

SAN MIGUEL COMMUNITY SERVICES DISTRICT BOARD OF DIRECTOR & GROUNDWATER SUSTAINABILITY AGENCY

Rod Smiley, President
Owen Davis, Director Ashley Sangster, Director John Green, Director
Brendin Beatty, Director

REGULAR BOARD OF DIRECTORS & GROUNDWATER SUSTAINABILITY AGENCY AGENDA

Open Session 6:00 PM

601 12th Street San Miguel, CA Date: 12-19-2024

Cell Phones: As a courtesy to others, please silence your cell phone or pager during the meeting and engage in conversations outside the Boardroom.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the CSD Clerk at (805) 467-3388. Notification 48 hours in advance will enable the CSD to make reasonable arrangements to ensure accessibility to this meeting.

Public Comment: Sign in sheet at podium for public comment. Comments are **limited to three minutes**, unless you have registered your organization with CSD Clerk prior to the meeting. If you wish to speak on an item not on the agenda, you may do so under item "Public Comment and Communications for items not on the agenda". Person(s) who wish to submit written correspondence, may do so at www.sanmiguelcsd.org. All correspondence is distributed to each Board Director and will become part of the record of that board meeting. Any member of the public may address the Board of Directors on items on the consent calendar.

Meeting Schedule: Regular Board of Director meetings are held on the fourth Thursday of each month at 6:00 P.M. Agendas are also posted at: www.sanmiguelcsd.org

Agendas: Agenda packets are available for public inspection 72 hours prior to the scheduled meeting at the Posting Board/ San Miguel CSD office, during normal business hours. Any agenda-related writings or documents provided to a majority of the Board of Directors after distribution of the agenda packet are available for public inspection at the same time.

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- 1. Call to Order
- 2. Roll Call
- 3. Approval of Regular Meeting Agenda

4. Pledge of Allegiance

5. Public Comment and Communications for items not on the agenda Persons wishing to speak on a matter not on the agenda may be heard at this time; however, no action will be taken until placed on a future agenda. Speakers are limited to three minutes. Please sign in with name and address at podium.

6. Special Presentations/Public Hearings/Other

- 1. Swearing in & Oath of Office of Directors Beatty, Green, Sangster. (Pg. 5)
- 2. Presentation of Certificate of Appreciation and Recognition for Public Service to Anthony Kalvans for serving on the Board of Directors for the San Miguel Community Services District since December 2012, from SMCSD, San Luis Obispo County Supervisor John Peschong (attending) and Assemblymember Dawn Addis's Office (absent). (Pg. 6)
- 3. Presentation of Certificate of Appreciation and Recognition for Public Service to Raynette Gregory for serving on the Board of Directors for the San Miguel Community Services District since May 2020, from SMCSD, San Luis Obispo County Supervisor John Peschong (attending) and Assemblymember Dawn Addis's Office (absent). (Pg. 7)
- 4. Presentation of Certificate of Appreciation and Recognition for Public Service to Berkley Baker for serving on the Board of Directors for the San Miguel Community Services District since June 2023, from SMCSD, San Luis Obispo County Supervisor John Peschong (attending) and Assemblymember Dawn Addis's Office (absent). (Pg.8)
- 5. Annual election of Board President and Vice President for calendar year 2025. (Discuss and appoint president and vice president) (Pg. 9-10)
- 6. Presentation and acceptance of the San Miguel CSD Fiscal Year 2023-24 Financial Audit report from Moss, Levy & Hartzheim, LLP RESOLUTION 2024-61 (Recommend approve resolution and accept audit by 3/5 Vote) (Pg. 11-70)

7. Non- District Reports

- 1. San Luis Obispo County Organizations (Pg. 71)
- 2. Community Service Organizations (Pg. 72)
- **3.** Camp Roberts—Army National Guard (Pg.73)

8. Staff & Committee Reports - Receive & File

- 1. General Manager (Pg. 74)
- 2. District Counsel (Pg. 75)
- 3. District Utilities (Pg. 76-78)
- **4.** Fire Chief Report (Pg. 79-92)
- **9. Consent Calendar** The items listed below are scheduled for consideration as a group and one vote. Any Director may request an item be withdrawn from the Consent Agenda to discuss or to change the recommended

course of action. Unless an item is pulled for separate consideration by the Board, the following items are recommended for approval without further discussion. Public Comment

- 1. 11-21-2024 Draft San Miguel CSD Board of Directors meeting minutes (Pg. 93-107)
- 2. Adoption of San Miguel CSD Board of Director regular meeting dates for calendar year 2025 by RESOLUTION 2024-59 (Pg. 108-110)
- 3. Approval of RESOLUTION 2024-58 adopting Well drilling, Well equipping, and Sewer Lift Station Design Standards for projects within the District boundaries.(Pg. 111-219)

10. Board Action Items

- 1. Monthly claim detail and investment reports for November 2024 (**Recommend receive and file claim detail and investment report by Board consensus**) (Pg. 220-264)

 When ancillary reports area provided they are for reference only and are subject to change.
- 2. Banking powers Five Star Bank for current Board Members and Removing Former Board Members- Board of Directors (**Recommend approve by 3/5 Vote**) (Pg. 265-266)
- 3. LAFCo Special District Representative nomination two seats open (**Provide nomination(s)** by Board 3/5 Vote) (Pg. 267-269)
- 4. Review proposal for annual financial audit services for three-year period for years ending June 30, 2025, 2026, and 2027 and authorize the General Manager to execute a professional services agreement with Moss, Levy & Hartzheim, LLP by RESOLUTION 2024-62 (Recommend approve by 3/5 vote) (Pg. 270-295)
- 5. Termination of grant funding agreement between the County of San Luis Obispo and San Miguel Community Service District for the Implementation of the San Miguel Recycled Water Supply Project (**Recommend approve by 3/5 vote**) (Pg. 296-344)
- 6. San Lawrence Terrace Booster pump station design contract award by RESOLUTION 2024-64 (Recommend approve by 3/5 vote) (Pg. 345-437)
- 7. Mission Gardens Lift Station Flood Mitigation contract award by RESOLUTION 2024-47 (Recommend approve by 3/5 vote) (Pg. 438-489)
- **8.** Request for Qualifications/ Proposal for Water and Wastewater Masterplan update and Streetlighting Masterplan. (Pg. 490-507)

Adjourn to the San Miguel Community Services District Groundwater Sustainability Agency (GSA)

11. GSA Board Action Items

- 1. Update from Paso Basin Cooperative Committee; December 16, 2024 Special Meeting (Discussion only, direction may be provided to Legal or General Manager for future action) (Pg. 508-510)
- 2. Discuss and appoint San Miguel CSD GSA representation to the Paso Basin Cooperative Committee (PBCC) (Discuss and appoint a member and alternate by 3/5 vote) (Pg. 511)

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3. Review of DRAFT Joint Exercise of Powers Agreement (JPA) for administration of The Paso Robles Area Groundwater Sub Basin Groundwater Sustainability Plan. (Discussion only, direction may be provided to Legal or General Manager for future action) (Pg.512-529)

Reconvene to the San Miguel Community Services District Board of Directors

- **12. Board Comment** This section is intended as an opportunity for Board members to make brief announcements, request information from staff, request future agenda item(s) and/or report on their own activities related to District business. No action is to be taken until an item is placed on a future agenda.
- 13. Adjourn to Closed Session/Closed Session Agenda Public comment for items on closed session agenda.

CLOSED SESSION ADMONISHMENT:

The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury. It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions. Only the legislative body acting as a body may agree to divulge confidential closed session information; regarding attorney/client privileged communications, the entire body is the holder of the privilege and only a majority vote of the entire body can authorize the waiver of the privilege.

1. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code, § 54957.6)

Agency designated representatives: District General Manager and General Counsel

Employee Organization: San Miguel Employees' Association (SMEA) (Pg.530)

- 2. CONFERENCE WITH DISTRICT GENERAL COUNSEL Existing Litigation
 Pursuant to Government Code Section 54956.9 (d)(1) Case: Steinbeck v. City of Paso Robles,
 Santa Clara County Superior Court Case No. 1-14-CV-265039 and Case: Eidemiller v. City
 of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212 (Pg.531)
- 14. Report out of Closed Session
- 15. Adjournment to Next Regular Meeting

ATTEST:

STATE OF CALIFORNIA)
COUNTY OF SAN LUIS OBISPO) SS.
COMMUNITY OF SAN MIGUEL)

I, Tamara Parent, Board Clerk of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSD office.

Phone: (805)467-3388 Fax: (805)467-9212

Date:

SUBJECT: Swearing in & Oath of Office of Directors Beatty, Green, Sangster. (Pg. 5)

SUGGESTED ACTION:

Administering the Oath of Office to newly elected Board members: Brendin Beatty, John Green, Ashley Sangster

DISCUSSION:
Administer Oath of Office for each new Board Member

FISCAL IMPACT:
None

AGENDA ITEM: 6.2

SUBJECT: Presentation of Certificate of Appreciation and Recognition for Public Service to Anthony Kalvans for serving on the Board of Directors for the San Miguel Community Services District since December 2012, from SMCSD, San Luis Obispo County Supervisor John Peschong (attending) and Assemblymember Dawn Addis's Office (absent). (Pg. 6)

SUGGESTED ACTION:

Present former San Miguel Community Services District Board of Director Anthony Kalvans with recognition certificates.

DISCUSSION:

SMCSD present Certificates of Recognition and Appreciation to Anthony Kalvans for serving on the Board of Directors for the San Miguel Community Services District for the past 12 years.

FISCAL IMPACT:

None

AGENDA ITEM: 6.3

SUBJECT: Presentation of Certificate of Appreciation and Recognition for Public Service to Raynette Gregory for serving on the Board of Directors for the San Miguel Community Services District since May 2020, from SMCSD, San Luis Obispo County Supervisor John Peschong (attending) and Assemblymember Dawn Addis's Office (absent). (Pg. 7)

SUGGESTED ACTION:

Present former San Miguel Community Services District Board of Director Raynette Gregory with recognition certificates.

DISCUSSION:

SMCSD present Certificates of Recognition and Appreciation to Raynette Gregory for serving on the Board of Directors for the San Miguel Community Services District for the past 4.5 years.

FISCAL IMPACT:

None

AGENDA ITEM: 6.4

SUBJECT: Presentation of Certificate of Appreciation and Recognition for Public Service to Berkley Baker for serving on the Board of Directors for the San Miguel Community Services District since June 2023, from SMCSD, San Luis Obispo County Supervisor John Peschong (attending) and Assemblymember Dawn Addis's Office (absent). (Pg.8)

SUGGESTED ACTION:

Present former San Miguel Community Services District Board of Director Berkley Baker with recognition certificates.

DISCUSSION:

SMCSD present Certificates of Recognition and Appreciation to Berkley Baker.

FISCAL IMPACT:

Staff time and Certificate cost

December 19, 2024 AGENDA ITEM: 6.5 SUBJECT: Annual election of Board President and Vice President for calendar year 2025. (Discuss and appoint president and vice president) (Pg. 9-10) **SUGGESTED ACTION:** Nominate and Elect Board of Director Officers for calendar year 2025: A.1. President A.2 Vice-President <u>Voice vote</u> of 3/5 for President and Vice President respectively **DISCUSSION:** The Board of Directors ("Board") of San Miguel Community Services District ("District") elected Rod Smiley to serve as Board President with the presidential term expiring in December 2024. The Board of Directors ("Board") of San Miguel Community Services District ("District") elected Raynette Gregory to serve as Board Vice-President with the vice presidential term expiring in December 2024. District Board Rules & By laws provides for the annual election of Board officers, specifically President and Vice-President. Chapter 2.C of the District Board By-laws states that The President and Vice-President of the Board shall be elected annually at the first regular meeting in December. No Specific procedures for nomination and election of officers are delineated. **Current Officers:** President: **Rod Smiley** Vice-President: Raynette Gregory **Nominations:** President: Vice-President: The Board should nominated and vote on a president, after a president is approved then the board should nominate and vote on a vice president.

FISCAL IMPACT:

No costs are anticipated other then the staff and legal time to bring this report to the Board, as well as staff time to update forms and the District website as necessary.

PREPARED BY: Kelly Dodds

AGENDA ITEM: 6.6

SUBJECT: Presentation and acceptance of the San Miguel CSD Fiscal Year 2023-24 Financial Audit report from Moss, Levy & Hartzheim, LLP RESOLUTION 2024-61 (**Recommend approve resolution and accept audit by 3/5 Vote**) (Pg. 11-70)

SUGGESTED ACTION: Receive presentation by Adam Guise with Moss, Levy & Hartzheim, LLP regarding FY 2023-24 audit and accept audit report.

DISCUSSION:

Moss Levy & Hartzheim LLP prepared the attached Draft Audit Report and will provide a verbal report to the Board.

FISCAL IMPACT:

No additional cost to review and accept the draft audit. The audit services are based on previously awarded contract with Moss, Levy & Hartzheim, LLP.

PREPARED BY: Kelly Dodds

RESOLUTION NO. 2024-61

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT ACCEPTING AND APPROVING THE INDEPENDENT AUDITOR REPORT ON DISTRICT'S FY 2023-24 FINANCIAL STATEMENTS

WHEREAS, the San Miguel Community Services District ("District") is a community services district duly formed under California Government Code §61000 et. seq. to provide community services within the District's service area, including water, lighting, solid waste, sewer and fire protection services; and

WHEREAS, Government Code §61118 et. seq. establishes procedures for the adoption of Audits for community services districts and financial accounting and cash accounts in accordance with generally accepted governmental accounting standards and practices; and

WHEREAS, the Board of Directors ("Directors") of the District has reviewed the Independent Auditor's Report on the District's Financial Statements.

NOW, THEREFORE, BE IT RESOLVED that the Directors hereby accepts and approves the Independent Auditor's Report for the FY 2023-24 Financial Statement of the District and authorize filing the Audit with the appropriate County and State offices.

On the motion of Director______, Seconded by Director ______ and on the following roll call vote:

AYES:

NOES:
ABSENT:
ABSTAINING:

The foregoing Resolution is hereby passed and adopted this 19th day of December 2024.

Kelly Dodds, General Manager TBD Board President

ATTEST: APPROVED AS TO FORM:

Tamara Parent , Board Clerk Douglas L. White, District General

Counsel

SAN MIGUEL COMMUNITY SERVICES DISTRICT FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2024

SAN MIGUEL COMMUNITY SERVICES DISTRICT FOR THE FISCAL YEAR ENDED JUNE 30, 2024

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FINANCIAL SECTION



INDEPENDENT AUDITORS' REPORT

Board of Directors of San Miguel Community Services District San Miguel, California

Opinions

We have audited the accompanying financial statements of the governmental activities, business-type activities, and each major fund of the San Miguel Community Services District, as of and for the fiscal year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the San Miguel Community Services District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, and each major fund of the San Miguel Community Services District, as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the San Miguel Community Services District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the San Miguel Community Services District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the San Miguel Community Services District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the San Miguel Community Services District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the major special revenue funds' budgetary comparison information, the schedule of changes in OPEB liability and related ratios, the schedule of OPEB contributions, the schedule of proportionate share of net pension liability, and the schedule of pension contributions be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries of the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated December 6, 2024, on our consideration of the San Miguel Community Services District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the District's internal control over financial reporting and compliance.

Santa Maria, California

Moss, Leng & Haugrein LLP

December 6, 2024

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2024

As stewards to the San Miguel Community Services District's Financial management, we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended on June 30, 2024. Our District's primary objective is to efficiently serve the community with Fire protection, Water, Wastewater, Street Lighting/Landscaping and Solid Waste services in San Miguel. This section of the District's financial report is provided as supplementary information to the audited financial statements. It is management's intention that this information provides the financial statement reader with a brief and concise overview and analysis of the District's financial activities for the fiscal year that ended June 30, 2024.

The District's basic statements report "Governmental Activities" of the Fire Fund and the Street Lighting Fund and the "Business-Type Activities" or "Proprietary Funds" of the Water Fund and Wastewater Fund (which includes the Solid Waste Fund).

Governmental Activities – these programs are primarily supported by property taxes, and by specific program revenues such as Ambulance fees, Plan Check fees, Public Facilities fees, and Developer fees.

Business-type Activities – these programs are primarily supported by Service fees, Grants, Hookup fees, Franchise fees, and Developer fees.

A fund is a group of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds – are used to account for essentially the same functions reported as governmental activities in the Government-wide Financial Statements. However, unlike the Government-wide Financial Statements, Governmental Fund Financial Statements focus on near-term inflows and outflows of spendable resources, as well as the balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Proprietary Funds – are used to report the same functions presented as business-type activities in the government-wide financial statements. The District uses a proprietary fund, an enterprise fund, to account for the Wastewater and Water.

The District presents it's financial statements under the reporting model required by the GASB Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis (MD&A) – for State and Local Governments. For comparison purposes, two years of financial information is provided in the GASB 34 format.

REQUIRED FINANCIAL STATEMENTS

The District's annual report consists of: Management's Discussion and Analysis, Financial Statements, and Notes to the Financial Statements.

The basic financial statements following this discussion are: Statement of Net Position, Statement of Activities and Changes in Net Position, and Statement of Cash Flows. These consist of the Government-wide Financial Statements and the Fund Financial Statements; these two sets of financial statements provide two different views of the District's financial activities and financial position. Government-wide Financial Statements provide a broad overview of the District's activities as a whole, in a manner similar to a private-sector business, and consist of the Statement of Net Position and the Statement of Activities. The Statement of Net Position provides information about the financial position of the District as a whole, including all it's capital assets and long-term liabilities on the full accrual basis, similar to that used by corporations. The Statement of Activities provides information about all of the District's revenues and all of its expenses, also on a full accrual basis, with the emphasis on measuring net revenues or expenses of each of the District's funds. The Statement of Activities explains in detail the change in Net Position for the fiscal year.

The basic financial statements include Fund Financial Statements that consist of Balance Sheets, Statement of Revenues Expenditures and Changes in Fund Balance, Statement of Net Position, Statement of Revenues, Expenses, and Changes in Net Position, and the Statement of Cash Flows. Following the Fund Financial Statements are Notes to the Financial Statements that provide accounting methodology and other disclosures related to specifically identified financial statement reporting.

Notes to the Financial Statements provide additional information that is essential to a full understanding of the data provided in the Government-wide and Fund Financial Statements.

Required Supplementary Information regarding the major funds' budgets and the pension and OPEB plan information can be found on pages 39-44 of the Audit Financial Statements.

Government-wide Financial Analysis- The District presents its financial statements under the reporting model required by the GASB Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis (MD&A) – for State and Local Governments. For comparison purposes, two years of financial information is provided in the GASB 34 format.

FINANCIAL HIGHLIGHTS

- The District's assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources at the close of the fiscal year by \$12,747,939. This represents the net position of the District as of June 30, 2024.
- The District's net position increased by \$1,354,038.
- Total revenues for the fiscal year were \$3,961,596 an increase of \$574,033 or 16.9% over the prior fiscal year.
- Total operating expenses for the fiscal year were \$2,607,558 an increase of \$95,103 or 3.79% over the prior fiscal year. Consistent with the Generally Accepted Accounting Principles, operating expenses do not include debt principal payments or capital asset purchases.
- The District made principal payments on long-term debts in the amount of \$128,725 during the fiscal year.
- In addition to the operating expenses, the District incurred \$1,425,350 in capital asset purchases during the current fiscal year.
- Cash and Cash Equivalents on June 30, 2024 totaled \$6,050,386.
- Cash and Cash Equivalents increased by \$246,827 during the fiscal year.
- During the prior fiscal year {2022/23} Cash and Cash Equivalents increased by \$547,129.
- The District's Governmental Fund Balances increased \$71,881 or 3.5% from the previous year.
- Salary and Wages decreased by 3.35% or \$24,894.

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NET POSITION

Net position may serve over time as a useful indicator of a government's financial position. In the case of our District, the assets and deferred inflows exceeded the liabilities and deferred outflows by \$12,747,939 at the close of the most recent fiscal year.

SUMMARY OF NET POSITION JUNE 30, 2024 AND 2023					
	Governmental and Activi				
	2024	2023			
Current and other Assets	\$6,546,758	\$6,297,494			
Capital Assets	8,409,735	7,316,898			
Total Assets	14,956,493	13,614,392			
Deferred Outflows of Resources	333,831	289,873			
Total Deferred Outflows	333,831	289,873			
Current and other liabilities	298,484	225,969			
Long-term liabilities outstanding	2,109,095	2,139,121			
Total Liabilities	2,407,579	2,365,090			
Deferred Inflows of Resources	134,806	145,274			
Total Deferred Inflows	134,806	145,274			
Net Investment in Capital Assets	7,067,917	5,852,189			
Restricted	3,001,173	2,903,507			
Unrestricted	2,678,849	2,638,205			
Total Net Position	\$12,747,939	\$11,393,901			

The largest portion of the District's net position of \$7,067,917 (55.4%) reflects its net investment in capital assets (e.g. land, structures and improvements, equipment, and construction in progress, net of accumulated depreciation); less any related debt and other payables used to acquire those assets that are still outstanding. The District uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Another significant portion of the District's net position of \$3,001,173 (23.5%) represents restricted resources that are subject to external restrictions on how they may be used.

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At the end of the fiscal year the District is able to report positive balances in all of the categories of net position. The District's net position increased by \$1,354,038 during the 2023-2024 fiscal year, which accounts for 11.9 percent of total net position.

	Government	al Activities	Business-Ty	oe Activities	Tot	tal
_	2024	2023	2024	2023	2024	2023
REVENUES:						
Program Revenues:						
Charges for Services	\$34,634	\$17,053	\$2,373,861	\$2,281,254	\$2,408,495	\$2,298,30
Operating grants and contributions	30,102	146	0	0	30,102	14
Capital grants and contributions	0	0	557,885	104,543	557,885	104,54
General revenues:						
Property Taxes	693,858	634,012	118,926	124,701	812,784	758,71
Invest earnings (loss)	31,729	(993)	53,844	10,451	85,573	9,45
Gain on the sale of property	5,625	27,600	16	107,643	5,641	135,24
Miscellaneous	7 <i>,</i> 599	25,100	53,517	56,053	61,116	81,15
Transfers	.0	79,691	0	(79,691)	0	
TOTAL REVENUES	803,547	782,609	3,158,049	2,604,954	3,961,596	3,387,56
EXPENSES:						
Governmental activities:						
Public Safety	583,689	572,901			583,689	572,90
Street lighting	56,502	64,312			56,502	64,31
Depreciation (unallocated)	66,776	83,978			66,776	83,97
Business-type activities:						
Water			1,136,449	1,014,349	1,136,449	1,014,34
Wastewater			764,142	776,915	764,142	776,91
TOTAL EXPENSES	706,967	721,191	1,900,591	1,791,264	2,607,558	2,512,45
CHANGE IN NET POSITION	96,580	61,418	1,257,458	813,690	1,354,038	875,10
Net position at beginning of year	2,081,771	2,020,353	9,312,130	8,498,440	11,393,901	10,518,79
NET POSITION AT END OF YEAR	\$2,178,351	\$2,081,771	\$10,569,588	\$9,312,130	\$12,747,939	\$11,393,90

REVENUES

The District's total revenues per the Statement of Activities were \$3,961,596 for the fiscal year ended June 30, 2024 which represents an increase of \$574,033 or 16.9% from the prior fiscal year. Charges for Services revenue of \$2,408,495 comprised 61% of total revenues. Property tax revenue of \$812,784 comprised 21% of total revenues of the District, that is restricted for specific fund use. The increase in Property tax revenue reflects the increase in Proposition 13 adjustments on existing homes combined with the increase of sales on existing and new home properties and local development. The increase in Governmental Activity Operating contributions reflects the new grants that the Fire Department was awarded. The increase in Business-Type Activity Operating contributions

reflects the grants that where awarded. The increase in Governmental Activities Charges for Services reflects the Cost Recovery program that the Fire Department implemented during the fiscal year. The increase in Business-Type Activities revenue reflects the District manager's banking and investment changes in our financial strategies.

OPERATING EXPENSES

Expenses of the District totaled \$2,607,558 for the fiscal year ended June 30, 2024 which represents a increase of \$95,103 or 3.79% from the prior year. Water Service costs represents the largest expenditure of 44%, Wastewater Service costs 29%, Public Safety costs 22% of total expenses.

The following table shows the cost of each of the District's programs and the net cost of the programs for the fiscal year ended June 30, 2024. Net costs is the total cost less fees and other direct revenue generated by the activities. The net cost of the Public Safety, Street Lighting, Water and Wastewater/Solid Waste reflects the financial burden that was placed on the District's taxpayers and Service Customers by each of the programs to maintain service to the District's customers.

PROGRAM COSTS A	ND NET REVENU	E (COST)
_	Total Cost of Services	Net Revenue (Cost) of Services
EXPENSES:		
Governmental activities:		
Public Safety	\$583,689	(\$518,976)
Street lighting	56,502	(56,479)
Depreciation (Unallocated)	66,776	(66,776)
Business-type activities:		
Water	1,136,449	65 <i>,</i> 873
Wastewater	764,142	965,282
TOTAL EXPENSES	\$2,607,558	\$388,924

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

As noted earlier, the District uses Fund Accounting to ensure compliance with finance-related legal requirements. The fund financial statements focus on individual parts of the District, reporting the District's operations in more detail than the government-wide financial statements.

Governmental Funds: the focus of the District's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Districts' financing requirements. In particular, the unreserved fund balance may serve as a useful measurement of a government's net resources available for spending at the end of the fiscal year.

At June 30, 2024 the District's governmental and enterprise funds reported combined fund balances/net position of \$12,714,934 which represents an increase of \$1,329,339 from the prior year. The increase for fiscal year 2024 was mostly for capital projects and capital lease. Approximately 23.7% is the combined fund balances and net position in the current fiscal year of \$3,017,390 constitutes Unrestricted Net Position, which is used to meet the District's current and future needs. The remainer of the fund balance and net position not part of the net investment in capital

assets is Restricted to indicate that it is not available for new spending because it has been restricted either for: 1) amounts set aside for future construction (\$855,827) or 2) to be used for the specific purpose of the Fund (\$2,145,346).

CAPITAL ASSETS

As of June 30, 2024, the District's investment in capital assets amounted to \$8,409,735 net of depreciation. This investment in capital assets includes land, leased land, land improvements, structures and improvements, equipment, and construction in progress costs for various improvements and construction.

			AL ASSETS 30, 2024 AND 20	23		
		2024			2023	
	Governmental	Business-		Covernmental	Business-	
	Activities	Type Activities	Total	Governmental Activities	Type Activities	Total
Land Buildings, structures,	\$76,926	\$301,889	\$378,815	\$76,926	\$301,889	\$378,815
and improvements	549,866	9,045,814	9,595,680	549,866	9,045,814	9,595,680
Equipment	1,492,146	808,334	2,300,480	1,481,235	808,334	2,289,569
Construction in progress Less: accumulated	47,174	2,420,568	2,467,742	19,129	1,034,174	1,053,303
depreciation	(1,502,999)	(4,829,983)	(6,332,982)	(1,436,223)	(4,564,246)	(6,000,469)
TOTAL	\$663,113	\$7,746,622	\$8,409,735	\$690,933	\$6,625,965	\$7,316,898

The change in Capital Asset total reflects the removal of surplus equipment sold, new equipment additions, the modular District Office, and asset depreciation. Additional information on the District's capital assets can be found in Note 3 on page 30 of the Audited Financial Statements.

LONG-TERM LIABILITIES

At June 30, 2024 the District had long-term liabilities totaling \$2,251,326. District long-term liabilities include \$304,602 of pension liability with respect to the obligation of the District for CalPERS retirement, and \$348,929 for Other Post-Employment Benefits (OPEB) liabilities. Bonds payable of \$1,002,212 for the 2008 USDA loan (secured by water revenues), Leases payable of \$517,844 for the Fire Engine and the Temporary Housing Unit, and Notes payable \$48,039 the remainder of the 1994 State of California Note (secured by water revenues). Finally, there was a \$29,700 liability for employee Compensated Absences.

Additional information on the District's long-term liabilities can be found in Notes 4-9 on pages 31-38 of the Audited Financial Statements.

NEXT YEAR BUDGET AND RATES

The San Miguel C.S.D. local economy continues to see growth as the population continues to grow and with it the demand for housing occurs. The primary sources of funding for the District's Funds are Charge for Service and Property Taxes. The District is currently in a Rate Study for Water Service. Charges for Service revenue can only be used to provide that specific service. Property tax revenues have increased by approximately \$54,071 or 7.12% from the prior year but projections and property values continue to go up, therefore the District is projecting an average annual growth in property tax revenues of 4% for the next fiscal year. Property Taxes may only be used by the Fund they are collected for.

One concern for the future fiscal years is the potential impact of cost inflation. While the Fiscal Year 2023/24 Budget (adopted by the Board of Directors on May 23, 2024) and the District's utility rate structure includes some allowance for cost inflation, there have been significant recent increases in inflation metrics such as the consumer price index. For example Electric costs for the Treatment Plant increased 40.09%, Well electric costs increased 29.15%, Insurance costs increased 7.08% with the The District has also experienced wide fluctuations in the cost of fuel and utilities. The District's Budget process will start at the beginning of the calendar year and will again need to consider these added costs and projected inflation increases.

The District's overall goal is to maintain the high levels of service and reliability that our residents and business leaders have come to expect from the District. One step in meeting this challenge is the annual review and update of the District's Goals, Capital Improvement Projects, and Strategic Plan. These Capital Improvement Plans provide an overview of the timing of future District facilities and projects, and corresponding revenue sources for development. This document, along with the annual Budget, is the foundation upon which the District will build to meet the growing needs of the community.

REQUESTS FOR INFORMATION

This Management's Discussion and Analysis is intended to provide citizens, taxpayers, investors, and creditors with a general overview of the District's Finances. If you have questions about this report or need additional financial information, contact the San Miguel Community Services District at 1765 Bonita Place, PO Box 180, San Miguel, CA 93451 or visit the District's web page at www.sanmiguelcsd.org

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STATEMENT OF NET POSITION

June 30, 2024

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and investments	\$ 1,917,819	\$ 4,132,567	\$ 6,050,386
Cash in escrow	119,222		119,222
Accounts receivable, net	32,798	229,384	262,182
Interest receivable	7,913		7,913
Deposits	107,055		107,055
Capital assets:			
Non Depreciable:			
Land	76,926	301,889	378,815
Construction in progress	47,174	2,420,568	2,467,742
Depreciable:			
Buildings, structures, and improvements	549,866	9,045,814	9,595,680
Equipment	1,492,146	808,334	2,300,480
Accumulated depreciation	(1,502,999)	(4,829,983)	(6,332,982)
Total assets	2,847,920	12,108,573	14,956,493
Total decete		12,100,010	11,000,100
DEFERRED OUTFLOWS OF RESOURCES			
Deferred pensions	52,301	182,568	234,869
Deferred OPEB	19,792	79,170	98,962
Total deferred outflows of resources	72,093	261,738	333,831
LIABILITIES			
Accounts payable	33,341	54,973	88,314
Accrued liabilities	6,120	12,271	18,391
Accrued interest payable	10,559	18,624	29,183
Deposits		20,365	20,365
Noncurrent liabilities:			
Due within one year	64,049	78,182	142,231
Due in more than one year	595,303	1,513,792	2,109,095
Total liabilities	709,372	1,698,207	2,407,579
DEFERRED INFLOWS OF RESOURCES			
Deferred pensions	9,459	11,196	20,655
Deferred OPEB	22,831	91,320	114,151
Total deferred inflows of resources	32,290	102,516	134,806
NET POSITION			
Net investment in capital assets	371,546	6,696,371	7,067,917
Restricted for:	3,5 .5	0,000,07.	.,00.,01.
Fire and emergency services	978,115		978,115
Street lighting	940,954		940,954
Capital expansion	5 .5,50 1	481,236	481,236
Capital project	226,277	322,844	549,121
Debt service		51,747	51,747
Unrestricted	(338,541)	3,017,390	2,678,849
Total net position	\$ 2,178,351	\$ 10,569,588	\$ 12,747,939
	2,110,001	5,000,000	- 12,7 17,000

STATEMENT OF ACTIVITIES

For the Fiscal Year Ended June 30, 2024

				Progra	am Revenues		
	Expenses		 Charges for Services		Operating Contributions and Grants		Capital ntributions nd Grants
Governmental activities:							
Public safety Street lighting Depreciation (unallocated)	\$	583,689 56,502 66,776	\$ 34,611 23	\$	30,102	\$	-
Total governmental activities	-	706,967	 34,634		30,102		
Business-type activities:							
Water Wastewater	Management	1,136,449 764,142	989,981 1,383,880				212,341 345,544
Total business-type activities		1,900,591	 2,373,861				557,885
Total primary government	\$	2,607,558	\$ 2,408,495	\$	30,102	\$	557,885

(Continued)

STATEMENT OF ACTIVITIES (Continued) For the Fiscal Year Ended June 30, 2024

	Net (Expense) Revenue and Changes in Net Position					
		Governmental Activities		Business-type Activities		Total
Governmental activities:						
Public safety Street lighting Depreciation (unallocated)	\$	(518,976) (56,479) (66,776)	\$	-	\$	(518,976) (56,479) (66,776)
Total governmental activities		(642,231)				(642,231)
Business-type activities:						
Water Wastewater	***************************************		-	65,873 965,282		65,873 965,282
Total business-type activities				1,031,155		1,031,155
Total primary government		(642,231)		1,031,155		388,924
General Revenues: Taxes:						
Property		693,858		118,926		812,784
Investment income		31,729		53,844		85,573
Gain on the sale of property		5,625		16		5,641
Other general revenues		7,599		53,517		61,116
Total general revenues		738,811	***************************************	226,303		965,114
Change in net position		96,580		1,257,458		1,354,038
Net position - beginning of fiscal year		2,081,771		9,312,130		11,393,901
Net position - end of fiscal year	\$	2,178,351	\$	10,569,588	\$	12,747,939

(Concluded)

GOVERNMENTAL FUNDS BALANCE SHEET June 30, 2024

	Special Revenue Funds					
	Fire	Street Lighting				
	Fund	Fund	Totals			
ASSETS						
Cash and investments	\$ 989,516	\$ 928,303	\$ 1,917,819			
Cash in escrow	119,222		119,222			
Accounts receivable	27,592	5,206	32,798			
Interest receivable		7,913	7,913			
Deposits	107,055		107,055			
Total assets	\$ 1,243,385	\$ 941,422	\$ 2,184,807			
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts payable	\$ 33,341	\$ -	\$ 33,341			
Accrued liabilities	5,652	468	6,120			
Total liabilities	38,993	468	39,461			
Fund Balances:						
Restricted:						
Fire and emergency services	978,115		978,115			
Modular building project	226,277		226,277			
Street lighting		940,954	940,954			
Total fund balances	1,204,392	940,954	2,145,346			
Total liabilities and fund balances	\$ 1,243,385	\$ 941,422	\$ 2,184,807			

RECONCILIATION OF THE GOVERNMENTAL FUNDS - BALANCE SHEET TO THE STATEMENT OF NET POSITION June 30, 2024

Total fund balances - governmental funds			\$ 2,145,346
In governmental funds, only current assets are reported. In the sta all assets are reported, including capital assets and accumula			
Capital assets at historical cost	\$	2,166,112	
Accumulated depreciation		(1,502,999)	
Net			663,113
Long-term liabilities: In governmental funds, only current liabilities statement of net position, all liabilities, including long-term liabilities relating to governmental activities consist	bilities, are		
Compensated absences payable	\$	5,475	
Capital lease		517,844	
Other post employment benefits obligation		69,785	
Net pension liability		66,248	
Total			(659,352)
In governmental funds, interest on long-term liabilities is not recoging which it matures and is paid. In government-wide statement			
recognized in the period that is incurred.			(10,559)
Deferred outflows and inflows relating to pensions and OPEB: In g funds, deferred outflows and inflows of resources relating to p are not reported because they are applicable to future periods of net position, deferred outflows and inflows of resources related and OPEB are reported.	ensions a	nd OPEB atement	
Deferred inflows of resources relating			
to pensions	\$	(9,459)	
Deferred inflows of resources relating			
to OPEB		(22,831)	
Deferred outflows of resources relating			
to pensions		52,301	
Deferred outflows of resources relating			
to OPEB	-	19,792	
			39,803
Total net position - governmental activities			\$ 2,178,351

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

For the Fiscal Year Ended June 30, 2024

	Special Revenue Funds							
	•	Fire		Stre	et Lighting			
		Fund	_		Fund			Totals
Revenues:								
Property taxes	\$	530,871		\$	162,987		\$	693,858
Service charges and fees		17,883			23			17,906
Public facilities fees and assessments		16,728						16,728
Mutual aid		27,510						27,510
Grants		2,592						2,592
Investment income		329			31,400			31,729
Miscellaneous income		1,815	_		5,784			7,599
Total revenues		597,728	_		200,194			797,922
Expenditures:								
Salaries and wages		250,007			14,975			264,982
Payroll taxes and benefits		42,791			3,792			46,583
Workers compensation		29,429			(15)			29,414
Maintenance and repairs		23,790			1,526			25,316
Miscellaneous		15,610						15,610
Insurance		20,175			2,013			22,188
Office supplies and expense		2,401			346			2,747
Supplies		58,855			4			58,859
Professional services		47,658			4,734			52,392
Dues, permits, and fees		8,866			334			9,200
Communications		37,387			2,138			39,525
Employee travel and training		8,174			57			8,231
Occupancy		6,793			1,423			8,216
Utilities		4,124			24,663			28,787
Bank fees		1			(1)			
Capital outlay		38,956			(' '			38,956
Debt Service:		00,000						00,000
Principal Principal		60,296						60,296
Interest		20,364						20,364
interest		20,364	-					20,364
Total expenditures		675,677	_		55,989			731,666
Excess of revenues over (under) expenditures		(77,949)	-		144,205			66,256
Other financing sources (uses):								
Proceeds from sale of property		5,625	-					5,625
Total other financing sources (uses)		5,625	-					5,625
Change in fund balances		(72,324)			144,205			71,881
Fund balances - July 1, 2023	-	1,276,716	-		796,749			2,073,465
Fund balances - June 30, 2024	\$	1,204,392		\$	940,954		\$	2,145,346

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES For the Fiscal Year Ended June 30, 2024

Total net change in fund balances - governmental funds	\$ 71,881
Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which additions to capital outlay of \$38,956 is less than depreciation expense \$(66,776).	(27,820)
In the statement of activities, compensated absences are measured by the amounts earned during the fiscal year. In governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially the amounts paid). This fiscal year, vacation used exceeded the amounts earned by \$2,126.	2,126
In governmental funds, interest in long-term liabilities is recognized in the period that it becomes due. In the government-wide statement of activities, it is recognized in the period that it is incurred. Unmatured interest owing at the end of the period, less matured interest paid during the period but owing from the prior period was:	1,294
In governmental funds, repayments of long-term debt are reported as expenditures. In the government-wide statements, repayments of long-term debt are reported as reductions of liabilities.	60,296
In the statement of activities, other postemployment benefits are measured by the amounts earned during the fiscal year. In governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially the amounts paid). This fiscal year, the difference between accrual-basis postemployment benefit costs and actual employer contributions was:	(8,157)
In governmental funds, pension costs are recognized when employer contributions are made. In the statement of activities, pension costs are recognized on the accrual basis. This fiscal year, the difference between accrual-basis pension costs and actual employer contributions was:	 (3,040)
Changes in net position - governmental activities	\$ 96,580

PROPRIETARY FUNDS STATEMENT OF NET POSITION June 30, 2024

	Wastewater	Water	
	Fund	Fund	Totals
ASSETS			_
Current assets:			
Cash and investments	\$ 3,104,246	\$ 1,028,321	\$ 4,132,567
Accounts receivable, net	121,565	92,710	214,275
Interest receivable	12,764	2,345	15,109
Total current assets	3,238,575	1,123,376	4,361,951
Noncurrent assets:			
Land	282,660	19,229	301,889
Construction in progress	2,272,480	148,088	2,420,568
Depreciable capital assets, net of accumulated depreciation	933,476	4,090,689	5,024,165
Total noncurrent assets	3,488,616	4,258,006	7,746,622
Total assets	6,727,191	5,381,382	12,108,573
DEFERRED OUTFLOWS OF RESOURCES			
Deferred pensions	91,284	91,284	182,568
Deferred OPEB	39,585	39,585	79,170
Total deferred outflows of resources	130,869	130,869	261,738
LIABILITIES Current liabilities:			
Accounts payable	36,865	18,108	54,973
Accrued liabilities	6,424	5,847	12,271
Accrued interest payable	0,727	18,624	18,624
Deposits payable	10,344	10,021	20,365
Compensated absences - current portion	3,821	3,447	7,268
Note payable - current portion	0,021	48,039	48,039
Bonds payable - current portion		22,875	22,875
Total current liabilities	57,454	126,961	184,415
Noncurrent liabilities:			
Compensated absences	8,913	8,044	16,957
Note payable			
OPEB payable	139,572	139,572	279,144
Bonds payable		979,337	979,337
Net pension liability	119,177	119,177	238,354
Total noncurrent liabilities	267,662	1,246,130	1,513,792
Total liabilities	325,116	1,373,091	1,698,207
DEFERRED INFLOWS OF RESOURCES			
Deferred pensions	5,598	5,598	11,196
Deferred OPEB Total deferred inflows of resources	<u>45,660</u> 51,258	<u>45,660</u> _ 51,258	91,320
rotal deferred limows of resources	01,200	01,200	102,010
NET POSITION			
Net investment in capital assets	3,488,616	3,207,755	6,696,371
Restricted for debt service		51,747	51,747
Restricted for Wastewater Treatment Facility project	322,844		322,844
Restricted for capital expansion	412,807	68,429	481,236
Unrestricted	2,257,419	759,971	3,017,390
Total net position	\$ 6,481,686	\$ 4,087,902	\$ 10,569,588

PROPRIETARY FUNDS

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

For the Fiscal Year Ended June 30, 2024

	Wastewater Fund	Water Fund	Totals
Operating Revenues:	- I dila	Tana	1000
Utility	\$ 1,383,880	\$ 989,981	\$ 2,373,861
Total operating revenues	1,383,880	989,981	2,373,861
Operating Expenses:			
Salaries and wages	183,365	268,872	452,237
Payroll taxes and benefits	80,064	108,833	188,897
Contract labor	21,970	17,271	39,241
Workers compensation	8,662	6,100	14,762
Maintenance and repairs	68,606	134,743	203,349
Miscellaneous	92	1,617	1,709
Insurance	19,255	32,485	51,740
Office supplies and expense	3,140	4,143	7,283
Supplies	35,822	43,357	79,179
Professional services	89,405	174,643	264,048
Dues, permits, and fees	52,114	14,318	66,432
Communications	11,153	10,724	21,877
Employee travel and training	1,222	2,180	3,402
Occupancy	14,574	13,146	27,720
Utilities	105,404	63,994	169,398
Bank fees	(1)	03,334	(1)
Depreciation	69,295	196,442	265,737
Total operating expenses	764,142	1,092,868	1,857,010
Operating profit (loss)	619,738	(102,887)	516,851
Operating profit (1055)		(102,887)	310,031
Non-Operating Revenues (Expenses):			
Property taxes and assessments	83,926	35,000	118,926
Investment income	41,932	11,912	53,844
Other non-operating revenue	46,184	7,333	53,517
Sale of property		16	16
Interest expense		(43,581)	(43,581)
Total non-operating revenues (expenses)	172,042	10,680	182,722
Capital Contributions and Transfers:			
Intergovernmental revenues	142,184		142,184
Connection fees	203,360	212,341	415,701
Total capital contributions and transfers	345,544	212,341	557,885
Change in net position	1,137,324	120,134	1,257,458
Net position - July 1, 2023	5,344,362	3,967,768	9,312,130
Net position - June 30, 2024	\$ 6,481,686	\$ 4,087,902	\$ 10,569,588

PROPRIETARY FUNDS STATEMENT OF CASH FLOWS

For the Fiscal Year Ended June 30, 2024

Cash Flows From Operating Activities: Receipts from customers \$ 1,380,183 \$ 982,760 \$ 2 Payments to suppliers (484,118) (611,792) (1 Payments to employees (160,668) (255,296) (255,296) Net cash provided by operating activities 735,397 115,672 Cash Flows From Capital and Related Financing Activities: Acquisition of capital assets (1,273,927) (112,467) (1 Capital contributions 345,544 212,341 212,341 Principal paid on capital debt (68,429) (68,429) Interest paid on capital debt (928,383) (12,881) Cash Flows from Noncapital Financing activities: Property taxes and assessments 83,926 35,000 Other revenue 46,184 7,333 Sale of property 16 1 Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities <th></th> <th>v</th> <th colspan="2">Wastewater</th> <th>Water</th> <th colspan="2"></th>		v	Wastewater		Water		
Receipts from customers \$ 1,380,183 \$ 982,760 \$ 2 Payments to suppliers (484,118) (611,792) (1 Payments to employees (160,688) (255,296) (255,296) Net cash provided by operating activities 735,397 115,672 (1 Cash Flows From Capital and Related Financing Activities: Acquisition of capital assets (1,273,927) (112,467) (1 Capital contributions 345,544 212,341 (1 Principal paid on capital debt (88,429) (18,436) (1,2881) Interest paid on capital debt (928,383) (12,881) (12,881) Net cash used by capital and related financing activities (928,383) (12,881) Cash Flows from Noncapital Financing Activities: Property taxes and assessments 83,926 35,000 Other revenue 46,184 7,333 Sale of property 16 42,349 Net cash provided by noncapital financing activities 36,722 11,456 Net cash provided by investing activities 36,722 11,456			Fund		Fund		Totals
Payments to suppliers (484,118) (611,792) (1 Payments to employees (160,668) (255,296) (255,296) Net cash provided by operating activities 735,397 115,672 (1 Cash Flows From Capital and Related Financing Activities: Acquisition of capital assets (1,273,927) (112,467) (1 Capital contributions 345,544 212,341 (88,429) (1 (1,273,927) (112,467) (1 (1 (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341) (2,2341	rom Operating Activities:						
Payments to employees (160,668) (255,296) Net cash provided by operating activities 735,397 115,672 Cash Flows From Capital and Related Financing Activities: Acquisition of capital assets (1,273,927) (112,467) (1 Capital contributions 345,544 212,341 (68,429) Interest paid on capital debt (44,326) (44,326) Net cash used by capital and related financing activities (928,383) (12,881) Cash Flows from Noncapital Financing Activities: Property taxes and assessments 83,926 35,000 Other revenue 46,184 7,333 Sale of property 16 1 Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 <	om customers	\$	1,380,183	\$	982,760	\$	2,362,943
Net cash provided by operating activities 735,397 115,672 Cash Flows From Capital and Related Financing Activities: Acquisition of capital assets (1,273,927) (112,467) (1 Capital contributions 345,544 212,341 (84,29) Principal paid on capital debt (68,429) (14,326) (12,881) Interest paid on capital debt (928,383) (12,881) (12,881) Net cash used by capital and related financing activities (928,383) (12,881) (12,881) Cash Flows from Noncapital Financing Activities: Property taxes and assessments 83,926 35,000 Other revenue 46,184 7,333 16 16 Net cash provided by noncapital financing activities 130,110 42,349 16 42,349 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 16 <	o suppliers		(484,118)		(611,792)		(1,095,910)
Cash Flows From Capital and Related Financing Activities: Acquisition of capital assets (1,273,927) (112,467) (1 Capital contributions 345,544 212,341 (88,429) Principal paid on capital debt (88,429) (44,326) Interest paid on capital and related financing activities (928,383) (12,881) Net cash used by capital and related financing activities: 83,926 35,000 Cash Flows from Noncapital Financing Activities: 83,926 35,000 Other revenue 46,184 7,333 Sale of property 16 18 Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$3,104,246 \$1,028,321 \$4	o employees		(160,668)		(255,296)		(415,964)
Acquisition of capital assets (1,273,927) (112,467) (1 Capital contributions 345,544 212,341 (68,429) Principal paid on capital debt (68,429) (44,326) Interest paid on capital and related financing activities (928,383) (12,881) Cash Flows from Noncapital Financing Activities: Property taxes and assessments 83,926 35,000 Other revenue 46,184 7,333 Sale of property 16 130,110 42,349 Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$ 3,104,246 \$ 1,028,321 \$ 4	n provided by operating activities		735,397		115,672		851,069
Capital contributions 345,544 212,341 Principal paid on capital debt (68,429) Interest paid on capital debt (44,326) Net cash used by capital and related financing activities (928,383) (12,881) Cash Flows from Noncapital Financing Activities: Property taxes and assessments 83,926 35,000 Other revenue 46,184 7,333 Sale of property 16 130,110 42,349 Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$ 3,104,248 \$ 1,028,321 \$ 4	rom Capital and Related Financing Activities:						
Principal paid on capital debt (68,429) Interest paid on capital debt (44,326) Net cash used by capital and related financing activities (928,383) (12,881) Cash Flows from Noncapital Financing Activities: Property taxes and assessments 83,926 35,000 Other revenue 46,184 7,333 Sale of property 16 16 Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$3,104,246 \$1,028,321 \$4	of capital assets		(1,273,927)		(112,467)		(1,386,394)
Interest paid on capital debt	tributions		345,544		212,341		557,885
Net cash used by capital and related financing activities (928,383) (12,881) Cash Flows from Noncapital Financing Activities: 83,926 35,000 Other revenue 46,184 7,333 Sale of property 16 130,110 42,349 Net cash provided by noncapital financing activities 36,722 11,456 11,456 Net cash provided by investing activities 36,722 11,456 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$ 3,104,246 \$ 1,028,321 \$ 4	id on capital debt				(68,429)		(68,429)
Cash Flows from Noncapital Financing Activities: Property taxes and assessments 83,926 35,000 Other revenue 46,184 7,333 Sale of property 16 Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$3,104,246 \$1,028,321 \$4	d on capital debt				(44,326)		(44,326)
Property taxes and assessments 83,926 35,000 Other revenue 46,184 7,333 Sale of property 16 16 Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$3,104,246 \$1,028,321 \$4	n used by capital and related financing activities		(928,383)		(12,881)		(941,264)
Other revenue 46,184 7,333 Sale of property 16 16 Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$3,104,246 \$1,028,321 \$4	rom Noncapital Financing Activities:						
Sale of property 16 Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$3,104,246 \$1,028,321 \$4	kes and assessments		83,926		35,000		118,926
Net cash provided by noncapital financing activities 130,110 42,349 Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$3,104,246 \$1,028,321 \$4	nue		46,184		7,333		53,517
Cash Flows From Investing Activities: Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$ 3,104,246 \$ 1,028,321 \$ 4	perty				16		16
Interest income 36,722 11,456 Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$3,104,246 \$1,028,321 \$4	n provided by noncapital financing activities		130,110		42,349		172,459
Net cash provided by investing activities 36,722 11,456 Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$ 3,104,246 \$ 1,028,321 \$ 4	rom Investing Activities:						
Net increase (decrease) in cash and cash equivalents (26,154) 156,596 Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$ 3,104,246 \$ 1,028,321 \$ 4	ome		36,722		11,456		48,178
Cash and cash equivalents - July 1, 2023 3,130,400 871,725 4 Cash and cash equivalents - June 30, 2024 \$ 3,104,246 \$ 1,028,321 \$ 4	n provided by investing activities		36,722		11,456		48,178
Cash and cash equivalents - June 30, 2024 \$ 3,104,246 \$ 1,028,321 \$ 4	ease (decrease) in cash and cash equivalents		(26,154)		156,596		130,442
	nd cash equivalents - July 1, 2023		3,130,400		871,725		4,002,125
Reconciliation to Statement of Net Position:	nd cash equivalents - June 30, 2024	\$	3,104,246	\$	1,028,321	\$	4,132,567
	liation to Statement of Net Position:						
Cash and investments \$ 3,104,246 \$ 1,028,321 \$ 4	sh and investments	_\$_	3,104,246	\$	1,028,321	\$	4,132,567

(Continued)

PROPRIETARY FUNDS STATEMENT OF CASH FLOWS (Continued) For the Fiscal Year Ended June 30, 2024

	Wastewater Fund			Water Fund	Totals	
Reconciliation of operating income (loss) to						
net cash provided by operating activities:						
Operating income (loss)	\$	619,738	\$	(102,887)	\$	516,851
Adjustments to reconcile operating income (loss) to		·		, , ,		,
net cash provided by operating activities						
Depreciation expense		69,295		196,442		265,737
Change in assets, liabilities, deferred inflows of resources,						
and deferred outflows of resources:						
Receivables, net		(4,510)		(5,617)		(10,127)
Deferred outflows- pension		(13,217)		(13,217)		(26,434)
Deferred outflows- OPEB		(4,367)		(4,367)		(8,734)
Accounts payable		27,364		15,762		43,126
Accrued liabilities		1,964		(2,446)		(482)
Deposits		813		(1,604)		(791)
Compensated absences		(1,653)		(6,364)		(8,017)
OPEB payable		26,244		26,244		52,488
Net pension liability		17,914		17,914		35,828
Deferred inflows- pension		1,382		1,382		2,764
Deferred inflows- OPEB	-	(5,570)		(5,570)		(11,140)
Net cash provided by operating activities	\$	735,397	\$	115,672	\$	851,069

(Concluded)

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. The Financial Reporting Entity

The San Miguel Community Services District (District) is a multi-purpose special district established on February 1, 2000, by the consolidation of the San Miguel Fire Protection District, which was established in 1941, the Water Works District #1, and the San Miguel Lighting District. The San Miguel Sanitation District was dissolved in April 2001 and incorporated into the San Miguel Community Services District. The District is a political subdivision of the State of California and operates under a Board of Directors- Manager form of government. The District provides fire protection, street lighting, water, wastewater, solid waste, and general administrative services.

