8/2021 7:02 pm UTC

Why waste time on your lawn?
 Instead of overseeding this year, convert to desert



Total Engagements	4
Likes	2
@Replies	0
Retweets	1
Post Link Clicks	0
Other Post Clicks	1
Other Engagements	0



LINKEDIN

LinkedIn Performance Summary

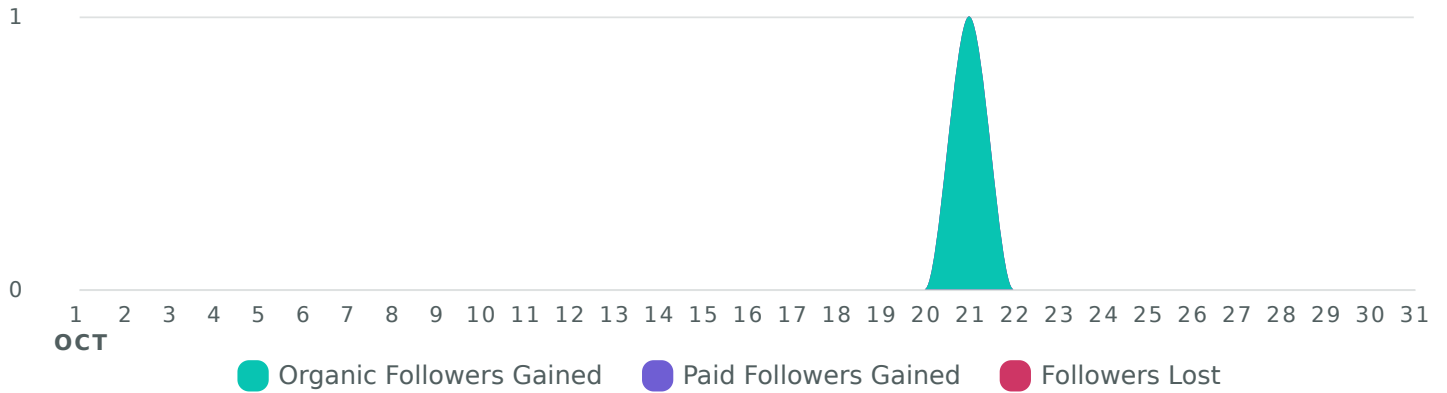
View your key profile performance metrics from the reporting period.

<p>Impressions</p> <p>207 ↗58%</p>	<p>Engagements</p> <p>13 ↗8.3%</p>	<p>Post Clicks (All)</p> <p>3 ↗—</p>
---	---	---

LinkedIn Audience Growth

See how your audience grew during the reporting period.

Net Follower Growth Breakdown, by Day



Audience Metrics	Totals	% Change
Followers	75	↗1.4%
Net Follower Growth	1	↘75%
Organic Followers Gained	1	↘75%
Paid Followers Gained	0	→0%
Followers Lost	0	→0%

LinkedIn Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

Descending ▼ by Lifetime Engagements



in Mission Spring...


Wed 10/6/2021 5:00 pm ...

We are proud to celebrate our staff during this **#WaterProfessionalsAppr**



Total Engagements	7
Reactions	4
Comments	0
Shares	0
Post Clicks (All)	3






in Mission Spring...


Thu 10/21/2021 10:36 p...


A drought emergency has been declared for the state, and here in Southern

Conservation is the K...



Total Engagements	2
Reactions	1
Comments	0
Shares	1
Post Clicks (All)	0







in Mission Spring...

Thu 10/21/2021 3:30 pm...

Each October 21, we set aside time to remind everyone about the value of water by