There are no component units included in this report which meet the criteria of Governmental Accounting Standards Board (GASB) Statement No. 14, *The Financial Reporting Entity,* as amended by GASB Statements No. 39, No. 61, No. 80, and No. 90.

B. <u>Basis of Presentation</u>

Fund Financial Statements:

The fund financial statements provide information about the District's funds. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Funds are organized into two major categories: governmental and proprietary. An emphasis is placed on major funds within the governmental and proprietary categories with each major fund displayed in a separate column.

Major Funds

The District reported the following major governmental funds in the accompanying financial statements:

<u>Fire Fund</u> - This fund accounts for activities of the Fire Station. The fire department provides fire suppression, emergency paramedic services, and fire prevention including public education.

Street Lighting Fund – The fund accounts for activities for the maintenance of the street lights in San Miguel.

The District reports the following major proprietary funds in the accompanying financial statements:

<u>Water Fund</u> - This fund accounts for the operation and maintenance of the District's water distribution system. The water department is responsible for the operation and maintenance of five groundwater supply wells providing treatment, monitoring, and distribution services.

Wastewater Fund – This fund accounts for the operation and maintenance of the District's wastewater system.

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements regardless of the measurement focus applied.

Measurement Focus

On the government-wide statement of net position and the statement of activities, both governmental and business-type activities are presented using the economic resources measurement focus as defined in item "b" below.

In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate:

- a. All governmental funds are accounted for using a "current financial resources" measurement focus. With this measurement focus, only current assets and current liabilities generally are included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. All proprietary funds utilize an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets and all liabilities (whether current or non-current) associated with the operation of these funds are reported. Proprietary fund equity is classified as net position.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting (Continued)

Basis of Accounting

In the government-wide statement of net position and statement of activities, both governmental and business-type activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset is used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when "measurable and available." Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The District defines available to be within 60 days of fiscal year-end. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for principal and interest on long term debt, claims and judgments, and compensated absences which are recognized as expenditures to the extent that they have matured. Governmental capital asset acquisitions are reported as expenditures in governmental funds. Proceeds for governmental long-term debt and acquisitions under capital leases are reported as other financing sources.

Those revenues susceptible to accrual include taxes, intergovernmental revenues, interest, and charges for services. Certain indirect costs are included in program expenses reported for individual functions and activities.

All proprietary funds utilize the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset is used. Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal revenues and expenses. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

D. Property Taxes

The County levies, bills, and collects property taxes and special assessments for the District. Property taxes levied are recorded as revenue in the fiscal year of levy, due to the adoption of the "alternate method of property tax distribution," known as the Teeter Plan, by the District and the County. The Teeter Plan authorizes the Auditor/Controller of the County to allocate 100% of the secured property taxes billed, excluding unitary tax (whether paid or unpaid). The County remits tax monies to the District every month and twice a month in December and April. The final amount which is "teetered" is remitted in August each year.

Tax collections are the responsibility of the County Tax Collector. Taxes and assessments on secured and utility rolls, which constitute a lien against the property, may be paid in two installments; the first is due November 1 of the fiscal year and is delinquent if not paid by December 10; and the second is due on March 1 of the fiscal year and is delinquent if not paid by April 10. Unsecured personal property taxes do not constitute a lien against real property unless the tax becomes delinquent. Payment must be made in one installment, which is delinquent if not paid by August 31 of the fiscal year. Significant penalties are imposed by the County for late payment.

Property valuations are established by the Assessor of the County for the secured and unsecured property tax rolls. Under the provisions of Article XIIIA of the State Constitution, properties are assessed at 100% of purchase price or value in 1978 whichever is later. From this base assessment, subsequent annual increases in valuation are limited to a maximum of 2 percent. However, increases to full value are allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations and is subject to annual reappraisal.

Tax levy dates are attached annually on January 1 preceding the fiscal year for which the taxes are levied. The fiscal year begins July 1 and ends June 30 of the following year. Taxes are levied on both real and unsecured personal property, as it exists at that time. Liens against real estate, as well as the tax on personal property, are not relieved by subsequent renewal or change in ownership.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Cash and Investments

The District pools the cash of all funds, except for monies that are reserved for specific purposes. The cash and investments balance in each fund represents that fund's equity share of the District's cash and investment pool.

Interest income earned on pooled cash and investments is allocated quarterly to the various funds based on monthend balances. Interest income on restricted cash and investments with fiscal agents is credited directly to the related fund.

The District's investments are carried at fair value. The fair value of equity and debt securities is determined based on sales prices or bid-and-asked quotations from Securities and Exchange Commission (SEC) registered securities exchanges or NASDAQ dealers. The County Treasurer of San Luis Obispo County determines the fair value of their portfolio quarterly and reports a factor to the District. Changes in fair value are allocated to each participating fund.

For purposes of the statement of cash flows, the District has defined cash and cash equivalents to be change and petty cash funds, equity in the District's cash and investment pool, and restricted non-pooled investments with initial maturities of three months of less.

F. Accounts and Interest Receivable

In the government-wide statements, receivables consist of all revenues earned at fiscal year-end and not yet received. Receivables are recorded in the financial statements net of any allowance for doubtful accounts if applicable, and estimated refunds due. Major receivable balances for the governmental activities may include sales taxes, property taxes, grants, and other fees, if any. Business-type activities report utilities as their major receivables.

In the fund financial statements, material receivables in governmental funds may include revenue accruals such as franchise tax, grants, service charges and other similar intergovernmental revenues that are both measurable and available. Non-exchange transactions collectible but not available are deferred in the fund financial statements in accordance with the modified accrual basis of accounting, but not deferred in the government-wide financial statements in accordance with the accrual basis. Interest and investment earnings are recorded when earned and if paid within 60 days since they would be considered both measurable and available. Proprietary fund material receivables consist of all revenues earned at fiscal year-end and not yet received. Utility accounts receivable and interest earnings comprise the majority of proprietary fund receivables.

G. Prepaid Expenses and Deposits

Payments to vendors that reflect costs applicable to future accounting periods are recorded as prepaid items in both government-wide and fund financial statements. Payments made to reserve a future capital asset are recorded as a deposit until that asset is received.

H. Restricted Assets

Funds that are under the control of external parties are restricted.

Capital Assets

The accounting treatment over property, plant, and equipment depends on whether the assets are used in governmental fund operations or proprietary fund operations. The presentation and recording of governmental assets are described below.

Government-Wide Statements

In the government-wide financial statements, capital assets with a historical cost of \$5,000 or more are accounted for as capital assets. All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets, if any, which are recorded at their estimated fair value at the date of donation. Estimated historical cost was used to value the majority of the assets.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital Assets (Continued)

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Buildings 40 years Improvements other than buildings 5-25 years Equipment and systems 5-30 years

Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are capitalized when purchased.

J. Accumulated Compensated Absences

Compensated absences comprise unused vacation leave, sick leave, and compensatory time off, which are accrued as earned. Vacation can accrue no more than a maximum of two times the employees' annual entitlement to vacation pay. Upon termination, all accumulated vacation hours can be paid for the regular employees. The District's liability for the current and long-term portions of compensated absences is shown in the government-wide Statement of Net Position for both governmental funds and proprietary funds. Only proprietary funds reflect the long-term portion in the fund financials report, the Statement of Net Position. The short-term portion is reflected for both governmental and proprietary funds in the fund financial statements. Computation was based on rates in effect as of the fiscal year-end.

K. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position. In the fund financial statements, governmental fund types report the face amount of debt issued as another financing source, and the proprietary fund types report long-term debt and other long-term obligations as liabilities.

Deferred Outflows and Inflows of Resources

Pursuant to GASB Statement No. 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position, and GASB Statement No. 65, Items Previously Reported as Assets and Liabilities, the District recognizes deferred outflows and inflows of resources.

In addition to assets, the Statement of Net Position will sometimes report a separate section for deferred outflows of resources. A deferred outflow of resources is defined as a consumption of net position by the government that is applicable to a future reporting period. The District has two items which qualify for reporting in this category, refer to Note 8 and Note 9 for a detailed listing of the deferred outflows of resources the District has recognized.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. A deferred inflow of resources is defined as an acquisition of net position by the District that is applicable to a future reporting period. The District has two items which qualify for reporting in this category; refer to Note 8 and Note 9 for a detailed listing of the deferred inflows of resources the District has recognized.

M. <u>Interfund Transactions</u>

Following is a description of the three basic types of interfund transactions that can be made during the fiscal year and the related accounting policies:

- Interfund services provided and used transactions for services rendered or facilities provided. These
 transactions are recorded as revenues in the receiving fund and expenditures in the disbursing fund.
- Reimbursements (expenditure transfers) transactions to reimburse a fund for specific expenditures incurred for the benefit of another fund. These transactions are recorded as expenditures in the disbursing fund and a reduction of expenditures in the receiving fund.
- 3. <u>Transfers</u> all interfund transactions which allocate resources from one fund to another fund. These transactions are recorded as transfers in and out.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

N. Equity Classifications

Government-Wide Statements

GASB Statement No. 63 requires that the difference between assets and the deferred outflows of resources and liabilities added to the deferred inflows of resources be reported as net position. Net position is classified as either net investment in capital assets, restricted, or unrestricted.

Net position that is *net investment in capital assets* consist of capital assets, net of accumulated depreciation, and reduced by the outstanding principal of related debt. *Restricted net position* is the portion of the net position that has external constraints placed on it by creditors, grantors, contributors, laws, or regulations of other governments, or through constitutional provisions or enabling legislation. *Unrestricted net position* consists of net position that does not meet the definition of net investments in capital assets or restricted net position.

O. Fund Balances

Fund balance of the governmental fund is classified as follows:

Nonspendable Fund Balance – represents amounts that cannot be spent because they are either not in spendable form (such as inventory or prepaid insurance) or legally required to remain intact (such as notes receivable or principal of a permanent fund).

Restricted Fund Balance – represents amounts that are constrained by external parties, constitutional provisions, or enabling legislation.

Committed Fund Balance – represents amounts that can only be used for a specific purpose because of a formal action by the District's governing board. Committed amounts cannot be used for any other purpose unless the governing board removes those constraints by taking the same type of formal action. Committed fund balance amounts may be used for other purposes with appropriate due process by the governing board. Commitments are typically done through adoption and amendment of the budget. Committed fund balance amounts differ from restricted balances in that the constraints on their use do not come from outside parties, constitutional provisions, or enabling legislation.

Assigned Fund Balance – represents amounts which the District intends to use for a specific purpose, but that do not meet the criteria to be classified as restricted or committed. Intent may be stipulated by the governing board or by an official or body to which the governing board delegates the authority. Specific amounts that are not restricted or committed in a special revenue, capital projects, debt service, or permanent fund are assigned for purposes in accordance with the nature of their fund type or the fund's primary purpose. Assignments within the general fund convey that the intended use of those amounts is for a specific purpose that is narrower than the general purpose of the District.

Unassigned Fund Balance – represents amounts which are unconstrained in that they may be spent for any purpose. Only the general fund reports a positive unassigned fund balance. Other governmental funds might report a negative balance in this classification because of overspending for specific purposes for which amounts had been restricted, committed or assigned.

When an expenditure is incurred for a purpose for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

P. <u>Future Accounting Pronouncements</u>

GASB Statements listed below will be implemented in future financial statements:

Statement No. 101	"Compensated Absences"	The provisions of this statement are effective for fiscal years beginning after December 15, 2023.
Statement No. 102	"Certain Risk Disclosures"	The provisions of this statement are effective for fiscal years beginning after June 15, 2024.
Statement No. 103	"Financial Reporting Model Improvements"	The provisions of this statement are effective for fiscal years beginning after June 15, 2025.
Statement No. 104	"Disclosure of Certain Capital Assets"	The provisions of this statement are effective for fiscal years beginning after June 15, 2025.

Q. Pensions

For purposes of measuring the net pension liability, deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the California Public Employees' Retirement System (CALPERS) (Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CALPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

R. Use of Estimates

The financial statements have been prepared in accordance with principles generally accepted in the United States of America and necessarily include amounts based on estimates and assumptions by Management. Actual results could differ from these amounts.

S. Other Postemployment Benefits (OPEB)

For the purposes of measuring the net OPEB liability and deferred outflows/inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the District's plan (OPEB Plan) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

T. Budgets

The budget is reported on the same basis as the fund types and on a basis consistent with accounting principles generally accepted in the United States of America. Additional appropriations or other changes during the fiscal year may be submitted by the department for Board review and approval.

NOTE 2 - CASH AND INVESTMENTS

Investments are carried at fair value in accordance with GASB Statement No. 72. On June 30, 2024, the District had the following cash and investments on hand:

Cash in checking accounts	\$ 1,992,454
Cash in escrow account	119,222
Cash in savings accounts	2,180,310
Cash and investments with County of San Luis Obispo	67,327
Cash on hand	300
Investments	 1,809,995
Total	\$ 6,169,608

Cash and investments listed above are presented on the accompanying basic financial statements, as follows:

Cash and investments	\$ 6,050,386
Cash in escrow	 119,222
Total	\$ 6,169,608

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NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 2 - CASH AND INVESTMENTS (Continued)

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. These principles recognize a three-tiered fair value hierarchy. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The District has the following recurring fair value measurements as of June 30, 2024:

			Fair V	'alue	Measurement	Using		
Investments by fair value level		Ac	oted Prices in tive Markets or Identical Assets (Level 1)		Significant Other Observable Inputs (Level 2)	Un	Significant observable Inputs (Level 3))
Negotiable certificate of deposit	\$ 940,479	\$	940,479	\$	-	\$		_
U.S. Treasury / Agency Security	803,988		803,988					
Total investments measured at fair value	1,744,467	\$	1,744,467	\$	-	\$		_
Investments measured at amortized cost								
San Luis Obispo County Investment Pool	67,327							
Money market funds	65,528							
Total Investments	\$ 1,809,995							

Investments of the District are governed by the California Government Code and by the District's investment policy. The General Manager of the District acts as the District Finance Officer and Treasurer who is tasked to perform investment functions in accordance with the investment policy. The objectives of the policy are safety, liquidity, yield, and compliance with State and Federal laws and regulations.

Investments of the District as of June 30, 2024

The table below identifies the investment types the District has that are authorized for the District by the California Government Code or the District's investment policy, where more restrictive, that addresses interest rate risk, credit risk, and concentration of credit risk.

Maximum	Maximum Percentage	Maximum Investment
Maturity	of Portfolio	<u>in One Issuer</u>
5 years	None	5%
5 years	None	None
5 years	None	None
180 days	40%	None
270 days	25-40%	None
5 years	30%	5%
5 years	\$250,000	None
5 years	30%	5%
N/A	20%	None
N/A	None	None
N/A	None	\$75,000,000
	5 years 5 years 5 years 180 days 270 days 5 years 5 years 5 years 5 years N/A N/A	Maximum Maturity Percentage of Portfolio 5 years None 5 years None 5 years None 180 days 40% 270 days 25-40% 5 years 30% 5 years \$250,000 5 years 30% N/A 20% N/A None

Disclosure Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment is, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the District's interest rate risk is mitigated is by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

Information about the sensitivity of the fair values of the District's investments to market rate fluctuations is provided by the following table that shows the distribution of the District's investments by maturity as of June 30, 2024:

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 2 - CASH AND INVESTMENTS (Continued)

Disclosure Relating to Interest Rate Risk (Continued)

					Re	emaining Mat	urity ((in Months)	
Investment Type	CarryingAmount		12 Months or Less		13-24 Months		25-60 Months		 than lonths
Negotiable certificates of deposit	\$	940,479	\$	-	\$	-	\$	940,479	\$ _
U.S. Treasury / Agency Security		803,988				99,633		704,355	
Money market funds		65,528		65,528					
San Luis Obispo County									
Investment Pool		67,327		67,327					
	\$	1,877,322	\$	132,855	\$	-	\$	1,644,834	\$ -

Investments with Fair Values Highly Sensitive to Interest Rate Fluctuations

The District has no investments that are highly sensitive to interest rate fluctuations.

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by nationally recognized statistical rating organizations. Presented below is the minimum rating required by (where applicable) the California Government Code, the investment policy, or debt agreements, and the actual rating as of the fiscal year ended June 30, 2024 for each investment type.

			Minimum								
	(Carrying	Legal		Ratii	ng as o	of Fiscal Yea	r End			
Investment Type		Amount	Rating	AA	Α		AA+		AA-	N	lot Rated
Negotiable certificates of deposit	\$	940,479	N/A	\$	_	\$	-	\$	_	\$	940,479
U.S. Treasury / Agency Security		803,988					803,988				
Money market funds		65,528	N/A								65,528
San Luis Obispo County											
Investment Pool		67,327	N/A			-					67,327
	\$	1,877,322		\$	-	\$	803,988	\$	_	\$	1,073,334

Concentration of Credit Risk

The investment policy of the District contains limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. Investments in any one issuer (other than U.S Treasury securities, mutual funds, and external investment pools) that represent 5% or more of total District investments is as follows:

Investment Type	Reporte	ed Amount
Negotiable certificates of deposit	\$	940,479
Federal agency securities	\$	803,988

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the District investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by State or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under State law (unless so waived by the government unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure District's deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. Deposits are insured up to \$250,000 by the FDIC. At June 30, 2024, none of the District's deposits with financial institutions in excess of Federal depository insurance limits were held in uncollateralized accounts.

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NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 3 - CAPITAL ASSETS

Governmental activities:

	Е	Balance at					В	alance at		
	J	uly 1, 2023		Additions	De	eletions	Jun	e 30, 2024		
Capital assets not being depreciated										
Land	\$	76,926	\$	-	\$	-	\$	76,926		
Construction in progress		19,129		28,045				47,174		
Total capital assets not being depreciated	\$	96,055	\$	28,045	\$		\$	124,100		
Capital assets being depreciated										
Buildings, structures, and improvements	\$	549,866	\$	-	\$	-	\$	549,866		
Equipment	-	1,481,235		10,911				1,492,146		
Total capital assets being depreciated		2,031,101		10,911				2,042,012		
Less accumulated depreciation		1,436,223		66,776	-			1,502,999		
Total capital assets being depreciated, net	\$	594,878	\$	(55,865)	\$	-	\$	539,013		
Net capital assets	\$	690,933	\$	(27,820)	\$	-	\$	663,113		
Business-type activities:										
2	E	Balance at					В	alance at		
	J	uly 1, 2023	P	Additions	De	eletions	Jun	e 30, 2024		
Capital assets not being depreciated								,		
Land	\$	301,889	\$	-	\$	-	\$	301,889		
Construction in progress		1,034,174		1,386,394				2,420,568		
Total capital assets not being depreciated		1,336,063	\$	1,386,394	\$		\$	2,722,457		
Capital assets being depreciated										
Building and improvements	\$	9,045,814	\$	=	\$	=	\$	9,045,814		
Plant and equipment	matrix	808,334	-					808,334		
Total capital assets being depreciated		9,854,148						9,854,148		
Less accumulated depreciation		4,564,246		265,737				4,829,983		
Total capital assets being depreciated, net	\$	5,289,902	\$	(265,737)	\$	_	\$	5,024,165		
Net capital assets	\$	6,625,965	\$	1,120,657	\$		\$	7,746,622		
Governmental Activities: Unallocated					\$; 6	66,776			
Total governmental activities depreciati	on ex	pense			\$	5 6	6,776	_		
Dustinas Aug A (1.7)					-					
Business-type Activities:					¢	10	ne 440			
Water services Wastewater services					\$		96,442 89,295			
						-				
Total business-type activities depreciation expense						\$ 20		<u>85,737</u>		

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NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 4 – LONG-TERM LIABILITIES

The following is a summary of changes in the District's long-term liabilities for the fiscal year ended June 30, 2024:

		Balance at uly 1, 2023	A	additions	Re	eductions	Balance at ne 30, 2024	Current Portion
Governmental Activities:						***************************************		
Compensated Absences	\$	7,601	\$	7,980	\$	10,106	\$ 5,475	\$ 1,643
Leases payable		578,140				60,296	517,844	62,406
Other Post Employment Benefits Obligation		56,663		13,122			69,785	
Net Pension Liability		57,291		8,957			 66,248	
Total Governmental Activities	\$	699,695	\$	30,059	\$	70,402	\$ 659,352	\$ 64,049
Business-Type Activities:								
Compensated Absences	\$	32,242	\$	25,972	\$	33,989	\$ 24,225	\$ 7,268
Note Payable		94,552				46,513	48,039	48,039
Bonds Payable		1,024,128				21,916	1,002,212	22,875
Other Post Employment Benefits Obligation		226,656		52,488			279,144	·
Net Pension Liability	***************************************	202,526		35,828			 238,354	
Total Business-Type Activities	\$	1,580,104	_\$	114,288	\$	102,418	\$ 1,591,974	\$ 78,182

NOTE 5 - NOTE PAYABLE

In October 1994, the District was issued a note payable from the State of California totaling \$969,969, payable in semiannual payments of \$24,486 with an interest rate of 2.955% due April 1, 2025. The note is secured by water revenues. At June 30, 2024, the principal balance outstanding was \$48,039. The required note principal and interest payments are as follows:

For t	the	Fiscal	Year

Ending June 30	P	Principal		Interest		Total
2025	_\$	48,039	\$	1,067	\$	49,106
Total	\$	48,039	\$	1,067	\$	49,106

NOTE 6 - BONDS PAYABLE

2008 Certificate of Participation Bonds

United States Department of Agriculture Certificate of Participation Bonds were issued on August 1, 2008 totaling \$1,250,000, payable in semiannual payments, with an interest rate of 4.375%, due August 1, 2048. The bonds are secured by water revenues. At June 30, 2024, the bonds principal balance outstanding was \$1,002,212. The required bond principal and interest payments are as shown below:

For the Fiscal Year

Ending June 30	Principal	Interest		 Total
2025	\$ 22,875	\$	43,346	\$ 66,221
2026	23,875		42,324	66,199
2027	24,920		41,256	66,176
2028	26,010		40,142	66,152
2029	27,148		38,979	66,127
2030-2034	154,630		175,594	330,224
2035-2039	191,5 4 7		137,869	329,416
2040-2044	237,279		91,138	328,417
2045-2049	293,928		33,249	 327,177
Total	\$ 1,002,212	\$	643,897	\$ 1,646,109

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 7 - LEASES PAYABLE

In July 2020, the District entered into a lease purchase agreement with PNC Equipment Finance, LLC for a fire engine for a total of \$397,070. Annual payments are to be made in the amount of \$47,083 through July 2030. Any time over the course of the lease, the District may exercise the purchase option based on the value of the fire engine. At the end of the lease agreement, the purchase option is \$1. In the event of default of the lease, the District must pay all lease payments for that fiscal year and the lessor may opt to retake possession of the fire engine.

The required lease principal and interest payments are as follows:

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Ending June 30	Principal		Interest		Total	
2025	\$	37,587	\$	9,496	\$	47,083
2026		38,817		8,266		47,083
2027		40,086		6,997		47,083
2028		41,397		5,686		47,083
2029		42,750		4,333		47,083
2030-2031		89,740		4,425		94,165
Total	\$	290,377	\$	39,203	\$	329,580

In April 2022, the District entered into a lease purchase agreement with Holman Capital Corporation for a modular building to be used for a fire station for a total of \$274,379. Annual payments are to be made in the amount of \$33,576 through April 2032. In the event of default of the lease, the District must pay all lease payments for that fiscal year and the lessor may opt to retake possession of the building.

The required lease principal and interest payments are as follows:

For the Fiscal Year

Ending June 30	 Principal	Interest		Total
2025	\$ 24,819	\$	8,757	\$ 33,576
2026	25,774		7,802	33,576
2027	26,767		6,809	33,576
2028	27,797		5,779	33,576
2029	28,867		4,709	33,576
2030-2032	 93,443		7,286	 100,729
Total	\$ 227,467	\$	41,142	\$ 268,609

NOTE 8 - PENSION PLANS

A. General Information about the Pension Plans

Plan Descriptions

All qualified permanent and probationary employees are eligible to participate in the District's Miscellaneous and Safety Employee Pension Plans, cost-sharing multiple employer defined benefit plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS' website.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1959 Survivor Benefit, or the Pre-Retirement Option Settlement. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 8 - PENSION PLANS (Continued)

A. General Information about the Pension Plans (Continued)

The Plans' provisions and benefits in effect at June 30, 2024, are summarized as follows:

	Miscell	Safety	
Hire Date	Classic Member Hired Prior to January 1, 2013	New Member Hired On or after January 1, 2013	New Member Hired On or after January 1, 2013
Benefit formula	2.0% @ 55	2.0% @ 62	2.7% @ 57
Benefit vesting schedule	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	50-63	52-67	50-57
Monthly benefits, as a % of eligible compensation	1.426% to 2.418%	1.0% to 2.5%	2.0% to 2.7%
Required employee contribution rates	8.00%	7.00%	13.75%
Required employer contribution rates	16.24% + \$18,143	7.75%	13.54%

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan is determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. Contributions to the pension plan from the District were \$70,168 for the Miscellaneous Plan and \$14,466 for the Safety Plan for the fiscal year ended June 30, 2024.

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions

At June 30, 2024, the District's net pension liabilities for its proportionate shares of the net position liability was \$304,602. The net pension liability was measured as of June 30, 2023 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022 rolled forward to June 30, 2023 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all Pension Plan participants, actuarially determined. At June 30, 2023, the District's proportion was 0.00609%, which increased by 0.00086% from June 30, 2022.

For the fiscal year ended June 30, 2024, the District recognized pension expense of \$94,677. Pension expense represents the change in the net pension liability during the measurement period, adjusted for actual contributions and the deferred recognition of changes in investment gain/loss, actuarial gain/loss, actuarial assumptions or method, and plan benefits. At June 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

	Deferred Outflows of Resources		 ed Inflows of sources
District contributions subsequent to the measurement date	\$	84,634	\$ -
Changes in assumptions		18,390	
Differences between expected and actual experience		15,561	2,414
Net difference between projected and actual earnings on			
retirement plan investments		49,318	
Adjustment due to differences in proportion		21,520	18,241
Changes in proportion and differences between District			
contributions and proportionate share of contributions		45,446	
	\$	234,869	\$ 20,655

Deferred outflows of resources and deferred inflows of resources above represent the unamortized portion of changes to net pension liability to be recognized in future periods in a systematic and rational manner.

\$84,634 reported as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2025.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 8 – PENSION PLANS (Continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in the pension expenses as follows:

Fiscal year ending June 30,	A	Amount		
2025	\$	45,410		
2026		31,869		
2027		50,886		
2028		1, 4 15		
	\$	129,580		

Actuarial Assumptions

The total pension liability in the June 30, 2022 actuarial valuation was determined using the following actuarial assumptions:

	Miscellaneous
Valuation Date	June 30, 2022
Measurement Date	June 30, 2023
Actuarial Cost Method	Entry-Age Actuarial Cost Method
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Projected Salary Increase	Varies by Entry Age and Service
Mortality Rate Table (1)	Derived using CalPERS' Membership Data for all Funds
Post Retirement Benefit Increase	The lesser of contract COLA or 2.30% until Purchasing Power
	Protection Allowance floor on purchasing power applies, 2.30% thereafter

(1) The mortality table used was developed based on CalPERS' specific data. The probabilities are based on the 2021 CalPERS' Experience Study for the period from 2001 to 2019. Pre-retirement and Post-retirement mortality rates include generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the CalPERS' Experience Study and Review of Actuarial Assumptions report from November 2021 that can be found on the CalPERS' website.

Long-term Expected Rate of Return

In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. Projected returns for all asset classes are estimated and combined with risk estimates, are used to project compound (geometric) returns over the long term. The discount rate used to discount liabilities was informed by the long-term projected portfolio return. The expected real rates of return by asset class are as follows:

	New Strategic	Real Return
Asset Class	Allocation	(a,b)
Global Equity - cap-weighted	30.0%	4.54%
Global Equity - non-cap-weighted	12.0%	3.84%
Private Equity	13.0%	7.28%
Treasury	5.0%	0.27%
Mortgage-backed Securities	5.0%	0.50%
Investment Grade Corporations	10.0%	1.56%
High Yield	5.0%	2.27%
Emerging Market Debt	5.0%	2.48%
Private Debt	5.0%	3.57%
Real Assets	15.0%	3.21%
Leverage	-5.0%	-0.59%
Total	100.0%	

- (a) An expected inflation of 2.30% was used for this period.
- (b) Figures are based on the 2021 Asset Liability Management Study.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 8 – PENSION PLANS (Continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

Discount Rate

The discount rate used to measure the total pension liability for PERF C was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in Discount Rate

The following represents the District's proportionate share of the net pension liability calculated using the discount rate of 6.90 percent, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.90 percent) or 1 percentage point higher (7.90 percent) than the current rate:

1% Decrease	5.90%
Net Pension Liability	\$ 487,218
Current Discount Rate	6.90%
Net Pension Liability	\$ 304,602
1% Increase	7.90%
Net Pension Liability	\$ 154,293

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS' financial reports.

C. Payable to the Pension Plan

At June 30, 2024, the District had no amount outstanding for contributions to the pension plan required for the fiscal year ended June 30, 2024.

NOTE 9 - OTHER POST EMPLOYMENT BENEFITS

Plan Description

Plan administration. The District sponsors healthcare coverage under the California Public Employees Medical and Hospital Care Act ("PEMHCA"), commonly referred to as PERS Health. PEMHCA provides health insurance through a variety of Health Maintenance Organization (HMO) and Preferred Provider Organization (PPO) options.

Benefits provided. Active employees are subject to 70% of the premium, up to a \$900 cap. The District joined PEMHCA in 2001 and is under the unequal method, where the District contributes up to a cap equal to 5% times the number of years the District in PEMHCA, times the active contribution cap. Survivor benefits are available. The District does not contribute dental, vision, or life insurance premiums towards retirees.

Active employees hired before May 1, 2013 may retire at age 55 with 5 years of service. The employer paid benefit is equal to 70% of the premium, up to a \$900 cap. One active employee hired before May 1, 2013 has a special contract with the District providing paid benefit up to a cap of \$1,400 per month.

Active employees hired after May 1, 2013 may retire at age 62 with 10 years of service. The employer paid benefit is equal to 70% of the premium, up to a \$900 cap, with a vesting schedule ranging from 10 years of service at 50% to 20 years of service at 100% of benefit.

35 **53**

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 9 – OTHER POST EMPLOYMENT BENEFITS (Continued)

Employees Covered

As of the June 30, 2023 actuarial valuation, the following current and former employees were covered by the benefit terms under the District's Plan:

Active plan members	7
Inactive employees or beneficiaries currently receiving benefits	1
	Total 8

The District currently finances benefits on a pay-as-you-go basis.

Total OPEB Liability

The District's Total OPEB liability was measured as of June 30, 2023 and the total OPEB liability used to calculate the Total OPEB liability was determined by an actuarial valuation dated June 30, 2023, standard actuarial update procedures were used to project/discount from the valuation date to the measurement date.

Actuarial assumptions. The total OPEB liability was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Salary increases 3.00% Inflation rate 2.50%

Medical cost trend rate 6% for 2023, 5.5% for 2024, 5.25% for 2025-2029,

5% for 2030-2039, 4.75% for 2040-2049, 4.50% for

2050-2069, and 4% for 2070 and later years; Medicare ages: 4.5%

for 2023-2029 and 4% for 2030 and later years.

Pre-retirement and post-retirement public agency miscellaneous mortality rates were based on the 2021 CalPERS' Experience Study.

Actuarial assumptions used in the June 30, 2023 valuation were based on a review of plan experience during the period July 1, 2021 to June 30, 2023.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. To achieve the goal set by the investment policy, plan assets will be managed to earn, on a long-term basis, a rate of return equal to or in excess of the target rate of return of 3.86 percent.

Discount rate. GASB Statement No. 75 requires a discount rate that reflects the following:

- a) The long-term expected rate of return on OPEB plan investments to the extent that the OPEB plan's fiduciary net position (if any) is projected to be sufficient to make projected benefit payments and assets are expected to be invested using a strategy to achieve that return:
- b) A yield or index rate for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher to the extent that the conditions in (a) are not met.

To determine a resulting single (blended) rate, the amount of the plan's projected fiduciary net position (if any) and the amount of projected benefit payments is compared in each period of projected benefit payments. The discount rate used to measure the District's total OPEB liability is based on these requirements and the following information:

	Municipal	
	20 Year High Grade	
Measurement Date	Rate Index	Discount Rate
June 30, 2022	3.69%	3.69%
June 30, 2023	3.86%	3.86%
	June 30, 2022	Measurement Date 20 Year High Grade Rate Index June 30, 2022 3.69%

Change of assumptions. For the June 30, 2023 measurement date, the discount rate was increased from 3.69% to 3.86%.

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 9 - OTHER POST EMPLOYMENT BENEFITS (Continued)

Changes in the OPEB Liability

Balance at June 30, 2023		otal OPEB Liability
(Valuation Date June 30, 2023)	\$	283,319
Changes recognized for the measurement period:		
Service cost		35,448
Interest		11,698
Difference between expected and actual experien	(19,586
Changes of assumptions		2,395
Benefit payments		(3,517)
Net Changes		65,610
Balance at June 30, 2024		
(Measurement Date June 30, 2023)	\$	348,929

Sensitivity of the OPEB liability to changes in the discount rate. The following presents the total OPEB liability, as well as what the OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.86 percent) or 1 percentage-point higher (4.86 percent) than the current discount rate:

		1% Decrease		rent Rate	1% Increase		
		2.86%		3.86%	4.86%		
OPEB Liability	\$	416,183	\$	348,929	\$	295,288	

Sensitivity of the OPEB liability to changes in the healthcare trend rates. The following presents the total OPEB liability, as well as what the OPEB liability would be if it were calculated using a healthcare cost trend rates that are 1 percentage point lower (5.00 percent) or 1 percentage point higher (7.00 percent) than the current healthcare cost trend rates:

		Current Rate							
		5.00%		6.00%		7.00%			
	•	creasing to 3.00%)	`	creasing to 4.00%)	`	creasing to 5.00%)			
OPEB Liability	\$	301,462	\$	348,929	\$	394,977			

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2024, the District recognized OPEB expense of \$44,757. As of the fiscal year ended June 30, 2024, the District reported deferred outflows and deferred inflows of resources related to OPEB from the following sources:

	 ed Outflows of esources	 ed Inflows of
OPEB contributions subsequent to measurement date Difference between expected and actual experience	\$ 3,986 17,721	\$ - 18,323
Change in assumptions	77,255	95,828
	\$ 98,962	\$ 114,151

The \$3,986 reported as deferred outflows of resources related to contributions subsequent to the June 30, 2023 measurement date will be recognized as a reduction of the OPEB liability during the fiscal year ending June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as expenses as shown on the following page:

NOTES TO THE BASIC FINANCIAL STATEMENTS JUNE 30, 2024

NOTE 9 – OTHER POST EMPLOYMENT BENEFITS (Continued)

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB (Continued)

Fiscal year Ending June 30,	A	mount
2025	\$	(2,389)
2026		(2,389)
2027		(2,389)
2028		(1,084)
2029		(1,084)
Afterwards		(9,840)
	\$	(19,175)

NOTE 10 - EXCESS OF EXPENDITURES OVER APPROPRIATIONS

Fund	 Excess Expenditures
Fire Fund	
Salaries and wages	\$ 45,139
Payroll taxes and benefits	2,472
Miscellaneous	9,460
Dues, permits, and fees	212
Communications	11,387
Occupancy	33

NOTE 11 - CONTINGENCIES AND COMMITMENTS

According to the District's staff and attorney, no contingent liabilities are outstanding and no lawsuits are pending of any real financial consequence.

REQUIRED SUPPLEMENTARY INFORMATION

FIRE FUND

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL

For the Fiscal Year Ended June 30, 2024

	Budgete	ed Amounts		Variance with Final Budget Positive (Negative)		
	Original	Final	Actual Amounts			
Revenues:						
Property taxes	\$ 497,467	\$ 497,467	\$ 530,871	\$ 33,404		
Service charges and fees	7,950	7,950	17,883	9,933		
Public facilities fees and assessments	3,000	3,000	16,728	13,728		
Mutual aid			27,510	27,510		
Grant income	20,000	20,000	2,592	(17,408)		
Investment income			329	329		
Miscellaneous income			1,815	1,815		
Total revenues	528,417	528,417	597,728	69,311		
Expenditures:						
Salaries and wages	190,120	204,868	250,007	(45,139)		
Payroll taxes and benefits	33,024	40,319	42,791	(2,472)		
Workers compensation	35,000	29,429	29,429			
Maintenance and repairs	48,400	42,997	23,790	19,207		
Miscellaneous	4,500	6,150	15,610	(9,460)		
Insurance	16,000	20,175	20,175			
Office supplies and expense	7,800	7,800	2,401	5,399		
Supplies	76,500	73,143	58,855	14,288		
Professional services	47,000	50,500	47,658	2,842		
Dues, permits, and fees	8,500	8,654	8,866	(212)		
Communications	30,000	26,000	37,387	(11,387)		
Employee travel and training	10,500	10,500	8,174	2,326		
Occupancy	6,760	6,760	6,793	(33)		
Utilities	9,800	10,700	4,124	6,576		
Bank fees			1	(1)		
Capital outlay	339,603	153,870	38,956	114,914		
Debt Service:						
Principal	60,381	60,381	60,296	85		
Interest	20,389	20,389	20,364	25		
Total expenditures	944,277	772,635	675,677	96,958		
Excess of revenues						
over (under) expenditures	(415,860)	(244,218)	(77,949)	166,269		
Other Financing Sources (Uses):						
Proceeds from sale of property			5,625	5,625		
Total other financing sources (uses)			5,625	5,625		
Change in fund balance	(415,860)	(244,218)	(72,324)	171,894		
Fund balance - July 1, 2023	1,276,716	1,276,716	1,276,716			
Fund balance - June 30, 2024	\$ 860,856	\$ 1,032,498	\$ 1,204,392	\$ 171,894		

STREET LIGHTING FUND

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL

For the Fiscal Year Ended June 30, 2024

	Budgeted Amounts					Var	iance with		
	Original		Final		Actu	ıal Amounts	Final Budget Positive (Negative)		
Revenues:									
Property taxes	\$	154,663	\$	154,663	\$	162,987	\$	8,324	
Service charges and fees						23		23	
Investment income				8,580		31,400		22,820	
Miscellaneous income				5,438		5,784		346	
Total revenues	***************************************	154,663	**************************************	168,681		200,194	No.	31,513	
Expenditures:									
Salaries and wages		17,009		17,309		14,975		2,334	
Payroll taxes and benefits		3,690		4,419		3,792		627	
Workers compensation		100				(15)		15	
Maintenance and repairs		23,150		23,050		1,526		21,524	
Miscellaneous		50		50				50	
Insurance		3,400		2,100		2,013		87	
Office supplies and expense		950		1,050		346		704	
Supplies		6,300		6,300		4		6,296	
Professional services		47,600		49,600		4,734		44,866	
Dues, permits, and fees		1,600		1,600		334		1,266	
Communications		2,725		3,158		2,138		1,020	
Employee travel and training		2,650		2,650		57		2,593	
Occupancy		1,200		1,950		1,423		527	
Utilities		35,500		35,500		24,663		10,837	
Bank fees		50		55		(1)		56	
Capital outlay	***	34,000		M					
Total expenditures		179,974		148,791		55,989		92,802	
Excess of revenues									
over (under) expenditures		(25,311)		19,890		144,205		124,315	
Fund balance - July 1, 2023		796,749		796,749		796,749			
Fund balance - June 30, 2024	\$	771,438	\$	816,639	\$	940,954	\$	124,315	

SCHEDULE OF CHANGES IN THE OPEB LIABILITY AND RELATED RATIOS Last 10 Years*
As of June 30, 2024

	2024	2023	2022	2021
Total OPEB Liability			 	
Service cost	\$ 35,448	\$ 54,297	\$ 40,020	\$ 40,592
Interest on the total OPEB liability	11,698	7,478	6,556	6,217
Actual and expected experience difference	19,586		(1,658)	
Changes in assumptions	2,395	(111,895)	66,470	26,617
Benefit payments	(3,517)	(3,480)	(4,063)	(3,681)
Net change in total OPEB Liability	 65,610	 (53,600)	 107,325	 69,745
Total OPEB liability - beginning	283,319	336,919	229,594	159,849
Total OPEB liability - ending	\$ 348,929	\$ 283,319	\$ 336,919	\$ 229,594
Covered payroll:	\$ 767,809	\$ 639,482	\$ 500,343	\$ 346,086
Total OPEB Liability as a percentage of covered payroll:	45.44%	44.30%	67.34%	66.34%

	2020		 2019	 2018
Total OPEB Liability				
Service cost	\$	36,290	\$ 13,857	\$ 13,453
Interest on the total OPEB liability		6,132	4,091	3,674
Actual and expected experience difference		(29,504)	(11,745)	
Changes in assumptions		15,099		
Benefit payments		(2,525)	(5,049)	(2,562)
Net change in total OPEB Liability		25,492	1,154	14,565
Total OPEB liability - beginning		134,357	133,203	118,638
Total OPEB liability - ending	\$	159,849	\$ 134,357	\$ 133,203
Covered payroll:	\$	354,500	\$ 375,473	\$ 344,324
Total OPEB Liability as a percentage of covered payroll:		45.09%	35.78%	38.69%

Notes to Schedule:

The discount rate was changed from 3.69% to 3.86% for the June 30, 2023 measurement date.

^{*-} Fiscal year 2018 was the 1st year of implementation, therefore only seven years are shown.

SCHEDULE OF OPEB CONTRIBUTIONS
Last 10 Years*
As of June 30, 2024

The District's contribution for the fiscal year ended June 30, 2024 was \$3,986. The District did not have an actuary calculate the Actuarially Determined Contribution for the fiscal year ended June 30, 2024, therefore the District does not need to comply with GASB Statement No. 75's Required Supplementary Information requirements.

The District's contribution for the fiscal year ended June 30, 2023 was \$3,517. The District did not have an actuary calculate the Actuarially Determined Contribution for the fiscal year ended June 30, 2023, therefore the District does not need to comply with GASB Statement No. 75's Required Supplementary Information requirements.

The District's contribution for the fiscal year ended June 30, 2022 was \$3,582. The District did not have an actuary calculate the Actuarially Determined Contribution for the fiscal year ended June 30, 2022, therefore the District does not need to comply with GASB Statement No. 75's Required Supplementary Information requirements.

The District's contribution for the fiscal year ended June 30, 2021 was \$2,910. The District did not have an actuary calculate the Actuarially Determined Contribution for the fiscal year ended June 30, 2021, therefore the District does not need to comply with GASB Statement No. 75's Required Supplementary Information requirements.

The District's contribution for the fiscal year ended June 30, 2020 was \$2,438. The District did not have an actuary calculate the Actuarially Determined Contribution for the fiscal year ended June 30, 2020, therefore the District does not need to comply with GASB Statement No. 75's Required Supplementary Information requirements.

The District's contribution for the fiscal year ended June 30, 2019 was \$1,588. The District did not have an actuary calculate the Actuarially Determined Contribution for the fiscal year ended June 30, 2019, therefore the District does not need to comply with GASB Statement No. 75's Required Supplementary Information requirements.

The District's contribution for the fiscal year ended June 30, 2018 was \$3,904. The District did not have an actuary calculate the Actuarially Determined Contribution for the fiscal year ended June 30, 2018, therefore the District does not need to comply with GASB Statement No. 75's Required Supplementary Information requirements.

^{*-} Fiscal year 2018 was the 1st year of implementation, therefore only seven years are shown.

SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY Last 10 Years
As of June 30, 2024

The following table provides required supplementary information regarding the District's Pension Plan.

		2024	 2023	 2022	 2021	_	2020
Proportion of the net pension liability		0.00208%	0.00225%	0.00225%	0.00204%		0.00200%
Proportionate share of the net pension liability	\$	259,817	\$ 259,817	\$ 121,854	\$ 221,520	\$	205,120
Covered payroll	\$	573,388	\$ 508,988	\$ 510,668	\$ 500,343	\$	354,500
Proportionate share of the net pension liability as percentage of covered payroll		45.3%	51.0%	23.9%	44.3%		57.9%
Plan's total pension liability	\$	52,441,984,274	\$ 49,525,975,138	\$ 46,174,942,264	\$ 43,702,930,887	\$	41,426,453,489
Plan's fiduciary net position	\$	39,966,633,692	\$ 37,975,170,163	\$ 40,766,653,876	\$ 32,822,501,335	\$	31,179,414,067
Plan fiduciary net position as a percentage of the total pension liability		76.21%	76.68%	88.29%	75.10%		75.26%
	******	2019	 2018	 2017	 2016		2015
Proportion of the net pension liability		0.00196%	0.00191%	0.00200%	0.00211%		0.00201%
Proportionate share of the net pension liability	\$	188,568	\$ 189,718	\$ 173,264	\$ 145,045	\$	125,163
Proportionate share of the net pension liability Covered payroll	\$	188,568 274,239	\$ 189,718 190,663	\$ 173,264 140,038	\$ 145,045 174,026	\$	
		,	,	,	,		·
Covered payroll Proportionate share of the net pension liability as		274,239	\$ 190,663	\$ 140,038	\$ 174,026	\$	205,120
Covered payroll Proportionate share of the net pension liability as percentage of covered payroll	\$	274,239	\$ 190,663	\$ 140,038	\$ 174,026 83.3%	\$	205,120

Notes to Schedule:

In the reporting fiscal year ended June 30, 2023, the discount rate was reduced from 7.15% to 6.90% and price inflation was reduced from 2.50% to 2.30%.

SCHEDULE OF PENSION CONTRIBUTIONS Last 10 Years As of June 30, 2024

The following table provides required supplementary information regarding the District's Pension Plan.

		2024	 2023	 2022	 2021	 2020
Contractually required contribution (actuarially determined)	\$	84,634	\$ 79,677	\$ 74,225	\$ 62,323	\$ 54,268
Contribution in relation to the actuarially determined contributions		84,634	 79,677	 74,225	 62,323	 54,268
Contribution deficiency (excess)	\$	-	\$ -	\$ -	\$ -	\$
Covered payroll	\$	661,866	\$ 573,388	\$ 508,988	\$ 510,668	\$ 500,343
Contributions as a percentage of covered payroll		12.79%	13.90%	14.58%	12.20%	10.85%
		2019	2018	2017	2016	2015
Contractually required contribution (actuarially determined)	\$	2019 58,116	\$ 2018 28,201	\$ 2017 22,800	\$ 2016 19,438	\$ 2015 26,154
Contractually required contribution (actuarially determined) Contribution in relation to the actuarially determined contributions	\$		\$ 	\$	\$	\$
Contribution in relation to the actuarially determined	\$	58,116	\$ 28,201	\$ 22,800	\$ 19,438	 26,154
Contribution in relation to the actuarially determined contributions	\$ \$	58,116	28,201	\$ 22,800	\$ 19,438 19,438	\$ 26,154

Notes to Schedule:

There were no changes to assumptions for the fiscal year ended June 30, 2024.



INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors San Miguel Community Services District San Miguel, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, and the business-type activities and each major fund of San Miguel Community Services District (the District), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated December 6, 2024.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings that we consider to be significant deficiency (Finding 2024-001).

Compliance and Other Matters

As part of obtaining reasonable assurance about whether District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

San Miguel Community Services District's Responses to Findings

The San Miguel Community Services District's responses to the findings identified in our audit are described in the accompanying schedule of findings and responses. The San Miguel Community Services District's responses were not subjected to the auditing procedures applied in the audit of the financial statements, and accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Santa Maria, California

Moss, Leng & Haugheim LLP

December 6, 2024

San Miguel Community Services District Schedule of Findings and Responses June 30, 2024

FINDING 2024-001 PAYROLL

Criteria:

All employees should be paid according to an approved contract or personnel action form that clearly states their position and rate of pay. This rate of pay should match to the Board approved Salary Schedule.

Condition:

During testing of twenty-five payroll transactions, we noted one Fire employee who did not have a contract or personnel action form on file.

Cause:

Management oversight.

Effect:

Potential for misappropriation of assets for pay that does not appropriately match the employee's position and pay rate.

Recommendation:

All employees should be paid according to a signed and approved contract or personnel action form that clearly states their position and rate of pay. This rate of pay should be matched to the Board approved Salary Schedule. Internal controls should require a new contract or personnel action form for each new employee and for any changes to position or pay rate other than an organization-wide COLA increase. Periodically, employee files should be reviewed to ensure all required current documentation is present and retained in the files.

Repeat Finding:

No.

District Corrective Action Plan:

Fire Department New Hire Packets will be revised to include a Pay Range sheet indicating the new employee's rates for the work that they may perform for the Fire Department. Future Fire Department personnel position, or compensation, changes will be documented through the use of approved personnel forms.

San Miguel Community Services District Schedule of Prior Fiscal Year Findings and Responses June 30, 2024

FINDING 2023-001 PAYROLL

Criteria:

All employees eligible to receive vacation pay should be accruing vacation and sick leave based on their employee agreement.

Condition:

During testing of twenty-five payroll transactions, we noted one employee's timecard was not signed in approval by their supervisor. In another instance we noted that one employee was paid an incorrect rate for an hour of vacation time used.

Cause:

Review of timecards and payroll should be documented and ensure accuracy.

Effect:

Potential for misappropriation of assets for pay that does not appropriately match hours worked or vacation used. One employee was erroneously underpaid by slightly over \$17.

Recommendation:

All timecards should be reviewed and signed in approval by the employee's supervisor in order to ensure that hours worked are accurate and that the review and approval is documented. All payroll runs should be reviewed to check and ensure that pay rates are accurate.

Repeat Finding:

No.

Current Status:

Implemented.



December 6, 2024

To the Board of Directors of the San Miguel Community Services District

We have audited the financial statements of the governmental activities, the business-type activities, and each major fund of the San Miguel Community Services District for the fiscal year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards* as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated December 6, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the San Miguel Community Services District are described in Note 1 to the financial statements. We noted no transactions entered into by the governmental unit during the fiscal year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statements were:

Management's estimate of the useful lives of capital assets is based on experience with other capital assets and on their standard table of useful lives. We evaluated the key factors and assumptions used to develop the useful lives of capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the allowance for bad debt is based on their past experience with the Management's estimate of the net pension liability and deferred inflows and outflows related to pension are based on the CalPERS actuary's expertise experience. We evaluated the key factors and assumptions used to develop the net pension liability and deferred inflows and outflows related to pension in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the net other postemployment benefits (OPEB) liability and deferred inflows and outflows related to OPEB are based on the actuary's expertise and experience. We evaluated the key factors and assumptions used to develop the net OPEB liability and deferred inflows and outflows related to OPEB in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of the Long-term Liabilities in Note 4.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

2400 Professional Parkway, Suite 205 Santa Maria, CA 93455 Tel 805.925.2579 Fax 805.925.2147 mlhcpas.com

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 6, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Directors and management of the San Miguel Community Services District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Santa Maria, California

Moss, Leny & Hartzheim LLP

San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

December 19, 2024	AGENDA ITEM: 7.1
SUBJECT: San Luis Obispo County Organizations (Pg. 71)	
SUGGESTED ACTION: Verbal/Report	
DISCUSSION:	
FISCAL IMPACT: None	
PREPARED BY: Tamara Parent	

San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

December 19, 2024	AGENDA ITEM: 7.2
SUBJECT: Community Service Organizations (Pg. 72)	
SUGGESTED ACTION: Verbal	
DISCUSSION: Verbal/Report.	
FISCAL IMPACT: None	
PREPARED BY: Tamara Parent	

December 19, 2024	AGENDA ITEM: 7.3
SUBJECT: Camp Roberts—Army National Guard (Pg.73)	
SUGGESTED ACTION: Verbal	
DISCUSSION: Verbal/Report	
FISCAL IMPACT: None	
PREPARED BY: Tamara Parent	

AGENDA ITEM: 8.1

SUBJECT: General Manager (Pg. 74)

SUGGESTED ACTION: Receive report

DISCUSSION:

I encourage any Board member or member of the public with questions, comments, or complaints about the District operations to contact me at the District office or by email.

District Office phone: 805-467-3388 and My email: kelly.dodds@sanmiguelcsd.org

If an inquiry is outside of the Districts scope we will usually be able to direct individuals to the responsible organization or department.

General information about the District can also be found on the District website - www.sanmiguelcsd.org

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

December 19, 2024	AGENDA ITEM: 8.2			
SUBJECT: District Counsel (Pg. 75)				
SUGGESTED ACTION: Receive verbal report				
DISCUSSION:				
Verbal				
FISCAL IMPACT: None				
PREPARED BY: Christina Pritchard				

AGENDA ITEM: 8.3

SUBJECT: District Utilities (Pg. 76-78)

SUGGESTED ACTION: Receive and file

DISCUSSION:

Well Status:

- Well 4 is operational Well Level 93' 11/21/24 (STATIC)
- Well 3 is operational Well Level 78.54' 11/21/24 (STATIC)
- SLT Well is operational -Well Level 167' 11/21/24 (STATIC)

Water System status:

Water leaks this month: 0 This calendar year: 10

Water related calls through the alarm company after hours this month: 0 This Year: 5

• .

Sewer System status:

Sewer overflows this month: 0 this year: 0

Sewer related calls through the alarm company after hours this month: 1 This Year: 1

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California Regional Water Resources Control Board:

•

State Water Resources Control Board (SWRCB):

•

Division of Water Resources (DWR):

•

Regional Water Management Group (RWMG)/ Water Resources Advisory Committee (WRAC):

•

Billing related activity:

- Total active accounts (as of 12/05/24)
- 912 water accounts
- 811 wastewater accounts
- Overdue accounts (as of 12/06/24)
- 37 accounts 60 days past due
- Accounts on a Payment Arrangement Agreement (as of 12/05/24)
- 12 accounts have started an arrangement.
- Service orders this month (as of 12/05/24)
- 4 service orders issued and completed

Lighting/Landscaping status:

•

Solid Waste:

- Household Hazardous Waste Facility (HHWF)
 - Waiting on approvals from Integrated Waste Management Authority (IWMA)
- Mattress recycling
 - Mattresses are accepted by appointment only, Monday, Wednesday, Friday between 8 am and 11 am.
- E-Waste collection
 - E-waste is accepted Monday, Wednesday, Friday between 8 am and 11 am.

SB-1383 & SB-54 & SB-343:

• .

Project status:

- WWTF status:
 - Nearing 90% plan completion
 - Continuing to review additional grant and financing options.
 - Potential funding assignment in next quarter.
 - Potential funding agreement within 12 months of funding assignment.
- Replacement water tank and pump station on east side of river/ water line replacement. (21007) started February 2022
 - (POTENTIALLY GRANT FUNDED)
 - Waiting for BOS to approve easement agreement with the District, county has projected an January approval by the BOS
 - RFP released 10/24/24 for pump station design
- Recycled water line from WWTF to Vineyard/ Gallo
 - PER BOARD ACTION AT 11/21/24 BOARD MEETING THIS PROJECT IS SUSPEND. FURTHER ACTION WILL REQUIRE A NEW FUNDING SOURCE AND COMPETITIVE BID ADVERTISEMENT.
- Alley water line relocation 10th St to San Luis Obispo St
 - Contract was approved 10/24/24.
 - Working with contractor on required paperwork and schedule.
- Sewer lining and manhole rehabilitation project (21008) started February 2021
 - (100% GRANT FUNDED)
 - Report accepted by the Board 8/2024

- WSC finalizing deliverables per the grant.
- Preparing a construction grant application to perform repairs.
- Cost of Service Rate Study WASTEWATER (22005) started June 2022
 - Staff reviewing options and preparing proposal for Board consideration
- Septic to Sewer conversion grant application (#) started September 2023
 - (100% GRANT FUNDED)
 - Moving toward funding agreement. Anticipate agreement execution in <12 months.
- **SLT well VFD installation**
 - Waiting on programming.
- Well 4 Discharge relocation
 - waiting on paving.
- Well monitoring and metering project
 - Equipment received and being installed.
- Chlorine analyzers and turbidimeter replacement
 - Equipment installed

Staffing

- Vacant position(s).
 - WWTF Operator Lead

SLO County in San Miguel:

•

Caltrans in San Miguel:

•

FISCAL IMPACT:

None

PREPARED BY: Kelly Dodds

AGENDA ITEM: 8.4

SUBJECT: Fire Chief Report (Pg. 79-92)

SUGGESTED ACTION: Receive and File

DISCUSSION:

Equipment:

- 1. All SMFD engines are currently in service.
- 2. E8696 has minor electrical issues with some auxiliary lights. We identified the issues and are exploring repair options.

Cost Recovery:

1. SMF is continuing to submit qualifying incidents for reimbursement. See financial report for the details.

Grants:

2023/2024 Grants

- 1. SMF applied for the 2024 OTS Grant on January 26, 2024, for replacement of necessary Auto Extrication Equipment and the grant was awarded. The process is moving forward funding has been approved, the products have been received and are in-service. SMF is working with OTS on the Press Releases, Community Outreach, and Education as required by the terms of the grant. Reimbursement for the purchases has been approved and payment should be received shortly.
- 2. The 2025 AFG Grant opened 11/11/2024 and SMF will be applying for this grant again.
- 3. The SAFER was submitted on 4/12/2024. SMF was not awarded funding in 2024. The 2025 SAFER Grant will open in January 2025 and SMF will be applying for this grant again.
- 4. The 2024/2025 VFD / RFD grant has been submitted and approved for funding. The BOD voted to accept the grant funding at the 9/26/2024 meeting and approved grant funding 3-1-1. Final funding approval has been received and products are on order.
- 5. SMF applied for FEMA grant funding to construct an EOC. \$1,027.00 in FEMA funding has been earmarked for this project and is at the Federal level waiting for release.

Training:

- 1. Regular weekly training is continuing to adhere to the annual training schedule.
- 2. Additional training has been occurring during the week as schedules allow.
- 3. SMF has scheduled training with SLA & Mercy Air. SLA training occurred on 9/17/2024, Merci Air training has been tentatively rescheduled for January 2025.
- 4. Additional outside training shall commence as courses become available.
- 5. 1- Recruit is attending the Allan Hancock Firefighter Academy.
- 6. Engineer Rojas has been selected to represent SMF for the County Training Officers Association.
- 7. SMF Crew has been trained on the use of the new auto extrication tools.

San Luis Obispo County Fire Chiefs Association:

Fire Chief Young was again appointed as the County Fire Chiefs Association representative to SLOFIST. Regular monthly meetings are being attended.

San Miguel Advisory Council:

No update, a District Fire Chief Report is being provided for SMAC monthly meetings and Chief Young attends the monthly meetings as scheduling allows.

Temporary Housing Unit:

- Interfund loan was approved at the 10/24/2024 Meeting 3-1-1 Resolution 2024-44.
- MHS has was notified and the installation contractor is moving forward at a good pace.
- Swift has completed the building pad soils work and most of the site work. All items should be completed by December 20, 2024.
- District utility staff has installed the water and sewer connections.
- Baldwin Electric has completed the electrical service.
- Wild Horse Propane has installed the new propane supply line to the structure.
- Lease amendment has been approved through May 2030.
- Final inspections should be completed by mid January 2025.

FISCAL IMPACT: None	
PREPARED BY: Scott Young	

San Miguel, CA

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Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: Young, Scott P | Start Time: 00:00 | End Time: 23:00 | Start Date: 11/01/2024 | End Date: 11/30/2024

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
oung, Scott P					
11/01/2024 08:30:00	11/02/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/02/2024 08:30:00	11/03/2024 08:30:00	DAYBOOK	8600		24.00
11/03/2024 08:00:00	11/03/2024 17:00:00	DAYBOOK	8600	Instructor 2 at Paso Robles Fire	9.00
11/03/2024 08:30:00	11/05/2024 08:30:00	DAYBOOK	8600		48.00
11/04/2024 16:22:00	11/04/2024 16:59:00	INCIDENT	SMF 1	Incident 2024-256 - EMS call, excluding vehicle accident with injury: Apparatus SMF 1 responded to 1356 1/2 L ST	0.62
11/05/2024 08:00:00	11/05/2024 17:00:00	DAYBOOK	8600	Instructor 2 Paso Fire	9.00
11/05/2024 08:30:00	11/06/2024 08:30:00	DAYBOOK	8600		24.00
11/05/2024 18:00:00	11/05/2024 22:00:00	DAYBOOK		Firefighter Training: Haz Mat Lead Instructor: Young, Scott P	4.00
11/06/2024 08:30:00	11/06/2024 17:00:00	DAYBOOK	8600	Instructor 2 Paso Fire	8.50
11/06/2024 08:30:00	11/07/2024 08:30:00	DAYBOOK	8600		24.00
11/07/2024 08:30:00	11/07/2024 17:00:00	DAYBOOK	8600	Instructor 2 Paso Fire	8.50
11/07/2024 08:30:00	11/08/2024 08:30:00	DAYBOOK	8600		24.00
11/08/2024 08:30:00	11/09/2024 07:00:00	DAYBOOK	SMF 1		22.50
11/09/2024 14:30:00	11/10/2024 08:30:00	DAYBOOK	8600		18.00
11/10/2024 08:30:00	11/11/2024 08:30:00	DAYBOOK	8600		24.00
11/11/2024 08:30:00	11/12/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/12/2024 08:30:00	11/13/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/12/2024 18:00:00	11/12/2024 22:00:00	DAYBOOK		EMS : EMS Lead Instructor: Young, Scott P	4.00
11/13/2024 08:30:00	11/14/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/13/2024 15:27:00	11/13/2024 15:56:00	INCIDENT	E8668	Incident 2024-257 - Trash or rubbish fire, contained: Apparatus E8668 responded to 1598 L ST	0.48
11/14/2024 08:30:00	11/15/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/15/2024 08:30:00	11/16/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/16/2024 16:00:00	11/17/2024 07:00:00	DAYBOOK	8600		15.00
11/17/2024 03:43:00	11/17/2024 03:53:00	INCIDENT	8600	Incident 2024-258 - Smoke scare, odor of smoke: Apparatus 8600 responded to 560 12th ST	0.17
11/17/2024 15:30:00	11/18/2024 08:30:00	DAYBOOK	8600		17.00
11/17/2024 19:22:00	11/17/2024 19:58:00	INCIDENT	8600	Incident 2024-259 - Motor vehicle accident with no injuries.: Apparatus 8600 responded to 1402 Mission ST	0.60
11/18/2024 08:30:00	11/19/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/18/2024 10:00:00	11/18/2024 11:30:00	DAYBOOK	SMF 1	Meeting with David Crabtree re Magdlana project	1.50
11/18/2024 14:00:00	11/18/2024 15:30:00	DAYBOOK	SMF 1	Meeting with Paul re 1402 Mission solar project	1.50
11/19/2024 08:30:00	11/19/2024 16:30:00	DAYBOOK	SMF 1		8.00
11/20/2024 18:30:00	11/21/2024 08:30:00	DAYBOOK	8600		14.00
11/20/2024 19:00:00	11/20/2024 20:00:00	DAYBOOK	8600	SMAC Meeting	1.00
11/21/2024 08:29:00	11/21/2024 09:20:00	INCIDENT	E8696	Incident 2024-260 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to S Highway 101 HWY	0.85

Lists the Daily Log items, grouped by Personnel, corresponding to the selected Activity Code and Personnel.



START	END	LOG TYPE	APPARATUS	NOTES	HOURS
11/21/2024 08:30:00	11/22/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/21/2024 18:00:00	11/21/2024 21:30:00	DAYBOOK	8600	BOD Meeting	3.50
11/22/2024 08:30:00	11/23/2024 07:00:00	DAYBOOK	SMF 1		22.50
11/22/2024 09:30:00	11/22/2024 10:30:00	DAYBOOK	E8696	Fire Sprinkler Inspection 1465 K Street	1.00
11/22/2024 11:57:00	11/22/2024 12:04:00	INCIDENT	8600	Incident 2024-261 - Brush or brush-and-grass mixture fire: Apparatus 8600 responded to 910 Wellsona RD	0.12
11/23/2024 16:30:00	11/24/2024 08:30:00	DAYBOOK	8600		16.00
11/24/2024 08:30:00	11/25/2024 08:30:00	DAYBOOK	8600		24.00
11/25/2024 08:30:00	11/26/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/26/2024 08:30:00	11/27/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/27/2024 08:30:00	11/28/2024 08:30:00	DAYBOOK	SMF 1		24.00
11/27/2024 22:21:00	11/27/2024 22:59:00	INCIDENT	E8696	Incident 2024-264 - EMS call, excluding vehicle accident with injury: Apparatus E8696 responded to 1584 K ST	0.63
11/27/2024 22:46:00	11/27/2024 22:59:00	INCIDENT	E8696	Incident 2024-265 - Motor vehicle accident with no injuries.: Apparatus E8696 responded to 398 16th ST	0.22
11/28/2024 08:30:00	11/29/2024 08:30:00	DAYBOOK	8600		24.00
11/29/2024 08:30:00	11/30/2024 08:30:00	DAYBOOK	8600		24.00
11/30/2024 08:30:00	12/01/2024 08:30:00	DAYBOOK	8600		24.00
11/30/2024 11:55:00	11/30/2024 13:27:00	INCIDENT	E8668	Incident 2024-266 - Brush or brush-and-grass mixture fire: Apparatus E8668 responded to 4875 Lowes Canyon RD	1.53
				Total Hours for: Young, Scott P	717.72

Total of all Personnel Hours 717.72

Lists the Daily Log items, grouped by Personnel, corresponding to the selected Activity Code and Personnel.



San Miguel, CA

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Effective Response Force Times by Incident for Date Range

Agencies On Scene: All Agencies | Census Tract(s): All Census Tracts | Cities: All Cities | Map Page(s): All Map Pages | Mutual Aid: All Types and None | Primary Action (s) Taken: All Codes | Property Use(s): All Types and None | Response Mode(s): All Response Modes | Shift(s): All Shifts | Zone(s): All Zones | Incident Type(s): All Incident Types | Station(s): All Stations | Complaints Reported by Dispatch | Start Date: 11/01/2024 | End Date: 11/30/2024

Incident Date	Incident #	Losses - Property	Losses - Contents	Alarm Time	Total Personnel - Effective Response	First On Scene Apparatus	Last On Scene Apparatus	Earliest Turnout	Call Processing Time	First Unit Total Response Time	First Unit Travel Time	Total Travel Time Effective Response	Total Response Time Effective Response
11/04/2024	2024-256	0	0	16:22:00	4	E8668	E8668	01:00	00:00	00:03:00	00:02:00	00:02:00	00:03:00
11/13/2024	2024-257	0	0	15:27:00	3	E8668	E8668	00:00	00:00	00:00:00	00:00:00	00:00:00	00:00:00
11/17/2024	2024-258	0	0	03:41:00	2	8600	8600	00:00	02:00	00:06:00	00:04:00	00:04:00	00:06:00
11/17/2024	2024-259	0	0	19:22:00	4	E8696	E8696	02:00	00:00	00:05:00	00:03:00	00:03:00	00:05:00
11/21/2024	2024-260	0	0	08:28:00	5	E8696	E8696	02:00	01:00	00:10:00	00:07:00	00:07:00	00:10:00
11/22/2024	2024-263	0	0	15:40:00	2	E8696	E8696	01:00	00:00	00:21:00	00:20:00	00:20:00	00:21:00
11/27/2024	2024-264	0	0	22:21:00	2	E8696	E8696	05:00	00:00	00:09:00	00:04:00	00:04:00	00:09:00
11/27/2024	2024-265	0	0	22:46:00	2	E8696	E8696	00:00	00:00	00:01:00	00:01:00	00:01:00	00:01:00
11/30/2024	2024-266	0	0	11:55:00	4	E8668	E8668	01:00	00:00	00:20:00	00:19:00	00:19:00	00:20:00

San Miguel, CA

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Incidents for Zone for Status for Date Range

Incident Status(s): All Incident Statuses | Zone(s): All Zones | Start Date: 11/01/2024 | End Date: 11/30/2024

INCIDENT NUMBER	INCIDENT TYPE	DATE	INCIDENT STATUS	LOCATION	APPARATUS		
Zone: AAE - Auto	Aid East						
2024-261	142	11/22/2024	Reviewed	910 We ll sona RD	8600, E8668		
2024-266	142	11/30/2024	Reviewed	4875 Lowes Canyon RD	E8668		
AAE - Auto Aid East Incidents: 2							
Zone: AAN - Auto	Aid North						
2024-260	321	11/21/2024	Reviewed	S Highway 101 HWY	E8696		
	-	-	-		AAN - Auto Aid North Incidents: 1		
Zone: CBMHP - C	asa Blanca Mobile Ho	me Park					
2024-258	651	11/17/2024	Reviewed	560 12th ST	8600, SMF 1		
				CBMHP - Casa Blai	nca Mobile Home Park Incidents: 1		
Zone: CSD - CSD	Limits						
2024-256	321	11/04/2024	Reviewed	1356 1/2 L ST	E8668, SMF 1		
2024-257	118	11/13/2024	Reviewed	1598 L ST	E8668		
2024-259	324	11/17/2024	Reviewed	1402 Mission ST	8600, E8696		
2024-264	321	11/27/2024	Reviewed	1584 KST	E8696		
2024-265	324	11/27/2024	Reviewed	398 16th ST	E8696		
					CSD - CSD Limits Incidents: 5		
Zone: MAS - Muti	ual Aide South						
2024-262	321	11/22/2024	Reviewed	609 Turtle Creek RD	E8696		
2024-263	131	11/22/2024	Reviewed	2522 Cattleman RD	E8696		
				MA	S - Mutual Aide South Incidents: 2		

Total Incidents: 11

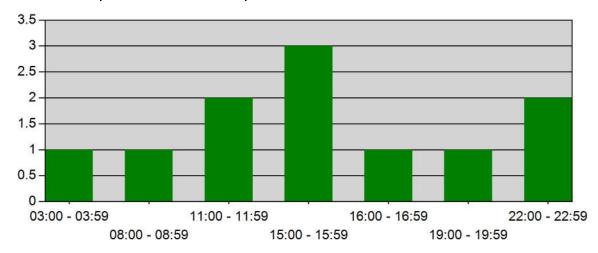
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Incidents by Hour for Zone for Date Range

Zone: All Zones | Start Date: 11/01/2024 | End Date: 11/30/2024



TIME	COUNT
03:00 - 03:59	1
08:00 - 08:59	1
11:00 - 11:59	2
15:00 - 15:59	3
16:00 - 16:59	1
19:00 - 19:59	1
22:00 - 22:59	2

Only REVIEWED incidents included



San Miguel, CA

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Average (Dispatch-Turnout-Response) Times per Zone per Major Incident Type

Start Incident Type: 100 | End Incident Type: 911 | Zone: All Zones | Start Date: 11/01/2024 | End Date: 11/30/2024

Major Incident Type	Response Mode	Avg Travel	Avg Dispatch	Avg TurnOut	Avg Response
Zone: AAE - Auto Aid East					
Fires					
Lights and Sirens		19:00	0:00	1:00	20:00
Zone: AAN - Auto Aid North					
Rescue & Emergency Medical Service	Э				
Lights and Sirens		7:00	1:00	2:00	10:00
Zone: CBMHP - Casa Blanca Mobile Home P	ark				
Good Intent Call					
Lights and Sirens		4:00	2:00	0:00	6:00
Zone: CSD - CSD Limits					
Fires					
No Lights or Sirens		0:00	0:00	0:00	0:00
Rescue & Emergency Medical Service	Э				
Lights and Sirens		2:30	0:00	2:00	4:30
Zone: MAS - Mutual Aide South					
Fires					
Lights and Sirens		20:00	0:00	1:00	21:00

San Miguel, CA

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Average Number of Responding Personnel per Incident Type for Date Range

StartDate: 11/01/2024 | EndDate: 11/30/2024

INCIDENT TYPE	AVG. # PERSONNEL
118 - Trash or rubbish fire, contained	3
131 - Passenger vehicle fire	2
142 - Brush or brush-and-grass mixture fire	4
321 - EMS call, excluding vehicle accident with injury	3
324 - Motor vehicle accident with no injuries.	3
651 - Smoke scare, odor of smoke	2

San Miguel, CA

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Incident Count by Weekday and Hour for Zone for Shift for Date Range

Personnel: All Personnel | Shift(s): All Shifts | Zone: All Zones | Start Date: 11/01/2024 | End Date: 11/30/2024

Hour	Sun	Mon	Tue	Wed	Thu	Fri	Sat
00:00	0	0	0	0	0	0	0
01:00	0	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0
03:00	1	0	0	0	0	0	0
04:00	0	0	0	0	0	0	0
05:00	0	0	0	0	0	0	0
06:00	0	0	0	0	0	0	0
07:00	0	0	0	0	0	0	0
08:00	0	0	0	0	1	0	0
09:00	0	0	0	0	0	0	0
10:00	0	0	0	0	0	0	0
11:00	0	0	0	0	0	1	1
12:00	0	0	0	0	0	0	0
13:00	0	0	0	0	0	0	0
14:00	0	0	0	0	0	0	0
15:00	0	0	0	1	0	2	0
16:00	0	1	0	0	0	0	0
17:00	0	0	0	0	0	0	0
18:00	0	0	0	0	0	0	0
19:00	1	0	0	0	0	0	0
20:00	0	0	0	0	0	0	0
21:00	0	0	0	0	0	0	0
22:00	0	0	0	2	0	0	0
23:00	0	0	0	0	0	0	0
Total Responses for Day	2	1	0	3	1	3	1
% of Responses for Day	50.00%	100.00%	0	66.67%	100.00%	66.67%	100.00%
% of Responses for Week	18.18%	9.09%	0.00%	27.27%	9.09%	27.27%	9.09%

Hour	Total per Hour	Percent
00:00	0	0.00%
01:00	0	0.00%
02:00	0	0.00%
03:00	1	9.09%
04:00	0	0.00%
05:00	0	0.00%
06:00	0	0.00%
07:00	0	0.00%
08:00	1	9.09%
09:00	0	0.00%
10:00	0	0.00%
11:00	2	18.18%
12:00	0	0.00%
13:00	0	0.00%
14:00	0	0.00%
15:00	3	27.27%
16:00	1	9.09%
17:00	0	0.00%
18:00	0	0.00%
19:00	1	9.09%
20:00	0	0.00%
21:00	0	0.00%
22:00	2	18.18%
23:00	0	0.00%
Total	11	100.00%



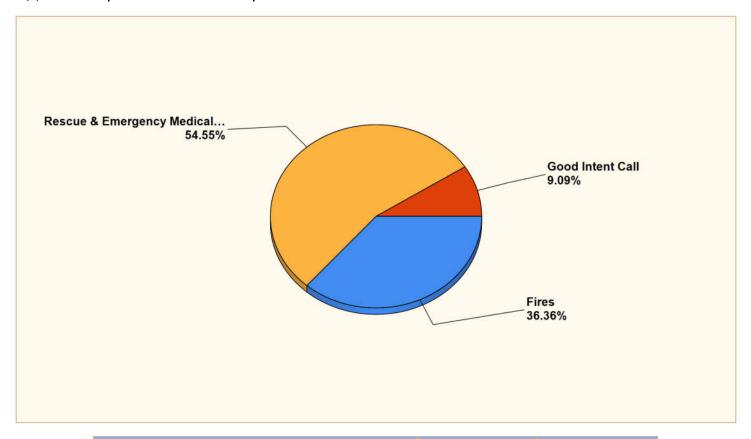
San Miguel, CA

This report was generated on 12/11/2024 3:49:20 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2024 | End Date: 11/30/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	36.36%
Rescue & Emergency Medical Service	6	54.55%
Good Intent Call	1	9.09%
TOTAL	11	100%

Detailed Breakdown by Incident Type							
INCIDENT TYPE # INCIDENTS % of TOTAL							
118 - Trash or rubbish fire, contained	1	9.09%					
131 - Passenger vehicle fire	1	9.09%					
142 - Brush or brush-and-grass mixture fire	2	18.18%					
321 - EMS call, excluding vehicle accident with injury	4	36.36%					
324 - Motor vehicle accident with no injuries.	2	18.18%					
651 - Smoke scare, odor of smoke	1	9.09%					
TOTAL INCIDENTS:	11	100%					

San Miguel, CA

This report was generated on 12/11/2024 3:50:14 PM



Incident Count per Location Type per Zone per Address for Date Range

StartDate: 11/01/2024 | EndDate: 11/30/2024

LOCATION TYPE	ZONE	ADDRESS / LOCATION	# INCIDENTS
Home/Residence			
	CBMHP - Casa Blanca Mobile Home	e Park	
		560 12th ST San Miguel, CA	1
	CSD - CSD Limits		
		1356 1/2 L ST San Miguel, CA	1
		1584 K ST San Miguel, CA	1
		1598 L ST San Miguel, CA	1
	MAS - Mutual Aide South		
		609 Turtle Creek RD Paso Robles (corporate name El Paso de Robles), CA	1
		Total for Location Type:	5
Not Specified			
	AAE - Auto Aid East		
		910 Wellsona RD Paso Robles, CA	1
		Total for Location Type:	1
Other Location			
	AAE - Auto Aid East		
		4875 Lowes Canyon RD San Miguel, CA	1
	MAS - Mutual Aide South		
		2522 Cattleman RD Paso Robles (corporate name El Paso de Robles), CA	1
		Total for Location Type:	2
Street or Highway			
	AAN - Auto Aid North		
		S Highway 101 HWY San Miguel, CA	1
Group by Incident Location Type, t	hen Zone. Completed and Reviewed Incidents		EMERO

REPORTING

emergencyreporting.com Doc Id: 1134 Page # 1 of 2

LOCATION TYPE	ZONE	ADDRESS / LOCATION	# INCIDENTS
Street or Highway			
	CSD - CSD Limits		
		398 16th ST San Miguel, CA	1
		Total for Location Type:	2
Trade or service (business, bars,	restaurants, etc)		
	CSD - CSD Limits		
		1402 Mission ST San Miguel, CA	1
		Total for Location Type:	1

Group by Incident Location Type, then Zone. Completed and Reviewed Incidents



SUBJECT: 11-21-2024 Draft San Miguel CSD Board of Directors meeting minutes (Pg. 93-107)

SUGGESTED ACTION: Receive and file

DISCUSSION:

FISCAL IMPACT:
None

PREPARED BY: Kelly Dodds



SAN MIGUEL COMMUNITY SERVICES DISTRICT BOARD OF DIRECTOR & GROUNDWATER SUSTAINABILITY AGENCY

Rod Smiley, President

Raynette Gregory, Director Owen Davis, Director Anthony Kalvans, Director Berkley Baker, Director

REGULAR BOARD OF DIRECTORS & GROUNDWATER SUSTAINABILITY AGENCY MINUTES

6:00 P.M. Opened Session SMCSD Boardroom 11-21-2024

1. Call to Order:

AT: 6:01 PM

2. Roll Call: Rod Smiley, Raynette Gregory, Anthony Kalvans, Owen Davis, Berkley Baker

3. Approval of Regular Meeting Agenda:

Director Kalvans arrived at 6:03 P.M.

Motion By: Raynette Gregory

Second By: Berkley Baker

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Berkley Baker	X			
Rod Smiley	X			
Owen Davis		X		
Anthony Kalvans				X

4. Pledge of Allegiance:

Lead by Director Kalvans

5. Public Comment and Communications for items not on the agenda:

Public Comment: Greg Grewal Creston resident spoke about a Groundwater Well that Shandon-San Juan Water District (SSJWD) was allowed to put in within the Paso Basin, and expressed that Supervisor Gibson is having ex parte meeting with SSJWD and Estrella-El Pomar-Creston Water District (EPC).

6. Non- District Reports:

1. San Luis Obispo County Organizations (Pg. 5)

Verbal/Report

Sheriff Mcfarlin, North Station, gave a report on calls for service for October 2024.

October calls for service are down by 15%, but explained that there has been an increase in vandalism.

Board Comment: Director Kalvans thanked The Sheriff Department, and asked about the recent vandalism and tagging in San Miguel.

Public Comment: None

2. Community Service Organizations (Pg. 6)

Verhal

Director Kalvans a representative for the San Miguel Lion's Club explained that the San Miguel Lion's Club is celebrating their 75th Anniversary and spoke about the community events that the San Miguel Lion's participate in.

Director Gregory a representative for the Pleasant Valley Wine Trail, explained that they will be participating in a Toy Drive for Christmas, and will be donating the toys to the San Miguel Firefighters Association.

Director Smiley a representative for the North County Cypress Mountain Masonic Lodge explained that the month of December is Constitutional Observance Month and a dinner will be held at 6:00 P.M. on December 11th, and that everyone is welcome to attend.

Scott Young, President of the San Miguel Firefighter Association (SMFA), explained that the San Miguel Christmas Lights Parade is being held on December 21st at 6:00 P.M, entry forms are available at the Fire Station and on the District website. www.sanmiguelcsd.org

Board Comment: None **Public Comment:** None

3. Camp Roberts—Army National Guard (Pg.7)

Verbal

None

7. Staff & Committee Reports - Receive & File:

1. General Manager (Pg. 8)

Receive report

2. District Counsel (Pg. 9)

Receive verbal report

District General Counsel Pritchard, had nothing to report.

Board Comment: None **Public Comment:** None

3. District Utilities (Pg. 10-12)

Receive and file

Item presented by General Manager Kelly Dodds submitted report as written.

Board Comment: None **Public Comment:** None

4. Fire Chief Report (Pg. 13-31)

Receive and File

Fire Chief Scott Young submitted report as written. Fire Chief Young updated the Board

that he has started the Hazardous Mitigation Plan with San Luis Obispo County, and that they have received a grant from FEMA.

Board Comment: Director Kalvans asked about the Temporary Housing Unit (THU) that had arrived. Fire Chief Scott Young explained that the THU had been delivered and thanked Swift Construction, SMCSD Utility Department, and Baldwin Electric for their help.

Director Gregory asked about an occupancy date. Fire Chief Scott Young explained that due to weather, it is estimated that it will be occupied within 4 to 6 weeks.

Director Davis asked if the Fire Department was going to reimburse the Utilities Department for their work. Chief Scott Young explained that yes, the Utilities Department will be reimbursed for their work.

Public Comment: None

8. Consent Calendar:

Item 8.1 pulled by Director Kalvans Item 8.2 pulled by Director Davis

1. 10-24-2024 Draft San Miguel CSD Board of Directors meeting minutes (Pg. 32-49)

Receive and file

Board Comment: Director Kalvans asked about the 10-24-2024 meeting minute reflecting that he voted no on the approval of the meeting minutes.

Board Clerk Tamara Parent voiced that it would be reviewed and changed as needed.

Public Comment: None

Motion By: Anthony Kalvans Second By: Raynette Gregory

Motion: To Approve as amended

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Berkley Baker	X			
Rod Smiley	X			
Owen Davis		X		

2. Approval of Easement agreement for existing water and wastewater infrastructure and emergency access across APN 021-091-016 (1803 Mission Street) by RESOLUTION 2024-57 (Pg. 50-65)

Approve Resolution 2024-57 authorizing the General Manager and Legal Counsel to execute an easement agreement with the legal owners of APN 021-091-016 to record a previously unrecorded easement for existing water and wastewater infrastructure on the referenced parcel.

Item presented by General Manager Kelly Dodds and explained that the new owner of APN 021-091-016 (parcel & alleyway) is currently working through an application to build a single family home on the parcel. Their parcel has existing Water and Wastewater infrastructure as well as emergency access which serves the owners parcel but also the adjacent parcels. The District will need a recorded easement for District utilities and emergency access. The attached easement agreement and exhibits have been prepared, and the documents will be recorded with the County Assessor's Office.

Board Comment: Director Kalvans asked for clarification that this is just for clean up, and will record a utility easement, with a no cost to the District. General Manager clarified that the property owner would be reimbursing the District for any cost to record these easements, and that he will be working with the adjacent property owners to make sure that all the District's utility easements are recorded.

Public Comment: John Green a San Miguel resident asked if the reimbursement of the easement agreement with the property owner was in writing. Director Smiley asked if the General Manager could respond to public comment.

General Manager Kelly Dodds explained that it is a easement agreement that will need to be signed and notarized, but does have email correspondence about reimbursements with the property owner for any expenses that the District occurs.

Ashley Sangster a San Miguel resident gave his opinion that email correspondence is not legally binding.

Motion By: Owen Davis

Second By:

Motion: To Table to the December Board Meeting

Board Members	Ayes	Noes	Abstain	Absent
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Motion By: Raynette Gregory
Second By: Anthony Kalvans

Motion: To Approve Resolution 2024-57

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Berkley Baker	X			
Rod Smiley	X			
Owen Davis		X		

9. Board Action Items:

1. Monthly claim detail and investment reports for October 2024 (Recommend receive and file by Board consensus) When ancillary reports area provided they are for reference only and are subject to change. (Pg. 66-102)

Please Review, Receive and File the October 2024 claim detail and investment reports.

When ancillary reports area provided they are for reference only and are subject to change.

Item was presented by Financial Officer Michelle Hido, September partial financials are on pages 66-102. The District is still in the process of finalizing the audit and once the audit is final the financials will be brought back to be filed. Financial Officer Michelle Hido asked for any questions.

Board Comment: Director Baker asked about the Mutual Fire Aids on page 87 being a negative. General Manager Kelly Dodds explained how to read the budge report. The received year to date or the received current month is what we actually received, and the estimated revenue is what we budgeted. In the case of the Mutual Aid Fires; where you see

the zero estimated revenue it is because there was no initial budget, or estimated revenue to be received for that. The year to date received is an excess of the estimated revenue; that is why it is a negative.

Public Comment: Ashley Sangster a San Miguel resident voiced that the Fiscal Year ended and wanted to know why the audit has not been done.

Director Smiley asked if Financial Officer Michelle Hido could comment on questions from public comment. Financial Officer Michelle Hido explained that all the information is with the District Auditor and they are working on it. Once the Auditor is satisfied it will come to the Board for approval.

Consensus of the Board is to receive and file reports for October 2024.

2. Annual Board assessment discussion (general discussion by Board members) (Pg. 103)

The Board should assess the functionality and performance of the Board.

Director Smiley asked each Director to reflect on the last year as a Board.

Board Comment:

Director Kalvans voiced that he wanted to listen, and that this was an annual thing to reflect on their performance as a Board over the past year.

Director Gregory voiced that she feels that Board Members need to read the provided Board packets and that the Board as a whole has worked well together.

Director Baker voiced that it has been interesting and that he feels that the Board is courteous to each other even when there is a difference in opinion.

Director Davis voiced that he is not as optimistic and feels that the last year has not gone well voicing that he has had false accusation against him.

Director Smiley voiced that he has enjoyed working with Staff and is hopeful that the District keeps moving forward.

Public Comment: None

3. San Miguel Fire Department Divestiture from San Miguel Community Services District (Pg. 104-188)

Review and approve Resolution 2024-56

Item was presented by Fire Chief Scott Young explaining that he is asking the Board to approve the Resolution to authorize the Fire Chief to engage with LAFCo and move forward with divestiture from the SMCSD; returning to a Fire District. Fire Chief Scott Young explained that he provided a map of the area he would like the Fire Department to expand into, and provided comments on the recommended path forward.

Board Comment: Director Gregory asked how the Fire Department came up with the proposed Fire District Map on page 188. Fire chief Young explained the boundaries and discussion ensued on response time. Director Gregory asked what the proposed additional funds would be used for. Fire Chief Young explained that the funds would be used to up our staffing levels and discussed the "Staffing for Adequate Fire and Emergency Response" (SAFER) Grants . Director Gregory also asked if the San Miguel Fire Department (SMFD) already services the areas that are being discussed. Fire Chief Young explained that the SMFD does service those area due to Auto Aid agreements, but does not receive any funds for those calls.

Director Kalvans voiced that he was in favor of the expansion of the area, and that it would be beneficial to the resident's in those areas. Director Kalvans thanked the Firefighters in the audiance for attending. Chief Young provided comments on response time in those areas, and expressed that the residents in those areas could benefit from the Departments ISO rating.

Director Baker asked what entities were receiving the funds for the area in the proposed

expansion, and what the estimated amount that would be received from the expansion. Fire Chief Scott Young explained that San Luis Obispo County receives the tax money and they distribute the funds to CalFire, and the estimated amount out of their 26 Million Dollar budget, around \$475k would be received. Director Baker asked what CalFire's opinion was and who would have authority over this new Fire District. Fire Chief Young explained that there would be an appointed board by the Board of Supervisors, then there would be an elected Board for the Fire District. Discussion on election vote, and the Fire Department low call volume ensued. Director Baker also asked what percentage of calls are out of District's current area. Chief Young responded with around 20% of the calls.

Director Davis asked for clarification on the Fire Chiefs comments about taking the extra money and using it for staffing, and what would be done with the current Temporary Housing Unit (THU). Chief Young clarified that that the long term goals per the District's Strategic Plan is to build a newer building on the North side of the current Fire Station and explained that the THU would then be sold. Discussion and comments on the District's Strategic Plan ensued.

Director Gregory wanted to know if SMFD would be the new permitting agency within the new boundaries for Fire Inspections. Fire Chief Young explained that yes, the SMFD would be able to collect Public Facility Fees for projects within that area.

Public Comment: Greg Grewal a Creston resident spoke about fire equipment, insurance companies in California and would like more information on how this would be approved.

Ashley Sangster a San Miguel Resident spoke about calling LAFCo and discussed the process of divestiture, governance and would like to have the input of the community.

Wyatt Navarro a San Miguel resident and San Miguel Firefighter spoke about redistribution of fire funds through the County and how response time is critical.

Director Davis left at 7:15 P.M.

Director Gregory asked about the Firefighter's and having a requirement that all Paid Call Firefighter (PCF) live in town, and feels that it would be an asset to the community if it was not a necessary for Firefighter's to live in town.

Ethan Arebalo a San Miguel resident and San Miguel Firefighter spoke about staffing, and grants within the Fire Department. Mr. Arebalo voiced being in favor of the divestiture.

Director Davis returned at 7:18 P.M.

John Green a San Miguel Resident asked if the current budget had enough funds for full-time staffing coverage.

Director Smiley asked Fire Chief Young if he could respond to questions from public comment.

Fire Chief Scott Young explained that the current budget does not have funding for increased staffing but that a PCF model could be utilized. Fire Chief Young explained that the SAFER grant has informed that SMFD that it needed to have a place for 24-hour staffing. Fire Chief Young also explained that a Fire District Board would be elected, and that the District's financials are separated by funds. Fire Chief Young provided comments on the LAFCo process, Board approval and the voting process.

Board Comment: Director Smiley spoke about his personnel tragedy and loss with house fires and expressed the need for quick response times.

Director Kalvans thanked the Fire Department personnel for attending, and spoke in favor of the divestiture. Director Kalvans also spoke about all the "no" votes on Fire related action items/resolutions from Director Davis over the last few years and voiced that the community needs to support the Firefighters.

Director Baker voiced that he would like information on what CalFire thinks, more information about the LAFCo process, cost, and community input. Director Baker voiced that he would like to wait on this issue.

District General Counsel explained after the motion and vote that this resolution is to start the conversation with LAFCo and then that would open up the conversation with other entities that would potentially be affected, as well as community input. It was explained that this is the first step and that the District will be required to notify everyone of it's intent and that this item does not approve the divestiture nor condone it in anyway, it just gives the Fire Chief the authority to open the conversation with LAFCo to bring actual information to the Board to potentially move forward.

Director Davis wanted to make sure he understood that this Resolution only gives Chief Young the authority to talk to LAFCo but that it has to be brought back to the people and asked if it would need a Prop 218. District General Counsel clarified that a Prop 218 is not needed, but what happens depends on the process by which the divestiture occurs. It was clarified that all the entities that are affected will be involved. The District will have more actions that it must take in order to approve a divestiture, and all of it is very public and will require Board approval.

Motion By: Anthony Kalvans

Second By: Raynette Gregory

Motion: To Approve Resolution 2024-56

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Anthony Kalvans	X			
Rod Smiley	X			
Owen Davis		X		
Berkley Baker		X		

4. CONTINUATION from September 24, 2024 Board Meeting

Contract award to Specialty Construction Inc. for \$1,226,965.00 for the San Miguel Recycled Water Pipeline Project and approve related budget adjustments by RESOLUTION 2024-51. (approve by 3/5 vote) (Pg. 189-206)

Authorize the General Manager to issue a notice of contract award and execute a contract in an amount of \$1,226,965 with Specialty Construction Inc for the San Miguel Recycled Water Pipeline Project and approve related budget adjustments and transfers by RESOLUTION 2024-51.

Item was presented by General Manager Kelly Dodds and explained that this was brought back from 10-24-2024 Board Meeting. General Manager Kelly Dodds clarified the project and spoke about the pipeline being part of the long-term compliance plan for the Wastewater Treatment Facility (WWTF). Mr. Dodds explained the proposal for the vineyards that could be taking nearly the entirety of the effluent from the Wastewater Treatment Plant once it is upgraded, for reuse in lieu of groundwater pumping. It was explained that it primarily has to do with "salts" and being able to dilute the effluent with groundwater from the vineyards, and being able to spread it over the entirety of their property instead of concentrating it at the percolation ponds at our treatment facility. The initial intent was to build the WWTF at the same time, but due to grant funding availability delays this project would need to move forward now, and not wait on the WWTF. Discussion ensued on the awarded grant funds to build the WWTF proposed for the end of 2025; building this project without grants funds; paying back the funds from Department of Water Resources (DWR) that have already been spent on this project so far if not approved; and how the rate for the recycled water would be formulated for the recycled

water end user.

Board Comment: Director Kalvans spoke about adding hydrants to the recycled water pipeline.

Director Gregory discussed the possibility of other areas in the community receiving the recycled water. Director Gregory asked for clarification on salts and compliance. General Manager Kelly Dodds explained that the current State permitting for the Wastewater Facility has a high restriction on salts, and that salts are one of the hardest to mitigate. Discussion on monitoring Wells, and the cost of compliance violations ensued. General Manager Kelly Dodds explained that the design has been proposed to the State Water Board and what has been accepted through permitting is a combination of both using the percolation ponds and reuse of recycled water for irrigation being part of our compliance. With the final compliance monitoring being the groundwater monitoring at the WWTF.

Director Baker discussed the cost to the District after the grant funds being approximately \$500,000 plus the project management being around \$187,000 and asked if those funds would be taken out of Reserves. General Manager Kelly Dodds clarified that the funds would be coming out of money that the District is currently collecting for the WWTF expansion. Discussion ensued on funding and proposed end users. Director Baker voiced that he is not in favor of this project.

Director Gregory asked for clarification that the \$700,000 and would it be recouped by the sale of recycled water to the vineyards? General Manager Kelly Dodds explained that the cost above the grant amount would have to be formulated into the recycled water user rate, and explained that if this is not used for the District's compliance issues the District will need to build an Reverse Osmosis (RO) system for the salts; that will result in the District adding brine waste management and disposal to the process.

Director Baker asked about the airport property using the recycled water for irrigation, and if that could be a viable alternative for the compliance issue. General Manager Kelly Dodds explained that you could build a pipeline but the issue is that the cost of that line versus how little volume they're capable of using.

Director Smiley asked how the salts were currently being dealt with and if the District was being fined currently, and if the District does get fined what would the amount be. General Manager explained that currently the District is in violation due to salts, but is not currently being fined only because the State sees that the District is activity working towards a solution. If the District does get fined the cost is determined by the Water Board and on the District's actions; voicing approximately \$10,000 a day. Discussion on what the City of Paso Robles was fined ensued.

Director Davis explained that he was waiting for public comment, then would like to be first to make a motion.

Director Kalvans asked about who the end users would potentially be, and if in the future would the new developments be required to be purple pipe ready. General Manager Kelly Dodds voiced that there are three viable users for the pipeline; Vino Farms, Gallo, and Mission Heights HOA. Mr. Dodds explained that the District can't force developers to put purple pipe in, if we are not capable of producing it. Discussion ensued on developments and recycled water funds.

Public Comment: Keith Lay a San Miguel resident asked if this project would raise or lower sewer rates for San Miguel residents.

Director Smiley asked General Manger Kelly Dodds if he could respond to questions from public comment.

General Manager Kelly Dodds explained that this project does not increase sewer rates, and that the District can't charge the people in the community for something they don't have access too.

Greg Grewal a Creston resident spoke about the need to recharge the basin, the proposed violations to the District, and that the proposed contractor was involved in the Nacimiento Pipeline which has broke six or seven times.

Ashley Sangster a San Miguel resident spoke about the proposed contract, grants and voiced that he feels that the project is bad idea financially for the District.

John Green a San Miguel resident spoke that he feels that this project is putting the cart before the horse and expressed that he is not in favor of the project. Mr. Green also thanked Director Baker for his service on the Board.

Motion By: Owen Davis
Second By: Berkley Baker
Motion: To Reject all bids

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Owen Davis	X			
Anthony Kalvans	X			
Berkley Baker	X			
Rod Smiley	X			

5. CONTINUATION from September 24, 2024 Board Meeting

Recycled Water Pipeline Project, project management and environmental compliance monitoring and related budget adjustments by RESOLUTION 2024-52. (approve by 3/5 Vote) (Pg. 207-239)

Authorize the General Manager to negotiate and execute contracts for Project Management and Environmental Compliance Monitoring in an amount of \$187,309 for the Recycled water Pipeline project and approve related budget adjustments by RESOLUTION 2024-52. *No action*

Board Comment: None **Public Comment:** None

6. Amendment of existing contract between Forefront Power and San Miguel Community Service District (Pg. 240-244)

Authorize the General Manager to execute an amendment to the existing contract with Forefront Power for the Power Purchase Agreement for the Machado Wastewater Treatment plant.

Item presented by General Manager Kelly Dodds updating the Board that this item is a amendment request from Forefront Power (FFP) to amend the contract. FFP is to construct and manage a 799 KW photovoltaic solar array at the Machado WWTF to provide power to the WWTF. FFP is requesting an amendment to the initial agreement for minor change in scope and for construction extension. Changes requested where explained as additional EPC & Interconnection Costs Due to the delays by Purchaser (District) advancing the design and construction of facilities necessary for Provider (FFP) to proceed with solar design and construction; EPC costs for labor and materials have increased approximately \$625,000. Provider agrees to share 50% of this cost increase with Purchaser. General Manager provided comments on the current rate (\$.1440 kWh) and new rate (\$.1743 kWh). **Board Comment:** Director Gregory asked for clarification on where the solar array would be located at, and when it could be constructed. General Manager Kelly Dodds explained that the solar will be located North of the Wastewater plant on District property, and that

the solar could be built once the permitting process is done with PG&E. Discussion on the timeline to keep the NEM2.0 Status and the WWTF ensued.