Total Engagements	2
Reactions	1
Comments	0
Shares	1
Post Clicks (All)	0

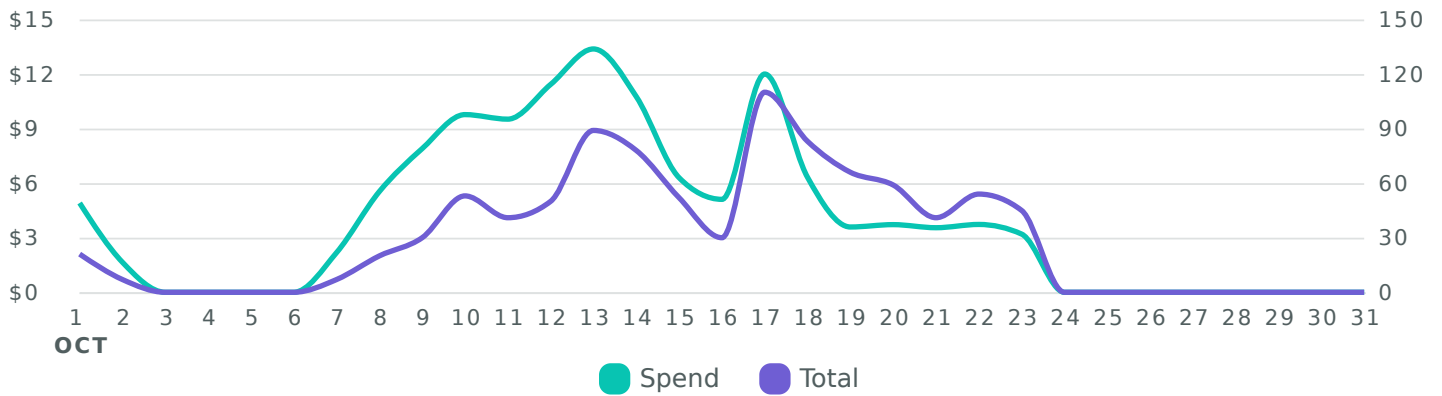


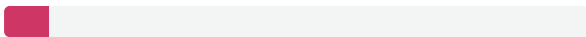
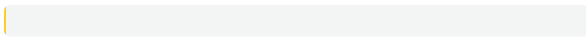
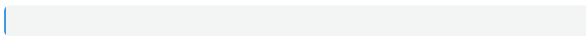

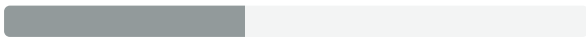
SPONSORED POSTS

Facebook & Instagram Paid Engagement

Visualize and analyze how people are engaging with your paid campaigns during the reporting period.

Engagements, by Day



Engagement, by Engagement Type	Totals	% Change
Total Engagements	936	↗ 583.2%
Reactions 	71	↗ 173.1%
Shares 	2	↗ —
Comments 	1	↗ —
Link Clicks 	478	↗ 346.7%
Other 	384	↗ 9,500%

Engagement Metrics	Totals	% Change
CPE	\$0.13	↘ 22.2%
Engagement Rate (per Impression)	6.5%	↗ 140.3%
Average Daily Engagements	30.19	↗ 583.2%

Facebook & Instagram Paid Engagement

Visualize and analyze how people are engaging with your paid campaigns during the reporting period.

Engagements, by Day

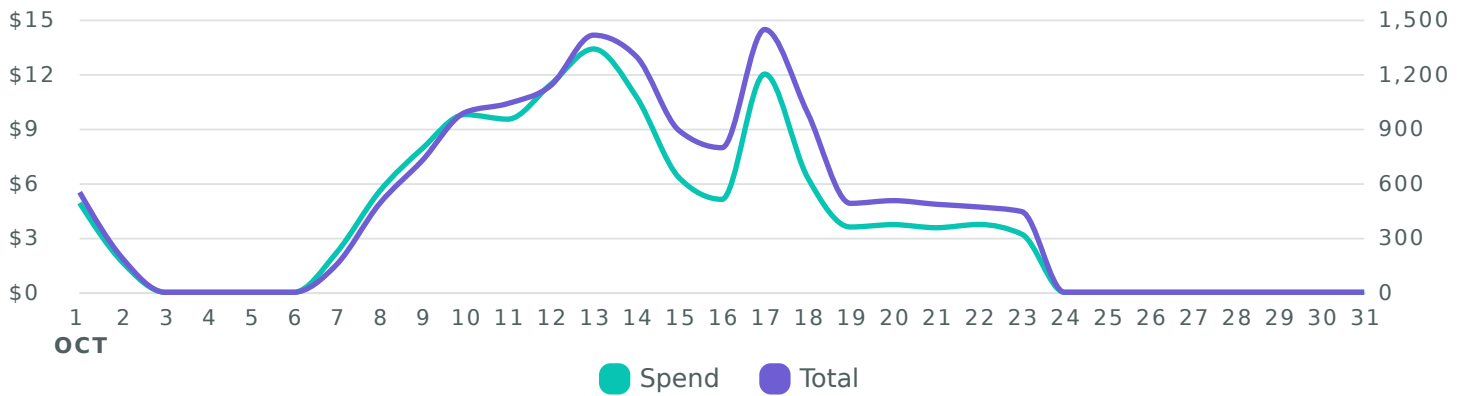


Campaign **Post: "We had a blast celebrating #BossesDay with the..."** received the most engagement

Facebook & Instagram Paid Impressions

Review how many times your content was seen by the targeted audience during the reporting period.