Director Baker asked how long it would take to construct the solar. General Manager provided comments on the PG&E approval process and explained that it would take approximately 1 year to construct. Director Baker asked when the District would know if the WWTF upgrade would be funded. General Manager Kelly Dodds explained that it should be by March, and that the list is updated quarterly. Director Baker wanted clarification on how it would work if the WWTF was not funded, if the project could be stopped, and if the District need to use a certain amount of power in this agreement. General Manager Kelly Dodds explained that if the District uses less power then FFP would be making more money, since FFP can sell the power. Discussion ensued on power usage, and that this item is an amendment to a current contract with FFP.

Director Baker voiced that since it is a current contract we could hold them to the \$.1440 kWh. General Manager Kelly Dodds explained that the agreement is valid, but the problem is whether or not they have to eat the whole cost increase, which is partially our fault due to the delays of the WWTF with design and construction of facilities necessary for Provider to proceed with solar design and construction. Mr. Dodds explained that the Board could elect to not approve this amendment, but that it is on a timeline for construction to keep the NEM2.0 status. FFP will be maintaining the system for twenty-years.

Director Davis asked if the solar could be used at the existing WWTF, and that he feels that the District should make them abide by the agreement.

Director Gregory asked if FFP was eligible for grants, tax credits, and asked about the dates to be locked into NEM2. Discussion ensued on the requirements to stay in NEM2, and solar analysis.

Public Comment: Ashley Sangster a San Miguel resident spoke about needing facts from the General Manager, and feels that there is nothing stopping FFP from construction and that he is not in favor of amending the contract.

John Green a San Miguel resident spoke about not being in favor of changing the contract. Greg Grewal a Creston resident spoke about his solar system, offsets, and does not understand why the solar has not already been constructed.

General Manger Kelly Dodds asked Director Smiley if he could respond to questions from public comment.

General Manager Kelly Dodds stated that in the agreement it states that the solar would be operational by March 31st, 2026. With a deadline of April 1, 2026 being the deadline to have it ready to turn on.

Board Comment: Director Kalvans explained that he looked it up and it says that application for utilities have to be in by April 15th, 2023; and can be looked up by everyone. General Manager Kelly Dodds clarified that the application is in and that the reason it has not been built was due to the design plans of the WWTF not being finalized; therefor building the solar without having any idea where the percolation ponds where going to go would have been very premature. The cost for the transformer, \$162,000 is a direct cost from PG&E whether we have solar or not, and since solar will be constructed before the WWTF is finished it is an opportunity to amortized the transformer cost over 20 years.

Director Baker asked what the original cost was, and wanted to know the percentage increase

Director Gregory voiced being in favor of solar but does not like that they are asking for an increase.

Director Baker asked District Counsel how protected the District is if it is decided to hold them to the contract. District General Counsel Pritchard explained that the District can not hold them accountable for delays that they're not responsible for. Director Baker asked if the contract had a provision for escalation of price based on delays, explaining that he feels that the District is not responsible either. District General Counsel clarified to the Board that the only options are to amend the contract or terminate the contract, due to the delays out of the providers (FFP) control.

Director Baker voiced that he feels that counsel is saying that the District does not have a choice, the District has to accept the amendment and that it doesn't mater if the District has an existing contract. District Counsel explained that FFP can not be responsible for the additional cost for something that they couldn't control.

Director Gregory asked if there was design changes.

District Counsel clarified that the "change" is an amendment and that is because there was an increase in cost due to delays, that is a change in the agreement, is a change in the contract cost.

Director Baker feels that they are just coming up with a number, and would like them to prove the cost increase.

Director Gregory would like the contract looked at for verbiage. Discussion ensued on inflation.

Director Kalvans asked that there be a start date, if the amendment is accepted.

Director Smiley asked if the contract could be looked at to confirm that there is a provision for acts of god or inflation, and is that normal for this type of contract. District Counsel voiced that she would review the contract for the specific place that discusses delays for permitting or design; since this project relies on other governmental entities approvals and that there is specific language related to delays, cost and what will occur from that.

Director Gregory voiced that the District should ask where the cost increase amount came form.

Director Kalvans left at 8:44 P.M.

Discussion on inflation ensued

Director Kalvans returned at 8:46 P.M.

Motion By: Berkley Baker Second By: Owen Davis

Motion: To Table to review merit of the cost increase and contract

Board Members	Ayes	Noes	Abstain	Absent
Raynette Gregory	X			
Owen Davis	X			
Berkley Baker	X			
Rod Smiley	X			
Anthony Kalvans				X

7. District participation in social media (Pg. 245)

Discuss and provide direction to the General Manager as to whether or not to participate in social media, and to what extent.

Item presented by General Manager Kelly Dodds, explaining that the District does not get involved in social media outside of posting notices of Board meetings on the District Facebook page. The Board should consider pros and cons of participating in social media. This item was brought to the Board by Director Kalvans and Director Gregory.

Board Comment: Director Kalvans voiced that he knows that Fire Chief Scott Young goes

to the Advisory Council meeting, but would like to have a District employee go to those meetings too. Director Kalvans voiced that he would like positive stuff, like grants shared on social media for the community.

Director Gregory voiced that she feels that responding to social media posts is not needed; just post things that the District is doing and that it would not need monitoring.

Discussion ensued about what the District does post on Facebook, business only.

General Manager Kelly Dodds clarified that the District only has a Facebook page that posts meetings, and asked for direction from the Board if they wanted to branch out to other social media sites. Discussion ensued.

Director Davis left at 8:52 P.M.

Director Smiley voiced that he was not in favor of doing any more on social media, information only, and no comments.

Director Davis returned at 8:55 P.M.

Director Baker discussed "The San Miguel Neighbors page" on Facebook.

General Manager discussed that a lot of the information is incorrect, and all the correct information is on the District website.

Fire Chief Scott Young explained that the Fire Department will not post to social media due to privacy, and that as public employees we as staff can not respond even when personally attacked.

Public Comment: John Green a San Miguel resident voiced that he posted this idea on the San Miguel page and received negative feedback, it is a double-edged sword and expressed that if any staff was directed to read all the comments they would be subjected to bullying. Mr. Green voiced that the Community does not like the CSD, but maybe a plan could be discussed to clear up the misinformation.

Greg Grewall a Creston resident spoke about not using social media, and that he comes to the meeting to discuss issues in person. Nobody should be able to bring discredit to the agency.

Decision of the Board is to keep Facebook for information only, no comments and direct people to the District office or website for information or questions.

Adjourn to the San Miguel Community Services District Groundwater Sustainability Agency (GSA):

At 9:06

10. GSA Board Action Items:

1. Update from Paso Basin Cooperative Committee; November 20, 2024 Regular Meeting (Pg. 246)

Discuss action taken at recent PBCC meeting.

No action to be taken at this time. Direction may be given to the General Manager to agendize items for a future meeting.

Director Baker was asked to comment on the Paso Basin Cooperative Committee (PBCC) Meeting held on 11-20-2024.

Director Baker explained that Paso Robles Groundwater Basin is having a Town Hall Meeting on December 16, 2024 5:30 P.M. to 8:30 P.M. at the Paso Robles Culinary Arts Academy: 1900 Golden Hill Road, through the link: Paso Basin Information - Town Hall. Director Baker explained that the committee also discussed a Blended Water project that is projected to cost around \$81 Million. The next meeting on the 16th at 2 P.M. is scheduled to talk about the Rate Study. The Estrella-El Pomar-Creston Water District did not like the last Budget that was presented for around \$41 Million over the next five years. Director

Baker explained the money needs to come from somewhere if they plan on continuing.

Board Comment: Director Kalvans voiced that the Culinary Academy is a great venue, and asked Director Baker what direction he thinks that they will be going. Director Baker voiced that they are moving forward but that he feels the cost is being inflated. Discussion on localwells going dry and a need for help for those people ensued. Director Baker encouraged the Directors to go to the Town Hall Meeting.

Director Kalvans thanked Director Baker for participating, and asked if anyone feels that anything has changed since 2013.

General Manager Kelly Dodds explained that in his opinion not a lot has been accomplished, a lot of things have gotten started, and feels that is because the way the PBCC is designed. To have multiple agencies trying to work in a cooperative fashion without any cooperative authority is not working.

Director Smiley explained that he has relatives who had to sell off the ranch that was in the family since 1889, because their Wells are going dry due to vineyards putting their Water Wells so deep.

Public Comment: Greg Grewal a Creston resident discussed the scheduled Town Hall, and explained that rates were discussed and were voted down by AB2453. Mr. Grewal spoke about the Water Districts that are in violation of the State Water Code, Monitoring Wells, depth of the Wells, and the Proposed JPA.

Reconvene to the San Miguel Community Services District Board of Directors:

At 9:21 PM

11. Board Comment:

Director Davis asked earlier about having the actions on the agenda, General Manager explained that he would make sure that those would be on future agendas.

Director Kalvans voiced that he received a letter from our Congressman, and thanked staff and public.

Board Clerk Tamara Parent, asked the outgoing Board Members to attend the next meeting, for presentation of recognition.

12. Adjourn to Closed Session/Closed Session Agenda:

At 9:26

Public Comment: None

1.

Conference with Real Property Negotiators (Gov. Code, § 54956.8)

Property: Assessor's Parcel Numbers 027-420-016

Agency Negotiator: Kelly Dodds

Negotiating Parties: Tannahill Ranch II LLC

Under Negotiation: Price and terms of payment for real property purchase

(**Pg. 247**) Discussion

13. Report out of Closed Session:

Direction given to staff.

14. Adjournment to Next Regular Meeting:

At: 9:40 P.M. Next Meeting December 19th, 2024

As per Chapter 10.9 of the SMCSD Board Member Handbook, meeting minutes reflect actions taken and

are not a complete record. Please visit the SMCSD website: https://www.sanmiguelcsd.org/ to view full recordings of meetings.

AGENDA ITEM: 9.2

SUBJECT: Adoption of San Miguel CSD Board of Director regular meeting dates for calendar year 2025 by RESOLUTION 2024-59 (Pg. 108-110)

SUGGESTED ACTION: Review and approve RESOLUTION 2024-59 establishing regular board meeting dates for calendar year 2025

DISCUSSION:

The requirements of the District's Board of Director bylaws and State laws specify setting local agency meetings by elected boards, city councils, special districts and other agencies to with regular scheduled public meetings.

The proposed schedule and resolution are based on the District requirements to hold its monthly meetings on the fourth Thursday of each month, except in November and December 2025, when holidays affect those regular meeting dates.

The attached resolution will set the schedule for Calendar Year 2025 regular board meetings by date.

FISCAL IMPACT:

There are no anticipated cost above staff and legal time to provide this report to the Board as well as staff time to post the schedule as necessary.

PREPARED BY: Kelly Dodds



RESOLUTION NO. 2024-59

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT ESTABLISHING BOARD OF DIRECTOR REGULAR MEETING DATES AND TIMES FOR 2025 CALENDAR YEAR

WHEREAS, San Miguel Community Services District ("SMCSD") provides fire protection, water, wastewater, solid waste collection/disposal and street lighting/landscaping infrastructure and services within the district; and

WHEREAS, the SMCSD Board of Directors ("Board") is required by District ordinance to hold and conduct regular monthly public business meetings and hereby determines its intent to establish calendar year dates and times for regular Board of Director meetings for 2025; and

NOW THEREFORE, BE IT RESOLVED, the Board does, hereby, adopt the 2025 Calendar for Regular Board of Director Meeting Agenda dates and times as set forth on Exhibit "A" attached hereto.

{CW117917.1} Page **1** of **1**



RESOLUTION 2024-59

EXHIBIT "A" CALENDAR YEAR 2025

REGULAR BOARD OF DIRECTOR MEETING DATES AND TIMES

Meeting Times shall begin at 6 PM, every 4th Thursday of each month, unless otherwise noticed

THURSDAY - JANUARY 23, 2025

THURSDAY - FEBRUARY 27, 2025

THURSDAY - MARCH 27, 2025

THURSDAY - APRIL 24, 2025

THURSDAY - MAY 22, 2025

THURSDAY - JUNE 26, 2025

THURSDAY - JULY 24, 2025

THURSDAY - AUGUST 28, 2025

THURSDAY - SEPTEMBER 25, 2025

THURSDAY - OCTOBER 23, 2025

THURSDAY - NOVEMBER 20, 2025 **

THURSDAY - DECEMBER 18, 2025 **

** = This meeting date is not the regular 4th Thursday of the month due to conflict with the Thanksgiving and Christmas holidays.

Special Board meeting dates and times may be established or set by the Board of Directors pursuant to adopted Board policy and applicable procedures.

Adopted by Board action on <u>December 19, 2024</u>

San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

AGENDA ITEM: 9.3

SUBJECT: Approval of RESOLUTION 2024-58 adopting Well drilling, Well equipping, and Sewer Lift Station Design Standards for projects within the District boundaries.(Pg. 111-219)

SUGGESTED ACTION: Approve RESOLUTION 2024-58 will adopt Well drilling, Well equipping, and Sewer lift station design standards for projects within the District boundaries.

DISCUSSION:

District staff primarily uses County of San Luis Obispo Public Improvement Standards and Drawings as District standards for infrastructure repairs and installation within District boundaries. However, the District also has made modifications to some of the standards and developed District specific standards replacing some of the County standards which were previously approved by the Board of Directors.

In order to ensure that future potable water wells are developed uniformly and that future lift stations are developed uniformly, the attached standards have been developed to provide a starting point for developers and contractors. Every site will be slightly different but the attached standards and standard drawings will provide the minimum standards and expectations for these facilities.

All new wells and lift stations will be reviewed based on the specific circumstances that apply to a particular site and additional requirements may be imposed based on specific site conditions.

Approval of the provided standards is not approval of any specific project or development.

It is recommended that the Board approve the attached standards and drawings to establish a standard for well drilling, well equipping and sewer lift stations.

FISCAL IMPACT:

There are no additional costs related to the adoption of the referenced or proposed standards.

PREPARED BY: Kelly Dodds

RESOLUTION NO. 2024-58

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT ESTABLISHING DISTRICT WELL DEVELOPMENT, WELL EQUIPPING, AND SEWER LIFT STATION STANDARDS

WHEREAS, the San Miguel Community Services District has authority over water and wastewater infrastructure within the district; and

WHEREAS, the Board of Directors adopted, by reference, the 2022 County of San Luis Obispo Public Improvement Standards and Drawings with specific additions and modifications for the San Miguel Community Service District and specific District standards; and

WHEREAS, in order to ensure that future potable water wells are developed uniformly and that future lift stations are developed uniformly, standards have been developed to provide a starting point for developers and contractors.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors that the attached well development, well equipping, and sewer lift station design drawings and standards will be the designated standards for well development, well equipping, and sewer lift stations within the District. The Board of Directors also authorizes the General Manager impose additional requirements or modify the standards to meet the needs of the District for specific sites.

PASSED AND ADOPTED by the Board of Directors on a motion of Director, see				
by Director	by the following i	roll call vote:		
AYES:				
NOES:				
ABSENT:				
ABSTAIN	ING:			
		and adopted this 19 th day of December 2024.		
Kelly Dodds, Gener	al Manager	TBD, President Board of Directors		
ATTEST:		APPROVED AS TO FORM:		
Tamara Parent, Boa	 .rd Clerk	Douglas L. White, District General G	 Counsel	

Standard Specifications for a Lift Station

NOT FOR CONSTRUCTION

San Miguel, California

December 2024

Prepared for: San Miguel Community Services District



STANDARD SPECIFICATIONS LIFT STATION

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STANDARD SPECIFICATIONS

LIFT STATION

PART 1 LIFT STATIONS

1.01 OVERVIEW

A. GENERAL

- 1. This specification includes submersible pumps, motors, precast concrete wet well, precast concrete vault, manhole, piping, and related materials and equipment specified herein.
- 2. If the Engineer of Record determines, and the District agrees, that a lift station is required for a project, the lift station shall meet the following minimum design criteria, and shall be subject to preapproval by the District. The District discourages construction of new sewage lift stations. Lift stations will only be allowed under certain specific circumstances. The items discussed in this section and depicted in the Standard Details are minimum requirements; the District may have additional requirements depending on the specific application.
- 3. Each lift station shall be located outside of roadway right-of-ways. Each lift station shall be located on a separate lot dedicated to the District for this purpose.
- 4. Each lift station shall be sized to store (in combination with the supported collection system) a minimum of 3 hours of Peak flow.

B. QUALITY ASSURANCE

- 1. Pumping equipment shall be the product of a manufacturer having at least 5 years' experience in the manufacturing and installation of such equipment.
- 2. All pumping equipment furnished under this section shall be of a design and manufacture that has been used in similar applications.
- 3. Certified Pump Shop Test.
 - a. Perform at factory before shipment.
 - b. Operate pump to check for alignment, faulty equipment, piping leaks, seals, proper wiring and overall operation.

4. Pump Warranty

- a. The Pump Manufacturer shall warrant to the Owner the pumps and specified well station components against defects in material and workmanship for a period of 2 years from date of project acceptance. This warranty shall cover the cost of labor and materials, excluding removal and reinstallation costs, required to correct any warrantable defect.
- 5. Concrete work shall be performed in accordance with American Concrete Institute
- 6. Perform Work according to San Miguel Community Services District Standards.

C. SUBMITTALS

- Pump Equipment.
 - a. Submit the following information for the pump:
 - Pump curve showing total dynamic head, flow rate, brake horsepower, shutoff head, net positive suction head, variable speed, and efficiency.
 - ii. Motor data, including the manufacturer; the minimum guaranteed efficiency and power factor at full load, 3/4 load, and 1/2 load; locked rotor current in amps; full load current in amps; the motor speed in rpm; and mounting details.

- Submit manufacturer's certified performance curves for review at least two weeks prior to shipping the units from the factory.
- c. Certified Shop Test Reports.
 - i. Submit manufacturer's sample form for reporting performance shop test results at least 30 days before the tests. The test should contain the data presented in the sample form in ANSI/HI 14.6.
 - ii. Submit certified copies of shop test report at least 10 days before shipping equipment.
 - iii. Reports shall include:
 - 1) Test log.
 - 2) Description of test piping, equipment and setup.
 - 3) Test procedure.
 - 4) Certified performance curve.
 - 5) Plot curve to be easily read at scales consistent with performance requirements.

d. Shop Drawings:

- Product technical data showing compliance with specifications.
- ii. Submit drawings showing fabrication, assembly, foundation, and installation drawings, together with detailed specifications and data covering performance and materials of construction, power drive assembly, parts, devices, and other accessories.
- Submit dimensional drawings, showing materials of construction by ASTM reference and grade. Show linings and coatings.
- iv. Construction details and materials of pump. Outline dimensions and weights.
- v. Certified performance curves.
- e. Operation and Maintenance Manuals, including detailed instructions on installation requirements, including storage and handling procedures.
- f. NSF 61 certification of pump and motor.

D. WARRANTY

1. Manufacturer shall guarantee equipment against defects in material and workmanship for a period of two years from date of project acceptance.

1.02 PUMPING UNIT

A. GENERAL

- 1. Section includes submersible well pump(s), motor(s), power cable, and related materials and equipment specified herein.
- Duplex pump system shall be designed and constructed to satisfactorily meet the site specific conditions and requirements. Engineer of Record shall provide the following information:
 - a. Elevation
 - b. Minimum Motor Efficiency (at 100% load)
 - c. Motor Horsepower (Minimum)
 - d. Maximum Pump Operating Speed
 - e. Nominal Discharge Diameter

- f. Motor Starter Type
- g. Motor Voltage/Phase/Frequency
- h. Rated Current, Amperes (At 100% Load)
- i. Pump Data:
- Head, flowrate, and minimum efficiency at the shutoff point, the rated discharge, and two other points.
- 3. The submersible pump and motor shall be rated for continuous duty and shall be capable of pumping the specified flow range without surging, cavitation, or vibration.
- 4. The pump shall not overload the motor for any point on the maximum speed pump performance characteristic curve throughout the entire pump operating range. The service factor for the motor shall not be applied when sizing the motor.
- 5. To ensure vibration-free operation, all rotative components of the pumping unit shall be statically and dynamically balanced. Excessive vibration shall be sufficient cause for rejection of the equipment. The mass of the unit and its distribution shall be such that resonance at all operating speeds is avoided. In any case, the amplitude of vibration as measured at any point on the pumping unit shall not exceed the limits set forth in the latest edition of the Hydraulic Institute Standards.
- 6. All parts of the pump shall be designed to withstand the stresses that will be imposed upon them during their handling, shipping, installation, and operation.
- 7. The completed unit, when installed and operating, shall be free of cavitation, vibration, noise, and oil or water leaks over the range of operation.

B. EQUIPMENT AND MATERIALS

- 1. Submersible Pump Design:
 - a. Pumps shall be of the non-clog, single-suction, centrifugal type, rated for continuous duty in a wet-pit environment, and shall be capable of pumping raw, unscreened sewage with fibrous material, and be capable of passing a minimum 3-inch solid (unless otherwise specified) at the specified flow ranges with the specified sump geometry and operating water levels without clogging, surging, cavitation, vibration, subsurface vortexing, or excessive surface vortexing. Provide a complete duplex pump system.
 - b. The pump, with its appurtenances and electric cable, shall be capable of continuous submergence under water without loss of watertight integrity to a minimum depth of 65 feet.
 - c. Pump curve shall be continuously rising and shall be free of dips and valleys from the design point to the shutoff head. The shutoff head shall be at least 120% of the head that occurs at the design point.
 - d. The NPSH required shall be at least 5 feet less than the minimum NPSH available at all points on the pump curve up to 120% of the rated discharge.
 - Design the pump and its components to operate continuously over a flow range of 70% to 120% of the rated discharge.
 - f. Manufacturers:
 - i. Hidrostal
 - ii. Flygyt
 - iii. Or Approved Equal.

2. Discharge Connections:

 The pump shall be automatically connected to the discharge connection elbow when lowered into place and shall be easily removed for inspection or service.
 Sealing of the pumping unit to the discharge elbow shall be accomplished by a simple linear downward motion of the pump. A sliding guide bracket shall be an integral part of the pump unit. The entire weight of the pump unit shall be guided by no fewer than two stainless steel guide bars or stainless steel guide wire pressed tightly against the discharge connection elbow. No portion of pump shall bear directly on the floor of the sump.

3. Vibration:

Impellers shall be balanced to Hydraulic Institute Standards (ANSI/HI 1.1-1.5).

4. Volute Casing:

a. Casing shall be accurately machined to fit the mechanical seal and suction cover assemblies. Volute casing shall be Cast Iron. The volute shall have a tangential discharge nozzle. Provide a 3/4-inch drain with plug in the volute.

5. Impeller:

- a. Impeller shall be screw-centrifugal type and shall be cast in one piece and shall be statically and dynamically balanced, double-shrouded thrulet with smooth water passage to prevent clogging by stringy or fibrous materials and other matter found in normal sewage applications.
- b. The impeller shall be 450 Brinell hardness hi-chrome iron (ASTM A 532-CLIII, Type A1).
- c. The impeller flange or impeller shall contain a spiral groove on the rear face so that any solids in the sewage are discharged from the space between the backplate and the rear of the impeller.
- d. The geometry of the impeller vane and suction piece shall be conical, so any axial adjustment of the impeller will cause clearance between the impeller and suction piece to change uniformly along the entire length of the impeller.

6. Shafts:

Shaft shall be Steel AISI 1045.

7. Pump Seal

- a. Provide each pump with a tandem mechanical shaft seal system. The upper of the tandem set of seals shall operate in an oil chamber located just below the stator housing. The upper set shall use carbon/ceramic faces. The lower of the tandem set of seals shall function as the primary barrier between the pumped liquid and the stator housing. This set shall consist of a stationary ring and a positively driven rotating ring, both of which shall be tungsten carbide and silicon carbide. Seals with both faces of similar materials, or seals with bonded, soldered or converted faces surfaces are not acceptable.
- b. Both the inner and outer seals shall be interchangeable with standard off-the-shelf, inch-size, John Crane mechanical seals (or similar).
- c. Each interface shall be held in contact by its own spring system supplemented by external liquid pressures. The seals shall require neither maintenance nor adjustment but shall be easily inspected and replaceable.
- d. Shaft seals without positively driven rotating members or conventional double mechanical seals with a common single or double spring acting between the upper and lower units requiring a substantial pressure differential to offset external pressure and effect sealing shall not be considered acceptable or equal to the dual independent seal system specified.
- e. The shaft sealing system shall be capable of operating submerged to depths of or pressures equivalent to a minimum of 65 feet. No seal damage shall result from operating the pumping unit out of its liquid environment. The seal system shall not rely upon the pumped media for lubrication.

8. Oil Chamber:

a. Provide each pump with an oil chamber for the shaft sealing system. Design the oil chamber to assure that air is left in the oil chamber to absorb the expansion of the oil due to temperature variations. The drain and inspection pluq, with positive anti-leak seal, shall be easily accessible from the outside.

9. Bearings:

- a. Each pump shaft shall rotate on two permanently lubricated bearings. The upper bearing, providing for radial thrust, shall be a single row, roller bearing. The lower bearing shall consist of one double row or two single row angular contact bearing(s) for combined axial and radial loads.
- b. Pump bearings shall be of the antifriction type designed to give 40,000 hours minimum life by L-10 calculations at maximum speed and operating load in continuous operation.

10. Cable Entry:

- a. Motor cable-entry sealing assembly shall consist of the following five components to ensure a positive, redundantly watertight seal:
 - The sealing components shall be mechanically isolated from cable strains by a two-piece restraining clamp, which will securely grip the cable above the moisture-sealing components and bear any mechanical forces applied to the cable.
 - ii. The cable moisture seal shall consist of an elastomer grommet, prevented from extruding past the cable by stainless-steel retaining washers on either side. The grommet shall be compressed tightly against the cable outside diameter (and the entry assembly inner diameter) by a screwed follower gland.
 - iii. Each individual conductor shall be interrupted by a solid-copper isolation dam to prevent wicking of moisture through the conductor strands.
 - iv. The cable insulation shall be sealed by an epoxy poured into the cable entry and totally encapsulating the stripped-back insulation and the individual copper dams. This poured epoxy seal shall also function as a redundant seal for the cable outside diameter.
 - v. The cable free end shall be sealed from moisture-entry during shipping, storage, and prior to connection to the control panel by a plastic sleeve securely clamped over the cable end.

11. Mating Surfaces:

- a. Machine and fit mating surfaces of major parts with nitrile O-rings where watertight sealing is required. Machining and fitting shall be such that sealing is accomplished by automatic compression in two planes and O-ring contact made on four surfaces, without the requirement of a specific torque limit. Rectangular cross-sectioned gaskets requiring specific torque limits to achieve compression shall not be considered adequate or equal.
- b. Tolerances of parts shall be such that they allow replacement of any part without additional machining required to ensure sealing as described above. No secondary sealing compounds, greases, or other devices shall be used.

12. Cooling System:

a. The motor cooling system shall consist of ambient cooling by radiation and convection to the surrounding space and conduction through the pump volute to the pumped fluid.

13. Electric Motors:

 Each pump shall be driven by a vertical, submersible squirrel cage induction motor, shell type design, housed in an air-filled, watertight chamber. The stator

- winding and stator leads shall be insulated with moisture-resistant Class F insulation which will resist a temperature of 155°C, 40°C ambient plus 115°C rise, and designed for continuous duty, capable of sustaining a minimum of 10 starts per hour.
- b. The stator shall be coated in Class F varnish and shall be shrink-fitted into the stator housing. The use of bolts, pins, or other fastening devices requiring penetration of the stator housing shall be rejected.
- c. The motor shall be sized to be non-overloading when the pump is operated at any point on the pump performance characteristic curve drawn through the design point and shall have a minimum service factor of 1.10. Motor service factor shall not be used in satisfying pumping requirement.
- d. Equip the stator with thermal sensors embedded in the end coils of the stator winding to monitor stator temperature. Sensors are to be wired in series and open a protective circuit if winding temperatures exceed rated operating temperatures. Sensors must automatically reset when winding temperatures has cooled to a safe operating temperature.
- e. Connect sensors and thermistor relays to the pump motor starter in such a manner that their signal can actuate an alarm or provide for immediate shutdown or both.
- f. Each pump motor shall have a sensor to monitor moisture in the stator cavity. Provide a conductivity-sensitive relay for installation in the pump motor starter to trip an alarm if moisture content indicates a failure of the outer mechanical seal.
- g. Listed driver horsepower is the minimum to be supplied.
 - Increase driver horsepower if required to prevent driver overload while operating at any point of the supplied pump operating head-flow curve including runout.
 - ii. When scheduled driver is a motor, increase motor horsepower if required to prevent operation in the service factor.
 - iii. Make all structural, mechanical, and electrical changes required to accommodate increased horsepower.
- h. Revolutions per minute: As specified in this Section.
- Explosion proof motor that is UL or FM listed for NEC Class 1, Division 1, Groups C and D service, whether submerged or unsubmerged.
- 14. Motor Power and Control Cables:
 - a. Pump motor power cables installed shall be made of a Hypalon or Protolon synthetic rubber-jacketed Type SPC multiconductor cable, suitable for submersible pump applications and heavy mechanical stresses.
 - The power cable shall also be sized according to NEC and ICEA standards and also meet with P-MSHA approval or equivalent.
 - Use a separate Hypalon or Protolon synthetic rubber-jacketed, Type SPC cable for temperature and moisture pilot protection signals.
 - c. Cable Length: The minimum length of the cable shall be equal to wet well depth plus distance from wet well to Pump Power Panel plus 5 feet.
 - d. All power and control conductors shall terminate at terminal blocks in the local control panel or junction box.
 - e. Provide stainless steel cable and stainless steel wire braid sleeve to support power cable from underside of wet well roof slab or access frame.
- 15. Control/Protection Module:

- Each pump shall be supplied with its own self-contained control/protection module to provide for the direct connection to all internal pump monitoring devices, including:
 - Thermal protection: Provide automatic reset motor stator temperature detectors, 1 switch in each phase winding. If any detector is activated, the sensor shall activate an alarm and shut down the motor. The thermal detectors shall activate when the stator temperature exceeds 125 degrees Celsius.
 - ii. Moisture detection: as indicated above.
- b. The module shall signal an alarm condition if any of the internal monitoring devices is activated.
- c. Install module in manufacturer supplied Pump Power Panel.
 - i. Each pump shall contain its own protection module.
- Materials of Construction
 - a. Materials of construction shall be as listed below:

Component	Material	Specification
Casing, volute, suction and discharge elbows	Closed-grained cast iron	ASTM A48, Class 30 (minimum)
Impeller and liner	450 Brinell hardness hi-chrome iron	ASTM A532, Class 3, Type A1
Shaft	Stainless Steel	AISI 1045

- 17. Factory Hydrostatic Testing:
 - a. Hydrostatically test casing and volute for 10 minutes minimum with water at one and one-half times the maximum design operating pressure.
- 18. Anchor Bolts, Nuts, and Washers:
 - Anchor bolts, nuts, and washers for pumps installed in wet wells shall be 316 stainless steel.
- 19. Spare Parts:
 - a. Provide the following spare parts for each model or size of pump:

Quantity	Description
1	Suction liner or wear rings for impeller and volute – whichever applies to the supplied pump unit.
2	Complete set of seals, primary and secondary
1	Sets bearing
2	Complete set of O-rings or gaskets - whichever applies to the supplied pump unit.
1	Impeller
1	Volute

- b. Pack spare parts in wooden boxes; label with the manufacturer's name and local representative's name, address, and telephone number; and attach list of materials contained within.
- 20. Stainless steel nameplate mounted on casing. Nameplate to include:
 - a. Manufacturer.

- b. Model number.
- c. Serial number.
- d. Rated head, FT.
- e. Rated flow, gpm.
- f. Pump speed.

C. EXECUTION

Factory Performance Testing

- a. Each pumping unit shall be subjected to a laboratory performance test using the actual job driver. These tests shall be conducted at the manufacturer's plant prior to shipment. Conduct tests in accordance with ANSI/HI 11.6-2001. Include the hydrostatic test and vibration test. Certified test reports, in triplicate, shall be submitted to the OWNER.
- b. No motor overload above nameplate rating will be allowed.
- c. Deviations and fluctuations of test readings shall conform to ASME PTC 8.2, Table 2 or ANSI/HI 11.6, Acceptance Level "A."
- d. Measure flow by the "Capacity Measurement by Weight," the "Capacity Measurement by Volume," or the "Capacity Measurement by Venturi Meter, Nozzle, or Thin Plate Orifice" methods in ASME PTC 8.2.

2. Paints and Coatings

- a. Factory coat external surfaces of pump and motor with Epoxoline II Series N69 two part polyamidoamine epoxy coating system. Apply the coating system per coating manufacturer's instruction at the place of pump manufacture.
- b. No internal coatings are to be applied to the hi-chrome abrasion resistant Impeller and liner.

3. Installation

- a. Tensioning System
 - Attach cable bracket to the lip of the equipment opening. Use cast-in stainless steel bolts.
 - Attach the flange discharge elbow to the floor of the wet well using cast-in stainless steel anchor bolts.
 - iii. Install the guide rail per manufacturer's recommendations.
 - iv. Provide and attach the stainless steel lift chain/cable combination.
- A complete set of manufacturer's instructions covering storage, installation, operation, lubrication, and maintenance shall be available at the jobsite no later than the date other pumps are received.
- c. Install per manufacturer's instructions.
- d. CONTRACTOR to provide all new fittings, piping, conduit, wiring to make a complete installation.
- e. Following completion of the installation and satisfactory start-up of the equipment, the CONTRACTOR shall, in the presence of the pump manufacturer's representative and the OWNER, operate the pump unit to check rotation and verify head/capacity.
 - i. The operation shall be free of vibration, noise, or cavitation.
 - The pump unit's vibration levels shall be measured and recorded in opposing 90 degree planes for the full potential range of the pump unit's variable speed operation.

- iii. Vibration amplitudes as measured at any point within the potential operating range of the pumping unit shall not exceed the limits set forth in the latest edition of the Hydraulic Institute Standards (HIS).
- iv. All performance criteria for the pump unit shall be documented by obtaining concurrent readings showing motor voltage and amperage, pump discharge head, and pump discharge rate. Each power lead to the motor shall be checked for current balance and reported in writing to the OWNER.
- v. In the event any of the pumping equipment fails to meet the above test requirements, it shall be modified or replaced and retested in accordance with the requirements of these specifications. If measured flows at the above tabulated pump heads are more than 5% below the flows obtained on the laboratory or factory test, adjust the impeller or provide new impeller or otherwise repair or replace the pumps or calibrate meters or pressure gauges.
- vi. Assure that in the automatic mode each pump responds to its water level signal. Assure that each pump operates at a steady rate (±5% of set point) at any given water level.
- f. CONTRACTOR to provide services of equipment manufacturer's field service representative(s) to:
 - i. Inspect pump equipment and motors.
 - ii. Supervise pre-start adjustments and installation checks.
 - iii. Conduct initial startup of equipment and perform operational checks as required to fully demonstrate pump function, and leak and temperature monitoring and protection.
 - iv. Provide a written statement that manufacturer's equipment has been installed properly, started up and is ready for operation by OWNER.
 - v. Instruct OWNER personnel for 4 hours at jobsite on operation and maintenance.

4. Field Testing

- a. Bump motor to ensure that motor has been connected for proper rotation.
- b. Perform field tests on each pump. Measure flows to confirm pumps operate at or above the design point.
- c. If the measured flows at the above tabulated pump heads are more than 5% below the flows obtained on the laboratory or factory test, adjust the impeller or provide new impeller or otherwise repair or replace the pumps or calibrate meters or pressure gauges.
- d. Assure that in the automatic mode each pump responds to its water level signal. Assure that each pump operates at a steady rate (±5% of set point) at any given water level.
- e. Demonstrate that the pumping units, motors, and control system meet the following requirements:
 - i. The pumping units operate as specified without excessive noise, cavitation, vibration, and without overheating of the bearings.
 - ii. Automatic and manual controls function in accordance with the specified requirements.
 - iii. Drive equipment operates without being overloaded.
- D. PERFORMANCE AND DESIGN CRITERIA

- Pumps shall be capable of delivering the average daily flow in an efficient and economical manner.
- 2. The pump(s) should be designed to operate between 70% and 120% of the best efficiency point.
- 3. The lift station capacity shall be sufficient to meet peak wet weather flow with redundancy.

1.03 PRECAST CONCRETE WET WELL

A. GENERAL

1. This section pertains to the wet well. The wet well shall be precast, circular, and constructed of polymer concrete.

B. EQUIPMENT AND MATERIALS

- 1. Precast Concrete Wet Well
 - Precast circular polymer concrete wet wells shall comply with ASTM C478.
 Design wet well to prevent flotation under the conditions of empty wet well and groundwater level from the wet well base to finish grade.
 - b. Minimum wall thickness shall be 8-inches.
 - Provide riser sections with bell and spigot/ship-lap design seamed with butyl mastic and/or rubber gaskets per ASTM C990.
 - d. Precast top sections shall be flat slab. Provide an opening in the top section and install operation and maintenance hatch.
 - e. Provide precast, reinforced base with a rubber gasket connection to the lower wet well section.
 - f. Manufacturers
 - i. Armorock, LLC.
 - ii. Or Approved Equal.

2. Steps or Rungs

- a. Cast wet wells without steps or ladder rungs.
- 3. Design of Top Section and Precast Base
 - a. Design loads shall be H-20 traffic rated.
 - Polymer Concrete wet well sections, monolithic base components and related components shall be designed to conform to ASTM C478 as modified for polymer concrete.
 - Polymer Concrete Mix Design shall consist of thermosetting resin, sand and aggregate. No Portland cement shall be allowed as part of the mix design matrix. All sand and aggregate shall be inert in an acidic environment.
 - Reinforcement Shall use acid resistant reinforcement (FRP Bar) in accordance with ACI 440.1R-06 as applicable for polymer concrete design.
 - iii. Thermosetting Resin The resin shall have a minimum deflection temperature of 158° F when tested at 264 psi (1.820mPa) following Test Method D648. The resin content shall not be less than 7% of the weight of the sample as determined by Test Method D2584. Resin selection shall be suitable for applications in the corrosive conditions to which the polymer concrete wet well will be exposed.

- iv. Each polymer concrete wet well component shall be free of all defects, including indentations, cracks, foreign inclusions and resin starved areas that, due to their nature and degree or extent, detrimentally affect the strength and serviceability of the component part.
- v. Grouting: All materials needed for grouting and patching will be a polyester mortar compound provided by the manufacturer or an approved equal by the manufacturer.
- c. Wet well shall be designed to resist uplift from groundwater.
- 4. Frames, Covers, and Access Hatches
 - a. Frames, covers and access hatches shall be H-20 traffic rated. The cover and access hatch shall seat firmly into the frame without rocking. Cast the frame into the top slab.
 - Frames, covers and access hatches shall be matchmarked in sets before shipping to the site.
 - c. Wet well access hatches shall have identification plates riveted or otherwise securely fastened to each respective door with the pumps labeled in 2-inch-tall letters stamped or otherwise indelibly marked.
 - d. Access hatches according to this specification.
- 5. Wet Well Section or Riser Joints
 - a. Joints shall be of the rubber-gasket type, requiring no field-applied sealant. Gaskets and joints shall comply with ASTM C443.
- 6. Pipe Connections for Inlet Piping
 - a. Connector shall provide a flexible, watertight seal between the pipe and polymer concrete structure. The connector shall assure that a seal is made between:
 - i. The connector and the structure wall by casting the connector integrally with the structure wall during the manufacturing process in a manner that it will not pull out during pipe coupling. The connector shall also be capable of being cast into a round structure by curving the connector in a manner that allows it to remain centrally located within the structure wall and perpendicular to the pipe. This configuration will result in no loss of seal or deflection of pipe entering a concrete structure.
 - ii. The seal between the connector and the pipe shall be made by the compression of the connector between the outside circumference of the factory installed smooth oversleeve of a corrugated pipe or the smooth surface of a traditional pipe and the interior hole opening of the structure. The connector shall be the only component to affect the seal between the pipe and structure.
 - b. The connector shall be made from materials that conform to ASTM C923.
 - c. The connector shall be sized specifically for the type of pipe being used and shall be installed in accordance with the recommendations of the manufacturer.
 - d. Manufacturers:
 - i. Kor-N-Seal 106/406 series
 - ii. Or approved equal
- 7. Wall Penetrations
 - a. Provide wall penetration.

- Penetration seals shall use a modular, mechanical seal, consisting of rubber links shaped to continuously fill the annular space between the pipe and the wall opening.
- ii. Hardware shall be type 316 stainless steel.

b. Manufacturers

- i. Pipeline Seal & Insulator, Inc.:
- ii. Link-seal Modular Seal
- iii. Or approved Equal

8. Wet Well Subbase:

 Aggregate subbase shall be crushed rock, or as directed in the site-specific soils report.

9. Geotextile Fabric

- As directed in the site-specific soils report, or geotextile fabric shall be a Class B1 Subgrade Enhancement Geotextile conforming to Section 96-1.02 of the latest version of the Caltrans Standards.
- b. Manufacturers:
 - i. Mirafi HP570
 - ii. Or approved equal

10. Concrete

- a. Concrete: As specified in this document.
- b. Cement for precast base shall conform to ASTM C150 and C595, Type 2.
- c. Reinforcing steel shall be grade 60, per ASTM A615.

C. EXECUTION

1. Excavation

- Perform all construction excavation for wet well, manholes, and structures, including hand digging, shoring, dewatering, asphaltic concrete removal, concrete removal, and grading necessary or required for construction.
- b. The excavation shall include, without classification, the removal and disposal of all materials of whatever nature encountered that would interfere with the proper construction and completion of the required work.
- Temporary excavation slopes shall comply with Cal-OSHA requirements for the soil types and conditions encountered. Refer to Sheeting and Shoring requirements.
- d. Barriers shall be placed around all excavations and at such places as may be necessary to warn all pedestrian and vehicular traffic of such excavations.

e. Sheeting and Shoring

- Sheeting and shoring shall be in accordance with the requirements of Section 1541.1 of the California Occupational Safety and Health Regulations (Cal/OSHA) Title 8 regulations.
- ii. Sheet, shore, and brace excavations to prevent danger to persons, structures and adjacent properties and to prevent caving, erosion, and loss of surrounding subsoil.
- iii. Support trenches more than 5 feet deep excavated through unstable, loose, or soft material. Provide sheeting, shoring, bracing, or other protection to maintain stability of excavation.

- Design sheeting and shoring to be removed at completion of excavation work.
- v. Repair damage caused by failure of the sheeting, shoring, or bracing and for settlement of filled excavations or adjacent soil.
- vi. Repair damage caused by settlement, water or earth pressure or other causes resulting from inadequate sheeting, shoring, or bracing.

Backfilling

- a. Backfill shall conform to the requirements of the site-specific soils report and at a minimum shall include the provisions of this section.
- Backfill shall contain no material larger than 2 inches in size and be free from all deleterious matter.
- c. Backfill shall be compacted to a relative compaction of 90%, or as specified by the Engineer of Record and approved by the District. The top 12 inches of the backfill shall be compacted to 95% compaction or as specified by the Engineer of Record and approved by the District.
- d. Systematically backfill to allow maximum time for natural settlement. Do not backfill over porous, wet, frozen, or spongy subgrade surfaces.
- e. Wrap geotextile fabric around Fill Type A1 prior to placing subsequent fill materials.
- Maintain optimum moisture content of fill materials to attain required compaction density.
- g. Compaction of backfill by jetting or flooding shall not be allowed.
- h. Wet well and manholes shall be placed level on a minimum 2-foot thick bed of crushed rock, Type A2, wrapped in geotextile fabric.
- i. Where crushed rock is used, it shall be tack rolled, wheel rolled, or compacted with a vibratory plate. Compaction testing of crushed rock is not necessary if the above procedures are used.
- j. Backfill around wet wells with Fill Type S1 or S2 and compact to minimum 90%.

Installation

a. Base

- i. Excavate for the wet well. If dry conditions are found, install aggregate base, minimum 1-foot thick, extending 18 inches beyond the wet well base. If wet and/or unstable soil conditions are found, install a crushed rock subbase, minimum 2-foot thick, extending 18 inches beyond the edge of the wet well base. The crushed rock base shall be completely encapsulated in geotextile fabric.
- Set each precast polymer concrete wet well sectional unit plumb to make a
 watertight joint with the precast polymer concrete base or with the preceding
 sectional unit. Backfill, compact, and replace pavement.
- c. Assemble sectional units so that the top slab conforms to the elevation determined by the wet well location as follows:
 - i. In Paved Areas: Top of slab shall be flush with the paving surface.
 - ii. In Shoulder Areas: Top of slab shall be flush with existing surface where it is in traveled way of shoulder and 0.1 foot above existing surface where it is outside limits of traveled way but not in unpayed open areas.
 - iii. In Unpaved Open Areas: Top of slab shall be 6-inches above the finished ground surface.

d. Backfill

 Backfill and compact in accordance with this specification after successful completion of leakage testing.

4. Field Testing

a. Leakage Testing:

i. Perform testing before backfilling the wet well. Plug the pipes connected to the wet well. Fill the wet well with water to a point 1 foot below the top slab. Allow the wet well to absorb water for four hours, then refill to the original water level. Allowable leakage shall be zero, except that moisture or beads of water appearing on the surface of the joint will not be considered leakage. Duration of leakage test shall be four hours. If the allowable leakage rate is exceeded, repair or replace the wet well and retest.

D. PERFORMANCE AND DESIGN CRITERIA

- Wet well shall be sized to maintain retention times less than 30 minutes unless odor control chemicals are added.
- Wet well shall also be sized to keep the number of pump starts per hour below the manufacture specification.

1.04 PRECAST CONCRETE VAULT

A. GENERAL

 This section pertains to the precast concrete vault which is downstream of the wet well.

B. EQUIPMENT AND MATERIALS

1. Precast Concrete Vault

- Precast concrete vaults shall comply with ASTM C858 except as modified herein.
- b. Design loads shall be in accordance with ASTM C857, except as modified herein. Traffic loads, unless otherwise stated, shall conform to Load Designation A-16 per Table 1. Soil lateral loads shall be as determined by ASTM C857 or loadings specified in the project soils report, whichever is greater. Alternate design by the strength design method shall include a load factor of 1.7 times the lateral earth or hydrostatic pressures.
 - i. Include the following load conditions in the design:
 - Vault roof removed while structure is backfilled to grade and subject to live and dead loads.
 - 2) Vault roof in place and walls subject to simultaneous vertical and horizontal application of all live, impact, and dead loads. Include the case of an A-16 designated load placed directly above the wall.
 - ii. Design shall also comply with the following restrictions:
 - 1) The maximum reinforcement ratio allowed is one-half the reinforcement ratio that would produce a balanced strain condition.
 - 2) Earth pressure shall be converted to a horizontal pressure using either a coefficient of earth pressure at rest or a coefficient of active earth pressure as specified by the Geotechnical Engineer of Record.
 - 3) Include a live load surcharge in the design of the walls.
 - iii. Design all vaults to receive the specified traffic loading.
 - Precast vault construction shall be in the form of monolithic walls or horizontal wall sections; do not use panel walls.

- Minimum wall thickness shall be 6 inches. Design knockout wall panels to accommodate loading pressures defined above.
- vi. Design vault roof with removable and resealable panels for equipment access.
- vii. Floor slab shall be precast concrete. Calculations for the floor slab design shall be included in the vault design submittal.
- viii. Design joints using a butyl rubber sealant per ASTM C990.
- ix. Design vault to resist uplift from groundwater, surface water or liquefaction. Assume full submergence of the vault. Prevent floatation using a combination of thicker walls, floor or roof. Vault interior dimensions and elevations of floor and roof shall be as determined by the Engineer of Record and approved by the District.

c. Manufacturers:

- i. Brooks Products Inc.
- ii. Utility Vault Company
- iii. Structurecast
- iv. Midstate Concrete Products
- v. Or Approved Equal.

2. Sealants and Mortar

 Butyl rubber sealing compound shall comply with ASTM C990. Mortar shall comply with ASTM C387, Type S or use grout complying with this specification.

3. Access Hatches

a. Provide traffic-rated access hatches per this specification.

4. Sump Covers

 Steel, minimum 1/4-inch thick, galvanized per ASTM A123, unless otherwise as determined by the Engineer of Record and approved by the District.

5. Cement

Cement shall be ASTM C150, Type II.

6. Admixtures

a. Provide concrete admixtures as specified in this specification.

7. Crushed Rock Base

 Crushed rock base material shall be Type A2, 1 1/2 inch Crushed Rock, per this specification.

8. Geotextile Fabric

a. Geotextile fabric shall be a Class B1 Subgrade Enhancement Geotextile conforming to Section 96-1.02 of the latest version of the Caltrans Standards.

b. Manufacturers:

- i. Mirafi HP570
- ii. Or approved equal

9. Filter Fabric

- Filter Fabric shall be a Class B "Filter Fabric" conforming to Section 96-1 .02 of the latest version of the Caltrans Standards.
- b. Manufacturers

- i. Mirafi HP570
- ii. Or approved equal

C. EXECUTION

- 1. Excavation
 - Refer to requirements for precast concrete wet well.
- Backfill
 - Refer to requirements for precast concrete wet well.
- 3. Installation
 - a. Vault Base
 - Crushed rock subbase, completely encapsulated in geotextile fabric, shall be installed as shown on the Standard Details.
 - b. Sump Base
 - Excavate for the sump and install Type A5 permeable material per this specification and the Standard Details. The permeable material shall be completely encapsulated in filter fabric.
 - c. Sealing and Grouting
 - Fill joints between precast sections with either a butyl rubber sealing compound or mortar.
 - d. Set each precast concrete vault section plumb on a bed of sealant or cement mortar at least 1/2-inch thick to make a watertight joint with the concrete base and with the preceding unit. Point the inside joint and wipe off the excess mortar or sealant.
 - e. Backfill
 - Backfill and compact around the vault using fill as specified in this specification. Compact to 95% relative compaction, or as specified by the Engineer of Record and approved by the District.

1.05 POLYMER CONCRETE MANHOLES

- A. GENERAL
 - 1. This section pertains to polymer concrete manholes.
- B. EQUIPMENT AND MATERIALS
 - Manhole and Structure Sections
 - a. Polymer concrete manhole sections, monolithic base sections and related components shall conform to ASTM C478 as modified for polymer concrete manhole design. Polymer concrete shall be cast in a polymer only facility and shall not be manufactured in a cementitious concrete facility.
 - b. Joints for Precast Manholes and Structures: In accordance with ASTM C913; set with Butyl rubber sealant. Rub'R Nek or approved equal. Inside of Joints shall be grouted with a polyester mortar compound.
 - c. Polymer Concrete Mix Design shall consist of thermosetting resin, sand, and aggregate. No Portland cement shall be allowed as part of the mix design matrix. All sand and aggregate shall be inert in an acidic environment.
 - d. Reinforcement Shall use acid resistant reinforcement (FRP Bar) in accordance with ACI 440.1R-06 as applicable for polymer concrete design.
 - e. The wall thickness of polymer concrete structures shall not be less than that prescribed by the manufacturer's design.

- f. Thermosetting Resin The resin shall have a minimum deflection temperature of 158° F when tested at 264 psi (1.820 mPa) following Test Method D648. The resin content shall not be less than 7% of the weight of the sample as determined by test method D2584. Resin selection shall be suitable for applications in the corrosive conditions to which the polymer concrete manhole structures will be exposed.
- g. Each polymer concrete manhole component shall be free of all defects, including indentations, cracks, foreign inclusions and resin starved areas that, due to their nature and degree or extent, detrimentally affect the strength and serviceability of the component part.
- Grouting: All materials needed for grouting and patching will be a polyester mortar compound provided by the manufacturer or an approved equal by the manufacturer
- i. Manufacturers:
 - i. Armorock, LLC
 - 1) Manhole Diameter:
 - 10-in and smaller sewer pipe 48-in diameter
 - 12-in and larger sewer pipe 60-in diameter
 - ii. Or Approved Equal.

2. Cover

- a. Product Description: Cast iron construction. Inside of frame shall be grouted.
 - i. Lid: 24" Clear Opening with a Blind Pickhole
 - ii. Lettered: "SANITARY SEWER"
- b. Manufacturers:
 - i. South Bay Foundry
 - 1) Model SBF 1900 BPH
 - ii. Or Approved Equal.

3. Configuration

- Shaft Construction and Eccentric Cone Top Section: Reinforced precast Concrete pipe sections, lipped male/female joints, sleeved to receive pipe sections.
- b. Shape: Cylindrical.
- c. Clear Inside Dimensions: As determined by the Engineer of Record and approved by the District.
- Design Depth: As determined by the Engineer of Record and approved by the District.
- e. Pipe Entry: Furnish openings as determined by the Engineer of Record and approved by the District.
- f. Steps: None.
- g. Pipe Connection: Resilient water tight connector per ASTM C923, Kor-n-Seal 106/406 series with stainless steel wedge connector, or equal.
- h. Concrete: Specified in this specification.
- i. Grout: Specified in this specification.
- 4. Bedding:

- a. If wet subgrade is encountered: Fill Type A2 as specified in this specification.
 Minimum 2-ft thick. With geotextile filter fabric wrap.
- b. If dry subgrade is encountered: Class 2 Aggregate Base conforming to Section 26-1.02B of the State Specifications. Minimum 1-ft thick.
- Geotextile fabric shall be a Class B1 Subgrade Enhancement Geotextile conforming to Section 96-1.02 of the latest version of the Caltrans Standards.
 - Manufacturers
 - 1) Mirafi HP570
 - 2) Or Approved Equal.

C. EXECUTION

- 1. Excavation
 - a. Refer to requirements for precast concrete wet well.
- Backfill
 - a. Refer to requirements for precast concrete wet well.
- 3. Installation
 - i. Excavation and Backfill:
 - ii. Excavate for manholes and structures in accordance with this specification in location and to depth shown. Provide clearance around sidewalls of manhole or structure for construction operations, granular backfill and placement of geotextile filter fabric.
 - iii. When groundwater is encountered, prevent accumulation of water in excavations. Place manholes or structures in dry trench.
 - iv. Where possibility exists of watertight manhole or structure becoming buoyant in flooded excavation, anchor manhole or structure to avoid flotation.
 - b. Cast-in-place base:
 - Where shown on plans pour concrete base around existing pipe, shape top of cast-in-place base with a ring to match mating surface of manhole barrel.
 - Do not break existing pipe until manhole is coated, tested and ready for tie-over.
 - iii. Install manholes and structures supported at proper grade and alignment on crushed stone bedding as determined by the Engineer of Record and approved by the District.
 - iv. Backfill excavations for manholes and structures in accordance with this specification
 - v. Form and place manhole or structure cylinder plumb and level, to correct dimensions and elevations.
 - vi. Set cover frames and covers level without tipping, to correct elevations.
 - c. Manhole Installation
 - Lift precast manholes and structures at lifting points designated by manufacturer.
 - When lowering manholes and structures into excavations and joining pipe to units, take precautions to ensure interior of pipeline and manhole or structure remains clean.

- iii. Set precast manholes and structures bearing firmly and fully on bedding in accordance with backfill and compaction requirements of this specification.
- iv. Assemble multi-section manholes and structures by lowering each section into excavation. Install rubber gasket joints between precast sections in accordance with manufacturer's recommendations. Lower, set level, and firmly position base section before placing additional sections.
- v. Remove foreign materials from joint surfaces and verify sealing materials are placed properly. Maintain alignment between sections by using guide devices affixed to lower section.
- vi. Joint sealing materials may be installed on site or at manufacturer's plant.
- vii. Verify manholes and structures installed satisfy required alignment and grade.
- viii. Remove knockouts or cut structure to receive piping without creating openings larger than required to receive pipe. Fill annular space with mortar.
- ix. Cut pipe to finish flush with interior of manhole or structure.
- Grout base of shaft sections to achieve slope to exit piping. Trowel smooth. Contour to form continuous drainage channel.

1.06 ALUMINUM ACCESS HATCHES

A. GENERAL

 These requirements apply to access hatches of the precast concrete wet well and the precast concrete vault.

B. EQUIPMENT AND MATERIALS

- Access hatches shall be of the sizes and configurations determined by the Engineer
 of Record and approved by the District, or approved equal. Aluminum doors shall be
 anodized. Latch and lifting mechanism assemblies, hold-open arms and guides, and
 all brackets, hinges, pins, and fasteners shall be 316 stainless steel.
- 2. Operation of the hatches shall be smooth and easy with controlled operation throughout the entire arc of opening and closing.
- 3. Covers: Shall be made of aluminum diamond pattern.
- 4. Hinges: Shall be specifically designed for horizontal installation and shall be through bolted to the covers with tamperproof Type 316 stainless steel lock bolts and shall be through bolted to the frame with Type 316 stainless steel bolts and locknuts.
- 5. Lifting mechanisms: Manufacturer shall provide the required number and size of compression spring operators enclosed in telescopic tubes to provide, smooth, easy, and controlled cover operation throughout the entire arc of opening and to act as a check in retarding downward motion of the covers when closing. The upper tube shall be the outer tube to prevent accumulation of moisture, grit, and debris inside the lower tube assembly. The lower tube shall interlock with a flanged support shoe fastened to a formed gusset support plate.
- A removable exterior turn/lift handle with a spring loaded ball detent shall be provided to open the hatch and the latch release shall be protected by a flush, gasketed, removable screw plug.

7. Hardware:

- a. Hinges: Type 316 stainless steel hinges and steel pin, shall be provided and shall pivot so the cover does not protrude into the channel frame.
- b. Covers shall be equipped with a hold open arm which automatically locks the cover in the open position.

- Covers shall be fitted with the required number and size of compression spring operators.
- d. A Type 316 stainless steel snap lock with fixed handle shall be mounted on the underside of the cover.
- e. Compression spring tubes shall be an anti-corrosive composite, all fasteners and hardware shall be Type 316 stainless steel material. Springs shall have an electrocoated acrylic finish for corrosion resistance.
- 8. Factory Finishes: Aluminum surfaces shall be provided with a Mill finish by the factory.
- 9. Locking Device:
 - a. Type 316 Stainless steel slam lock with key and threaded plug.
- Manufacturers
 - Halliday Series H2R (Double-Leaf, reinforced to support AASHTO H-20 wheel load)
 - b. Bilco Type JD-AL H20 (Double Leaf)
 - c. Or approved equal

C. EXECUTION

- 1. Paints and Coating
 - a. Coat aluminum surfaces to be embedded or which will be in contact with concrete per System D-1 and per manufacturer's recommendation before installation. Allow the coating to dry before the aluminum is placed in contact with the concrete.
 - Where aluminum surfaces come in contact with dissimilar metals, keep the dissimilar metallic surfaces from direct contact by use of neoprene gaskets or washers.

Installation

- Coordinate access hatch installation requirements with Precast Vault manufacturer.
- b. Clean the surfaces of metalwork to be in contact with concrete of rust, dirt, grease, and other foreign substances before placing concrete.
- c. Set frames and supports accurately in position when concrete is placed and support it rigidly to prevent displacement or undue vibration during or after the placement of concrete. Unless otherwise specified, where metalwork is to be installed in recesses in formed concrete, said recesses shall be made, metalwork installed, and recesses filled with dry-pack mortar.
- d. Coat aluminum surfaces to be embedded or which will be in contact with concrete per this specification, System D-1 and per manufacturer's recommendation before installation. Allow the coating to dry before the aluminum is placed in contact with the concrete.

1.07 PIPE AND FITTINGS

- A. GENERAL
 - Section includes wet well piping, valve vault/above-grade piping, buried pressurized piping, and buried gravity-flow piping.
- B. EQUIPMENT AND MATERIALS
 - Wet Well Piping

- a. This pertains to piping which is in the wet well and conveys wastewater from the submersible pumps to the wet well wall. This piping will be periodically submerged in wastewater and exposed to sewer gasses. The wet well piping shall be stainless steel.
- b. Stainless Steel Pipe and Fittings
 - i. General Service Piping:
 - 1) Type:
 - Welded: ASTM A312.
 - 2) Schedule: 40S.
 - 3) Grade: Type 316L.
 - 4) Dimensions: ANSI B36.19.
 - ii. Fittings:
 - 1) Type: Butt welding
 - 2) Dimensions: Comply with ASTM A312.
 - 3) Butt-Welding Fittings:
 - Comply with ASTM A403.
 - Grade: Type 316L.
 - Class: WP; comply with ASME B16.9.
 - Flanged Connections: As determined by the Engineer of Record and approved by the District.
- c. Accessories
 - i. Flange Gaskets:
 - 1) Comply with ASME B16.5.
 - 2) Nonmetallic Gaskets:
 - Material: EPDM, nitrile, or chloroprene rubber.
 - Comply with ASME B16.21.
 - 3) Type:
 - Flat-Face Flanges: Full face.
 - ii. Dielectric Fittings:
 - 1) Flange insulation kit shall consist of Type E insulating gasket.
 - · Gasket shall be made of Phenolic.
 - Insulating sleeve shall be Mylar, Phenolic or G-10.
 - Washers shall be Phenolic or G-10.
 - 2) Manufacturers shall be Lone Star Group, Drake Specialties or equal.
 - iii. Couplings
 - Couplings shall be stainless steel, compatible with stainless steel pipe, and shall accommodate angular deflection and gaps between pipe ends.
 - 2) Manufacturers:
 - Romac Industries, Inc. Armor Lock
 - Or Approved Equal.

- d. Fabricate piping sections and fittings in the shop. Pickle and passivate at the point of fabrication.
- 2. Valve Vault/Above-Grade Piping
 - This pertains to piping which is in the valve vault or above grade and will be periodically pressurized while the lift station is operational. This will convey wastewater.
 - b. This piping shall be one of the following:
 - i. Ductile iron pipe
 - ii. Stainless steel
 - c. Ductile Iron Pipe:
 - i. 3-inch through 12-inch: AWWA C151
 - Lining of all ductile iron force main piping, valves, and fittings shall be U.S. Pipe Protecto 401 Ceramic Epoxy lining or approved equal. Ductile iron pipe lining shall be shop-applied in accordance with manufacturer's recommendations.
 - iii. Exterior Coating of exposed pipe and fittings shall be coating system C-1 per this specification.
 - iv. Rubber gasket joints for ductile iron pipe and fittings shall be styrene butadiene rubber, ethylene propylene rubber, or chloroprene, in accordance with AWWA C111.
 - v. Pressure Rating: As specified by the Engineer of Record and approved by the District.
 - vi. Fittings: Ductile Iron, AWWA C110. Compact fittings AWWA C153.
 - vii. Mechanical and Push-on Restrained Joints: AWWA C111, restrained.
 - viii. Flanged Joints: AWWA C115, restrained.
 - d. Stainless Steel
 - i. Refer to requirements of stainless steel wet well piping.
- 3. Buried Pressurized Piping
 - a. This pertains to piping which is buried and will convey pressurized wastewater.
 - b. This piping shall be one of the following:
 - i. Ductile iron pipe
 - ii. Polyvinyl chloride (PVC) pipe
 - c. Ductile Iron Pipe:
 - i. Refer to requirements of ductile iron above-grade piping.
 - ii. Unless otherwise specified, buried ductile iron pipe shall be coated with a bituminous coating in accordance with AWWA C151 and encased in polyethylene wrapping in accordance with AWWA C105.
 - d. PVC Pipe:
 - PVC Pressure Sewer Pipe and Fittings 4-inch through 12-inch: AWWA C900, pressure class shall be as specified by the Engineer of Record and approved by the District.
 - ii. PVC pipe shall be Ductile-Iron Pipe size.
 - iii. PVC pipe shall be green in color.

- iv. Joints for buried PVC shall be an integral bell manufactured on the pipe with internal joint restraint mechanism. The bell and coupling shall be the same or greater thickness as of the pipe barrel.
- v. Deflection at the joint shall not exceed the maximum deflection recommended by the manufacturer.
- vi. Fittings: Ductile Iron, AWWA C110. Compact fittings AWWA C153. Fittings shall be wrapped in polyethylene encasement in accordance with AWWA C105.
- vii. Lining: Double thickness per AWWA C104.
- viii. Coating: Bituminous Coating: Comply with AWWA C110.
- ix. Mechanical and Push-on Joints: AWWA C111, restrained.
- x. Manufacturers:
 - 1) JM Eagle's Eagle Loc 900
 - 2) Diamond Lok-21
 - 3) Or Approved Equal.
- e. Underground Pipe Markers
 - i. Plastic Ribbon Tape:
 - 1) Manufacturer List:
 - Pipemarker.com; Brimar Industries
 - Kolbi Pipe Marker Co.
 - Or Approved Equal
 - Brightly colored, continuously printed with "sewer" and colored green for sewer service.
 - 3) Minimum 6 inches wide by 4 mil thick.
 - 4) Manufactured for direct burial service.
 - i. Trace Wire:
 - 1) Electronic detection materials for all piping products.
 - 12 awg insulated solid copper clad steel core tracer wire with minimum 30 mil HDPE insulation coating.
 - 3) Color shall be green for sewer service.
 - 4) Break strength shall exceed 450-lbs.
 - 5) Copperhead 1230-HS or equivalent.
- 4. Buried Gravity-Flow Piping
 - a. This pertains to buried piping which is upstream of and conveys wastewater into the wet well. Flow through this piping will be gravity driven.
 - Polypropylene Plastic Pipe: ASTM F2736, minimum pipe stiffness 46 psi per ASTM D2412.
 - i. Fittings: Polypropylene, ASTM F2736
 - Joints: integral bell and spigot joint watertight per ASTM D3212 with two gaskets per ASTM F477.
 - iii. Bell: shall have a reinforced polymer composite band installed by the manufacturer.

- iv. Tee: Three piece service connection with a rubber sleeve, PVC hub and stainless steel band as manufactured by Inserta Tee, or equal.
- v. Manufacturer:
 - 1) ADS, Inc.
 - 2) ADS Sanitite HP Pipe
 - 3) Or Approved Equal.
- c. Underground Pipe Marker
 - i. Refer to requirements of buried pressurized piping.

5. Sleeve Couplings

- General
 - Pressure: Couplings shall be designed for a working pressure not less than the design pressure of the pipe on which they are to be installed.
 - ii. Material: Couplings shall be made of ductile iron or steel. Ductile Iron components shall be a minimum grade of 65-45-12 ductile iron meeting the requirements of ASTM A536 of the latest revision. Steel components shall be carbon steel per ASTM A513 or A53 for 3" 4" or ASTM A283C for 6" 48".
 - iii. Hardware: Bolts nuts, and rods shall be rated at a minimum per Section 2.02F herein.
 - iv. Gaskets: Made from virgin Ethylene Propylene Diene Monomer Rubber (EPDM) compounded for water and sewer service in accordance with ASTM D2000, NSF 61 Certified.
 - v. Coating and Lining: All sleeve couplings shall be NSF61 certified. Coupling shall be coated and lined with an NSF 61 certified fusion bonded or liquid epoxy. Thickness of coating and lining shall be minimum 6 mils exterior and 15 mils interior.

b. Restrained Couplings

- Joint restraint shall prevent axial separation of two plain ends of same or dissimilar materials, such as ductile iron, steel, PVC and/or High Density Polyethylene (HDPE) pipe. Restrain mechanism shall incorporate a plurality of individual actuating of the restraint devices.
- ii. Restrained Joint Coupling shall be manufactured by Ebba Iron 3800 Mega-Coupling Model, Smith-Blair Pipe Lock Joint Restraint Coupling (470 Series), or equal be carbon steel per ASTM A513 or A53 for 3" 4" or ASTM A283C for 6" 48".

c. Transition Couplings

- Transition couplings shall utilize compressible gaskets and meet the applicable requirements of AWWA C219. Transition couplings shall be manufactured by Romac, Smith-Blair, or approved equal.
- Couplings connecting asbestos cement pipe to ductile iron or PVC pipe shall be Romac Model XR501, Smith Blair Model Quantum/Omni Coupling, or approved equal.
- Couplings connecting steel pipe to PVC pipe shall be manufactured by Romac Model 511, Smith Blair Model Quantum/Omni Coupling, or approved equal.
- iv. Transition couplings shall be installed with suitable thrust block restraints where applicable or as determined by the Engineer of Record and approved by the District.

6. Hardware

- a. Nuts and Bolts: Nuts and Bolts shall conform to the chemical and mechanical requirements of ASTM A307 Grade B, heavy hex, zinc plated. Bolt threads shall be lubricated with an approved anti-seize compound.
- Steel Rods, Bolt, Lugs, and Brackets: ASTM A36 or ASTM A307, Grade A Carbon Steel.
- c. Flange Gaskets: Flat Face flanges shall be provided with full-faced gaskets. Gaskets shall be non-asbestos, 1/8" thick, and be NSF 61 certified for potable water use. Non-asbestos gaskets shall be manufactured from Garlock, Tripac, or approved equal.

C. EXECUTION

1. Trenching

- a. Excavate subsoil required for utilities.
- Excavate width of trenches in accordance with County of San Luis Obispo Public Improvement Standards.
- c. Provide uniform and continuous bearing and support for bedding material and pipe.
- d. Do not interfere with 45 degree bearing splay of foundations.
- e. When Project conditions require it, provide sheeting and shoring to protect excavation as required by this section.
- f. When subsurface materials at bottom of trench are loose or soft, notify Engineer, and request instructions.
- g. Trim excavation. Hand trim for bell and spigot pipe joints. Remove loose matter.
- h. Correct over excavated areas with compacted backfill as specified for authorized excavation or replace with fill concrete as directed by Engineer.
- i. Remove excess subsoil not intended for reuse from site.
- j. Stockpile excavated material in area designated on site.

2. Paints and Coatings:

- a. Coating System C-1: Exposed Metal
 - Type: High-performance epoxy coat having minimum volume solids of 100%, with primer and intermediate coats as recommended by manufacturer.
 - ii. Service Conditions: For use with all metal structures or pipes which are not buried including within the valve vault at the Lift Station.
 - iii. Surface Preparation: SSPC SP-10.
 - iv. Prime Coat: Polyamidoamine epoxy recommended by the manufacturer for overcoating with a high-performance epoxy finish coat. Apply to a thickness of 3 mils. Products: Tnemec Series N69 Hi Build Epoxoline II, Amercoat 370, Sherwin-Williams Copoxy Shop Primer, or equal.
 - v. Intermediate Coat: Modified Aliphatic Amine epoxy if recommended by the manufacturer for overcoating with high-performance epoxy finish coat. Products: Tnemec Series 434 Perma-Shield H2S, or equal.
 - vi. Finish Coat: Modified Polyamine or two component polycyclamine, 100% solid, no to low VOCs epoxy recommended by the manufacturer for overcoating a high-performance epoxy coating. Apply to a thickness of at least 2 mils. Products: Tnemec Series 435 Perma-Glaze, International

Enviroline 222, Amercoat 351, Sherwin-Williams Dura- Plate® 5800, or equal.

- b. Coating System D-1: Metal in Contact with Concrete
 - Type: High solids epoxy or phenolic epoxy having a minimum volume solids of 80% (ASTM D2697)
 - Service Conditions: Coat areas of aluminum grating, stairs, structural members of aluminum fabrications, in contact with concrete or carbon steel.
 - iii. Surface preparation: SSPC SP-1. Do not use alkali cleaning.
 - iv. Coating System: Apply three or more coats of Ameron 400, Tnemec Series 135, ICI Devoe Bar-Rust 233H, Sherwin-Williams Macropoxy B58-600, PPG PITT-GUARD® Direct-to-Rust Epoxy Mastic Coating 97-145 series, or equal; 30 mils total. Maximum thickness of an individual coating shall not exceed the manufacturer's recommendation.
- c. All materials of a specified painting system, including primer, intermediate and finish coats, shall be produced by the same manufacturer. Thinners, cleaners, driers, and other additives shall be as recommended by the paint manufacturer for the particular coating system.
- Deliver paints to the jobsite in the original, unopened containers.
- e. Color Schemes:
 - Above ground pipelines and valves shall be painted or coated in the following colors:
 - 1) Potable water: Blue
 - 2) Recycled water: Purple (Pantone 512)
 - 3) Sewer: Green

3. Installation

- Wet Well Piping
 - Ream pipe ends and remove burrs. Use only equipment specifically designed for pipe cutting. The use of chisels or hand saws is not permitted. Do not use carbon steel tools on stainless steel pipe or fittings.
 - ii. Bevel plain-end pipe.
 - iii. Thoroughly clean pipe and fittings before installation.
 - Fabricate piping sections in the shop. Pickle and passivate at the point of fabrication.
 - v. Installation shall comply with ASME B31.3.
 - vi. Run piping straight along alignment, with minimum number of joints.
 - vii. Fittings:
 - Clean gasket seats thoroughly, and wipe gaskets clean prior to installation.
 - 2) Install according to manufacturer instructions.
 - 3) Bolting:
 - Tighten bolts progressively, drawing up bolts on opposite sides until bolts are uniformly tight.
 - Use torque wrench to tighten bolts to manufacturer instructions.
 - viii. Dielectric Fittings: Provide between dissimilar metals.

- ix. Field Cuts: According to pipe manufacturer instructions.
- x. Field welding is prohibited.
- xi. Pipe shall be firmly supported with fabricated or commercial Type 316 stainless steel supports. Place supports at 10-ft spacing, max.
- xii. Piping Laying Tolerance: 5/8 inch.

b. Buried Pressurized Piping

- i. PVC Pipe:
 - 1) Install buried PVC pipe according to AWWA C605.
 - 2) Handle and assemble pipe according to manufacturer's instructions.
 - 3) Contractor to obtain the desired horizontal and vertical alignment by use of fittings or bending the pipe per the manufacturers' recommendations for maximum deflection. Do not bend the pipe with machinery. Protect the joint from offset while bending the pipe. If bending the pipe within the manufacturers' recommendation is inadequate to meet the required alignment Contractor shall use fittings or high deflection couplings, as applicable.
 - 4) Deflected joints shall not exceed 80% of manufacturers' allowable deflection
 - 5) Install pipe to indicated elevations to within tolerance of 5/8 inches.
 - 6) Install pipe with no high points, unless as otherwise determined by the Engineer of Record and approved by the District. If unforeseen field conditions arise that necessitate high points, install air release valves as directed by Engineer.
 - Install pipe to have bearing along entire length of pipe. Excavate bell holes to permit proper joint installation. Do not lay pipe in wet or frozen trench
 - 8) Prevent foreign material from entering pipe during placement.
 - 9) Install pipe to allow for expansion and contraction without stressing pipe or joints.
 - 10) Close pipe openings with watertight plugs during Work stoppages.
 - 11) Install plastic ribbon tape continuous buried 12 inches above pipe line.
 - 12) Install detectable warning tape 12 inches below finish grade, or between aggregate base course and subgrade in paved areas.
- ii. Polyethylene Encasement
 - 1) All buried Ductile Iron fittings, and all buried valves shall be encased with loose polyethylene film, unless otherwise stated on the plans.
 - 2) Install according to AWWA C105.
 - 3) Terminate encasement 3 to 6 inches aboveground where pipe is exposed.
 - Polyethylene encasement shall be colored green for sanitary sewer force mains.
- c. Valve Vault/Above-Grade Piping
 - i. General
 - 1) Installation shall be according to ASME B31.3.
 - 2) Run piping straight along alignment, with minimum number of joints.

- 3) Fittings:
- Clean gasket seats thoroughly and wipe gaskets clean prior to installation.
- 5) Install fittings according to manufacturer instructions.
- 6) Bolts:
- Tighten bolts progressively, drawing up bolts on opposite sides until bolts are uniformly tight.
- 8) Use torque wrench to tighten bolts to manufacturer instructions.
- 9) Install fabricated fittings with flexible pipe couplings.
- Provide required upstream and downstream clearances from devices as determined by the Engineer of Record and approved by the District.
- Install piping with sufficient slopes for venting or draining liquids and condensate to low points.
- 12) Provide supports for exposed piping.
- Provide expansion joints and pipe guides to compensate for pipe expansion due to temperature differences.
- 14) Dielectric Fittings: Provide between dissimilar metals such that galvanic cells causing corrosion are not developed.
- 15) Field Cuts: According to manufacturer instructions.
- 16) Finish primed surfaces as specified in this specification.
- d. Buried Gravity-Flow Pipe
 - Install pipe in accordance with ASTM D2321.

4. Field Testing

- a. Pressurized Piping
 - This pertains to all piping which will be pressurized during typical operations.
 - ii. Hydrostatic pressure test pressurized piping as follows:
 - Test Pressure: As specified by the Engineer of Record and approved by the District
 - 2) Conduct hydrostatic test for at least two hours.
 - 3) Test all piping, which include the force main and points of connection.
 - 4) Slowly fill section to be tested with water; expel air from piping at high points. Install corporation stops at high points. Close air vents and corporation stops after air is expelled. Allow the pipeline to set for a minimum of 24 hours.
 - 5) Refill the pipe, if necessary, and raise pressure to specified test pressure.
 - Observe joints, fittings, and valves under test. Remove and renew cracked pipe, joints, fittings, and valves showing visible leakage. Retest.
 - 7) Correct visible deficiencies and continue testing at same test pressure for an additional one hour to determine leakage rate. Maintain pressure within plus or minus 5 psi of test pressure. Leakage is defined as quantity of water supplied to piping necessary to maintain test pressure during period of test.

- The water necessary to maintain this pressure shall be measured by the amount of water withdrawn from a fixed vessel, such as a barrel.
- 9) Leakage shall not exceed the rate of 30 gallons per inch of diameter per 24 hours per mile of pipe.
- 10) When test of pipe indicates leakage greater than allowed, locate source of leakage, make corrections, and retest until leakage is within allowable limits. Correct visible leaks regardless of quantity of leakage.

b. Gravity-Flow Piping

- i. Deflection Testing
 - 1) Test pipe for roundness after backfill in accordance with County of San Luis Obispo Standards Section 7.2.4.
- ii. Air Pressure Testing
 - 1) Sanitary Sewage Piping shall be air-pressure tested in accordance with County of San Luis Obispo Standards Section 7.2.4.
- iii. Video Inspection
 - Newly constructed sewer mains, manholes, and appurtenances shall be video inspected with a continuous display of date, time and footage. Work will not be accepted if there is standing water or other debris.

D. DESIGN AND PERFORMANCE CRITERIA

- 1. Gravity Pipeline
 - Maintain a minimum velocity of 2 feet per second at Average Daily Flow and a maximum velocity of 10 feet per second at Peak Hour Wet Weather Flow.
- 2. Pressurized Piping
 - a. Maintain a pipe velocity between 3 to 4 feet per second.

1.08 VALVES

A. GENERAL

- All valve interiors/exterior shall be fusion bonded epoxy coated (8 to 12 mils) with an NSF/ANSI 61 certified fusion bonded epoxy in accordance with AWWA C550 (latest). Completed coating shall be free from all defects and shall be inspected by use of low voltage holiday detecting and non-destructive thickness gauges.
- 2. Where the manufacturer demonstrates in writing that it would be impossible to use the powder epoxy method without causing damage to the valve components, the use of a liquid epoxy will be permitted upon approval by the Owner.
- 3. The following valves are provided under this section:
 - a. Plug Valve
 - b. Swing Check Valves
 - c. Resilient Wedge Gate Valves
 - d. Air and Vacuum Valves
 - e. Buried Valve Boxes
 - f. Valve Accessories
 - g. Nuts, Bolts, and Gaskets

B. EQUIPMENT AND MATERIALS

- Plug Valves
 - a. Manufacturers:

- i. DeZurik
 - 1) Series 100
- ii. Or Approved Equal.
- b. Resilient-Seated Eccentric Plug Valves: AWWA C517
 - i. Body: Cast Iron, ASTM A126, Class B
 - ii. Ends: Unless shown otherwise, connections shall be flanged.
 - Valve Plug: Stainless Steel with resilient seating. Seating material shall be chloroprene, nitrile rubber, or ethylene propylene rubber suitable for sewage.
 - iv. Operation:
 - For valves above-grade and not enclosed in a structure: Operating Nut: 2-inch Square; open counterclockwise unless otherwise indicated.
 - 2) For valves in enclosed spaces: Handwheel operated; open counterclockwise unless otherwise indicated.
 - v. Valve Bearing: Stainless Steel
 - vi. Sizes 12-inch diameter and smaller: pressure class as specified by the Engineer of Record and approved by the District.

2. Check Valves

- a. Manufacturers:
 - i. APCO Series 6000 Convertible Swing Check Valve.
 - ii. APCO Series 8000 Flap Check Valve
 - iii. Or Approved Equal.
- b. Check Valves: AWWA
 - i. Body: Iron body, bronze mounted with outside lever and weight.
 - ii. Disc: Ductile iron epoxy coated.
 - iii. Disc Seat: Buna-N.
 - iv. Ends: Unless otherwise shown, connections shall be flanged.
 - v. Hinge Pins: Stainless steel.
 - vi. Pivot Shaft: Stainless steel 17-4PH.
 - vii. Convertible in the field from lever and weight to lever and spring, or air damped, or oil damped.
 - viii. Size 12-inch diameter and smaller: pressure class as specified by the Engineer of Record and approved by the District.
- 3. Resilient Wedge Gate Valve
 - a. Manufacturers:
 - i. Mueller Co. Series: A-2361, A-2362
 - ii. Clow Valve Company: Model 2638
 - iii. Or approved equal.
 - b. Resilient Wedge Gate Valves: AWWA C509
 - i. Resilient seats.
 - ii. Body, Operating Nut, Bonnet, Seal plate: Cast Iron, ASTM A126, Class B.

- iii. Gate: Cast Iron, ASTM A126, Class B or Ductile Iron, ASTM A536, Grade 65-45-12.
- iv. Stem: Non-rising bronze stem.
- Operating Nut: 2-inch Square; open counterclockwise unless otherwise indicated.
- vi. Ends: Flanged, mechanical joint or bell end connections.
- vii. Coating: AWWA C550; interior/exterior.
- viii. Sizes 12-inch diameter and smaller: pressure class as specified by the Engineer of Record and approved by the District.

4. Air and Vacuum Valves

- a. Unless specified otherwise, air valves shall be combination air or combination air and vacuum valve (air, vacuum, and automatic release). They shall permit automatic escape of large quantities of air from pipeline when it is being filled, permit air to enter pipeline when it is being emptied, and allow accumulating air to escape while pipeline is in operation and under pressure.
- b. Air and Vacuum Valves: AWWA C512
 - Body and Cover: Cast Iron ASTM A126 Class B or Ductile Iron ASTM A536 Grade 65-45-12
 - ii. Trim: Type 316 Stainless Steel
 - iii. Coatings: NSF61 certified liquid epoxy (internal and external)
- c. Air valve inlets shall flanged or threaded as specified and outlets shall be threaded at the same nominal sizes as the inlets, minimum. Air valves shall be subjected to factory hydrostatic test at pressure equal to 150% rated working pressure with no harmful deflections or other defects.
- d. Air valves shall be installed with a downward-facing bug screen.
- e. Manufacturers:
 - 1) Val-matic Model: 201C Combination Air Valves
 - 2) ARI USA Model: D-040-C
 - 3) Or approved equal.

5. Buried Valve Boxes

- Valve Boxes shall be installed in accordance with County of San Luis Obispo Standards.
- b. Valve Cans shall be 8-inch SDR35 PVC, one continuous piece with no joints.
- Valve Box Caps for sewer service shall be cast-iron and marked with the word "SEWER" cast on the cap.
- d. Valve Boxes shall be Christy G-5, or approved equal.
 - i. Valve Boxes shall be cast in a Class "A" PCC Collar, trowelled to street grade and allowed to cure for 48 hours prior to full traffic use. Dimensions shown on the plans.

6. Valve Accessories

- Valve Box Aligner: High-strength, plastic device designed to automatically center valve box base and prevent valve box base from shifting off center during backfilling.
- b. Valve Extension Stems: Where the depth to the top of the valve operating nut is greater than 4-feet provide valve extension stem to bring the operating nut to a

point 6-inches below the surface of the valve cover. Extension stems shall be 2 inch Fiberplas, or approved equal, with operating nut and centering ring, and shall be capable of withstanding a 300 foot-pound torque. The extension shall have an integral method for centering the operating nut and shaft on the valve box.

7. Nuts, Bolts, and Gaskets

a. All fittings shall utilize 304 stainless steel bolts and nuts, unless otherwise specified, and shall have anti-seize applied to the threads during installation.

C. EXECUTION

- Paints and Coatings
 - a. Refer to the paints and coating requirements for pipe and fittings.

2. Installation

- a. Install in accordance with manufacturer's written instructions.
- b. CONTRACTOR shall coordinate with the valve manufacturer to ensure that all electrical connections and pressure supply lines necessary for proper valve operation and monitoring are installed prior to startup and testing.
- c. CONTRACTOR shall provide the services of a Manufacturer's representative to visit project Site for startup and initial setting valves. Manufacturer's representative shall provide a certification of proper installation documenting the correct installation of the valve.

1.09 CONTROLS AND INSTRUMENTATION

A. GENERAL

- Instruments in wet well to be supported via cables tied off to stainless steel hooks.
 Once instrument elevation is set, use black nylon cable ties to prevent instrument
 from slipping off hook. Provide engraved phenolic tag, 2" red, round tag, with white
 letters, cable tied on cable near hook so each instrument is identified; "LT", "LSL",
 "LSH".
- 2. The following instruments are provided under this section:
 - a. Flowmeter
 - b. Hydrostatic Level Transducer
 - c. Float Switches
 - d. Pressure Gage
- 3. All instrumentation, controls, and data collection to be integrated into the District SCADA system.

B. EQUIPMENT AND MATERIALS

Flow Meter

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- a. General
 - Magnetic flowmeter system shall be of the low frequency electromagnetic induction type and produce an analog signal directly proportional to and linear with the liquid flow rate.
 - ii. Cable from remote flow transmitter to flow tube shall be supplied with flow meter and shall be long enough to be installed without splicing.
 - iii. Complete zero stability shall be an inherent characteristic of the flowmeter system. Flowmeter shall include low flow cutoff. Magnetic flow metering system shall include a metering tube, transmitter and flowmeter grounding rings.

b. Metering Tube

- i. Flange Type Magnetic Flowmeter Element: In-line flow element with no constrictions in flow of fluid through meter consisting of metallic tube with ANSI B16.5, flanged ends for diameter and bolt drilling pattern. Class shall be as specified by the Engineer of Record and approved by the District. Flange material shall be compatible with the piping material and corrosion resistant. Provide stainless steel grounding rings.
- Electrode and Liner Materials: Fully compatible with process fluid; raw sewage flow. Liner shall be hard rubber. Electrodes shall be 316 stainless steel.
- Sewage Force Main Flow tube shall be diameter tube with size as determined by the Engineer of Record and approved by the District, NEMA 6P, Class 1 Div 2 rated.
- iv. Ground Rings: Provide stainless steel grounding rings. Interconnect ground rings to flow tube electronics housing with #10 AWG ground wire. Connect ground rings to equipment grounding conductor or ground rod.
- Cable: Furnish manufacturer cable to connect flow tube to remote flow transmitter. Contractor responsible to provide supplier with proper length, no splices.

c. Remote Microprocessor-Based Transmitter

- Micro-processor type with local flow rate indication and local flow totalization indicator, scaled in engineering units.
- ii. Transmitter to be remote mounted in Pump Power Panel.
- iii. Zero Flow Stability: By power driven electrode shielding or automatic zero adjustment of direct current excited metering circuit.
- iv. Provide with low flow cutoff configuration.
- Power Supply: 120 VAC, or as otherwise specified by the Engineer of Record and approved by the District. Provide with cord and plug connection into enclosure mounted receptacle.
- vi. Provide with 4-20 mA output for connections to PLC Panel.
- d. System Accuracy, including Magnetic Flowmeter Transmitter: Within 0.5 percent of actual flow rate for 10-100 percent full scale where velocity is between 0.3 and 30 feet per second.
- e. Flow metering system shall be hydraulically calibrated at a facility which is traceable to the National Institute of Standards and Technologies. The calibrations procedure shall conform to the requirements of MIL-STD-45662A. A real-time computer-generated printout of the actual calibration data indicating apparent and actual flows at 0, 20, 50, 80 and 100 percent of the calibrated range shall be submitted to the Engineer at least thirty (30) days prior to shipment of the meters to the project site.

f. Manufacturer:

- Endress & Hauser Promag 53W with remote transmitter, flow tube, ground rings and manufacturer cable.
- ii. Or Approved Equal.

2. Hydrostatic Level Transducer

 The continuous level transducer shall be of the hydrostatic pressure type, suitable for raw sewage applications. The transmitter shall be comprised of PTFE coated elastomeric diaphragm in durable 316 stainless steel housing

- with polyurethane cable. Cable length shall be sufficient from level transducer to PLC Panel without splicing.
- b. Provide stainless steel cable hanger for level transducer.
- c. Coordinate mounting of instrument within stilling well per approved instrument installation details and as determined by the Engineer of Record and approved by the District.

d. Probe:

- The probe shall be installed in stilling well, rated for raw sewage, Class 1
 Division 1 environment.
- ii. Include sacrificial anode.
- iii. Output: 4-20 mA, loop powered.

e. Manufacturers:

- Measurement Specialties MEAS KPSI 700 with sacrificial anode, cable hanger, and vent filter.
- ii. Blue Ribbon Model BC001 Birdcage Level Transducer. Provide with sacrificial anode, cable hanger, and vent filter.
- iii. Or Approved Equal.

3. Pressure Switch

- a. Section includes pressure switch for protecting the pump from high and low pressure. The pressure switch system shall consist of an adjustable pressure switch, and isolation valve.
- b. Pressure switch device shall be provided with the following features: continuously adjustable span, zero and damping adjustments, integral indicators scaled in engineering units, solid state circuitry, two SPDT switches and 4-20 mA output. Range provided in model numbers below. Pressure display shall be 4-digit backlit LCD.
- c. Pressure switch shall be 2 single pole double throw (SPDT) rated 5 amperes at 120 volt AC. Set points adjustable 0 to 100% of full scale. External LED switch indication for each relay on front panel. Manual or automatic reset.
- d. Process wetted materials shall be 316 SS. Body material shall be 316 SS. Process connections shall be 1/4" NPT. The transmitter housing shall be rated NEMA 4X. Conduit hubs shall be cast integral with the instrument housing and shall be 1/2-inch NPT.
- e. Power Supply: Provide 120 VAC to 24 VDC power source from 24 VDC power supply in Pressure Switch Enclosure for pressure switch.

f. Manufacturers:

- United Electric Controls #H54-27
- ii. Mercoid Series EDA Electronic Pressure Controller
- iii. Or Approved Equal.

4. Float Switches

- a. Float switches shall include mechanical switch encapsulated in waterproof floating ball, supported by flexible cable with weight. Switch shall be single pole double throw with contacts rated 100 VA up to 120VAC. Level switch system shall include stainless steel cable for securing of float switch, with weight on cable. Switches shall be mercury-free.
- Switches shall be suitable for sewage wet well applications, Class 1, Division 1.
 Switch body shall be Teflon-coated stainless steel housing. Cord with CPE

- jacket shall include fine strand, #16 AWG conductors plus ground, suitable for heavy flexing service.
- c. Manufacturer cable length shall be provided to route to Pump Power Panel (LSL, LSH), or PLC Panel (LSHH). Bid to include a minimum 60 feet of cable length, although the Contractor is responsible for actual cable length required as dependent on conduit routing.
- Switch configuration shall be as determined by the Engineer of Record and approved by the District.
- e. Sewage wet well level switches shall include intrinsically safe barrier mounted in panel.
- f. Float Switches shall be mercury free versions of Flygt ENM-10, or approved equal. Include float switch with weight, and sufficient cable lengths.
- g. Float switches used as pump shut-offs shall be set to stop pump just above minimum suction levels as determined by pump supplier. Float switch trigger position shall be approved by the Engineer in field. Coordinate settings with City and Engineer. Label level transducer and float switches at hooks near top of wet well with engraved red phenolic tags as required within this section.

5. Pressure Gage

- Pressure Gages: Pressure gages shall be provided where shown. In all locations where pressure may vary from below to above atmospheric head, compound gages shall be installed.
- b. Gage Construction: Gages shall be industrial grade with type 316 stainless steel movement and stainless steel or alloy case or phenol case. Unless otherwise shown or specified, gages shall have a 4-1/2-inch dial, ½-inch threaded connection, a Type 316 stainless steel snubber adapter, and a shutoff valve. Gages shall be calibrated to read in engineering units, with an accuracy of ±1 percent of reading, and shall withstand pressures equal to 150 percent of the rated working pressure or vacuum without failure or damage to the gage. All gages shall be vibration and shock resistant. Ranges shall be such that one half of range is normal operating pressure.
- c. Manufacturers
 - Ashcoft
 - ii. Foxboro
 - iii. Dwyer
 - iv. Or Approved Equal.

1.10 STANDBY GENERATOR AND TRANSFER SWITCH

A. GENERAL

- 1. This section includes:
 - a. Standby Generator
 - b. Automatic Transfer Switch
 - c. Automatic Controls

B. EQUIPMENT AND MATERIALS

- Standby Generator
 - All lift station sites shall be equipped with a natural gas or liquid petroleum gas generator. Generators utilizing Liquid Petroleum Gas shall have a minimum of 500 gallon storage tank.
 - b. Permanent generator shall include a sound attenuating metal cover.

 All generators must comply with all state and local air quality laws and regulations that are in effect at time of permitting.

2. Automatic Transfer Switch

- a. The automatic transfer switch shall be an integral part of power service and motor control center, and shall be mounted and wired at the factory, including mounting and wiring of door-mounted accessories. The automatic transfer switch (ATS) shall be as manufactured by ASCO, Olympian, Russelectric, or equal. The ATS and accessories shall be UL listed and labeled and tested per UL Standard 1008 and comply with NEMA ICS2-447, NFPA 70, NFPA 99, and NFPA 110.
- b. The ATS shall include all necessary control devices and circuitry for a complete and operable system capable of the following operations:
 - i. Supply normal (utility) power to the motor control center when normal power is available. Supply standby power from the standby generator set when normal power fails or is disconnected.
 - ii. Detect sustained loss or deterioration of "normal" power (power failure), signal the standby generator set to start and run when "normal" power fails, and when "standby" power from the generator is within proper limits of voltage and frequency, transfer to supply "standby" power to the motor control center.
 - iii. Detect sustained restoration of "normal" power within proper limits of voltage and frequency, and then retransfer to supply "normal" power to the motor control center.
 - iv. Provide dry contacts for connection to control panel to indicate normal power "on", loss of "normal" power, and "standby" power on.

3. Automatic Transfer Switch Ratings and Components

- a. The ATS controls and accessories shall be rated for continuous (24-hour) duty as installed. The switch shall be an open transition, 3-pole, double-throw, having the "normal" and "standby" positions mechanically interlocked, with microprocessor controller to provide automatic operation and shall be suitable for application to an appropriate phase, wire, frequency, voltage system. The minimum continuous current rating shall be as determined by the Engineer of Record and approved by the District. The ATS shall be rated to withstand a short circuit current as determined by the Engineer of Record without parting of the switch contacts. The ATS shall be capable of manual operation under load.
- The transfer switch shall be electrically operated and mechanically held. The electrical operator shall be a momentarily energized, single-solenoid mechanism.
- c. The switch shall be mechanically interlocked to ensure only two possible positions, normal or emergency. All main contacts shall be silver composition.
- d. All switch and relay contacts, coils, springs, and control elements shall be serviceable or removable from the front of the switch enclosure without disconnection of drive linkages, power conductors, or control conductors.

4. Automatic Controls

- Controls shall be solid-state and designed for a high level of immunity to power line surges and transients, demonstrated by test to IEEE Standard C62.41 and C62.45.
- b. Solid-state undervoltage sensors shall simultaneously monitor both sources. Pick-up and drop-out settings shall be adjustable. Voltage sensors shall have field calibration of actual supply voltage to nominal system voltage.

- c. Automatic controls shall signal the standby generator set to start upon signal from the normal source sensor. Solid-state time delay start shall be adjustable and avoid nuisance start-ups. Battery voltage starting contacts shall be silver, dry type contacts factory wired to a field wiring terminal block.
- d. The switch shall transfer when the emergency power source reaches the set point. Provide a solid-state time delay on transfer and operator adjustable.
- e. The switch shall retransfer the load to the normal power source after a time delay retransfer and shall be operator adjustable. Retransfer time delay shall be immediately bypassed if the emergency power source fails.
- f. Controls shall signal the engine-generator set to stop after a cool down time delay and shall be operator adjustable, beginning on return to the normal power source.
- g. Power for transfer operation shall be from the source to which the load is being transferred.
- h. Provide solid state exerciser clock to set the day, time, and duration of standby generator set exercise/test period. Provide a with/without load selector switch for the exercise period.
- i. Front Panel Devices (Inside MCC NEMA 3R Wrap)
- j. Provide control switches mounted on panel inside door front for:
 - Test: Simulates normal power loss to control for testing of generator set. Controls shall provide for a test with or without load transfer.
 - ii. Retransfer: Momentary position to override retransfer time delay and cause immediate return to normal source, if available.
 - Provide LED-type switch position and source available indicator lamps on the front of the transfer switch cabinet.
- k. Auxiliary Contacts
- i. One normally closed dry contact, which shall open when normal power fails for "power failure" signal to RTU shall be provided. One normally open dry contact, which shall close when the ATS is connected to the emergency source for "emergency power" signal to RTU shall be provided.

1.11 MOTOR CONTROL CENTER

- A. GENERAL
 - 1. This section includes requirements for the Motor Control Center.
- B. EQUIPMENT AND MATERIALS
 - 1. Ratings:
 - Rated 480VAC, 3 phase.
 - Motor Control Center (MCC) shall be in a NEMA 12 rated free-standing enclosure. MCC enclosure and all electrical equipment shall include a metal shade cover or building.
 - 3. MCC shall provide Three Phase Power Failure Monitoring Relay with phase loss, low voltage, phase reversal and phase unbalance functions.
 - Provide surge protector device.
 - Transformer KVA, voltage, and number of phases shall be as determined by the Engineer of Record and approved by the District. Transformers shall be NEMA TP-1 and EPA Energy Star compliant meeting all locally recognized energy efficiency requirements. Construct transformer in accordance with ANSI C89.2, NEMA ST 20, and UL Standard 506.

- Provide dead front, bolt-on type circuit breaker, safety type panelboards per NEMA PB 1. Provide with copper bus bars. Panelboard shall mount in the MCC.
- 7. Manufactures:
 - a. Tesco Controls, Inc.
 - b. Or Approved Equal.

1.12 CONCRETE

- A. GENERAL
 - 1. This section pertains to cast-in-place concrete.
- B. EQUIPMENT AND MATERIALS
 - 1. Concrete Materials
 - a. Cement: ASTM C150, Type II Moderate
 - Membrane Curing Compound: ASTM C309, Type 1D, Class A.
 - 2. Admixtures
 - a. Concrete shall contain an air-entraining admixture conforming to ASTM C260.
 - b. Concrete shall contain a water-reducing admixture conforming to ASTM C494, Type A. It shall be compatible with the air-entraining admixtures. The amount of admixture added to the concrete shall be in accordance with the manufacturer's recommendations.
 - c. Pozzolan Admixture: Where specified, provide concrete containing pozzolan admixture conforming to ASTM C618 Type F max 15% by weight.
 - d. Do not use any admixture that contains chlorides or other corrosive elements in any concrete. Admixtures shall be nontoxic after 30 days.
 - e. Manufacturers:
 - i. BASF Construction Chemicals Building Systems.
 - ii. Euclid Chemical Company (The); an RPM company.
 - iii. Sika Corporation.
 - iv. Or approved equal
 - 3. Accessories
 - a. Bonding Agent: Polyamid cured epoxy.
 - i. Manufacturers:
 - 1) Euclid Chemical Company (The); an RPM company.
 - 2) QUIKRETE.
 - 3) Sika Corporation.
 - 4) Or approved equal.
 - b. Form Release Agent
 - Form release agent shall effectively prevent absorption of moisture and prevent bond with the concrete. Agent shall be nonstaining and nontoxic after 30 days.
 - For steel forms, release agent shall prevent discoloration of the concrete due to rust.
 - 4. Joint Devices and Filler Materials

 Joint Filler Type A: ASTM D994; Asphalt impregnated fiberboard or felt, 1/4 inch thick; tongue and groove profile.

5. Concrete Mix

- Select proportions for normal weight concrete in accordance with ACI 301 Method
- b. Provide concrete to the following criteria:

Material and Property	Measurement
Compressive Strength (28 day)	4,000 psi, unless otherwise stated in Contract Documents
Minimum Cement Content	500 lbs per cubic yard
Cement Type	ASTM C150
Aggregate Type	Normal weight
Aggregate Size (maximum)	3/4 inch
Slump	3 inches plus 1 inch

- Admixtures: Include admixture types and quantities indicated in concrete mix designs only when approved by Engineer.
 - Use accelerating admixtures in cold weather. Use of admixtures will not relax cold weather placement requirements.
 - ii. Do not use calcium chloride nor admixtures containing calcium chloride.
 - iii. Use set retarding admixtures during hot weather.
 - iv. Add air entrainment admixture to concrete mix for work exposed to freezing and thawing.
- Ready Mixed Concrete: Mix and deliver concrete in accordance with ASTM C94.
- e. Site Mixed Concrete: Mix concrete in accordance with ACI 318.