Impressions, by Day



Impression Metrics	Totals	% Change
Total Impressions	14,479	↗ 184.3%

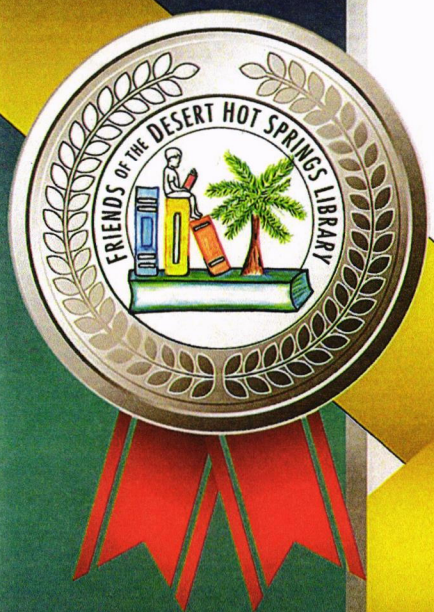
Impression Metrics	Totals	% Change
CPM	\$8.60	↗ 86.9%
Average Daily Impressions	467.06	↗ 184.3%

Certificate of APPRECIATION

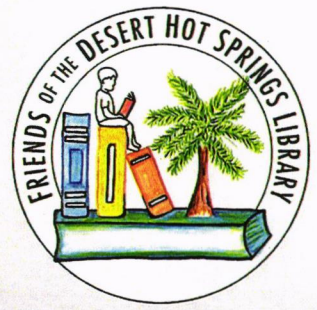
THIS AWARD IS PROUDLY PRESENTED TO:

Mission Springs Water District

The Friends of the Desert Hot Springs Library would like to thank you for your generous donation!



Jack Crowson
BOARD PRESIDENT



10-29-2021
DATE



WATER CONSERVATION & GROUNDWATER PROTECTION CALENDAR DRAWING CONTEST

Item 21.

ATTENTION STUDENTS! Enter today for a chance to win prizes and have your artwork published in Mission Springs Water District's community calendar.

The contest is open to all K-12 students at schools within the MSWD service area. Selected student artwork will be used in the District calendar.

Artwork for the MSWD Water Conservation & Groundwater Protection Calendar Drawing Contest should be based on one of these themes:

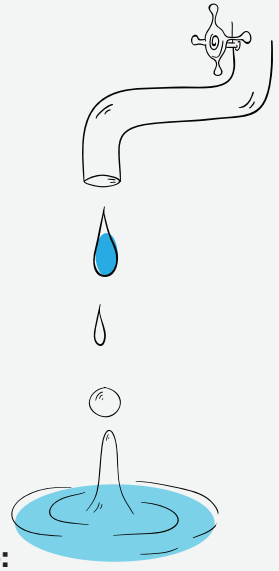
- ✓ **Saving water**
- ✓ **Proper disposal of fats, oils, grease (FOG)**
- ✓ **Water-wise car washing**
- ✓ **Drinking water quality**
- ✓ **Don't flush wipes**
- ✓ **Desert-friendly landscaping**

Each student may submit one drawing. Drawings should focus on one message only. Twelve winning entries will be selected for the calendar.

AVAILABLE PRIZES

The following prizes will be awarded:

- > **First Place:**
\$150 Amazon gift card
- > **Second Place:**
\$100 Amazon gift card
- > **Third Place:**
\$50 Amazon gift card
- > All other artists who create drawings selected for the calendar will receive a \$25 Amazon gift card



HOW TO ENTER

Draw or paint an original picture depicting one of the six messages above.