C. EXECUTION

Installation

a. General:

- Verify anchors, seats, plates, reinforcement and other items to be cast into concrete are accurately placed, positioned securely, and will not interfere with placing concrete.
- Verify substrate surfaces are ready to be cured.

b. Preparation:

- Prepare previously placed concrete by cleaning with steel brush and applying bonding agent. Remove laitance, coatings, and unsound materials.
- In locations where new concrete is doweled to existing work, drill holes in existing concrete, insert steel dowels and pack solid with non-shrink grout.
- Remove debris and ice from formwork, reinforcement, and concrete substrates.
- iv. Remove water from areas receiving concrete before concrete is placed.

c. Form Tolerances

 Failure of the forms to produce the specified concrete surface and surface tolerance shall be grounds for rejection of the concrete work. Rejected work shall be repaired or replaced at no additional cost to the District.

d. Formed Openings

i. Openings shall be of sufficient size to permit final alignment of pipes or other items without deflection or offsets of any kind. Allow space for packing where items pass through the wall to ensure watertightness. Provide openings with continuous keyways and water stops. Provide a slight flare to facilitate grouting and the escape of entrained air during grouting. Provide formed openings with reinforcement as indicated in the typical structural details. Reinforcing shall be at least 2 inches clear from the opening surfaces and encased items.

e. Placing Concrete

- i. Place concrete in accordance with ACI 301.
- Notify testing laboratory and District minimum 24 hours prior to commencement of operations.
- iii. Ensure reinforcement, inserts, embedded parts, formed expansion and contraction joints, are not disturbed during concrete placement.
- iv. Repair vapor retarder damaged during placement of concrete reinforcing. Repair with vapor retarder material; lap over damaged areas minimum 6 inches and seal watertight.
- Separate slabs on grade from vertical surfaces with 3/4 inch thick joint filler.
- vi. Deposit concrete at final position. Prevent segregation of mix.
- vii. Place concrete in continuous operation for each panel or section determined by predetermined joints.
- viii. Consolidate concrete.
- ix. Maintain records of concrete placement. Record date, location, quantity, air temperature, and test samples taken.
- x. Place concrete continuously between predetermined expansion, control, and construction joints.
- xi. Do not interrupt successive placement; do not permit cold joints to occur.

f. Concrete Finishing

 Provide formed concrete surfaces to be left exposed with broom finish from soft bristled broom.

g. Curing and Protection

- Immediately after placement, protect concrete from premature drying, excessively hot or cold temperatures, and mechanical injury.
 - 1) Protect concrete footings from freezing for minimum 5 days.
- Maintain concrete with minimal moisture loss at relatively constant temperature for period necessary for hydration of cement and hardening of concrete.
- iii. Cure concrete in accordance with ACI 308.1.

1.13 GROUT

A. GENERAL

This includes specifications relating to the following:

- a. Portland cement grout.
- b. Rapid curing epoxy grout.
- c. Non-shrink cementitious grout.
- d. Epoxy deep pour precision grout

B. EQUIPMENT AND MATERIALS

- Portland Cement Grout Materials
 - a. Portland Cement: ASTM C150, Type I and II.
 - b. Water:
 - Potable; containing no impurities, suspended particles, algae or dissolved natural salts in quantities capable of causing:
 - 1) Corrosion of steel.
 - 2) Volume change increasing shrinkage cracking.
 - 3) Efflorescence.
 - 4) Excess air entraining.
 - c. Fine Aggregate:
 - i. Washed natural sand.
 - ii. Gradation in accordance with ASTM C33 and represented by smooth granulometric curve within required limits.
 - iii. Free from injurious amounts of organic impurities as determined by ASTM C40
 - d. Mix:
 - i. Portland cement, sand and water. Do not use ferrous aggregate or staining ingredients in grout mixes.
- 2. Rapid Curing Epoxy Grout.
 - a. Manufacturers:
 - i. L&M Construction Chemicals, Inc.
 - ii. Sika Corporation.
 - iii. Or approved equal.
 - b. Rapid Curing Epoxy Grout: High strength, three component epoxy grout formulated with thermosetting resins and inert fillers. Rapid-curing, high adhesion, and resistant to ordinary chemicals, acids and alkalies.

Property	Test	Result
Compressive Strength	ASTM C579	12,000 psi at 7 days
Tensile Strength	ASTM C307	2,000 psi minimum
Coefficient of Expansion	ASTM C531	30x10 ⁻⁶ in per degree F
Shrinkage	ASTM C827	None

- 3. Non-Shrink Cementitious Grout
 - a. Manufacturers:
 - i. L&M Construction Chemicals, Inc.
 - ii. QUIKRETE.
 - iii. Sika Corporation.
 - iv. Or approved equal.

- b. Non-shrink Cementitious Grout: Pre-mixed ready for use formulation requiring only addition of water; non-shrink, non-corrosive, non-metallic, non-gas forming, no chlorides.
- c. Properties: Certified to maintain initial placement volume or expand after set and meet the following minimum properties when tested in accordance with CRD-C621, for Type D non-shrink grout:

Property	Test	Time	Result
Setting Time	ASTM C191	Initial	2 hours (Approx)
		Final	3 hours (Approx)
Expansion			0.10% - 0.4% Maximum
Compressive Strength	CRD-C621	1 day	4,000 psi
		7 days	7,000 psi
		28 days	10,000 psi to 10,800 psi

- 4. Epoxy Deep Pour Precision Grout
 - a. Manufacturers:
 - i. Five Star DP Epoxy Grout
 - ii. Or approved equal.
 - b. Epoxy Deep Pour Precision Grout: Expansive, chemically resistant, non-shrink, low exothermic epoxy system for machinery grouting.
 - c. Properties: Certified to maintain initial placement volume or expand after set and meet the following minimum properties when tested in accordance with CRD-C621, for Type D non-shrink grout:

Property	Test	Time	Result
Coefficient of Expansion	ASTM C531		17 x 10 ⁻⁶ in/in/°F
Compressive Strength	ASTM C579 B	1 day	11,000 psi
		7 days	14,000 psi
		28 days	15,500 psi

5. Curing

a. Prevent rapid loss of water from grout during first 48 hours by use of approved membrane curing compound or with use of wet burlap method.

C. EXECUTION

- 1. Installation
 - a. Preparation
 - Remove defective concrete, laitance, dirt, oil, grease and other foreign material from concrete surfaces by brushing, hammering, chipping or other similar means until sound, clean concrete surface is achieved.
 - Rough concrete lightly, but not enough to interfere with placement of grout.
 - iii. Remove foreign materials from metal surfaces in contact with grout.
 - iv. Align, level and maintain final positioning of components to be grouted.
 - v. Saturate concrete surfaces with clean water; remove excess water, leave none standing.
 - b. Formwork Installation
 - i. Construct leakproof forms anchored and shored to withstand grout pressures.
 - ii. Install formwork with clearances to permit proper placement of grout.
 - c. Mixing

i. Portland Cement Grout:

- Use proportions of 2 parts sand and 1 part cement, measured by volume.
- Prepare grout with water to obtain consistency to permit placing and packing.
- 3) Mix water and grout in two steps; pre-mix using approximately 2/3 of water; after partial mixing, add remaining water to bring mix to desired placement consistency and continue mixing 2 to 3 minutes.
- 4) Mix only quantities of grout capable of being placed within 30 minutes after mixing.
- 5) Do not add additional water after grout has been mixed.
- 6) Capable of developing minimum compressive strength of 3,600 psi in 48 hours and 7,000 psi in 28 days.
- Mix and prepare rapid curing epoxy grout in accordance with manufacturer's instructions.
 - 1) Capable of developing minimum compressive strength of 10,000 psi in 48 hours and 12,000 psi in 28 days.
- iii. Mix and prepare non-shrink cementitious grout in accordance with manufacturer's instructions.
 - 1) Capable of developing minimum compressive strength of 4,000 psi in 24 hours and 10,000 psi in 28 days.
- iv. Mix grout components in proximity to work area and transport mixture quickly and in manner not permitting segregation of materials.

d. Placing Grout

- Place grout material quickly and continuously.
- ii. Do not use pneumatic-pressure or dry-packing methods.
- iii. Apply grout from one side only to avoid entrapping air.
- iv. Do not vibrate placed grout mixture, or permit placement when area is being vibrated by nearby equipment.
- v. Thoroughly compact final installation and eliminate air pockets.
- vi. Do not remove leveling shims for at least 48 hours after grout has been placed.

e. Curing

- Immediately after placement, protect grout from premature drying, excessively hot or cold temperatures, and mechanical injury.
- ii. After grout has attained its initial set, keep damp for minimum of 3 days.

1.14 EARTHWORK

A. GENERAL

- 1. This section includes:
 - a. Aggregates for earthwork
 - b. Soils for Earthwork

B. EQUIPMENT AND MATERIALS

1. Course Aggregate Materials

- a. Coarse Aggregate Type A1 3/4 in Crushed Rock: Conforming to the most recent year Standard Specifications for Public Works Construction Standard 200-1.2.
- b. Coarse Aggregate Type A2 1-1/2 in Crushed Rock: Conforming to 2022 State Specifications Section 19-3.02D, minimum 90% fractured faces, with the following gradation:

Sieve Size	Percent Passing
2-inches	100
No. 50	0 to 100
No. 100	0 to 8
No. 200	0 to 4

c. Aggregate Type A5 (Permeable Material): Shall be "Class 2 Permeable Material" conforming to Section 68-2.02 of the latest version of the State Specifications. The aggregate shall have a minimum sand equivalent value of 75, with the following gradation:

Sieve Size	Percent Passing
1 inch	100
3/4 inch	90 to 100
3/8 inches	40 to 100
No. 4	25 to 40
No. 8	18 to 33
No. 30	5 to 15
No. 50	0 to 7
No. 200	0 to 3

- 2. Soils For Earthwork
 - a. Subsoil Type S1 (Select Import): Should be predominantly granular and meet the following criteria:
 - i. Expansion Index of less than 20.
 - ii. Free of all deleterious material.
 - iii. Contain no particles larger than 4 inches in the largest dimension.
 - iv. Contain less than 25 percent gravel (at least 75 percent passing No. 4 sieve)
 - v. R-vale of at least 50 as determined by California Test 301.
 - vi. Any import fill should be tested and approved by the District prior to delivery to the site.
 - b. Subsoil Type S2 (Native Material):
 - i. Excavated and re-used material.
 - ii. Screened and graded.
 - iii. Free of lumps and rocks larger than 2 inches.
 - iv. Free of all deleterious material.

END OF SECTION

Standard Specifications for Well Drilling, Construction, Development, and Testing

NOT FOR CONSTRUCTION

San Miguel, California

December 2024

Prepared for: San Miguel Community Services District



STANDARD SPECIFICATIONS

WELL DRILLING, CONSTRUCTION, DEVELOPMENT, AND TESTING

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STANDARD SPECIFICATIONS

WELL DRILLING, CONSTRUCTION, DEVELOPMENT, AND TESTING

PART 1 WELL CONSTRUCTION

1.01 MOBILIZATION

A. GENERAL

- 1. This section includes the procedures and materials associated with the mobilization and demobilization from a well site of all personnel, equipment, and materials required to complete construction of a new potable water supply well.
- 2. Mobilization shall include the following:
 - a. Obtaining all required permits.
 - b. Preparing required submittals and plans.
 - c. Transporting personnel, equipment, and materials.
 - d. Installing and maintaining all temporary facilities.
 - e. Setting up equipment.
 - f. Providing site security.
 - g. Demobilizing from the drill/well site upon completing site cleanup.

B. EQUIPMENT AND MATERIALS

General

a. At no time during the drilling and construction of the production well shall the CONTRACTOR use lubricants, adhesives, or any other substances that could introduce trace amounts of heavy metals or organic chemicals into the borehole/production well in concentrations that would be detectable in groundwater quality samples from the completed well. Drilling fluids shall be NSF/ANSI 60 compliant.

2. Drilling Equipment

- a. The CONTRACTOR shall drill borehole using the flooded reverse circulation method in which the borehole is always filled with a drilling fluid. CONTRACTOR will provide a complete drilling unit, all tools, accessories, power, lighting, water, other equipment, and experienced personnel necessary to conduct efficient drilling operations at the well site.
- b. The drilling equipment shall be in good condition and of sufficient capacity to drill the borehole(s) required by this section to the anticipated total depths. All drilling equipment, including mast and draw-works, air compressors, drilling fluid pumps, drill pipe, etc., must be of requisite size, sufficient capacity, and in suitable condition to drill, set casing, and develop the well to the anticipated depth specified by the Engineer of Record and approved by the District. The mast and all running gear (hoists, cables, etc.) shall have sufficient and demonstrated capacity to lift two (2) times the buoyant weight of either the drill string or the blank and screened well casing assembly, whichever is greater. The drill rig utilized must have the ability to fully lift and land the anticipated casing loads without the use of cranes, float plugs, or other similar methods.
- c. The CONTRACTOR shall disinfect all downhole drilling equipment on-site prior to use. The CONTRACTOR shall obtain approval from the Engineer of Record for the methods, chemicals, and dosages employed. The CONTRACTOR shall provide a letter of certification of the decontamination of the CONTRACTOR'S equipment, prior to utilization. The CONTRACTOR may certify, in writing, the decontamination of critical (downhole) pieces of drilling equipment in lieu of actual steam cleaning, provided the downhole pieces of drilling equipment have not

been in contact with any hazardous or toxic materials since the last decontamination. All necessary steam cleaning will be conducted at the CONTRACTOR'S expense.

C. EXECUTION

- 1. The CONTRACTOR shall provide, mobilize to the well site, set up, operate, maintain in good working condition, and demobilize from the well site all the equipment listed in this section, and all other equipment necessary to complete the work.
- 2. At completion of the work, the CONTRACTOR shall restore all areas where the work was performed to their approximate original condition and ready for use.

1.02 NOISE CONTROL

A. GENERAL

 This section covers the installation of noise control barrier walls and other measures required to meet specified noise limits.

B. EQUIPMENT AND MATERIALS

1. General

- a. Each internal combustion engine shall be equipped with a muffler of a type recommended by the manufacturer as a minimum for noise control. No internal combustion engine shall be operated without said muffler.
- b. CONTRACTOR shall provide, mobilize to the project site, install, maintain in good working condition, and demobilize from the project site all other materials and equipment necessary to comply with all local noise control and noise level rules, regulations, and ordinances.

2. Noise Control Barrier Walls

- a. Noise control barrier walls shall consist of fiberglass-filled curtains and shall have adequate transmission loss. The minimum wall height shall be as specified by the Engineer of Record and approved by the District. The length, height, and location of noise control barrier walls shall be adequate to assure proper acoustical performance.
- b. Noise control barrier walls shall be designed by a registered civil engineer. The design shall preclude structural failure due to such factors as winds, shear, shallow soil failure, earthquakes, and erosion.

C. EXECUTION

1. Noise Control Plan

- a. CONTRACTOR shall prepare a Noise Control Plan that includes the following minimum components:
 - A list of the applicable local sound control and noise level rules, regulations and ordinances.
 - A description of the equipment and measures that the CONTRACTOR will
 utilize to comply with these rules, regulations and ordinances. Measures
 must meet or not exceed noise requirements set forth in the city of San
 Miguel noise ordinance.

2. Noise Control Barrier Walls

- a. Noise control barrier walls shall be installed prior initiating pilot borehole drilling and remain in place until the end of the pumping period for the constant-rate discharge test or until all nighttime operations have been completed.
- b. CONTRACTOR shall keep curtains or doors for ingress and egress to the work area closed at all times except when equipment or personnel are entering or exiting the well site.

3. Mufflers and Insulation

- a. Each internal combustion engine shall be equipped with residential approved mufflers of a type recommended by the manufacturer as a minimum noise control. No internal combustion engine shall be operated without a muffler.
- b. Air compressors and generators shall be insulated to further reduce noise levels.

4. Additional Measures

- a. In addition to installing the noise control barrier walls as specified, the CONTRACTOR shall undertake necessary measures to comply with applicable local sound control and noise level rules, regulations and ordinances. Such measures may include:
 - 1) Reconfiguring equipment at the site to minimize the noise traveling off-site.
 - 2) Limiting excessively noisy operations to daytime hours.
 - 3) Providing additional sound blankets or barriers around noisy equipment.

1.03 CONDUCTOR CASING AND SANITARY SEAL

A. GENERAL

- This section includes the procedures and materials associated with the installation of a conductor casing and sanitary seal for the well.
- 2. The CONTRACTOR shall install a permanent conductor casing.

B. EQUIPMENT AND MATERIALS

- 1. Conductor Casing
 - a. The diameter shall be large enough to accommodate the drilling of the diameter of the pilot borehole.
 - b. Conductor inside diameter shall be as specified by the Engineer of Record and approved by the District. Conductor shall consist of 3/8-inch wall mild steel casing manufactured in accordance with ASTM A139 Grade B and applicable parts. The casing shall be factory assembled in not less than 20-foot lengths. Section ends shall be machined with a beveled edge at one end, to facilitate proper alignment of joined casing sections.

2. Centralizers

- Conductor casing centralizers will provide at least 1-foot length of bearing surface at the wall of the borehole.
- b. All centralizer materials shall be new and of the same steel type as the conductor casing.
- c. Welding shall be performed with shielded arc electrodes.

Grout Seal

- a. Sand-cement grout shall consist of a mixture of Portland cement (ASTM C150, Type II) or Portland-Limestone cement (ASTM C595 Type IL), sand, and water in the proportion of not more than 2 parts, by weight, of sand to 1 part of cement with not more than 7 gallons of clean water per 94 pounds sack of cement. This is equivalent to a "10.3-sack mix" of sand cement, unless otherwise approved by County of San Luis Obispo Department of Environmental Health and the Engineer of Record.
- b. No fly ash shall be used as an additive in the cement mixture.
- c. No more than two (2) hours shall pass from the time of mixing the sand-cement grout at the batch plant to the time of installation. The grout seal mix shall be free of clots and gravel which exceed 2-inches in diameter.

C. EXECUTION

1. Conductor Borehole

a. The conductor casing borehole diameter shall be as specified by the Engineer of Record and approved by the District. Conductor casing borehole shall be drilled to a minimum depth of 50 feet below ground surface (ft bgs). The conductor casing borehole may be drilled using the rotary or bucket auger drilling method.

2. Casing Joints

 The conductor casing joints shall be secured by butt welding techniques and shall be watertight.

Centralizers

a. Weld four (4) steel guides positioned 90 degrees apart horizontally to the exterior of the conductor casing. Place the first set of guides 5 feet from the bottom of the conductor casing, the second set 15 feet from the top of the conductor casing. All guides shall be aligned to allow installation of a temporary rigid, flush-threaded tremie pipe to the bottom of the conductor casing borehole.

4. Grout Seal

- a. Fill the open annular space between the conductor casing and the borehole with the specified grout mix using a tremie pipe. Do not allow the grout to free fall into the annular space. The grout seal shall extend to the ground surface.
- b. Record the volume of grout used. The volume shall not be less than the calculated volume of the annular space between the wall of the borehole and the casing. Significant differences between estimated and actual volume of cement installed may be grounds for conductor casing installation rejection.
- After grouting operations are completed, leave the grout undisturbed for a period of not less than 24 hours.

1.04 PILOT BOREHOLE DRILLING

A. GENERAL

- This section includes the procedures and materials associated with the drilling of a pilot borehole by the flooded reverse circulation method.
- The Work described in this section also includes furnishing all materials, labor, tools, and equipment required to collect formation samples, maintain circulation, and protect the pilot borehole from caving.

B. EQUIPMENT AND MATERIALS

- 1. Drill Rig
- 2. Solids Control Equipment
 - a. System shall minimize recirculation of drill cuttings.
 - Design to facilitate retrieval of representative samples from the discharge with a minimum of recirculation of material.
 - c. Include settling tanks of adequate size, a sampling trough, a shaker table, and a desanding/desilting system.
 - Equip with a shaker table and desander/desilter system with enough cones capable of handling the capacity of drilling fluid system.
 - e. Desander/desilter system shall have pump capable of supplying a minimum of 40 pounds per square inch (psi) at 80 gallons per minute (gpm) per cone minimum.
 - f. Sampling device (e.g., "sluice box" or equivalent) shall be designed to retrieve formation samples that are representative of the full grain size distribution encountered during drilling.

3. Settling Tanks

a. Use of excavated drilling fluid ("mud pits") is not permitted.

- Vessels used for mixing drilling fluids shall be clean and free of contaminants and extraneous materials prior to their use in drilling operations.
- Use above-ground tanks for mixing, circulation, and inclusion of approved additives.
- d. Use proper controls to prevent spillage of mud or additives onto the ground.

4. Drilling Fluid Measurement Kit

a. The CONTRACTOR shall provide a standard drilling fluid ("mud") kit that shall be always on site. This kit shall be equipped with a marsh funnel viscometer, a plastic measuring cup, a metal mud balance, half-area filter press, filter press filter paper, pH strips, digital stopwatch, and a sand content kit.

5. Water Storage Tanks

a. The CONTRACTOR shall utilize storage tanks, with the volume approved by the Engineer of Record for the retention and reduction of turbidity of fluids generated during the course of the work, prior to discharging fluids. The tanks shall be joined in series such that water flows between the tanks to maximize settling time and minimize disturbance of settled materials. Water storage and clarification facilities utilized shall be sufficient to meet water discharge requirements of the District's approved National Pollutant Discharge Elimination System (NPDES) permit. Pipelines or hoses used to link the storage tanks and convey clarified water to the point of discharge shall be of a capacity sufficient to handle the maximum quantity of water that can be produced from the well during mechanical and pumping development along with production testing as required.

6. Discharge Piping

a. The CONTRACTOR shall provide temporary discharge piping and appurtenances (including necessary equipment to allow timely discharge of water) of adequate capacity and length to convey water pumped during well development and testing to the point of water discharge.

7. Borehole Drift Indicator

a. The CONTRACTOR shall provide a 3-degree Eastman, Totco, or Martin-Decker (or approved equivalent) mechanical drift indicator and all equipment and supplies necessary to measure drift during pilot borehole drilling.

C. EXECUTION

Pilot Borehole Drilling

- a. Drill a minimum 17.5-inch diameter (or as otherwise specified by the Engineer of Record and approved by the District) pilot borehole using the flooded reverse circulation drilling method. This shall be drilled to a depth as specified by the Engineer of Record. The depth of the pilot borehole may be increased or decreased at the direction of the Engineer of Record.
- b. Maintain controlled drilling fluid characteristics during the entire operation of pilot borehole drilling. If drilling fluid additives are used, the Engineer of Record may require that the CONTRACTOR retain or employ an experienced and qualified mud engineer on the job during all operations to supervise and maintain drilling fluid characteristics and to conduct daily mud checks in accordance with API Standard RP 13B-1, "Standard Procedures for Testing Drilling Fluids". Mud property checks may also be requested to be completed in the presence of the Engineer of Record. The CONTRACTOR shall have at the well site the equipment necessary to measure drilling fluid weight, marsh funnel viscosity, and sand content and shall monitor and record on the daily drilling reports said characteristics in maximum intervals of four (4) hours. CONTRACTOR shall maintain a drilling fluid with the average properties given below.
 - Mud Weight: 8.6 9.1 pounds per gallon (lbs./gal.)
 - ii. Marsh Funnel Viscosity: 28 40 seconds per quart (sec./qt.)

ii. Sand Content: less than 2 percent (%) by volume

For bentonite drilling fluids:

- iv. Filter Cake Thickness (30 minutes at 100 PSI): 1/32 to 2/32 inch
- Water Loss/Filtrate (30 minutes at 100 PSI): less than or equal to 15 milliliters
- c. If lost circulation conditions occur, CONTRACTOR shall use only lost circulation drilling additives that can be retrieved or "broken down" during development of the borehole isolated aquifer zones. Lost circulation drilling additives shall be Magma Fiber or approved equivalent.
- d. In the presence of the Engineer of Record, the CONTRACTOR shall make field checks of borehole drift at 100-foot intervals as pilot borehole drilling proceeds using an approved mechanical drift indictor.
- e. The CONTRACTOR shall maintain detailed records during the pilot borehole drilling and shall furnish these records to the Record of Record daily. These records shall include the following:
 - i. Drilling penetration rate.
 - All measurements of drilling fluid properties.
 - Time, depth, quantity, and description of any fluids and additives to the drilling fluid.
 - iv. Difficult or unusual drilling conditions, including variation in the addition and amounts of chemical products or water required during drilling.
 - v. Depth and description of formation samples.
 - vi. Time and reason for any interruption of the borehole drilling.
- f. The completed borehole shall be of sufficient diameter and plumbness to allow for the successful completion of borehole geophysical logging and isolated aquifer zone tests.
- g. The CONTRACTOR shall not drill beyond the specified total borehole depth, unless otherwise approved by the Engineer of Record. No payment shall be made for unapproved borehole drilling below the specified depth or for backfilling up to the specified depth.

2. Formation Sampling

- a. CONTRACTOR shall collect a representative formation sample at each interval of 10 feet and at each change in formation. Label and preserve each sample in the specified containers. Clearly mark each container with well designation, date, time, and depth interval represented. Store the samples on site in a manner that prevents breakage or loss. CONTRACTOR shall not be required to retain the formation samples after the completion of the work.
- b. Prepare a complete lithologic drilling log of the formation samples and submit to the Engineer of Record within 24 hours of the end of borehole drilling. The drilling log shall include the depth interval and a description of each distinct formation type encountered during the borehole drilling.
- c. CONTRACTOR shall provide the Engineer of Record with grain size distribution analyses results. The depth intervals of the formation samples shall be selected by the Engineer of Record. Analyses shall be performed by an independent (or approved equal) qualified soils laboratory subcontracted to the CONTRACTOR. Analyses shall be performed in accordance with ASTM D-422, "Standard Method for Particle-Size Analyses of Soils" as applicable to drill cuttings.
- d. Engineer of Record will provide the District with chip trays of drill cutting samples and a sample of gravel pack.
- 3. Conditioning of Drilling Fluids

- a. Upon completion of the pilot borehole drilling, the CONTRACTOR shall circulate and condition the drilling fluid until the fluid properties are achieved:
 - i. Mud Weight: 8.9 lbs./gal.
 - ii. Marsh Funnel Viscosity: less than 30 sec./qt.
- b. The CONTRACTOR shall continue to circulate the drilling fluids until all the following have occurred:
 - i. Fluid circulated out of the pilot borehole does not contain drill cuttings.
 - ii. Circulation has continued for a minimum of one (1) hour or until two (2) pilot borehole volumes have been circulated, whichever is greater.
 - Three (3) consecutive measurements of drilling fluid properties taken a minimum of 30 minutes apart confirm the specified drilling properties have been achieved.

D. PERFORMANCE REQUIREMENTS

The drift from vertical (i.e., deviation) shall be not more than one-half (1/2) degree.
 Any deviation shall be corrected at the CONTRACTOR's expense before continuing to drill deeper.

1.05 BOREHOLE GEOPHYSICAL LOGGING

A. GENERAL

 Upon completion of the pilot borehole, the CONTRACTOR shall run geophysical logs by a SUBCONTRACTOR firm retained by the CONTRACTOR and approved by the Engineer of Record.

B. EQUIPMENT AND MATERIALS

- 1. The geophysical logs of the borehole shall be plotted on a 5-inch per 100-foot vertical scale, shall be provided as PDF and .LAS files, and shall consist of the following:
 - a. Spontaneous potential curve.
 - b. Resistivity curves with electrode spacing at 16- and 64-inches.
 - c. Gamma ray/spectral log
 - d. Sonic velocity
 - e. Laterolog 3 resistivity
- 2. The completed geophysical logs shall show the resistivity and temperature of the drilling fluid at the time of logging.

C. EXECUTION

- 1. Preparation
 - Before running geophysical logs, cease drilling and circulate drilling fluid for a minimum of one (1) hour with the drilling bit at the bottom of the borehole.

2. Geophysical Logging

- a. Geophysical surveys shall be run to the full depth of the borehole.
- b. The geophysical logs shall become the property of the District at the time the logging is completed. Geophysical logging shall be performed in the presence of the Engineer of Record. Provide a copy of the field logs to the Engineer of Record at the time of logging and obtain approval of the log prior to releasing the logging company.
- c. Provide whatever assistance may be required to accomplish the geophysical logging including fluid circulation, removal of drill string, and operation of drilling rig as needed to support logging cable sheave wheel.
- 3. Evaluation Period

a. CONTRACTOR shall allow for a maximum of five (5) calendar days, excluding weekends and holidays after the geophysical surveys to allow the Engineer of Record to interpret the geophysical surveys and borehole lithology and provide the final well design.

1.06 ISOLATED AQUIFER ZONE CONSTRUCTION AND TESTING

A. GENERAL

- 1. The CONTRACTOR shall furnish all equipment and materials required to construct and purge isolated aquifer zones within the pilot borehole at depth intervals designated by the Engineer of Record. Refer to information from the Engineer of Record regarding location and number of isolated aquifer zones, which will be tested in a pilot borehole. The Engineer of Record may add or omit zones based on the analysis of a lithologic log of the formation samples and borehole geophysical logs.
- The CONTRACTOR shall provide a means of temporarily isolating the borehole from the fluid circulation reservoirs during isolated aquifer zone testing such that measurement of fluid levels within the borehole can be completed without an influence from fluids added to replenish the reservoirs.
- 3. The CONTRACTOR shall collect a water sample from each isolated zone. The CONTRACTOR shall be responsible for the collection, storage, and transport of water samples collected from each isolated aquifer zone. Analyses of collected water samples will be performed by a certified testing laboratory. A list of the required water quality analytical suite will be provided by the Engineer of Record or the District.
- 4. After the zonal water sample is collected, the CONTRACTOR will then standby while the Engineer of Record performs a falling head test for the zone. A minimum of three (3) falling head tests will be completed for each isolated zone which is anticipated to require a total of approximately two (2) hours per zone.

B. EQUIPMENT AND MATERIALS

- 1. Slotted Eductor Sampling Tool
 - a. The tool used shall consist of a minimum 4-inch inside diameter (I.D.) steel eductor pipe that is perforated (0.06-inch openings) in the bottom 20 feet and capped at the bottom end.

2. Air Compressor

 The compressor used for airlifting shall have the capacity for the anticipated conditions.

3. Submersible Pump

- a. A high-capacity submersible pump, capable of producing a minimum of 20 gpm, or a flowrate and a maximum lift as specified by the Engineer of Record and approved by the District. The use of pump chambers may be necessary to avoid excessive head losses around the pump and motor.
- Discharge line for the submersible pump shall include a calibrated flowmeter equipped with a totalizer reading in tens of gallons and a valve for accurate measurement and control of the flow rate during isolated aquifer zone testing.
- c. A sampling port consisting of a ¾-inch hose bib shall be installed at an accessible location on the pump discharge line to facilitate collection of zonal groundwater samples.
- d. The pump and column pipe and sampling port shall be clean and disinfected prior to use and assembled using a threaded joint compound approved for environmental use.

4. Gravel Pack

a. Gravel pack materials installed around the slotted sampling tool shall be coarsegrained sand or pea gravel that is washed clean of fine-grained sediment and sized larger than the perforations of the eductor sampling tool.

5. Annular Seals

a. Fill material used to seal the annulus at the top and bottom of the slotted sampling pipe shall include bentonite chips or pellets of size and type that are suited for the hydration times specified.

6. Water Level Sounder

 Water level sounder shall be an electric wireline sounder capable of water level measurements to the nearest 0.01-foot.

7. Water Quality Meter

 Handheld field meter or meters for real-time measurement of pH, temperature, and conductivity of water. Meter shall be calibrated for each above parameter in accordance with the manufacturer's instructions.

C. EXECUTION

General

- a. Upon completion of the downhole geophysical logging, the Engineer of Record will prepare a schedule of testing and sampling for specific isolated aquifer zones. The schedule will specify the number and depth of individual zones to be tested, depth intervals for gravel pack and seals, specific sampling requirements and method of pumping for sample collection (airlifting or submersible pump).
- b. All fill materials (gravel pack and bentonite seals) shall be installed in the annulus using a tremie pipe and procedures approved by the Engineer of Record.
- c. The CONTRACTOR shall measure (tag) the top of all fill materials (gravel pack and bentonite seals) installed with a wireline or other device approved by the Engineer of Record.
- d. The CONTRACTOR shall furnish all labor, materials, equipment, and services necessary to separate solid matter and to neutralize any residual chlorine and/or added chemicals in the development and testing water prior to allowing water to be discharged from the well site. The turbidity level and residual chlorine in the neutralized effluent water shall meet all discharge requirements. Discharging any development/testing water into the street, sewer, or gutters is not permitted.
- 2. Construction and Sampling of Individual Isolated Aquifer Zones
 - a. General procedures for zone construction and testing include:
 - i. Install the slotted eductor sampling tool to the specified depth.
 - ii. Install gravel pack materials to approximately 30 feet below the lowest-most slots of the 20-foot sampling tool. Measure and record the depth of the top of gravel pack. Install a 10-feet thick lower bentonite seal in the borehole above the gravel pack. After a minimum hydration time of 30 minutes, the CONTRACTOR shall measure and record the emplacement depth of the lower bentonite seal.
 - iii. Install gravel pack materials above the lower annular seal to approximately 10 feet above the upper-most slots of the 20-foot sampling tool. Next, install a minimum 20-foot-thick upper bentonite seal in annulus above the gravel pack. After a minimum hydration time of 30 minutes, install a 10-foot-thick layer of gravel pack materials in the annulus above the upper seal. Upon completion, the CONTRACTOR shall allow sufficient time (minimum of 2 hours) for the bentonite seals to hydrate and set up before beginning to purge (develop) the isolated zone.
 - iv. Once a zone test interval has been determined to be adequately constructed, the CONTRACTOR shall install an airline inside the sampling tool string to a depth below the measured static water level. Begin airlifting to initially develop the isolated aquifer zone and to verify that the zonal seals are adequate. Airlift development shall begin at a low flow rate, increasing

with time for a minimum of two (2) hours. The seals for an isolated zone test will be considered adequate when the following conditions are met:

- (a) Water levels in the conductor casing and fluid circulation reservoir maintains a stable level as determined by the Engineer of Record, and
- (b) Water discharged from the isolated zone consistently improves with respect to turbidity, and
- (c) Upon completion of airlift development, the water level measured in the zone test tool remains stable for a minimum of 30 minutes.
- v. Install a submersible pump within the drill pipe, above the zone test tool. Begin to purge the isolated aquifer zone by pumping at low discharge rates. Continue to increase the pumping rate until the discharge water is essentially free of drilling mud and fine sediment and the desired measurements of temperature, pH, and specific conductance are obtained to the satisfaction of the Engineer of Record. During this time, record at 30-minute intervals the depth to water (pumping level), instantaneous discharge rate (in gpm), flowmeter totalizer, turbidity, pH, specific conductance, and temperature of the discharge water, and the data and time (hours and minutes).
- vi. After the zonal interval to be sampled has been purged to the satisfaction of the Engineer of Record, the CONTRACTOR shall collect the groundwater samples from the sampling port installed on the submersible pump discharge line. The CONTRACTOR shall deliver all samples to the laboratory under Chain of Custody for analyses provided by the Engineer of Record or the District. The cost of all water quality sampling and laboratory analyses shall be borne by the CONTRACTOR.
- vii. After groundwater sampling is completed, the CONTRACTOR shall cease pumping, and allow the water level in the isolated zone to stabilize. The CONTRACTOR shall measure and record the stabilized water level.

3. Falling Head Tests

- a. Upon completion of groundwater sampling, the CONTRACTOR shall assist and/or standby while the Engineer of Record performs three (3) falling head tests on an isolated aquifer zone. This process will consist of installing an electronic pressure transducer (provided by the Engineer of Record) below the water level, injecting a "slug" of water of known volume (less than 20 gallons), and recording the change in water level until the water level has returned to static condition.
- b. After the falling head tests are completed for an isolated zone, the CONTRACTOR shall remove the sampling pump and repeat the above procedures described in Step 2 to construct and test the next isolated aquifer zone interval provided by the Engineer of Record.

D. PERFORMANCE REQUIREMENTS

- The bentonite seals above and below the zonal sample interval must remain intact
 throughout the purging and sampling period, to the satisfaction of the Engineer of
 Record. If it is determined by the Engineer of Record that one or more bentonite seals
 was breached during purging, all time spent purging prior to the breach will be at the
 CONTRACTOR's own expense.
- If an isolated aquifer zone is improperly set, the CONTRACTOR will be required to remove the sampling tool and clean out the pilot borehole back down to the base of the sample interval at the CONTRACTOR's own expense.
- The CONTRACTOR may be required to reimburse additional Engineer of Record's
 fees that are the direct result of a breached bentonite seal and/or an improperly set
 isolated aquifer zone if such an event is determined by the Engineer of Record to
 result from negligence by the CONTRACTOR.

1.07 PILOT BOREHOLE REAMING

A. GENERAL

- This section includes the procedures and materials associated with reaming of the pilot borehole by the flooded reverse circulation method. No other drilling method will be authorized.
- 2. This work includes materials, labor, tools, and equipment required to maintain circulation and protect the final (reamed) borehole from caving.
- Upon receiving the approved final design for the production well from the Engineer of Record, the CONTRACTOR shall proceed with reaming the pilot borehole.
- 4. Upon completion of the final borehole, any remaining pilot borehole interval not backfilled with drill cuttings generated during borehole reaming shall be filled with a bentonite-sand seal at the request of the District or Engineer of Record. Bentonitesand seal shall extend to the bottom depth of the final borehole.

B. EQUIPMENT AND MATERIALS

 In addition to the necessary bits, weight collars, etc. required to ream the pilot borehole in accordance with the final well design, the CONTRACTOR shall furnish the same drilling equipment and materials as specified in these Technical Specifications.

C. EXECUTION

- 1. Borehole Reaming
 - Using the reverse-circulation drilling method, the CONTRACTOR shall ream the
 pilot borehole to minimum diameters and depths which are specified by the
 Engineer of Record and approved by the District:
 - b. CONTRACTOR shall use a 17.5-inch pilot bit as the leading bit when reaming.
 - c. The completed borehole must be of sufficient diameter and sufficient plumbness such that when the well casing and screen assemblies are installed as specified and in compliance with the alignment requirement, there is a minimum of approximately five (5) inches of annular space between the well casing and screen assemblies and the borehole wall at all points.
 - d. The CONTRACTOR shall not ream below the specified total depth without prior approval from the Engineer of Record. Should the CONTRACTOR drill below the specified depth, the CONTRACTOR shall backfill the borehole to the specified depth by installing bentonite chips via tremie pipe, unless otherwise approved by the Engineer of Record. No payment shall be made for borehole reaming below the specified depth, or for backfilling to the specified depth.
 - e. During reaming, the CONTRACTOR shall select a drilling assembly (including weight collars) and drilling speed that allows the CONTRACTOR to maintain the plumbness and alignment of the borehole. CONTRACTOR is encouraged to make field checks of plumbness during borehole reaming.

2. Drilling Fluid Control

- a. Drilling fluid control shall be as specified.
- 3. Final Conditioning of Drilling Fluids
 - a. Once the CONTRACTOR has reamed and cleaned the borehole as specified, the CONTRACTOR shall circulate and condition the drilling fluid until the drilling fluid properties are within the following ranges:
 - Mud Weight: less than 8.9 lbs./gal.
 - ii. Marsh Funnel Viscosity: less than 30 sec./qt.
 - b. The CONTRACTOR shall continue to circulate drilling fluids, conditioning the fluids as necessary, until all the following have occurred:
 - i. Fluid circulated out of the borehole does not contain drill cuttings.

- ii. Circulation has continued for a minimum of 60 minutes or until two (2) borehole volumes have been circulated, whichever is longer.
- iii. Three (3) consecutive measurements of drilling fluid properties, made a minimum of 30 minutes apart, confirm that the specified drilling fluid properties have been achieved.

1.08 CALIPER SURVEY

A. GENERAL

- Upon completion of the reaming operations, a caliper survey shall be run by a SUBCONTRACTOR retained by the CONTRACTOR and approved by the Engineer of Record. The cost of the survey shall be borne by the CONTRACTOR.
- 2. The intent of the caliper survey is to provide an assessment of the condition of the borehole and zones of over breakage and to assist with determining the volume of annular materials needed to construct the well. CONTRACTOR shall, upon inspection of the caliper survey, assess how to successfully land the casing to the required depths on the basis of this inspection. Based on an inspection of the caliper survey, the CONTRACTOR shall also submit to the Engineer of Record estimates of the volumes of gravel and cement required.

B. EQUIPMENT AND MATERIALS

- Drawworks for Running Geophysical Surveys
 - The drawworks shall measure the depth of the measurement tool to the nearest foot.
 - The drawworks shall be calibrated such that the error in depth measurement does not exceed 1%.
 - c. The CONTRACTOR shall verify calibration of the drawworks upon request. Calibration shall be to within 0.25%.

Caliper Logging Tool

- The caliper logging tool shall be equipped with a minimum of three (3)
 measurement arms. Each measurement arm shall operate independently and
 shall be separated by 120 degrees.
- b. The caliper logging tool shall be capable of measuring borehole diameters of up to a value which is specified by the Engineer of Record and approved by the District.

C. EXECUTION

- Caliper survey shall be run to the full depth of the borehole in the presence of the Engineer of Record.
- 2. The caliper survey must be run in the full diameter borehole.
- 3. Caliper survey shall be run at a maximum rate of 40 feet per minute (ft./min.).
- The horizontal scale for the caliper plot shall be 10-inches diameter per inch and the vertical scale for the caliper plot shall be 20 feet per inch.
- 5. The caliper survey shall measure the borehole diameter and shall be presented in a manner that allows the Engineer of Record to fully evaluate the size of the borehole for the purpose of analyzing borehole volume.
- The caliper survey shall present an estimate of the total borehole volume and annular volume in cumulative cubic feet from the bottom of the borehole to the bottom of the conductor casing or to ground surface.
- 7. Upon completion of the caliper survey, the CONTRACTOR shall provide the Engineer of Record with five (5) field copies of the caliper survey and electronically, as a PDF file, to the Engineer of Record no later than 48 hours after completion of the survey.

- The caliper survey shall become the property of the District at the time the logging is completed.
- 8. The CONTRACTOR shall provide the Engineer of Record with an estimate of the volume of gravel required to construct the well as specified based on the actual borehole diameter as measured by the caliper survey.
- 9. Immediately upon completion of the caliper survey, the CONTRACTOR shall install tremie pipe to the full well depth and begin to circulate drilling fluids. Alternately, if the CONTRACTOR is not prepared to begin well construction, the CONTRACTOR may make a wiper pass of the borehole and circulate until construction is ready to commence.
- 10. The CONTRACTOR shall allow for a maximum of one (1) hour of idle time after the caliper survey to allow the Engineer of Record to determine that the final borehole diameter is sufficient for construction of the production well. No stand-by time shall be paid for the one (1) hour of idle time.

D. PERFORMANCE REQUIREMENTS

 If the caliper survey shows the borehole is less than the specified depth or could impede the construction of the well to State standards, the borehole shall be rereamed or re-drilled and an additional caliper survey shall be completed. If corrective measures are required, the CONTRACTOR shall provide and pay for all corrective measures and additional caliper survey required by Engineer of Record.

1.09 WELL CASING AND ANCILLARY TUBING

A. GENERAL

- 1. This section specifies materials and installation of the blank well casing, well screen, sounding pipe, and gravel make-up pipe for the well.
- CONTRACTOR shall furnish and install new factory assembled well casing, well screen, and ancillary pipes as designed by the Engineer of Record and approved by the District and described herein.
- The exact blank and screened intervals and slot size shall be confirmed by the
 Engineer of Record after the lithologic and geophysical logging has been completed
 and reviewed. Slight modifications may be made after interpreting the logs.
- 4. All well casing, screen, and ancillary tubing shall comply with NSF-61 certification.

B. EQUIPMENT AND MATERIALS

- 1. Blank Well Casing
 - a. Furnish High-Strength Low-Alloy (HSLA) steel blank well casing with an O.D. as specified by the Engineer of Record and approved by the District. Blank casing shall be manufactured specifically for water supply wells. Well casing shall be manufactured in accordance with applicable parts of ASTM A 139 with the following additions:
 - i. Welding shall be by the automatic submerged-arc process using at least one pass on the inside and at least one pass on the outside.
 - The steel from which the casing is manufactured shall conform to ASTM A 606 Type 4.
 - b. Casing joints shall be furnished with a HSLA steel collar for welding. Machine bevel the ends of each plain end casing joint perpendicular to the casing axis to ensure the straightness of each assembled section. Three inspection windows must be provided in each collar to assure proper connection of the sections.
 - c. Furnish casing centralizers made of the same materials as the casing shall be installed. The centralizers shall be 2-inches wide by 30-inches long by 5/16-inches thick and be welded to the casing at the joints in order to center and hold the casing in proper position until the annular materials (cement, bentonite or

- gravel) are in place. There shall be three (3) centralizers equidistantly spaced (120 degrees) around each well casing.
- d. Perform welding with shielded arc electrodes compatible with the casing material and shall be performed by certified welders in accordance with American Welding Society Standards.

2. Well Screen

- a. Furnish HSLA steel louvered well screen casing with an O.D. which is specified by the Engineer of Record and approved by the District. Louvered screen casing shall be manufactured specifically for water supply wells, such as the Roscoe Moss Company or approved equal. Primary tubes for screen shall be manufactured in accordance with the aforementioned blank casing requirements.
- b. The well screen openings shall be machine made, horizontal to the axis of the casing and of a louver form with the aperture facing downward.
- c. The aperture size of the well screen shall be as specified by the Engineer of Record and approved by the District. The aperture size shall be determined from data obtained from pilot borehole drilling.
- d. Ensure that the inside diameter of the well screen casing is the same as the inside diameter of the blank well casing that it is welded to.
- Joints for the well screen shall meet the same specifications as for the blank well casing.

3. Bull Nose (End Cap) and Centralizers

- a. The bottom of the casing string shall be closed with a semi-elliptical bull nose manufactured of the same material and wall thickness as the bottom section of blank casing and to which it shall be welded.
- b. Centralizers intended for use shall be submitted by the CONTRACTOR to the District to review and approve. Centralizers shall be placed no greater than every 40 feet such that the blank casing and screen maintain separation to the ground surface. The centralizers shall position the well in the center of the borehole, the spacers shall be fixed in place so that they stay in position. Casing centralizers and bottom end cap shall be provided as determined by the Engineer of Record and approved by the District.. The centralizers and bottom end cap shall be of the same physical and chemical properties as the well casing materials.

4. Sounding/Camera Access Tube

- a. A 4-inch diameter, Schedule 40, HSLA steel sounding/camera access tube shall be installed with the well from the ground surface to a depth as specified by the Engineer of Record and approved by the District. The top of the tube shall extend three (3) feet above ground level and be capped.
- b. The bottom of the sounding/camera access tube shall terminate in a 7-foot-long fabricated steel box welded to an opening in the well casing throughout a depth range as specified by the Engineer of Record and approved by the District. The transition box shall be installed onto a section of blank well casing by the casing manufacturer. CONTRACTOR shall submit to the Engineer of Record a detail of the proposed transition box into the well casing prior to the commencement of borehole reaming.

5. Gravel Make-up Tube

i. A 3-inch diameter, Schedule 40, HSLA steel gravel make-up pipe shall be installed with the well from the ground surface to a depth as specified by the Engineer of Record and approved by the District. The top of the pipe shall extend three (3) feet above ground surface (feet abs) and be capped.

C. EXECUTION

1. General

- a. The Engineer of Record shall provide the CONTRACTOR in writing the final well design. While the well design is being performed, no additional payment for rig time or idle time shall be made. The final well design shall specify where the casing and screen intervals, gravel pack interval, and annular seal intervals shall be placed in the reamed borehole.
- b. Prior to installation of any well casing and screen, the CONTRACTOR shall inspect for and remove any tags, labels, or other deleterious matter attached to the interior and exterior of the blank casing and well screen sections delivered to the project site.
- c. Installation of well casing and screen shall commence after all well construction materials delivered on site have been examined and approved by the Engineer of Record for compliance with the final well design.
- d. When the borehole reaming and caliper survey have been completed, CONTRACTOR shall install the blank casing, well screen, and ancillary tubes. Do not float casing and screen into place in the borehole.
- e. Casing installation shall be by an approved method so that no damage occurs to either the casing, ancillary tubing, or the drilled borehole.
- f. Prior to final acceptance of the completed well, the CONTRACTOR shall demonstrate the gravel make-up tube is in working order by allowing water to flow into the tube without overflowing at the ground surface.
- g. If any of the casings or screen should collapse prior to completing installation, the CONTRACTOR shall withdraw them and replace at no additional cost to the District.
- CONTRACTOR shall protect the installed well casing and screen assembly and ancillary tubing and prevent foreign material from entering the well casing or tubing.

2. Welding Program

- All welding shall be performed by certified welders.
- All welding rods and techniques shall be appropriate for the materials being welded.
- c. All well casing and screen joints shall be attached with collars secured by welding in accordance with these Technical Specifications. All joints shall be watertight.
- d. All accessory pipes (tubing) shall be butt-welded together and tack-welded with "U"-shaped clamps to each well casing collar to hold it in place.

3. Inspection Windows

 All collar inspection windows shall be welded closed as the casing and screen are installed.

4. Centralizers

a. Weld three (3) HSLA steel guides positioned 120 degrees apart horizontally to the exterior of casing and screen at intervals of not more than 40 vertical feet and at well screen joints to centralize and hold the casing in the proper position until the annular materials (cement grout, transition sand, bentonite-sand seal, and gravel pack) are installed. Place the first set of guides five (5) feet from the bottom of the casing with end cap. All guides shall be aligned to allow installation of a temporary tremie pipe to the bottom of the well.

5. Construction and Tremie Pipe

- a. The tremie pipe must be rigid and have flush-threaded ends.
- b. A temporary construction tremie pipe shall be installed in the borehole prior to installation of the well casing assembly.

- c. The tremie pipe shall be used to install gravel pack and annular seal materials in the annulus between the well casing and borehole.
- The tremie pipe shall be completely removed after placement of the upper annular seal.

6. Installation of Well Casing Assembly

- a. Suspend the well casing, screen, and ancillary tubes in tension from the surface by means of a clamp. The bottom of the casing shall be at a sufficient distance above the bottom of the reamed borehole as to ensure that none of the casing assembly shall be supported from the bottom of the hole.
- b. The well casing and screen assembly, when installed to the specified depth, shall extend three (3) feet above ground surface.
- c. Orientation of the accessory pipes shall be determined by the District during the preconstruction meeting. The orientation will be provided to the CONTRACTOR by the Engineer of Record. The accessory pipes shall be clearly identified using a form of labeling.
- d. The gravel make-up pipe shall be installed in the borehole before the well casing is installed. All joints shall be clamped for alignment and then welded. The gravel make-up pipe, when installed to the specified depth, shall extend three (3) feet above ground surface.
- e. The sounding/camera access pipe shall be welded to the sounding port and installed concurrently with the well casing and screen. The sounding/camera access pipe shall be retained against the well casing and screen assembly using "U"-shaped brackets that are welded to the well casing, retaining the pipe parallel to the well casing and screen assembly but allowing for some vertical movement of the pipe. The brackets shall be spaced no more than 40 feet apart. The sounding access pipe shall not be welded to the brackets or to the well casing and screen assembly. The sounding access pipe shall not be retained against the well casing and screen assembly within 40 feet of ground surface. A spacer bar shall be welded between the blank well casing and the sounding/camera access pipe just below ground surface so the pipe rests against the conductor casing at ground surface. The sounding/camera access pipe, when installed to the specified depth, shall extend three (3) feet above ground surface.