Send entries to:

Mission Springs Water District
Attn: Drawing Contest
66575 Second Street
Desert Hot Springs, CA 92240

Deadline: November 15, 2021

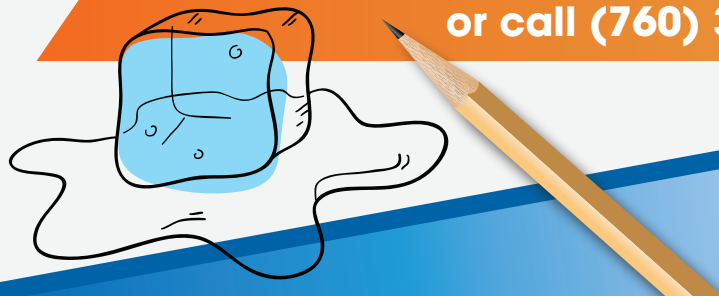
DESIGN REQUIREMENTS

Artwork **MUST** be ORIGINAL and HORIZONTAL on an 8.5" x 11" sheet of white paper with no lamination or protruding parts.

Drawings will need to be created on WHITE paper with crayons, paint and/or colored pencils/pens. Full-color artwork is preferred over black and white. Computer-generated artwork will not be accepted.

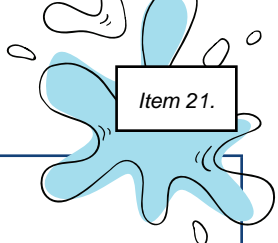
All submitted artwork will be available at the MSWD office for pick up after January 15, 2022.

For more information, please visit www.MSWD.org or call (760) 329-6448 ext. 145



OFFICIAL DRAWING CONTEST ENTRY FORM

MSWD Water Conservation & Groundwater Protection Calendar



Student name:		Parent/guardian name:	
Signature of student or parent/guardian (if under 18):			
Age:	School:	Grade:	Teacher:
Address:			
Phone:		Email:	
Please indicate the drawing message (Check One) <input type="checkbox"/> Saving water <input type="checkbox"/> Water-wise car washing <input type="checkbox"/> Drinking Water Quality <input type="checkbox"/> Don't flush wipes <input type="checkbox"/> Desert-friendly landscaping <input type="checkbox"/> Proper disposal of fats, oils, grease (FOG)			

QUALIFYING SCHOOLS:

- | | | |
|----------------------------------|-----------------------------------|-------------------------------------|
| Bella Vista Elementary School | Julius Corsini Elementary School | Edward L. Wenzlaff Education Center |
| Bubbling Wells Elementary School | Two Bunch Palms Elementary School | Desert Hot Springs High School |
| Cabot Yerxa Elementary School | Desert Springs Middle School | Painted Hills Middle School |

ENTRY REQUIREMENTS:

Each entry **MUST INCLUDE** a copy of the Entry Form filled out completely. Please ensure your drawing message is checked on the entry form. Tape the entry form to the back of the drawing. Do not staple the entry form to the drawing.

Submitted artwork becomes the property of Mission Springs Water District and may not be copyrighted by others. MSWD reserves the right to accept or reject any submittal. Artwork and the artist's name may appear in newspapers, on the MSWD website, MSWD social media accounts, and other communications.





CALENDARIO DEL CONCURSO DE DIBUJO

¡ATENCIÓN ESTUDIANTES! Ingresen hoy para tener la oportunidad de ganar premios y que su obra de arte se publique en el calendario de la comunidad de Mission Springs Water District.

El concurso está abierto a todos los estudiantes K-12 en las escuelas dentro del área de servicio de MSWD. Los dibujos seleccionados de los estudiantes se incluirán en el calendario del Distrito.

Las obras de arte para el concurso de dibujo del calendario sobre protección de las aguas subterráneas y conservación del agua del MSWD se deben basar en uno de estos temas:

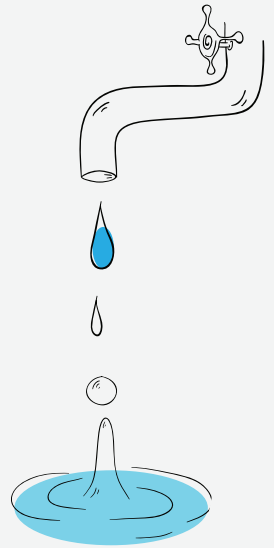
- ✓ **Ahorro de agua**
- ✓ **Correcta eliminación de fats, oils, grease (grasas, aceites y lubricantes, FOG)**
- ✓ **Lavado de vehículos con uso eficiente del agua**
- ✓ **Calidad del agua potable**
- ✓ **No tirar toallitas por el inodoro**
- ✓ **Paisajismo amigable con el desierto**

Cada estudiante puede presentar un dibujo. Los dibujos deben centrarse solo en un mensaje. Se seleccionarán doce ganadores para el calendario.