1.10 GRAVEL ENVELOPE

A. GENERAL

- 1. This section includes materials and installation of gravel pack.
- A gravel pack envelope shall be installed in accordance with the approved final well design. The gravel pack is used to fill the annulus between the borehole wall and well casing and screen.

B. EQUIPMENT AND MATERIALS

1. Gravel Pack

- Final gradation and uniformity required shall be specified in the final well design submitted by the Engineer of Record after examination of the lithologic log and sieve analyses of drill cuttings.
- b. All gravel or coarse-grained sand for packing shall be hard, water-worn, and washed clean of silt, fine sand, dirt, and foreign matter. Crushed rock and other angular material shall not be accepted. The gravel shall be well-rounded and wellgraded, free of shale, mica, clay, or other organic matter and subject to the approval of the Engineer of Record.
- c. CONTRACTOR shall have a certified testing laboratory perform sieve analyses of the gravel delivered on-site to verify conformance with the final gravel specification. Failure to meet the gradation specified in the final well design shall

- be grounds for rejection. If rejected, the CONTRACTOR shall correct the gradation to meet the specified requirements.
- d. Gravel pack materials shall be delivered to and contained on-site in appropriate size bags ("super sacks") and shall be protected to eliminate contamination from rain, dust, and deleterious materials. Gravel pack materials that contact the ground shall not be installed.
- e. Any material delivered to the site shall be accompanied with a certified weight ticket detailing the weight of the material. Any loads not meeting the characteristics as approved by the said submitted data sheets and samples shall be rejected at the expense of the CONTRACTOR.

2. Sodium Hypochlorite

- Sodium hypochlorite (12.5%) shall be provided in a liquid solution. No powder or pellet products will be allowed. Use of calcium-based disinfection materials will not be allowed.
- Sodium hypochlorite shall be newly purchased and comply with NSF-60 certification.
- c. Sodium hypochlorite shall be delivered to the well site in sealed containers and bearing the product labeling indicating the percentage of available free chlorine by the manufacturer.

C. EXECUTION

General

- a. All gravel pack materials, if stockpiled at the well site, shall be kept free of all foreign matter.
- b. Prior to installation of the gravel pack, the CONTRACTOR shall provide the method that will be used to the Engineer of Record. Acceptable methods include use of a circulating system with one or more positive displacement pumps or a gravity feed system.
- c. Prior to installation of the gravel pack material, the CONTRACTOR shall submit an estimate of the volume of annular space between the borehole wall and the well casing and tubing assemblies.
- d. Gravel pack shall be installed through a tremie pipe and pumped from the bottom of the borehole to the specified depth.

2. Gravel Envelope Installation

- a. Prior to placement of the gravel pack, the drilling fluid shall be thinned with clean water. Clean water (not from a mud circulation pit) shall be circulated during gravel installation.
- b. Gravel pack, as specified, shall be installed in the annular space between the borehole and well casing and screen. Gravel shall be carefully installed to obtain complete filling of the annular space for the depth interval specified in the final well design.
- c. Gravel pack material shall be installed by means of a tremie pipe. Under no circumstance shall the gravel pack be installed through the gravel make-up pipe. The tremie pipe shall be installed to within 10-feet of the bottom of the borehole before beginning gravel placement. The tremie pipe shall be removed in approximately 20-foot intervals when the gravel pack in the borehole reaches the bottom of the tremie pipe. At no time shall the end of the tremie pipe be greater than 30 feet above the top of the gravel envelope during placement. Gravel shall be placed in a continuous manner without creating voids, separations, or bridging.
- d. Gravel pack material shall be installed in the annular space between the borehole and the well casing and screen assembly using the method approved by the

- Engineer of Record. Under no circumstance will the gravel pack be allowed to free-fall into the annular space.
- e. During filter pack installation, the CONTRACTOR shall "sound" or "tag" the top of the gravel pack depth at regular intervals. CONTRACTOR shall maintain a log of gravel placed and the corresponding depth of placement.
- f. The rate of gravel installation shall proceed without interruption until completion.
- g. During the entire gravel packing operation, circulate clean water along with 12.5% sodium hypochlorite through the well screen and up the annular space outside the well casing in accordance with AWWA C-654.
- h. Throughout the gravel pack placement operations, a swab shall be installed into the well and worked opposite all screened sections to induce settlement of emplaced gravel pack material. As the gravel pack settles, add more. Continue this operation until there is no further measurable settlement of gravel, and the gravel has been washed clean.
- i. The CONTRACTOR shall measure and bring the level of gravel pack material inside the gravel make-up tube to that of the gravel pack in the borehole annular space. Gravel pack shall not be added to the gravel make-up tube, unless otherwise directed by the Engineer of Record.
- j. Record the volume of gravel pack used. The volume shall not be less than the calculated volume of the annular space between the wall of the borehole based upon the caliper survey and the casing and screen diameters. A quantity less than the computed volume shall be considered as an indication of potential voids and measures shall be taken by the CONTRACTOR to eliminate the voids. Significant differences between estimated and actual volume of gravel pack installed may be grounds for well rejection.
- k. Immediately after completing installation of the gravel pack, the well shall be gently swabbed while circulating clean water.

1.11 ANNULAR GROUT SEALS

A. GENERAL

- This section includes materials and installation of a transition sand layer and annular grout seals.
- 2. A bentonite grout seal shall be installed in accordance with the approved final design. The grout seal serves to separate the gravel pack envelope from the sand-cement grout upper annular seal, and to seal off the annulus between the borehole and well casing.
- A fine sand layer shall be installed in accordance with the approved final design to
 provide a transition from the bentonite grout seal to the sand-cement grout upper
 annular seal.
- 4. A sand-cement grout annular seal shall be installed in accordance with the approved final design to fill the annulus between the borehole/conductor casing and well casing.

B. EQUIPMENT AND MATERIALS

- Bentonite Grout
 - a. Bentonite grout shall consist of a mixture of 3/8-inch bentonite chips (Baroid Holeplug® or equivalent) and gravel. The gravel used in the mixture shall be the same gravel specified for the gravel pack envelope or other material approved by the Engineer of Record. Bentonite chips and gravel shall be pre-mixed dry prior to placement in the annulus at a ratio of approximately 4 parts sand to 1 part bentonite chips.
- 2. Transition Sand

 Sand utilized for the mixture shall be of 30-mesh gradation and consist of clean, non-reactive materials and free of vegetative matter and other foreign material.
 Crushed aggregate will not be allowed.

3. Sand-Cement Grout

- Materials used for the annular seal outside the casing and above the transition sand layer shall be a sand-cement grout.
- b. Sand-cement grout shall consist of a mixture of ASTM C150, Type II cement, sand, and water in the proportion of not more than 2 parts, by weight, of sand to 1 part of cement with not more than 7 gallons of clean water per 94 pounds sack of cement. This is equivalent to a "10.3-sack mix" of sand cement.
- c. Maximum particle size of the sand used in the sand-cement sealing mixture should conform to gradation of ASTM C 33-03 "Standard Specification for Concrete Aggregates" (or latest revisions thereof) or Caltrans gradation specifications for "fine aggregate." Custom blends of finer sands are also acceptable.
- Sand shall be clean, hard, dense, and durable, consisting of uncoated rock particles, and shall not contain injurious amounts of dirt, organic matter, or other deleterious substances.
- e. The use of additions to reduce shrinkage, permeability, or increase fluidity, and/or setting time must be approved by the Engineer of Record.
- f. Sand-cement grout shall be mixed thoroughly to provide uniformity and ensure that no "lumps" exist.

C. EXECUTION

1. General

- All bentonite and sand materials, if stockpiled at the well site, shall be kept free of all foreign matter.
- b. Prior to installation of the annular seals, the CONTRACTOR shall provide an estimate of the volume of annular space between the borehole wall and the well casing assemblies. A record of the actual depth and volume of bentonite-sand mixture, transition sand, and neat cement installed shall be kept. The volume shall not be less than the calculated volume of the annular space between the borehole and well casings.
- c. The CONTRACTOR shall take all measures necessary to protect the borehole from caving or collapsing during placement of the annular seals.
- d. The CONTRACTOR shall be responsible for determining the collapse potential of the well casing during grouting and shall take whatever precautions are necessary to prevent casing collapse. In the event the casing collapses prior to completion of seal installation, the CONTRACTOR shall take whatever steps are necessary to place the seal as required by the final well design. Any such remedial action shall be conducted at the CONTRACTOR's sole expense.

Installation of Annular Seals and Transition Sand

- a. A bentonite grout seal, transition sand layer, and sand-cement grout shall be placed into the annular space above the gravel pack envelope as described herein and in accordance with the final well design.
- b. The grout seal and transition sand materials shall be placed by installing a tremie pipe and placing the materials at the specified depths by pumping with hydraulic or pneumatic pressure in a continuous operation through said feed line inserted between the casing and the borehole wall. The bottom of tremie pipe shall not exceed a maximum of 30 feet above the level of material being emplaced. The feed line shall be lowered to within 5 feet of the bottom of the zone to be filled. The line shall be slowly withdrawn as the annular space fills with the backfill

- materials. Tremie shall remain submerged in sand-cement grout throughout the entire seal emplacement process.
- Upon completion of installing the cement grout, the CONTRACTOR shall leave the well undisturbed for a period of not less than 24 hours.
- d. Record the volume of grout and sand materials installed. The volumes shall not be less than the calculated volumes of the annular space between the wall of the borehole and the well casing. Significant differences between estimated and actual volume(s) of grout and sand materials installed may be grounds for well rejection.

1.12 INITIAL WELL DEVELOPMENT

A. GENERAL

 This section includes development of the well by open-ended airlifting and dual swabairlifting for the minimum times specified or until the performance requirements are met, whichever is longer.

B. EQUIPMENT AND MATERIALS

- 1. Water Storage Tanks and Discharge Piping
 - The CONTRACTOR shall anticipate and provide enough water storage tanks to temporarily store on-site purged water from the well casings during development.
 - b. The CONTRACTOR shall provide the temporary discharge piping required to convey well development water to the appropriate holding and/or disposal area. The discharge piping at the well head shall include a valve for controlling flow rates and a sample port for collecting groundwater samples.

2. Air Compressor

 a. CONTRACTOR shall provide an air compressor of adequate capacity in both volume (CFM) and pressure (PSI) to maintain airlifting efficiency at all depths during mechanical development.

3. Dual Swab-Airlifting Tool

- a. The swab-airlifting tool shall attach to the end of the drill pipe and shall consist of 2 rubber flanges spaced a maximum of 10-feet apart. The body of the tool shall be perforated with enough open area to allow effective airlifting to occur within the well. The O.D. of the rubber flanges shall be no more than 1/8-inch smaller than the I.D. of the well screen.
- An Imhoff cone shall be used to check and estimate the sand production during airlift-swab development.

4. Dispersant Polymer

a. The dispersant polymer shall be either AQUA-CLEAR™ PFD or Nu-Well 220®.
 No other dispersant chemicals may be used without prior approval. Dosage shall be per the manufacturer's guidelines.

Water Level Sounder

 Water level sounder shall be an electric wireline sounder capable of water level measurements to the nearest 0.01-foot.

C. EXECUTION

1. General

 a. CONTRACTOR shall not begin development until solids settlement and discharge facilities are installed to the satisfaction of the Engineer of Record.

2. Records

 a. CONTRACTOR shall keep detailed records during well development and shall make these records available to the Engineer of Record.

- CONTRACTOR shall measure and record static water level at the beginning of each day of well development by swab-airlifting (prior to moving water from the well).
- c. CONTRACTOR shall measure and record the following parameters a minimum of 30 minutes during swab-airlifting development:
 - 1) Time (measured to the nearest minute)
 - 2) Flow rate (estimated to the nearest 100 gallons per minute)
 - 3) Water level (measured to the nearest foot)
 - 4) Sand production observations/estimations
 - 5) Any observations of unusual or changed conditions (e.g., odor, gas bubbles, color, etc.)

Open-Ended Airlifting

- a. Initial mechanical development shall be completed by open-ended airlifting through the drill pipe no less than 24 hours following the placement of the cement grout annular seal to avoid damaging the annular seal before it has sufficiently set.
- b. Open-ended airlifting shall start gradually to remove sediment and heavy drilling fluids from the well casing. Open-ended airlifting shall continue for a minimum of four (4) hours or until all the following have occurred:
 - 1) Drilling fluids are removed from the well.
 - No measurable settling of the gravel pack envelope occurs with further open-ended airlifting.
- c. Upon completion of open-ended airlifting, the well shall be accurately sounded in the presence of the Engineer of Record to determine the level of accumulated sediment in the well. The sediment shall be recorded and removed from the well prior to beginning swab-airlifting development.

4. Dual Swab-Airlifting

- a. CONTRACTOR shall begin dual swab-airlifting development after open-ended airlifting is completed.
- b. Swab-airlifting shall begin at the bottom of the screen section. Swab-airlifting shall be conducted by moving the swab-airlift tool slowly and uniformly up and down over one length of drill pipe for the specified time before continuing upward.
- c. Swab-airlifting shall be performed as follows:
 - 1) Swab-airlift for a minimum of eight (8) minutes per foot of well screen.
 - Swab in the specified amount of diluted dispersant polymer evenly over the well screen.
 - 3) Allow the well to remain idle for a minimum of 12 hours.
 - 4) Swab-airlift for a minimum of six (6) minutes per foot of well screen.
- d. CONTRACTOR shall continue swab-airlifting beyond the minimum requirements until the Engineer of Record provides approval for completion of mechanical development and the CONTRACTOR is confident that the turbidity and sand production requirements will be met after development pumping.
- e. Upon completion of swab-airlift development, the well shall be accurately sounded in the presence of the Engineer of Record to determine the level of accumulated sediment in the well. The sediment shall be recorded and removed from the well prior to beginning test pump development.

1.13 MOBILIZATION AND DEMOBILIZATION OF TEST PUMP

A. GENERAL

 This item includes mobilization and demobilization of equipment, materials and personnel for pumping well development and well pumping tests.

B. EQUIPMENT AND MATERIALS

1. Test Pump

- a. CONTRACTOR shall furnish, install and remove a vertical turbine test pump that is powered by a diesel or gasoline engine. The prime mover shall be a variablespeed type equipped with a suitable throttling device to control the discharge rate within a range specified by the Engineer of Record and approved by the District.
- b. The vertical turbine pump is anticipated to be set at a depth specified by the Engineer of Record and approved by the District for secondary well development prior to performing the well pumping tests.
- c. No foot valve shall be installed on the pump column pipe.

2. Test Pump Engine and Drive Shaft

- a. The test pump engine and drive shaft assembly shall be capable of continuously operating as required to produce the specified minimum flow rate and discharge head.
- b. The test pump engine and drive shaft assembly shall be capable of pumping and surging and shall not have a non-reverse ratchet installed.

3. Discharge Assembly

- a. The discharge assembly shall be of suitable size, length, and configuration to direct the water discharged from the well during secondary development and pump tests to the specified location without generating nuisance water at the project site.
- b. The discharge line shall include an in-line flowmeter with six-digit, straight reading totalizer, registering in units of 100 gallons with a rate of flow indicator dial which reads in gpm, and is suitable for flow range specified in this section. The discharge assembly shall also be equipped with a ¾-inch hose bib for collecting water quality samples, and an orifice plate and manometer for measuring well discharge pressure.
- c. CONTRACTOR shall use an adjustable gate valve for controlling the flow rate and to allow for the totalizer and flowmeter to function properly at all flow rates. Only a gate valve will be allowed. A butterfly valve will not be permitted.
- d. The discharge assembly shall be capable of withstanding pressures exerted on the discharge assembly from well development and test pump events. The CONTRACTOR shall submit to the Engineer of Record a specification sheet or design document which indicates the maximum pressure rating of the discharge assembly.
- e. The CONTRACTOR shall provide the approved erosion control BMPs at the discharge point.

4. Water Level Sounder

 Water level sounder shall be an electric wireline sounder capable of water level measurements to the nearest 0.01-foot.

Sand Tester

 Furnish a centrifugal sand separating meter (Rossum or equivalent) for measuring the amount of sand produced during pumping.

Well Cover

a. CONTRACTOR shall provide a lockable, removable well cover that secures the wellhead during execution of the work. The well cover shall be adequate to prevent tampering with the well or the introduction of foreign materials into the well, and to ensure that the well is not a hazard. The cover shall prevent rainwater from entering the well but need not be watertight. CONTRACTOR shall provide a lock and key for the well cover.

C. EXECUTION

- Prior to installing the test pump, the bottom of the well shall be bailed or pumped clean
 of any sediment or at the approval of the Engineer of Record.
- The CONTRACTOR shall provide, mobilize to the project site, set up, operate, maintain in good working order, and demobilize from the project site, all of the equipment listed in this section.

1.14 SECONDARY WELL DEVELOPMENT

A. GENERAL

- 1. This section includes development of the well by surge pumping using a test pump. Pumping development shall commence immediately after installation of the test pump, or as approved by the Engineer of Record. Pumping development shall be conducted during daylight hours, 12 hours per day, 7 days per week until completion.
- 2. If pumping development is not commenced within five (5) days of completing mechanical development, or there are other delays or interruption to this activity, CONTRACTOR shall conduct, without additional cost to the District, pumping development for length of time in excess of five (5) days within completing mechanical development or for the length of time pumping development activities were delayed or interrupted without Engineer of Record approval.

B. EQUIPMENT AND MATERIALS

 Requirements for the test pump, discharge line, and other equipment for pumping development are provided in the previous section, Mobilization and Demobilization of Test Pump.

C. EXECUTION

General

- CONTRACTOR shall not commence development until solids settlement and discharge facilities are installed to the satisfaction of the Engineer of Record.
- Water generated during well development shall be conveyed in accordance with the CONTRACTOR's approved waste disposal plan in these Technical Specifications.

2. Records

- a. CONTRACTOR shall maintain detailed records during well development and shall make these records available to the Engineer of Record upon request.
- b. CONTRACTOR shall measure and record static water level and depth to gravel pack envelope (to the nearest foot) at the beginning of each day of well pumping development (prior to moving water from the well).
- CONTRACTOR shall measure and record the following parameters during pumping development:
 - 1) Time (measured to the nearest minute)
 - 2) Flow rate (estimated to the nearest 100 gallons per minute)
 - 3) Flowmeter totalizer reading per pumping cycle (measured to the smallest unit on the totalizer gauge)
 - 4) Pumping water levels before surges (measured to the nearest 0.01-foot)
 - 5) The number of surges per cycle
 - 6) Sand production per pumping cycle at 15 minutes following surging (measured to the nearest 0.01-cubic centimeter)

- Turbidity (measured to the nearest 1.0 Nephelometric Turbidity Unit, NTU)
- 8) Any observations of unusual or changed conditions (e.g., odor, gas bubbles, color, etc.)

3. Pumping Development

- a. CONTRACTOR shall commence secondary (pumping) development within 5 days after completing initial development.
- b. Pumping development shall commence by alternately pumping and surging at 25% of the anticipated design capacity of the well until pumping and surging at that flow rate produces visibly clear water.
- Pumping development shall then be gradually increased to 150% of the anticipated design capacity of the well.
- d. Pumping development shall continue until all the following have occurred:
 - 1) The pumped water complies with the turbidity and sand content requirements.
 - No movement of the gravel envelope has occurred during the last eight (8) hours of development.
 - 3) Specific capacity remains constant.
- e. CONTRACTOR shall continuously flush the gravel make-up pipe with clean potable water (not from the pumping well) during well development.
- f. CONTRACTOR shall lower a weighted bar within the gravel make-up pipe to confirm that it is open and clear and to measure the depth to the top of gravel pack envelope which shall equal the bottom depth of the gravel make-up pipe.
- g. The gravel make-up pipe shall always remain empty, and the depth of the gravel pack envelope shall not be higher than the bottom of the gravel make-up pipe.
- h. If the gravel pack level is determined to be below the bottom of the gravel makeup pipe the CONTRACTOR shall only add additional gravel pack material through the gravel make-up pipe.
- i. The gravel make-up pipe shall meet the design functions to the satisfaction of the Engineer of Record. If the water level after flushing remains relatively stable at ground surface, then the gravel make-up pipe shall be considered as being clogged and the CONTRACTOR shall be required to remove any material blocking the gravel make-up pipe by a way of airlifting and/or other equivalent method.
- j. CONTRACTOR shall lower a weighted bar with a brush to the top of the entry port of the sounding pipe to confirm the pipe is open and clear.

D. PERFORMANCE REQUIREMENTS

- 1. Sand Content
 - a. The measured sand content of water pumped at the design capacity of the well during any 5-minute period shall not exceed 5 parts per million (ppm) during the first 30 minutes of continuous pumping and not more than 1 ppm for any 5-minute period after 30 minutes of continuous pumping.

2. Turbidity

a. Turbidity measured after 15 minutes of continuous pumping at the design capacity of the well shall not exceed five (5) NTU.

1.15 WELL PUMPING TESTS

A. GENERAL

- This section includes a step-drawdown test with increasing discharge rates, and a constant rate time drawdown test.
- The step-rate discharge test shall include pumping the well at stepped rates of discharge for specified periods. The constant rate discharge test shall include pumping the well at a fixed rate of discharge for a specified period, and monitoring water level recovery in the well after the pump is stopped.

B. EQUIPMENT AND MATERIALS

- 1. Test Pump and Discharge Assembly
 - a. The discharge line shall include taps not more than 20 feet from the well; one equipped with a standard water valve for collection of water samples, and the other for measuring sand content.

2. Water Level Sounder

 Water level sounder shall be an electric wireline sounder capable of water level measurements to the nearest 0.01-foot.

C. EXECUTION

- Testing Schedule
 - a. After well development with the test pump is complete, commence the well pumping tests. Schedule all tests sufficiently in advance so that the Engineer of Record can be on-site throughout each testing period.

Records

- a. CONTRACTOR shall measure and record the depth to water at the pumping well during the step-drawdown test, constant-rate test and recovery test on forms to be provided by the Engineer of Record according to the following schedule:
 - 1) Measure and record depth to static water level.
 - 2) Turn pump on as requested by the Engineer of Record, at time (t) = 0.
 - 3) Accurately measure and record depth to water at the pumping well and at each change in flow rate as follows:
 - (a) Each minute, from t = 1 to t = 12
 - (b) Each 2 minutes, from t = 14 to t = 20
 - (c) Each 5 minutes, from t = 25 to t = 50
 - (d) Each 10 minutes, from t = 60 to t = 120
 - (e) Each 15 minutes, from t = 135 to t = 1440
- b. In case of failure of the pump operation for a period greater than one percent of the elapsed pumping time from t = 0, the test shall be suspended until the static water level again has been attained. Should the test be aborted as a result of a deficiency, malfunction, or other reason on the part of the CONTRACTOR's equipment or personnel, all time consumed in waiting for complete water level recovery and in resuming the pump test to the point where it was aborted or suspended shall be at no cost to the District.

3. Step-Drawdown Test

- a. For this well test, operate the pump initially at a rate specified by the Engineer of Record and approved by the District. The pumping rate shall then be increased by increments specified by the Engineer of Record and approved by the District at uniform 2-hour intervals until the well has been tested at a maximum rate as specified by the Engineer of Record and approved by the District.
- b. During the test, the CONTRACTOR shall record the time, pumping level, discharge rate, and rate of sand production.
- Constant Rate Pumping Test

- a. A constant rate, time-drawdown test shall commence not less than eight (8) hours and not more than 24 hours after the completion of the step-drawdown test. The rate of pumping shall be as specified by the Engineer of Record and approved by the District. CONTRACTOR shall ensure that the pumping rate selected remains constant throughout the test. The test duration shall be a minimum of 24 hours (or as specified by the Engineer of Record and approved by the District) or of a duration that shall result in a straight-line plot of at least four (4) hours of consecutive measurements of water level drawdown when plotted against the logarithm of elapsed time.
- b. When the test is completed and the pump stopped, the CONTRACTOR shall measure recovery of the water level in the well for a period of approximately four (4) hours.
- During the constant rate test if the rate of water pumped falls below or above the designated flow by 5% or more for a period of greater than 15 minutes, discontinue the test until the water level in the well recovers and stabilizes.
 Repeat the test. No payment shall be made for an uncompleted test.
- d. Prior to ending the constant rate test, the CONTRACTOR shall collect representative water quality samples of pumped groundwater. The CONTRACTOR shall deliver all samples to the laboratory under Chain of Custody for analyses of the analytes specified by the Engineer of Record or the District. The cost of all water quality sampling and laboratory analyses shall be borne by the CONTRACTOR.

Aborted Tests

- a. Whenever continuous pumping at a uniform rate has been specified, failure of pumping operations for a period greater than 1% of the elapsed pumping time shall require suspension of the test until the water level in the pumped well has recovered to its original level. Recovery shall be considered "complete" after the well has been allowed to rest for a period at least equal to the elapsed pumping time of the aborted test, except that if any three successive water level measurements spaced at least 20 minutes apart show no further rise in the water level in the pumped well, the test may be resumed immediately. The Engineer of Record shall be the judge as to whether this latter condition exists. CONTRACTOR shall not be paid for any re-testing done if the specified time or recovery requirements for the aborted test are not first met. All aborted tests will be considered as invalid and shall not be construed as a test.
- b. No payment shall be made to the CONTRACTOR for pumping tests interrupted by the malfunction or failure of pumping equipment or failure to maintain the rate of pumping within the prescribed limits. If a test is interrupted, the well water level shall be allowed to fully recover, after which the test shall be restarted.

1.16 FLOWMETER SURVEY

A. GENERAL

- A flowmeter survey shall be performed to determine the amount of groundwater entering the well at all depths of the well screens.
- 2. The survey shall be conducted by a SUBCONTRACTOR retained by the CONTRACTOR and approved by the Engineer of Record.
- 3. The survey shall be completed during the latter part of the pumping portion of the constant rate pumping test.

B. EQUIPMENT AND MATERIALS

Flowmeter

a. Maximum 1-11/16-inch diameter to be of appropriate dimension to pass through a 2-inch I.D. slotted PVC temporary access tube.

- b. Type that utilizes a magneto-restrictive counter or other nonmechanical device to sense rotation.
- c. Capable of operation in either continuous traverse or stationary mode.
- d. Capable of sensing flow rates between 0.25 foot per second to 10 feet per second in a straight pipe with a diameter matching that of the well casing.
- e. Time-drive recording for stationary mode operations.
- Use basket-type meter for the purpose of increasing sensitivity if requested by the Engineer of Record.
- g. Equipped with line speed indicator capable of indicating variations in line speed of 10 percent.

C. EXECUTION

General

- a. Prior to commencing the constant rate test, the Engineer of Record and CONTRACTOR shall set a start time for the flowmeter profile survey.
- Downhole equipment required to complete the flowmeter profile survey shall be installed inside the well casing through a temporary access tube.
- c. CONTRACTOR shall provide whatever assistance as may be required to accomplish the flow profile logging including operation of the test pump and drilling rig as needed to support logging cable sheave wheel.
- d. The flowmeter profile survey shall be run at the rate of discharge selected for the constant rate pumping test. Unless agreed otherwise by the Engineer of Record prior to installation of the survey equipment, the flowmeter profile survey completed shall include both stationary (stop counts) and dynamic tests. Stationary tests shall consist of 2-minute readings made at 10-foot increments. Dynamic tests shall be conducted at a rate of 1-foot per second. The record for each test shall indicate either meter speed or percentage of total meter speed with depth.
- The flowmeter used for the survey shall be calibrated in the uppermost and lowermost blank sections of the well.
- f. Survey results shall become the property of the District at the time the survey is completed. The survey shall be run in the presence of the Engineer of Record.
- g. When the pumping tests, water level recovery test, and the flowmeter survey log are complete, the CONTRACTOR shall remove the test pump and clean the well of all accumulated sediment and foreign material.

1.17 VIDEO CAMERA SURVEY

A. GENERAL

 This section includes a downhole color video camera survey over the full depth of the well. Video survey results shall serve as a final inspection document for the well. The survey shall be conducted by a SUBCONTRACTOR retained by the CONTRACTOR and approved by the Engineer of Record.

B. FQUIPMENT AND MATERIALS

1. Camera

- a. The camera used for the survey shall be equipped with vertical- and side-view cameras and with centralizers. The equipment used to complete the video survey shall produce a tape with an automatic depth indication to the nearest 0.1-foot.
- b. The survey shall be performed using a video camera with two (2) camera lenses ("dual-cam") accompanied by the appropriate light sources. One lens shall be the conventional fisheye and the other shall be a side scan wide-angle lens for viewing the interior of the casing directly.

C. EXECUTION

General

- The video survey shall be conducted after removal of the test pump and before final disinfection of the well.
- b. Prior to conducting the survey, the CONTRACTOR shall introduce clear water into the well for a sufficient period and at sufficient quantity to produce clear viewing conditions during the survey to the satisfaction of the Engineer of Record.
- c. Should the survey fail to produce a clear picture of the internal casing conditions, additional clear water shall be introduced, and additional surveys conducted until a clear video is obtained to the satisfaction of the Engineer of Record. All resurveys performed due to this condition shall be conducted at the CONTRACTOR's own expense.
- d. CONTRACTOR shall run a color video camera survey of the entire well, from top of casing to total depth, in the presence of the Engineer of Record. The survey shall be recorded in color which shall be representative of actual colors of the interior of the well, show the date of survey, and include a continuous forward and reverse display of the depth of the camera.
- e. CONTRACTOR shall provide whatever assistance may be required to accomplish
 the camera survey and shall take whatever steps are necessary to establish the
 desired clarity of the well water.
- Survey results shall become the property of the District at the time the survey is completed.

D. PERFORMANCE AND REQUIREMENTS

- The depth of static water level, well screens, sounding port, and well bottom, as measured by the video survey, shall be provided in the report, along with the depth counter reference point and depth difference between the side scan and downhole views.
- All welded joints shall be inspected by the video survey. No voids shall be present in any welded joint observed.
- All materials, including the sounding/camera access tube connection, shall be undamaged and in suitable condition to allow the full use of the well for its intended purpose.
- 4. All well screen openings shall be free of excessive mud or other incrustation, as determined by the Engineer of Record.

1.18 ALIGNMENT AND PLUMBNESS TESTS

A. GENERAL

- The section includes alignment and plumbness testing of the installed well casing and screen assembly. The alignment and plumbness tests shall be conducted throughout the entire length of blank and screened well casing.
- The alignment and plumbness testing of the well casing shall be performed following the completion of the downhole video camera survey on the final well casing.

B. EQUIPMENT AND MATERIALS

- 1. Alignment Tool
 - The alignment tool shall be 40 feet long and shall be rigid.
 - b. The outside diameter of the alignment testing tool shall be 1 inch less than the inside diameter of the blank well casing.
 - c. The alignment tool shall be one of the following configurations:
 - 1) The length of pipe with the specified outside diameter.

2) A "dummy", consisting of a rigid spindle with a diameter specified by the Engineer of Record and approved by the District. The spindle shall be fitted with three, 12-inch-long sections of pipe ("rings") of a diameter appropriate for the well casing I.D. The rings shall be rigidly attached to the spindle so that the axis of the spindle is in line with the axes of the rings. The rings shall be located at each end of the base pipe, and in the center of the base pipe.

2. Plumbness Tool

- The plumbness testing shall be performed with a gyroscopic-type tool as approved by the Engineer of Record.
- b. Gyroscopic probe features:
 - Capable of reaching a depth which is specified by the Engineer of Record and approved by the District in a well casing filled with either air or liquid. The well casing shall have a nominal diameter as specified by the Engineer of Record and approved by the District
 - 2) Azimuth Range: 0 degree to 360 degrees.
 - 3) Azimuth Accuracy: Meet or exceed 2 percent.
 - 4) Inclination Range: 0 degree to 30 degrees.
 - 5) Inclination Accuracy: Meet or exceed 0.25 percent.
 - Probe shall measure borehole inclination and borehole azimuth (compass direction) at maximum 10-foot depth intervals in order to derive horizontal borehole deviations.

C. EXECUTION

1. General

- a. Plumbness and alignment testing may be performed at any time after the annular seal has cured and the video survey is performed.
- b. The tests shall accurately measure the alignment and plumbness of the completed well and shall be presented in a manner that allows the Engineer of Record to fully evaluate whether the well meets the requirements.
- c. Alignment Testing
 - Alignment testing shall be performed by lowering the alignment tool into the well from the ground surface to approximately 5-feet from the bottom of the well.
 - Installation of the test pump to the specified depth may serve as supplemental evidence of acceptable alignment of the well casing, but only to the depth that the pump was installed.

d. Plumbness Testing

- 1) Plumbness testing shall be performed by an approved geophysical logging company.
- Plumbness testing shall be performed by lowering the plumbness tool into the well from the ground surface to the full well depth.
- Plumbness testing shall be run twice such that repeatability of the survey can be assessed.
- 4) Measurements shall include station depth, inclination, azimuth, true vertical depth, departures, and plane of closure (displacement). Measurements shall be made every 10 feet from ground surface to the total depth of the well.

5) Upon completion of the plumbness testing, the CONTRACTOR shall provide the Engineer of Record with six (6) field hard copy reports and one (1) electronic PDF and LAS format copies of the plumbness test.

D. PERFORMANCE REQUIREMENTS

Alignment

a. The alignment tool must pass freely from the top of well casing (ground surface) to the lowest anticipated depth for the permanent pump intake.

2. Plumbness

a. The horizontal deviation of the well from vertical shall not exceed 0.0067 times the smallest inside diameter of the well casing and screen per foot of depth for the entire depth of the well.

1.19 WELL DISINFECTION

A. GENERAL

- The well shall be disinfected after completion of the downhole video camera survey and alignment and plumbness tests.
- The well shall be deemed properly disinfected only if the sample analysis results indicate the absence of total coliform bacteria, absence of fecal coliform bacteria, and a heterotrophic plate count of less than 500 colony forming units per milliliter (CFU/mL).

B. EQUIPMENT AND MATERIALS

Disinfectant

- a. Chlorine product in accordance with NSF/ANSI 60 and approved by state or local agencies and the Engineer of Record shall be used to disinfect the well. Chlorine products used shall be recently purchased and delivered on the well site in original closed containers with original labeling indicating the percentage of available chlorine. During storage disinfectants shall not be exposed to the atmosphere or to direct sunlight.
- b. Sodium hypochlorite in liquid form shall be used for disinfecting the well and shall be of such volume and strength to develop a concentration of at least 100 milligrams per liter (mg/L) of chlorine in all parts of the well water plus the borehole volume at the well screens.
- c. Disposable plastic sampling bailers shall be used for the collection and analysis of groundwater samples. Bailers shall be delivered to the well site in their original packaging. The bailers shall be removed from their original packaging just prior to their use.

C. EXECUTION

General

- All materials and tools including sampling bailers and associated hardware shall be disinfected in the presence of the Engineer of Record prior to being lowered into the well.
- b. CONTRACTOR shall dose the well by adding the chlorine solution into the well to obtain a minimum concentration of 200 ppm but no greater than 500 ppm.
- c. The chlorine solution shall be introduced into the well by placement through a tremie, double swab tool or nylon brush. Chemicals may be introduced by either pumping or gravity feed methods and chemicals shall not be poured into the casing from ground surface. CONTRACTOR shall introduce the chlorine solution at multiple depth intervals in measured proportional volumes. Immediately following dosing, the water column shall be thoroughly agitated using the double swab tool or nylon brush.

- d. Following the introduction of chlorine solution into the well the water in the well shall be tested by the CONTRACTOR for residual chlorine using a small sampling bailer. If the residual chlorine concentration is less than 100 ppm, steps "b" and "c" shall be repeated. If necessary, additional chlorine solution may be added to the well. The procedure shall be repeated until the residual chlorine is at least 200 ppm.
- e. Unless pre-approved otherwise by the Engineer of Record, all chlorinated water discharged from the well shall be dechlorinated in accordance with the District's NPDES discharge permit prior to disposal.

1.20 WELLHEAD COMPLETION

A. GENERAL

- Upon completion of the well disinfection, the CONTRACTOR shall secure the well casing, gravel feed tube, and sounding/camera access tube with steel plates welded to the open ends.
- 2. The conductor casing shall be finished at a height of 0.5 feet above ground surface (ft ags), and the well casing, sounding tube, and gravel make-up tube shall be finished at a height of three (3) ft ags.

B. EQUIPMENT AND MATERIALS

- Well Casing and Accessory Tube Covers
 - Steel plates consisting of the same properties as the well casing and accessory tubing.

C. EXECUTION

1. General

- a. The well casing and all accessory tubing shall be capped with welded steel plates consisting of the same properties as the casing and tubing. Each cap shall completely cover the opening to the well casing and accessory tubing and be sufficiently welded to the entire circumference of each respective pipe connection to prevent entry into the well by unauthorized personnel and the introduction of foreign material or contaminating substances.
- b. The CONTRACTOR shall install a temporary vent in the top of the cover plate welded to the well casing which shall have a diameter specified by the Engineer of Record and approved by the District. The vent shall be positioned in the center of the cover plate. Steel mesh shall be secured over the open end of the vent to prevent foreign debris, animals, etc. from entering the well.

1.21 BOREHOLE ABANDONMENT - OPTIONAL

A. GENERAL

- This section describes abandonment procedures for the pilot or reamed borehole.
 Abandonment hereunder shall include either of two methods:
 - a. Abandonment due to actions of the CONTRACTOR, or
 - b. Abandonment due to the request of the District.

B. EQUIPMENT AND MATERIALS

Sealing Materials

- Acceptable impervious sealing materials that may be employed in abandonment procedures include neat cement, sand-cement grout, or equal to be approved by the Engineer of Record.
 - Sand-cement grout shall be composed of not more than 188 pounds of sand and one 94-pound sack of Portland cement (2 parts sand to 1-part cement by weight) and with not more than 7 gallons of clean water. This

- is equivalent to a "10.3-sack mix." Pozzolan ("fly ash") shall not be included in the mix.
- 2) A neat cement mixture shall be composed of one 94-pound sack of Portland cement to 5 to 7 gallons of clean water.

C. EXECUTION

- 1. Abandonment Prior to Installation of Well Casing Assembly
 - a. Abandonment Due to Actions of the CONTRACTOR
 - 1) If abandonment of the pilot or reamed borehole is, by reason of any actions of the CONTRACTOR, including, but not limited to, such causes as losing tools, uncontrolled sloughing or caving, incorrect application of drilling fluids and/or use of lost circulation materials, borehole misalignment, or any other cause attributed to careless or poor workmanship, the borehole shall be abandoned in accordance with Federal, State, and County requirements, and local City ordinances. In this event, no payment will be made to the CONTRACTOR for drilling and filling the hole so abandoned, or for mobilization and demobilization, for this procedure. CONTRACTOR shall drill a new hole as specified by the District and/or Engineer of Record.
 - b. Abandonment at District's Request
 - 1) If abandonment of the pilot or reamed borehole is specifically requested by the District in writing, including but not limited to such causes as total lack of potential aquifers, insufficient number of potential aquifers, or unacceptable water quality, the borehole shall be abandoned in accordance with federal, state, and county requirements, and local city ordinances. In this event, the CONTRACTOR will be paid for mobilization and demobilization at this site, as well as for the footage of drilling completed. Payment for borehole abandonment, if required, and if specifically requested by the District, as set forth above, shall be made on a unit price per linear foot, and shall be considered full compensation for all time, materials, and equipment required to complete the abandonment.

END OF SECTION

Standard Specifications for Well Equipping

NOT FOR CONSTRUCTION

San Miguel, California

December 2024

San Miguel Community Services District



STANDARD SPECIFICATIONS

WELL EQUIPPING

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STANDARD SPECIFICATIONS WELL EQUIPPING

PART 1 WELL EQUIPPING

1.01 OVERVIEW

A. GENERAL

 This specification includes the construction and installation requirements for drinking water production well equipping. Work Included: Submersible well pumps, motors, piping, valves, controls, site requirements and related materials and equipment specified herein.

2. Quality Assurance

- Referenced Standards: Hydraulic Institute Standards for Centrifugal, Rotary and Reciprocating Pumps.
- b. Pumping equipment shall be the product of a manufacturer having at least 5 years' experience in the manufacturing and installation of such equipment.
- All pumping equipment furnished under this section shall be of a design and manufacture that has been used in similar applications.
- d. Certified Shop Test.
 - i. Perform at factory before shipment.
 - ii. Operate pump to check for alignment, faulty equipment, piping leaks, seals, proper wiring and overall operation.

e. Warranty

- i. The Pump Manufacturer shall warrant to the Owner the pumps and specified well station components against defects in material and workmanship for a period of 2 years from date of project acceptance. This warranty shall cover the cost of labor and materials, excluding removal and reinstallation costs, required to correct any warrantable defect.
- f. Perform Work according to San Miguel Community Services District Standards.

3. Submittals

- Pump Equipment.
 - Submit the following information for the pump:
 - 1) Pump curve showing total dynamic head, flow rate, brake horsepower, shutoff head, net positive suction head, variable speed, and efficiency.
 - 2) Motor data, including the manufacturer; the minimum guaranteed efficiency and power factor at full load, 3/4 load, and 1/2 load; locked rotor current in amps; full load current in amps; the motor speed in rpm; and mounting details.
 - 3) Submit manufacturer's certified performance curves for review at least two weeks prior to shipping the units from the factory.
 - 4) Certified Shop Test Reports.
 - ii. Submit manufacturer's sample form for reporting performance shop test results at least 30 days before the tests. The test should contain the data presented in the sample form in ANSI/HI 14.6.
 - Submit certified copies of shop test report at least 10 days before shipping equipment.

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- iv. Reports shall include:
 - 1) Test log.
 - 2) Description of test piping, equipment and setup.
 - 3) Test procedure.
 - 4) Certified performance curve.
 - Plot curve to be easily read at scales consistent with performance requirements.
- v. Shop Drawings:
 - 1) Product technical data showing compliance with specifications.
 - Submit drawings showing fabrication, assembly, foundation, and installation drawings, together with detailed specifications and data covering performance and materials of construction, power drive assembly, parts, devices, and other accessories.
 - Submit dimensional drawings, showing materials of construction by ASTM reference and grade. Show linings and coatings.
 - Construction details and materials of pump. Outline dimensions and weights.
 - 5) Certified performance curves.
- vi. Operation and Maintenance Manuals, including detailed instructions on installation requirements, including storage and handling procedures.
- vii. NSF 61 certification of pump and motor.

4. Warranty

 Manufacturer shall guarantee equipment against defects in material and workmanship for a period of two years from date of project acceptance.

1.02 WELL PUMPING UNIT

- A. GENERAL
 - Section includes submersible well pump(s), motor(s), power cable, and related materials and equipment specified herein.
 - Submersible Well Pump shall be designed and constructed to satisfactorily meet the site specific conditions and requirements. Engineer of Record shall provide the following information for the well site:
 - a. Well Name
 - b. Design Flow
 - c. Total Dynamic Head at Design Point
 - d. Minimum Pump Efficiency at Design Point
 - e. Motor Power Rating
 - f. Maximum Pump Operating Speed
 - g. Nominal Discharge Diameter
 - h. Well Casing Internal Diameter
 - i. Motor Starter
 - j. Motor Voltage/Phase/Frequency
 - 3. The submersible pump and motor shall be rated for continuous duty and shall be capable of pumping the specified flow range without surging, cavitation, or vibration.

- 4. The pump shall not overload the motor for any point on the maximum speed pump performance characteristic curve throughout the entire pump operating range. The service factor for the motor shall not be applied when sizing the motor.
- 5. To ensure vibration-free operation, all rotative components of the pumping unit shall be statically and dynamically balanced. Excessive vibration shall be sufficient cause for rejection of the equipment. The mass of the unit and its distribution shall be such that resonance at all operating speeds is avoided. In any case, the amplitude of vibration as measured at any point on the pumping unit shall not exceed the limits set forth in the latest edition of the Hydraulic Institute Standards.
- 6. All parts of the pump shall be designed to withstand the stresses that will be imposed upon them during their handling, shipping, installation, and operation.
- 7. The completed unit, when installed and operating, shall be free of cavitation, vibration, noise, and oil or water leaks over the range of operation.
- 8. The pump and motor shall be able to operate for short durations at zero flow conditions and operate continuously at runout with no harm to the pump or to the motor.

B. EQUIPMENT AND MATERIALS

- 1. Submersible Well Pump
 - The pump covered by these specifications shall be a submersible well pump to be used in a domestic water well application. Pump and motors to be NSF 61 certified
 - b. Pump bowl material shall be Type 316 stainless steel with Type 316 stainless steel impellers, unless otherwise hereinafter specified. ASTM, AISI, etc., numbers, types, and grades specified are typical of material composition and quality. All bolts, nuts and washers for pump assembly shall be Type 316 stainless steel. Each bowl assembly shall consist of the discharge bowl, impeller, impeller shafting, and bearings.
 - c. Impeller Material: Type 316 stainless steel. Impellers shall be polished stainless steel and dynamically balanced singularly. Pump impellers shall be of the enclosed type and cast in one piece. Machine to fit the contour of the bowl, hand file in the waterways, and equip with replaceable wearing rings. Attach the impellers to the shaft in such a manner that they cannot become loose under operating condition or reverse rotation.
 - d. Pump Shaft Material: Type 316 stainless steel hard faced at all bearing journals.
 - e. Bowl and Suction Bell: Type 316 stainless steel with wear ring. Hydrostatic test bowl at 1-1/2 times pump design head per Hydraulic Institute Standards.
 - i. Bowls shall be sufficiently rigid to prevent adverse changes in bearing alignment and to maintain the running clearance of seal rings. Bowls shall be flanged with male and female rabbets for joining to the suction case and discharge column. Waterways and the diffusion vanes shall be smooth and free from nodules, bumps, and depressions.
 - Bowls shall be provided with a renewable wear ring adjacent to the impeller.
 - f. Impeller and Bowl Wear Rings: Replaceable CF3M stainless steel rings with clearances to prevent galling between bowl and impeller wear rings.
 - g. Bowl Bearings: Hard-faced bearings to provide erosion protection.
 - Cap Seal: Pump shall have a discharge case cap to seal off end of pump shaft from any cascading abrasives entrained in the pumped liquid when power is turned off.

- Strainer: The pump shall have a 300 series stainless steel strainer that will not restrict the flow of water with an open area more than four times the area of the impeller eye.
- j. Acceptable Pump Manufacturers:
 - i. Goulds
 - ii. Franklin
 - iii. Floway
 - iv. Flowserve
 - v. Simflo
 - vi. Or Approved Equal.
- k. Stainless steel nameplate mounted on casing to include:
 - Manufacturer.
 - ii. Model number.
 - iii. Serial number.
 - iv. Rated head, FT.
 - v. Rated flow, gpm.
 - vi. Pump speed.

2. Motor

- a. General: The motor shall be filled with FDA-approved, high-strength, dielectric mineral oil and have automatic pressure balancing between reservoir and top bearing. Pump and motors to be NSF 61 certified.
- b. Operating Parameters: Motor shall be rated by the manufacturer for variable frequency drive or single speed operation and the motor locked rotor current shall be equal or less than Code E.
- c. Oil and Sand Protection: The motor shall be so designed that water and sand cannot be mixed with the oil and circulated nor the oil be released from the motor into the well water.
- d. Thrust Bearing: Motor thrust bearing shall be sized for continuous up-thrust and down-thrust conditions utilizing a double sided Kingsbury thrust bearing.

3. Power Cable

- The electrical cable shall be designed specifically for submersible motor service and shall be round.
- b. The cable shall be sized to conform to National Electric Code for 125% of motor full load amps at a conductor temperature rating of 75 degrees C submerged, and a voltage drop at the motor not to exceed 3%.
- c. The cable shall consist of 3 stranded copper conductors with cross-linked polyethylene insulation.
- d. The cable shall also include an integral ground lead of appropriate size.
- e. The power cable shall have an overall Nitrile/PNC blend jacket and shall be manufactured by Brand-Rex or equal.
- f. The cable shall be supported on the column pipe by means of series 300 stainless steel cable clamps and bands.
- g. The cable shall terminate in a waterproof junction box above the surface plate.

- h. The cable shall be furnished by the motor manufacturer. The motor end of the cable shall be factory spliced to a flat cable assembly that is protected by stainless steel inner and outer guards as the cable passes by the bowl assembly.
- The cable shall connect to the motor with a plug-in watertight molded rubber connector with brass gland follower and gasket.

4. Discharge Head:

- a. Discharge head materials shall be carbon steel. Long radius 90-degree elbow with minimum class 150 flanged outlet. A segment of column pipe shall be provided on and rigidly attached to the underside of the discharge head with a taper threaded (NPT) connection for the column piping (or shall match column piping thread standard). The column pipe segment shall be of the same size and rating as the discharge elbow.
- b. Discharge Head Mounting Flange: A mounting flange shall be rigid enough to support the entire weight of the suspended parts (pump/motor, column piping and downhole control valve) when filled with water. Flange shall be carbon steel class 150. The sole plate shall include a watertight cable sealing transition through the sole plate and threaded penetrations as determined by the Engineer of Record and approved by the District.
- c. The pump manufacturer or installer shall provide the sole plate. Sole plate shall match the existing well casing material. Sole plate shall be a minimum 1" thick and drilled to match the pump discharge head's base flange bolt pattern of the discharge head.
- d. Manufacture shall provide an entry for the main power cable (1.5 inches or as determined by pump manufacturer).
- e. Lifting lug(s) capable of lifting the entire pump, motor and column assembly.
- f. Number and size of openings for current and future appurtenances as recommended by the Engineer of Record and approved by the District.
- g. Watertight Seal: There shall be an appropriate gasket installed between the pump base plate and the pump sole plate assembly to insure and provide a watertight seal.

C. EXECUTION

1. Pumps and Motors

- a. Care during storage and procedures for installation, lubrication, and startup of the pumps and motors shall be in strict conformance with the manufacturer's instructions.
- b. A complete set of manufacturer's instructions covering storage, installation, operation, lubrication, and maintenance shall be available at the jobsite no later than the date other pumps are received.
- c. Install per manufacturer's instructions.
- d. CONTRACTOR to provide all new fittings, piping, conduit, wiring to make a complete installation.
- e. CONTRACTOR shall arrange to have the supplier of the pump equipment furnish the services of competent factory-trained personnel:
 - i. Supplier personnel to supervise the pump installation and the initial eight (8) hours of pump operation.
 - ii. An appropriate allowance for this supervision shall be included by the pump supplier in the price of his equipment.