PREMIOS DISPONIBLES

Se otorgarán los siguientes premios:

- > **Primer lugar**
Tarjeta de regalo de Amazon de \$150
- > **Segundo lugar**
Tarjeta de regalo de Amazon de \$100
- > **Tercer lugar**
Tarjeta de regalo de Amazon de \$50
- > Todos los demás artistas que creen dibujos seleccionados para el calendario recibirán una tarjeta de regalo de Amazon de \$25.



CÓMO PARTICIPAR

Dibuja o pinta una imagen original que represente uno de los seis mensajes anteriores.

Envía tu obra a:

Mission Springs Water District
Attn: Drawing Contest
66575 Second Street
Desert Hot Springs, CA 92240

Fecha límite: 15 de noviembre de 2021

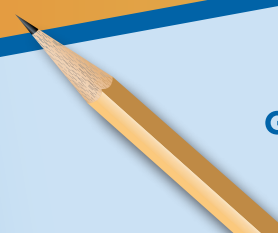
Todos los dibujos que se envíen estarán disponibles en la oficina del MSWD y se podrán recoger después del 15 de enero de 2022.

REQUISITOS DE DISEÑO

El dibujo DEBE ser ORIGINAL y HORIZONTAL en una hoja de papel blanco de 8.5" x 11" sin laminado ni alto relieve.

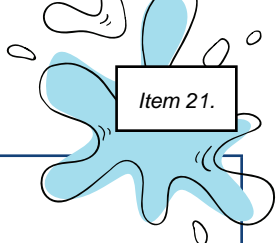
Los dibujos deben hacerse en papel BLANCO con crayones, pintura o lápices/plumas de colores. Se prefieren dibujos a color que en blanco y negro. No se aceptarán dibujos generados por computadora.

Para obtener más información, visite www.MSWD.org o llame al (760) 329-6448 extensión 145



FORMULARIO OFICIAL DE INSCRIPCIÓN PARA EL CONCURSO DE DIBUJO

Calendario de protección de las aguas subterráneas y conservación del agua del MSWD



Nombre del estudiante:		Nombre del padre/tutor:	
Firma del estudiante o padre/tutor (si es menor de 18 años):			
Edad:	Escuela:	Grado:	Maestro:
Dirección:			
Celular:		Correo electrónico:	
Indica el mensaje del dibujo (marca una opción) <input type="checkbox"/> Ahorro de agua <input type="checkbox"/> Lavado de vehículos con uso eficiente del agua <input type="checkbox"/> Calidad del agua potable <input type="checkbox"/> No tirar toallitas por el inodoro <input type="checkbox"/> Paisajismo amigable con el desierto <input type="checkbox"/> Correcta eliminación de grasas, aceites y lubricantes (FOG)			

ESCUELAS QUE CALIFICAN:

Bella Vista Elementary School

Julius Corsini Elementary School

Edward L. Wenzlaff Education Center

Bubbling Wells Elementary School

Two Bunch Palms Elementary School

Desert Hot Springs High School

Cabot Yerxa Elementary School

Desert Springs Middle School

Painted Hills Middle School

REQUISITOS PARA PARTICIPAR:

Cada dibujo **DEBE INCLUIR** una copia del formulario de inscripción completo. Asegúrate de que el mensaje del dibujo esté marcado en el formulario de inscripción. Pega con cinta adhesiva el formulario de inscripción en la parte de atrás del dibujo. No engrapes el formulario de inscripción al dibujo.

Los dibujos enviados pasan a ser propiedad del Mission Springs Water District y nadie puede tener los derechos de autor. El MSWD se reserva el derecho de aceptar o rechazar cualquier entrega. El dibujo y el nombre del artista pueden aparecer en periódicos, en el sitio web del MSWD, en las cuentas de redes sociales del MSWD y en otras comunicaciones.