- iii. After installation, the CONTRACTOR shall submit a fully completed Manufacturer's Installation Certification form signed by an authorized representative of the manufacturer.
- f. Following completion of the installation and satisfactory start-up of the equipment, the CONTRACTOR shall, in the presence of the pump manufacturer's representative and the OWNER, operate the pump unit to check rotation and verify head/capacity.
 - i. The operation shall be free of vibration, noise, or cavitation.
 - The pump unit's vibration levels shall be measured and recorded in opposing 90 degree planes for the full potential range of the pump unit's variable speed operation.
 - iii. Vibration amplitudes as measured at any point within the potential operating range of the pumping unit shall not exceed the limits set forth in the latest edition of the Hydraulic Institute Standards (HIS).
 - iv. All performance criteria for the pump unit shall be documented by obtaining concurrent readings showing motor voltage and amperage, pump discharge head, and pump discharge rate. Each power lead to the motor shall be checked for current balance and reported in writing to the OWNER.
 - v. In the event any of the pumping equipment fails to meet the above test requirements, it shall be modified or replaced and retested in accordance with the requirements of these specifications.
- g. CONTRACTOR to provide services of equipment manufacturer's field service representative(s) to:
 - i. Inspect pump equipment and motors.
 - ii. Supervise pre-start adjustments and installation checks.
 - Conduct initial startup of equipment and perform operational checks as required to fully demonstrate pump function, and leak and temperature monitoring and protection.
 - iv. Provide a written statement that manufacturer's equipment has been installed properly, started up and is ready for operation by OWNER.
 - v. Instruct OWNER personnel for 4 hours at jobsite on operation and maintenance.
- 2. Standard Pump Factory Test:
 - a. Each completed and assembled pump/motor unit shall undergo the following factory tests at the manufacturer's plant prior to shipment. The pump bowl assembly shall be subjected to a complete factory test as specified herein. Certified test reports, in triplicate, shall be submitted to the OWNER. All tests shall be performed in accordance with the latest Hydraulic Institute Standards.
 - b. The pump bowl assembly shall be factory tested using a calibrated lab motor to determine the following characteristics at the maximum speed at which the pump is to be operated:
 - i. Head-Capacity Curve
 - ii. Brake Horsepower Curve
 - iii. Efficiency Curve
 - iv. Motor phase current balance at motor terminals
 - v. Balance
 - vi. Vibration

- c. The pump shall have certified test curves prepared and submitted as specified.
- d. Motor shall be subjected to factory tests in accordance with the requirements of the applicable sections of the IEEE, ANSI, and NEMA test standards.

1.03 PIPE AND FITTINGS

A. GENERAL

- All products in contact with potable water shall be certified to NSF-61 standards, and lead-free per California AB-1953.
- 2. Section includes:
 - a. Above grade piping
 - b. Below grade piping
 - c. Sleeve Couplings
 - d. Hardware

B. EQUIPMENT AND MATERIALS

- Above Grade Piping
 - a. Acceptable Materials: Ductile Iron Pipe
 - i. Material: AWWA C151.
 - ii. Pipe Class: AWWA C150 and C151, Ductile iron pipe shall be a minimum Special Thickness Class 53.
 - iii. Lining: Double thickness per AWWA C104.
 - iv. Coating: Shipped bare, field coat two coats of self-priming epoxy and one coat of polyurethane per section 2.06 herein.
 - Ductile iron pipe shall not be threaded, welded, or flanged in the field.
 Flanges of ductile iron shall always be furnished on ductile iron pipe.
 - vi. Ductile Iron Pipe shall be manufactured by McWane Ductile, US Pipe or approved equal.
 - b. Fittings: Ductile Iron
 - i. Material: Ductile Iron, AWWA C110. Compact fittings AWWA C153.
 - ii. Flanged Joints: AWWA C115. ASME B16.1, Class 125, flat faced.
 - iii. Grooved Joints: AWWA C606. Grooved end couplings shall be Gustin-Bacon 500 Series, Victaulic Style 31, or equal with flush seal type gasket designed for ductile iron pipe. Unless otherwise specified, grooved end couplings shall be rigid joint for exposed service and flexible joint for buried service.
 - iv. Lining: Double thickness per AWWA C104.
 - v. Coating: Shipped bare, field coat two coats of self-priming epoxy and one coat of polyurethane per section 2.06 herein.
 - vi. Joints in above ground piping or piping located in vaults and structures shall be flanged, unless otherwise determined by the Engineer of Record and approved by the District.
 - c. Coating System for Exposed Metal
 - Service Conditions: use on interior metal structures, piping, valves, and fittings. For ductile iron pipe and fittings must be surface prepared in accordance with NAPF 500-03-04.

- ii. Prime Coat: One coat of 4-6 mils dry-film thickness. Coating shall be Tnemec L69 Epoxoline or approved equal.
- iii. Intermediate Coat: One coat of 4-8 mils dry-film thickness. Coating shall be Tnemec L69 Epoxoline or approved equal.
- iv. Finish Coat: One coat of 2-5 mils dry-film thickness. Coating shall be Tnemec 1095 Endura-Shield or approved equal.

2. Below Grade Piping

- a. Acceptable Materials:
 - i. Polyvinyl Chloride (PVC) Pipe AWWA C900
 - ii. Ductile Iron Pipe AWWA C151
 - iii. High-Density Polyethylene (HDPE) Pipe AWWA C906
 - iv. Steel Pipe AWWA C200
- b. Polyvinyl Chloride (PVC) Pipe
 - Material: AWWA C900. Pressure rating shall be as specified by the Engineer of Record and approved by the District.
 - Fittings: Ductile Iron, AWWA C110. Compact fittings AWWA C153.
 Fittings shall be wrapped in polyethylene encasement in accordance with AWWA C105.
 - iii. Lining: Double thickness per AWWA C104.
 - iv. Coating: Bituminous Coating: Comply with AWWA C110.
 - v. Mechanical and Push-on Joints: AWWA C111, restrained.
 - vi. Manufacturers:
 - 1) JM Eagle's Eagle Loc 900
 - 2) Diamond Lok-21
 - Or Approved Equal.

c. Ductile Iron Pipe:

- i. 3-inch through 12-inch: AWWA C151
- Lining of all ductile iron force main piping, valves, and fittings shall be U.S. Pipe Protecto 401 Ceramic Epoxy lining or approved equal. Ductile iron pipe lining shall be shop-applied in accordance with manufacturer's recommendations.
- iii. Unless otherwise specified, buried ductile iron pipe shall be coated with a bituminous coating in accordance with AWWA C151 and encased in polyethylene wrapping in accordance with AWWA C105.
- iv. Rubber gasket joints for ductile iron pipe and fittings shall be styrene butadiene rubber, ethylene propylene rubber, or chloroprene, in accordance with AWWA C111.
- v. Pressure Rating: As specified by the Engineer of Record and approved by the District.
- vi. Fittings: Ductile Iron, AWWA C110. Compact fittings AWWA C153.
- vii. Mechanical and Push-on Restrained Joints: AWWA C111, restrained.
- d. High Density Polyethylene (HDPE) Pipe
 - HDPE materials, pipe and fittings shall be manufactured, inspected, sampled and tested in accordance with the requirements of AWWA C906.

DR rating and pressure rating shall be as specified by the Engineer of Record and approved by the District.

ii. Manufacturers:

- (a) JM Eagle's HDPE Water Pipe
- (b) ISCO Industries
- (c) WL Plastics
- (d) Performance Pipe, a Division of Chevron Phillips Chemical Co
- (e) Or Approved Equal.

e. Schedule Steel Pipe

- Material: ASTM A53 Grade B, Schedule 40, seamless or electroresistance welded (ERW) longitudinally welded (not spiral wound) or per AWWA C200.
- ii. Lining: Cement mortar lined per AWWA C205.
- iii. Coating: Cement mortar coated per AWWA C205.
- iv. Fittings: ASTM A234, ANSI B16.9, standard weight, smooth-flow (no miter). Fittings shall be flanged, welded, or grooved as determined by the Engineer of Record and approved by the District. Fittings shall be lined and coated per AWWA c205.
- v. Flanges: ASTM A105, ANSI B16.1/B16.5, slip-on or weld neck, flat face. Class shall be as specified by the Engineer of Record and approved by the District.

3. Sleeve Couplings

General

- i. Pressure: Couplings shall be designed for a working pressure not less than the design pressure of the pipe on which they are to be installed.
- ii. Material: Couplings shall be made of ductile iron or steel. Ductile Iron components shall be a minimum grade of 65-45-12 ductile iron meeting the requirements of ASTM A536 of the latest revision. Steel components shall be carbon steel per ASTM A513 or A53 for 3" 4" or ASTM A283C for 6" 48".
- iii. Hardware: Bolts nuts, and rods shall be rated at a minimum per Section 2.02F herein.
- Gaskets: Made from virgin Ethylene Propylene Diene Monomer Rubber (EPDM) compounded for water and sewer service in accordance with ASTM D2000, NSF 61 Certified.
- Coating and Lining: All sleeve couplings shall be NSF61 certified.
 Coupling shall be coated and lined with an NSF 61 certified fusion bonded or liquid epoxy. Thickness of coating and lining shall be minimum 6 mils exterior and 15 mils interior.

b. Restrained Couplings

- Joint restraint shall prevent axial separation of two plain ends of same or dissimilar materials, such as ductile iron, steel, PVC and/or HDPE pipe. Restrain mechanism shall incorporate a plurality of individual actuating of the restraint devices.
- Restrained Joint Coupling shall be manufactured by Ebba Iron 3800 Mega-Coupling Model, Smith-Blair Pipe Lock Joint Restraint Coupling (470 Series), or equal be carbon steel per ASTM A513 or A53 for 3" – 4" or ASTM A283C for 6" – 48".

c. Transition Couplings

- Transition couplings shall utilize compressible gaskets and meet the applicable requirements of AWWA C219. Transition couplings shall be manufactured by Romac, Smith-Blair, or approved equal.
- ii. Couplings connecting asbestos cement pipe to ductile iron or PVC pipe shall be Romac Model XR501, Smith Blair Model Quantum/Omni Coupling, or approved equal.
- Couplings connecting steel pipe to PVC pipe shall be manufactured by Romac Model 511, Smith Blair Model Quantum/Omni Coupling, or approved equal.
- iv. Transition couplings shall be installed with suitable thrust block restraints where applicable or as determined by the Engineer of Record and approved by the District.

4. Hardware

- a. Nuts and Bolts: Nuts and Bolts shall conform to the chemical and mechanical requirements of ASTM A307 Grade B, heavy hex, zinc plated. Bolt threads shall be lubricated with an approved anti-seize compound.
- Steel Rods, Bolt, Lugs, and Brackets: ASTM A36 or ASTM A307, Grade A Carbon Steel.
- c. Flange Gaskets: Flat Face flanges shall be provided with full-faced gaskets. Gaskets shall be non-asbestos, 1/8" thick, and be NSF 61 certified for potable water use. Non-asbestos gaskets shall be manufactured from Garlock, Tripac, or approved equal.

C. EXECUTION

1. Trenching

- a. Excavate subsoil required for utilities.
- b. Excavate width of trenches in accordance with County of San Luis Obispo Public Improvement Standards.
- c. Provide uniform and continuous bearing and support for bedding material and pipe.
- d. Do not interfere with 45 degree bearing splay of foundations.
- e. When Project conditions require it, provide sheeting and shoring to protect excavation as required by this section.
- f. When subsurface materials at bottom of trench are loose or soft, notify Engineer, and request instructions.
- g. Trim excavation. Hand trim for bell and spigot pipe joints. Remove loose matter.
- h. Correct over excavated areas with compacted backfill as specified for authorized excavation or replace with fill concrete as directed by Engineer.
- i. Remove excess subsoil not intended for reuse from site.
- Stockpile excavated material in area designated on site.

2. Paints and Coatings:

- a. Coating System C-1: Exposed Metal
 - Type: High-performance epoxy coat having minimum volume solids of 100%, with primer and intermediate coats as recommended by manufacturer.

- ii. Service Conditions: For use with all metal structures or pipes which are not buried including within the valve vault at the Lift Station.
- iii. Surface Preparation: SSPC SP-10.
- iv. Prime Coat: Polyamidoamine epoxy recommended by the manufacturer for overcoating with a high-performance epoxy finish coat. Apply to a thickness of 3 mils. Products: Tnemec Series N69 Hi Build Epoxoline II, Amercoat 370, Sherwin-Williams Copoxy Shop Primer, or equal.
- v. Intermediate Coat: Modified Aliphatic Amine epoxy if recommended by the manufacturer for overcoating with high-performance epoxy finish coat. Products: Tnemec Series 434 Perma-Shield H2S, or equal.
- vi. Finish Coat: Modified Polyamine or two component polycyclamine, 100% solid, no to low VOCs epoxy recommended by the manufacturer for overcoating a high-performance epoxy coating. Apply to a thickness of at least 2 mils. Products: Tnemec Series 435 Perma-Glaze, International Enviroline 222, Amercoat 351, Sherwin-Williams Dura- Plate® 5800, or equal.

Installation

- a. Buried Pressurized Piping
 - i. PVC Pipe:
 - 1) Install buried PVC pipe according to AWWA C605.
 - 2) Handle and assemble pipe according to manufacturer's instructions.
 - 3) Contractor to obtain the desired horizontal and vertical alignment by use of fittings or bending the pipe per the manufacturers' recommendations for maximum deflection. Do not bend the pipe with machinery. Protect the joint from offset while bending the pipe. If bending the pipe within the manufacturers' recommendation is inadequate to meet the required alignment Contractor shall use fittings or high deflection couplings, as applicable.
 - Deflected joints shall not exceed 80% of manufacturers' allowable deflection
 - 5) Install pipe to indicated elevations to within tolerance of 5/8 inches.
 - 6) Install pipe with no high points, unless as otherwise determined by the Engineer of Record and approved by the District. If unforeseen field conditions arise that necessitate high points, install air release valves as directed by Engineer.
 - 7) Install pipe to have bearing along entire length of pipe. Excavate bell holes to permit proper joint installation. Do not lay pipe in wet or frozen trench.
 - 8) Prevent foreign material from entering pipe during placement.
 - 9) Install pipe to allow for expansion and contraction without stressing pipe or joints.
 - 10) Close pipe openings with watertight plugs during Work stoppages.
 - 11) Install plastic ribbon tape continuous buried 12 inches above pipe line.
 - 12) Install detectable warning tape 12 inches below finish grade, or between aggregate base course and subgrade in paved areas.
 - ii. Polyethylene Encasement
 - 1) All buried Ductile Iron fittings, and all buried valves shall be encased with loose polyethylene film, unless otherwise stated on the plans.

- 2) Install according to AWWA C105.
- Terminate encasement 3 to 6 inches aboveground where pipe is exposed.
- Polyethylene encasement shall be colored green for sanitary sewer force mains.

b. Above-Grade Piping

- i. General
 - 1) Installation shall be according to ASME B31.3.
 - 2) Run piping straight along alignment, with minimum number of joints.
 - 3) Fittings:
 - Clean gasket seats thoroughly and wipe gaskets clean prior to installation.
 - 5) Install fittings according to manufacturer instructions.
 - 6) Bolts:
 - 7) Tighten bolts progressively, drawing up bolts on opposite sides until bolts are uniformly tight.
 - 8) Use torque wrench to tighten bolts to manufacturer instructions.
 - 9) Install fabricated fittings with flexible pipe couplings.
 - 10) Provide required upstream and downstream clearances from devices as determined by the Engineer of Record and approved by the District.
 - Install piping with sufficient slopes for venting or draining liquids and condensate to low points.
 - 12) Provide supports for exposed piping.
 - 13) Provide expansion joints and pipe guides to compensate for pipe expansion due to temperature differences.
 - 14) Dielectric Fittings: Provide between dissimilar metals such that galvanic cells causing corrosion are not developed.
 - 15) Field Cuts: According to manufacturer instructions.
 - 16) Finish primed surfaces as specified in this specification.

4. Field Testing

- a. Pressurized Piping
 - This pertains to all piping which will be pressurized during typical operations.
 - ii. Hydrostatic pressure test pressurized piping as follows:
 - Test Pressure: As specified by the Engineer of Record and approved by the District
 - 2) Conduct hydrostatic test for at least two hours.
 - 3) Test all piping, which include the force main and points of connection.
 - 4) Slowly fill section to be tested with water; expel air from piping at high points. Install corporation stops at high points. Close air vents and corporation stops after air is expelled. Allow the pipeline to set for a minimum of 24 hours.
 - 5) Refill the pipe, if necessary, and raise pressure to specified test pressure.

- Observe joints, fittings, and valves under test. Remove and renew cracked pipe, joints, fittings, and valves showing visible leakage. Retest.
- 7) Correct visible deficiencies and continue testing at same test pressure for an additional one hour to determine leakage rate. Maintain pressure within plus or minus 5 psi of test pressure. Leakage is defined as quantity of water supplied to piping necessary to maintain test pressure during period of test.
- The water necessary to maintain this pressure shall be measured by the amount of water withdrawn from a fixed vessel, such as a barrel.
- 9) Leakage shall not exceed the rate of 30 gallons per inch of diameter per 24 hours per mile of pipe.
- 10) When test of pipe indicates leakage greater than allowed, locate source of leakage, make corrections, and retest until leakage is within allowable limits. Correct visible leaks regardless of quantity of leakage.

D. DESIGN AND PERFORMANCE CRITERIA

- 1. Pressurized Piping
 - Maintain a pipe velocity between 3 to 4 feet per second.

1.04 VALVES

A. GENERAL

- All valve interiors/exterior shall be fusion bonded epoxy coated (8 to 12 mils) with an NSF/ANSI 61 certified fusion bonded epoxy in accordance with AWWA C550 (latest). Completed coating shall be free from all defects and shall be inspected by use of low voltage holiday detecting and non-destructive thickness gauges.
- 2. Where the manufacturer demonstrates in writing that it would be impossible to use the powder epoxy method without causing damage to the valve components, the use of a liquid epoxy will be permitted upon approval by the Owner.
- 3. The following valves are provided under this section:
 - a. Pump Control Valve
 - b. Check Valve
 - c. Gate Valve
 - d. Air and Vacuum Valve

B. EQUIPMENT AND MATERIALS

- 1. Pump Control Valve
 - a. The pump-to-waste (PTW) valve shall be a pump control valve.
 - b. Valve shall be globe type and function as a blowoff valve when well first starts up and a pressure sustaining valve to maintain a preset pressure upstream to provide back pressure for the pump.
 - c. The pump control valve shall be equipped with one (1) solenoid valve that is energized to close control valve after the preset blowoff period. The pump control valve is normally open and closed by energizing the solenoid via start pump signal from site SCADA. The valve close solenoid shall be activated by a delay timer to allow the valve to close after the well's PTW period has expired. Upon loss of power, the pump control valve shall fail open.
 - d. Valve shall be ANSI B16.42 flanged. The working pressure shall be as specified by the Engineer of Record and approved by the District.

- e. The valve shall be capable of a flow range which is specified by the Engineer of Record and approved by the District. The valve shall be equipped with stainless steel anti-cavitation trim, which shall protect the valve from damage due to a pressure differential across the valve.
- f. Acceptable Manufacturers:
 - i. Cla-Val
 - ii. Or Approved Equal.
- q. Accessories
 - i. Limit Switch: An adjustable limit switch assembly shall be mounted on the main valve, connected to the main valve stem. It shall be actuated by opening or closing of the valve and easily adjusted to operate at any point of the valve's travel. The limit switch will be used to complete the pump off cycle. The actuating point of the limit switch shall be adjustable. Limit switch shall be Cla-Val or approved equal.

2. Check Valve

- a. Check valve shall be a silent globe check valve. The valve design shall incorporate a center guided, spring loaded disc and having a short linear stroke that generates a flow area equal to the nominal valve size.
 - i. Body: Ductile Iron ASTM A536 Grade 65-45-12
 - Disc and Seat: Lead-Free Bronze ASTM B584 Alloy C87600 or Aluminum Bronze ASTM B148 Alloy C95500. Optional trim material includes ASTM A351 Grade CF8M stainless steel.
 - Compression Spring: ASTM A313 Type 316 stainless steel with ground ends
 - iv. Ends: Flanged ANSI B16.1
- b. Manufacturers
 - i. APCO Series 6000 Convertible Swing Check Valve.
 - ii. Val Matic Valves.
 - iii. Flomatic Valves.
 - iv. Or Approved Equal.

3. Gate Valves

- a. Above grade resilient wedge gate valves (RWGV) within well building shall be furnished with handwheels. Above grade RWGVs outside of well building or below grade shall be furnished with 2" operator nut. RWGVs shall open counterclockwise unless otherwise indicated.
- Resilient Wedge Gate Valves: AWWA C509 or AWWA C515
 - i. Body: Ductile Iron
 - ii. Resilient Seats
 - iii. Stem: Non-rising (NRS) Bronze Stem.
 - Ends: Flanged, mechanical joint or bell end connections as shown on the plans.
- c. Manufacturers:
 - i. Mueller Co. Series: A-2361, A-2362ii. Clow Valve Company: Model 2638
 - iii. Or approved equal.

4. Air and Vacuum Valves

- a. Air valves shall be combination air or combination air and vacuum valve (air, vacuum, and automatic release). They shall permit automatic escape of large quantities of air from pipeline when it is being filled, permit air to enter pipeline when it is being emptied, and allow accumulating air to escape while pipeline is in operation and under pressure.
- b. Air and Vacuum Valves: AWWA C512
 - Body and Cover: Cast Iron ASTM A126 Class B or Ductile Iron ASTM A536 Grade 65-45-12
 - ii. Trim: Type 316 Stainless Steel
 - iii. Coatings: NSF61 certified liquid epoxy (internal and external)
- c. Air valves shall be subjected to factory hydrostatic test at pressure equal to 150% rated working pressure with no harmful deflections or other defects.
- d. Air valves shall be installed with a downward-facing bug screen.
- e. Manufacturers:
 - 1) Val-matic Model: 201C Combination Air Valves
 - 2) ARI USA Model: D-040-C
 - 3) Or approved equal.

C. EXECUTION

- Install Valves and Appurtenances in accordance with manufacturer's written instructions.
- 2. CONTRACTOR shall coordinate with the valve manufacturer to ensure that all electrical connections and pressure supply lines necessary for proper valve operation and monitoring are installed prior to startup and testing.
- CONTRACTOR shall provide the services of a Manufacturer's representative to visit
 project Site for startup and initial setting valves. Manufacturer's representative shall
 provide a certification of proper installation documenting the correct installation of
 the valve.

1.05 CONTROLS AND INSTRUMENTATION

A. GENERAL

- 1. The following instruments are provided under this section:
 - a. Flowmeter
 - b. Hydrostatic Level Transducer
 - c. Pressure Transmitter
 - d. Pressure Switch
 - e. Pressure Gauge

B. EQUIPMENT AND MATERIALS

- 1. Flow Meter
 - a. Well main line and pump to waste lines shall both be metered.
 - Flowmeter shall utilize either magnetic or propeller technology to accurately measure instantaneous flow and totalized flow. Flowmeter measurements shall be read in gallons in lieu of cubic feet.
 - c. If well discharge header is 4-inches or smaller then magnetic or ultrasonic.
 - d. If well discharge header is larger than 4-inches then magnetic or propeller.

- e. Instantaneous flow shall be sent to SCADA via a 4-20 ma signal.
- f. Manufacturers:
 - i. Master Meter Ultrasonic
 - ii. Seametrics
 - iii. McCrometer
 - iv. Or Approved Equal.
- 2. Hydrostatic Level Transducer
 - a. Hydrostatic level transducer shall measure groundwater depth in the well.
 - b. The continuous level transducers shall be of the hydrostatic pressure type, suitable for potable well water applications. The transmitter shall be comprised of PTFE coated elastomeric diaphragm in durable 316 stainless steel housing with polyurethane cable. The Contractor is responsible for actual cable length required as dependent on conduit routing. Cable length shall be sufficient from level transducer to the RTU Panel without splicing.
 - Provide support grip on cable to hold installed depth. Provide transducer with additional weight.
 - d. Transducer Probe:
 - i. Stainless steel housing
 - ii. Cable length to be minimum 150'. Splices will not be allowed. Coil excess cable in RTU Panel.
 - iii. Output: 4-20 mA, loop powered
 - e. Manufacturers:
 - Endress + Hauser
 - ii. Or Approved Equal.
- 3. Pressure Transducer
 - a. Pressure Transducer shall measure discharge pressure.
 - b. Include a pressure transducer 0-250 PSI (or as specified by Engineer of Record and approved by the District), with 4-20 mA output. Transducer shall have 1/4" or 1/2" NPT connection.
 - c. Manufacturers:
 - i. Druck
 - ii. Or Approved Equal.
- 4. Pressure Transmitter
 - a. Pressure Transmitter shall transmit discharge pressure for monitoring and use in control of the well.
 - b. Electronic indicating type pressure transmitter systems shall consist of diaphragm seal fittings, pressure transmitter with process indication, isolation valve, grounding screw, and threaded conduit connection.
 - c. Output: 4-20 mA
 - d. Manufacturers:
 - i. Druck
 - ii. Or Approved Equal.
- 5. Pressure Switch

- Section includes pressure switch for protecting the pump from high and low pressure. The pressure switch system shall consist of an adjustable pressure switch, and isolation valve.
- b. Pressure switch device shall be provided with the following features: continuously adjustable span, zero and damping adjustments, integral indicators scaled in engineering units, solid state circuitry, two SPDT switches and 4-20 mA output. Range provided in model numbers below. Pressure display shall be 4-digit backlit LCD.
- c. Pressure switch shall be 2 single pole double throw (SPDT) rated 5 amperes at 120 volt AC. Set points adjustable 0 to 100% of full scale. External LED switch indication for each relay on front panel. Manual or automatic reset.
- d. Process wetted materials shall be 316 SS. Body material shall be 316 SS. Process connections shall be 1/4" NPT. The transmitter housing shall be rated NEMA 4X. Conduit hubs shall be cast integral with the instrument housing and shall be 1/2-inch NPT. Provide with mounting bracket for back panel mounting.
- Power Supply: Provide 120 VAC to 24 VDC power source from 24 VDC power supply in Pressure Switch Enclosure for Well Pump Discharge Pressure Switch.
- f. Well Pump Discharge Pressure Switch shall be 24 VDC powered, pressure range as specified by the Engineer of Record and approved by the District PSI, Mercoid Series EDA Electronic Pressure Controller, Model #EDA-W-N1-E1-04-T1-NIST-A-EDA-BRK, with A-590 plug as required.
- g. Manufacturers:
 - i. United Electric Controls #H54-27
 - ii. Mercoid Series EDA Electronic Pressure Controller
 - iii. Or Approved Equal.

6. Pressure Gage

- a. Pressure gages shall be provided as recommended by the Engineer of Record and approved by the District. In all locations where pressure may vary from below to above atmospheric head, compound gages shall be installed.
- b. Gage Construction: Gages shall be industrial grade with type 316 stainless steel movement and stainless steel or alloy case or phenol case. Unless otherwise shown or specified, gages shall have a 4-1/2-inch dial, ½-inch threaded connection, a Type 316 stainless steel snubber adapter, and a shutoff valve. Gages shall be calibrated to read in engineering units, with an accuracy of ±1 percent of reading, and shall withstand pressures equal to 150 percent of the rated working pressure or vacuum without failure or damage to the gage. All gages shall be vibration and shock resistant. Ranges shall be such that one half of range is normal operating pressure.
- c. Manufacturers
 - i. Ashcoft
 - ii. Foxboro
 - iii. Dwyer
 - iv. Or Approved Equal.

7. Turbidity Meter

- a. All wells shall be equipped with a turbidity meter to match existing equipment model or approved equal.
- b. Turbidity meter shall be connected to SCADA system for continuous monitoring.

- c. Manufacturer:
 - i. HACH
 - ii. Or Approved Equal.
- 8. Chlorine Analyzer
 - a. All wells shall be equipped with a chlorine analyzer.
 - Chlorine Analyzer shall be connected to SCADA system for continuous monitoring.
 - c. Manufacturer
 - HF Scientific
 - ii. Or Approved Equal.

1.06 CHEMICAL INJECTION SYSTEM

A. GENERAL

 Well shall be equipped with a chemical injection system with a sodium hypochlorite injection system with metering pump for disinfection. Additional chemical injection may be required depending on the well water quality and other treatment requirements.

B. EQUIPMENT AND MATERIALS

- Chemical injection system shall include:
 - a. 350 gallon double wall tank (supplied by chemical provider)
 - i. Peristaltic metering pump
 - ii. Manufacturers: Stenner or Approved Equal.
 - b. Chorine Analyzer to match existing District equipment or equal as approved.
 - c. Eye Wash/ Safety Shower Station
 - d. Secondary containment

1.07 MOTOR CONTROL CENTER

- A. GENERAL
 - 1. This section includes requirements for the Motor Control Center.
- B. EQUIPMENT AND MATERIALS
 - 1. Ratings:
 - a. Rated 480VAC, 3 phase.
 - 2. Motor Control Center (MCC) shall be in a NEMA 12 rated free-standing enclosure.
 - 3. MCC shall provide Three Phase Power Failure Monitoring Relay with phase loss, low voltage, phase reversal and phase unbalance functions.
 - 4. Provide surge protector device.
 - 5. Transformer KVA, voltage, and number of phases shall be as determined by the Engineer of Record and approved by the District. Transformers shall be NEMA TP-1 and EPA Energy Star compliant meeting all locally recognized energy efficiency requirements. Construct transformer in accordance with ANSI C89.2, NEMA ST 20, and UL Standard 506.
 - 6. Provide dead front, bolt-on type circuit breaker, safety type panelboards per NEMA PB 1. Provide with copper bus bars. Panelboard shall mount in the MCC.
 - 7. Manufactures:

- a. Tesco Controls, Inc.
- b. Or Approved Equal.

1.08 STANDBY GENERATOR AND TRANSFER SWITCH

A. GENERAL

- This section includes:
 - a. Standby Generator
 - b. Automatic Transfer Switch
 - c. Automatic Controls

B. EQUIPMENT AND MATERIALS

- Standby Generator
 - a. All wells sites shall be equipped with a natural gas or liquid petroleum gas generator. Redundant wells, as approved by the District, shall be equipped with an automatic transfer switch and space for a portable generator.
 - b. Permanent generator shall include a sound attenuating metal cover.
 - Wells equipped with Liquid Petroleum Gas generators shall also have a minimum of 500 gallons of stored gas
 - d. All generators must comply with all state and local air quality laws and regulation that are in effect at the time of permitting.

2. Automatic Transfer Switch

- a. The automatic transfer switch shall be an integral part of power service and motor control center, and shall be mounted and wired at the factory, including mounting and wiring of door-mounted accessories. The automatic transfer switch (ATS) shall be as manufactured by ASCO, Olympian, Russelectric, or equal. The ATS and accessories shall be UL listed and labeled and tested per UL Standard 1008 and comply with NEMA ICS2-447, NFPA 70, NFPA 99, and NFPA 110.
- b. The ATS shall include all necessary control devices and circuitry for a complete and operable system capable of the following operations:
- c. Supply normal (utility) power to the motor control center when normal power is available. Supply standby power from the standby generator set when normal power fails or is disconnected.
- d. Detect sustained loss or deterioration of "normal" power (power failure), signal the standby generator set to start and run when "normal" power fails, and when "standby" power from the generator is within proper limits of voltage and frequency, transfer to supply "standby" power to the motor control center.
- Detect sustained restoration of "normal" power within proper limits of voltage and frequency, and then retransfer to supply "normal" power to the motor control center.
- f. Provide dry contacts for connection to control panel to indicate normal power "on", loss of "normal" power, and "standby" power on.
- 3. Automatic Transfer Switch Ratings and Components
 - a. The ATS controls and accessories shall be rated for continuous (24-hour) duty as installed. The switch shall be an open transition, 3-pole, double-throw, having the "normal" and "standby" positions mechanically interlocked, with microprocessor controller to provide automatic operation and shall be suitable for application to an appropriate phase, wire, frequency, voltage system. The minimum continuous current rating shall be as determined by the Engineer of Record and approved by the District. The ATS shall be rated to withstand a

- short circuit current as determined by the Engineer of Record without parting of the switch contacts. The ATS shall be capable of manual operation under load.
- The transfer switch shall be electrically operated and mechanically held. The electrical operator shall be a momentarily energized, single-solenoid mechanism.
- c. The switch shall be mechanically interlocked to ensure only two possible positions, normal or emergency. All main contacts shall be silver composition.
- d. All switch and relay contacts, coils, springs, and control elements shall be serviceable or removable from the front of the switch enclosure without disconnection of drive linkages, power conductors, or control conductors.

4. Automatic Controls

- Controls shall be solid-state and designed for a high level of immunity to power line surges and transients, demonstrated by test to IEEE Standard C62.41 and C62.45.
- Solid-state undervoltage sensors shall simultaneously monitor both sources.
 Pick-up and drop-out settings shall be adjustable. Voltage sensors shall have field calibration of actual supply voltage to nominal system voltage.
- c. Automatic controls shall signal the standby generator set to start upon signal from the normal source sensor. Solid-state time delay start shall be adjustable and avoid nuisance start-ups. Battery voltage starting contacts shall be silver, dry type contacts factory wired to a field wiring terminal block.
- d. The switch shall transfer when the emergency power source reaches the set point. Provide a solid-state time delay on transfer and operator adjustable.
- e. The switch shall retransfer the load to the normal power source after a time delay retransfer and shall be operator adjustable. Retransfer time delay shall be immediately bypassed if the emergency power source fails.
- f. Controls shall signal the engine-generator set to stop after a cool down time delay and shall be operator adjustable, beginning on return to the normal power source.
- g. Power for transfer operation shall be from the source to which the load is being transferred.
- h. Provide solid state exerciser clock to set the day, time, and duration of standby generator set exercise/test period. Provide a with/without load selector switch for the exercise period.
- i. Front Panel Devices (Inside MCC NEMA 3R Wrap)
- j. Provide control switches mounted on panel inside door front for:
 - Test: Simulates normal power loss to control for testing of generator set. Controls shall provide for a test with or without load transfer.
 - ii. Retransfer: Momentary position to override retransfer time delay and cause immediate return to normal source, if available.
 - iii. Provide LED-type switch position and source available indicator lamps on the front of the transfer switch cabinet.

k. Auxiliary Contacts

i. One normally closed dry contact, which shall open when normal power fails for "power failure" signal to RTU shall be provided. One normally open dry contact, which shall close when the ATS is connected to the emergency source for "emergency power" signal to RTU shall be provided.

1.09 PUMP TO WASTE

A. GENERAL

- 1. All well sites shall include a Pump Control Valve to facilitate pump to waste for well start up and shutdown.
- 2. Well sites should include an onsite tank to collect non-potable water from pump to waste with an overflow to a sewer system manhole, as site conditions allow.
- 3. Onsite tank shall have provision to pump to or gravity feed to a on site wharf head hydrant at the direction of the District.

1.10 BUILDING

A. GENERAL

 All well sites shall include a building to house well system controls, piping, and chemicals.

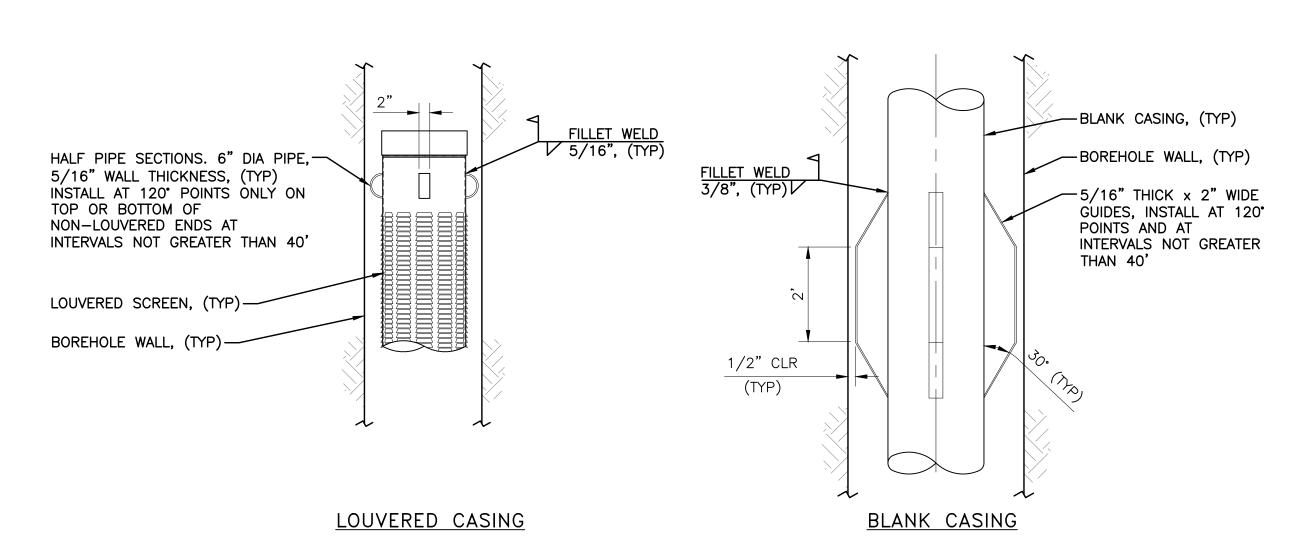
B. EQUIPMENT AND MATERIALS

- The building should be constructed of steel or concrete masonry units with a steel roof.
- 2. The building should include a minimum of one standard door entrance and a 10'x10' rollup door.
- 3. The building shall include exhaust fans.
- The Building shall have temperature control (heating and cooling) to provide stable temperatures year round.

END OF SECTION

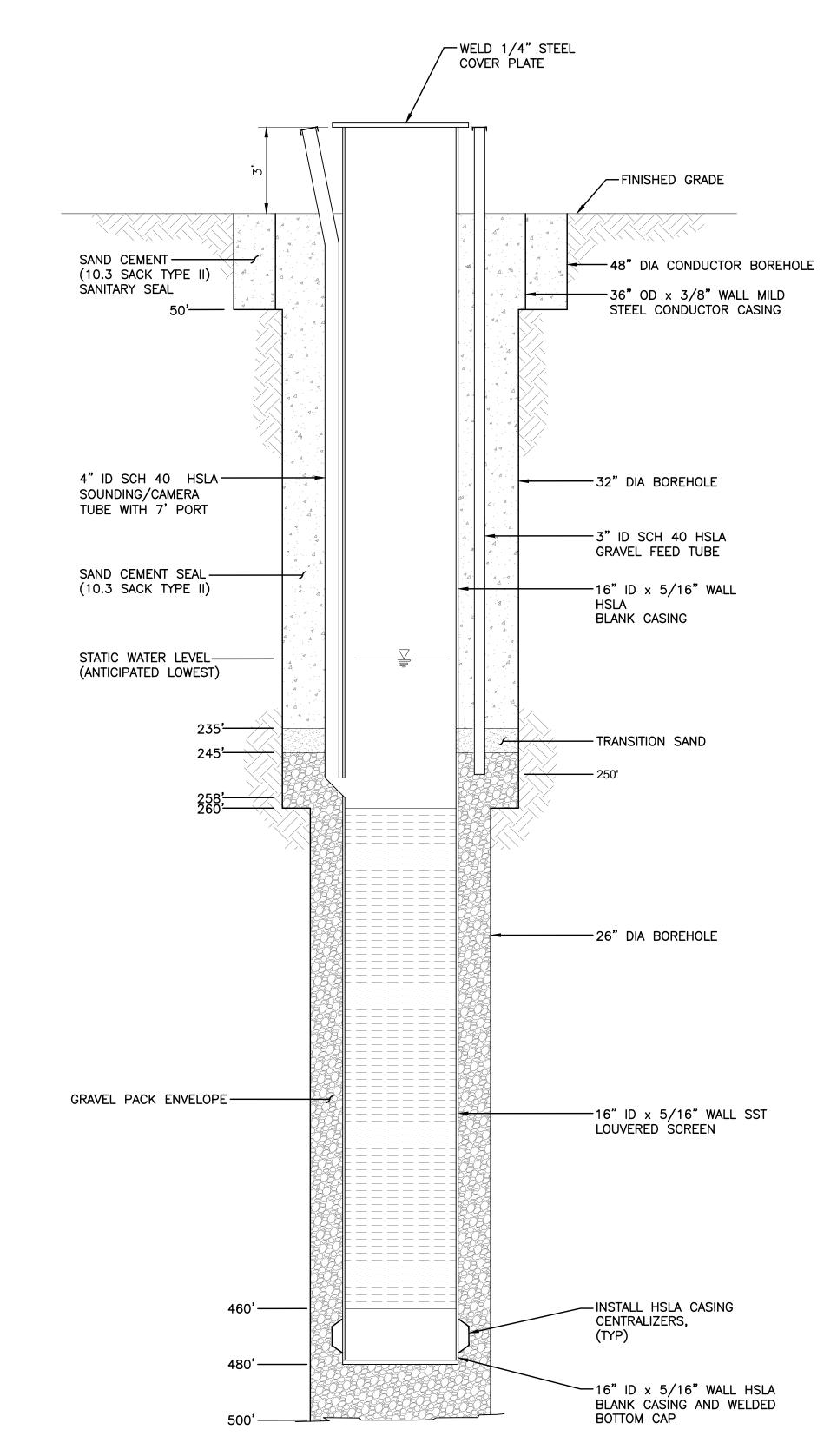
─ 36" OD CONDUCTOR CASING -32" DIA BORE HOLE CENTERLINE OF FUTURE — WATER CONVEYANCE PIPING —16" WELL CASING 4" CAMERA/SOUNDING TUBE — -3" GRAVEL FEED TUBE <u>PLAN</u>

WELL CASING AND TUBE LAYOUT



ALL CENTRALIZER AND WELDING MATERIALS TO BE THE SAME TYPE AS THE CASING MATERIAL.

CASING CENTRALIZERS



WELL SECTION

PRODUCTION WELL NTS

Know what's below. Call before you dig.

WARNING REV DATE BY DESCRIPTION

0 1/2 IF THIS BAR DOES NOT MEASURE 1" THEN DRAWING IS NOT TO SCALE.

DESIGNED J KINGSBURY DRAWN M HARRINGTON CHECKED J REYNOLDS ___AS NOTED SCALE _





SAN MIGUEL COMMUNITY SERVICES DISTRICT

1765 BONITA PLACE SAN MIGUEL, CA 93451 STANDARD DESIGN

NOTES:

DRILLING.

ABBREVIATIONS:

CLEAR

DIAMETER

MINIMUM

SCH SCHEDULE

(TYP) TYPICAL

INSIDE DIAMETER

OUTSIDE DIAMETER

BGS CLR DIA

HSLA

ID

OD

1. WELL CASING AND GRAVEL FEED TUBE SHALL EXTEND 3' ABOVE GROUND SURFACE OR AS DETERMINED BY

2. FINAL DEPTH OF BOREHOLE AND WELL CASING TO BE

3. FINAL SIZE AND INTERVAL OF FILTER PACK AND WELL

4. CONDUCTOR CASING DEPTH TO BE DETERMINED BASED

MANUFACTURED BY ROSCOE MOSS OR EQUIVALENT.

RESULTS OF PILOT BOREHOLE DRILLING.

5. SOUNDING/CAMERA ACCESS TUBE PORT TO BE

HIGH-STRENGTH LOW-ALLOY (STEEL)

ON SITE CONDITIONS ENCOUNTERED.

BELOW GROUND SURFACE

DETERMINED BASED ON RESULTS OF PILOT BOREHOLE

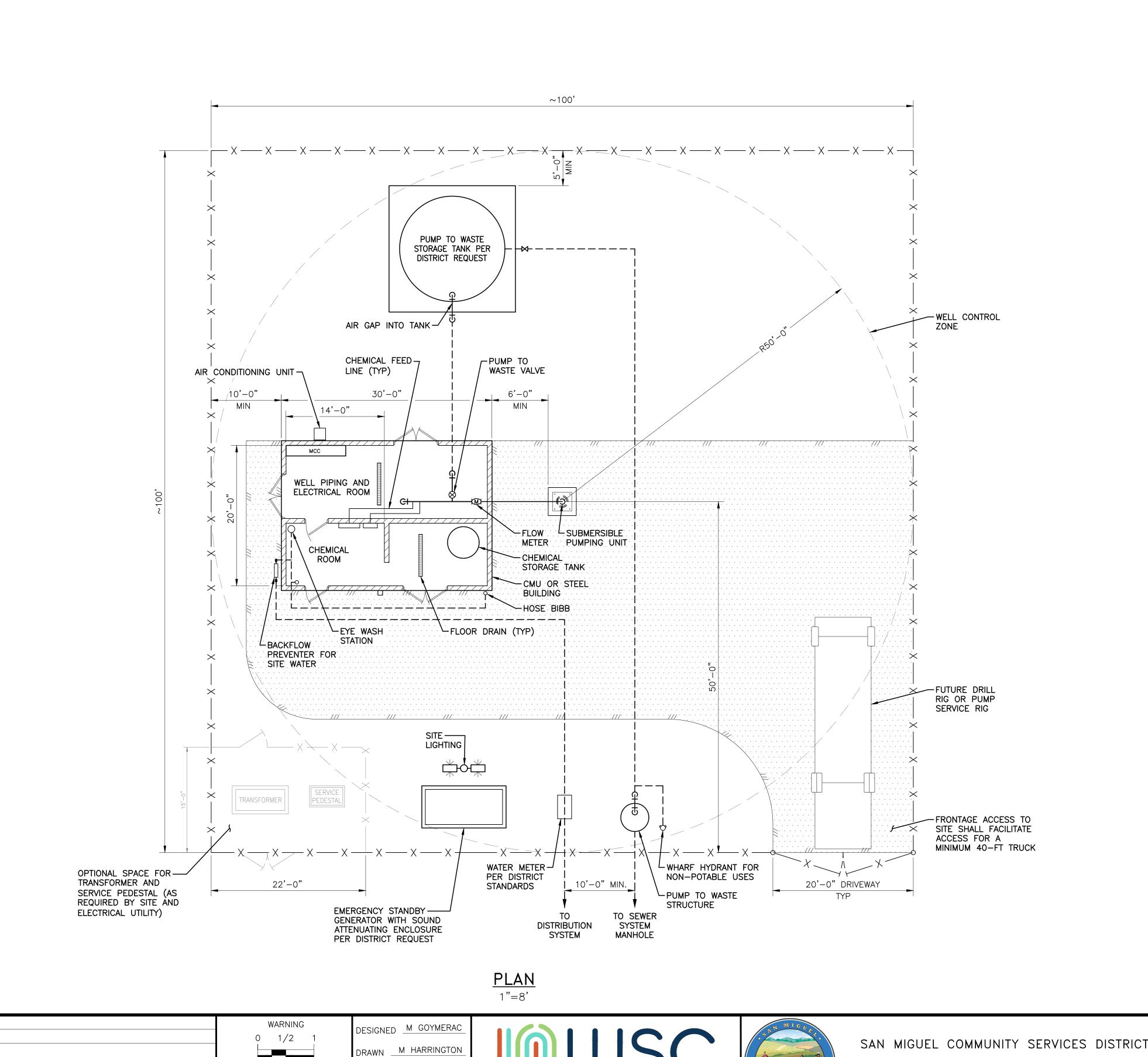
CASING PERFORATION WILL BE DETERMINED BASED ON

THE OWNER'S REPRESENTATIVE.

PRODUCTION WELL

SHEET 1 OF 1

DRAWING



305 AEROVISTA PLACE, SUITE 201 SAN LUIS OBISPO, CA 9340

PHONE: (805) 457-8833 FAX: (805) 888-2764

CHECKED J REYNOLDS

SCALE

1"=8'

IF THIS BAR DOES NOT

MEASURE 1" THEN DRAWING

IS NOT TO SCALE.

Know what's below.

Call before you dig.

REV DATE BY DESCRIPTION

CHEMICAL ROOM COMPONENTS

- 1 10'x10' ROLL UP DOOR
- 2 SINGLE DOORS
- 3 FRP TRENCH DRAIN WITH DOUBLE CONTAINMENT

4 EXHAUST FAN

- 5 FREE CHLORINE ANALYZER
- 6 METERING PUMP
- 7 SODIUM HYPOCHLORITE STORAGE TANK DOUBLE WALLED
- 8 EMERGENCY EYE WASH AND SHOWER WITH HEATER FOR TEPID WATER
- 9 TURBIDITY METER

WELL PIPING AND ELECTRICAL ROOM COMPONENTS

- 1 DISMANTLING JOINT
- 2 FLOW METER
- 3 PUMP CONTROL VALVE START OPEN (PUMP TO WASTE LINE)
- 4 CHECK VALVE
- 5 ANCILLARY VALVES AND APPURTENANCES
- 6 DOUBLE DOOR
- 7 SCADA PANEL WITH BUILDING MOUNTED ANTENNA
- 8 MOTOR CONTROL CENTER

DESIGN REQUIREMENTS:

- 1. DEVELOPER SHALL DEMONSTRATE SITE IS ADEQUATELY SIZED FOR ALL COMPONENTS SHOWN BELOW AND ANY PROJECT-SPECIFIC COMPONENTS (e.g., TREATMENT).
- 2. CENTER OF WELL CASING SHALL BE 50' MIN FROM PROPERTY EDGE AND SHALL BE PLACED IN ACCORDANCE WITH CA BULLETIN 74-90's MIN HORIZONTAL SEPARATION DISTANCE REQUIREMENT.
- 3. WELL PUMP FLOW SHALL BE DETERMINED FROM THE WELL DEVELOPMENT REPORT WITH TESTED WELL FLOW CAPACITY. WELL PUMP SHALL NOT BE SIZED BASED ON ANTICIPATED WELL FLOW BEFORE WELL IS DRILLED AND TESTED. COLUMN PIPING SHALL BE SIZED WITH A MAX ALLOWABLE HEAD LOSS OF 5-FT/100-FT. WELL PUMP TOTAL DYNAMIC HEAD SHALL BE DETERMINED THROUGH HYDRAULIC MODELING AT A HIGH HEAD AND LOW HEAD CONDITION. THE DISTRICT SHALL PROVIDE THE DEVELOPER'S ENGINEER WITH THE REQUIRED HIGH HEAD AND LOW HEAD CONDITIONS BASED ON DISTRIBUTION SYSTEM PRESSURE ZONE REQUIREMENTS.
- 4. WELL PEDESTAL SHALL BE PLACED A MIN OF 1-FOOT HIGHER THAN A 100 YEAR FLOOD ELEVATION.
- 5. PROVIDE ADEQUATE SITE SPACE TO ALLOW FOR PUMP RIG AND FLAT BED TRUCK ACCESS TO PULL SUBMERSIBLE PUMPING UNIT AND LAY DOWN COLUMN PIPE DURING WELL MAINTENANCE. DEVELOPER SHALL DEMONSTRATE ACCESSIBILITY TO WELL WITH A 30'x8' TRUCK.
- 6. ENTIRE SITE SHALL BE PAVED WITH ASPHALT CONCRETE PAVEMENT OR CONCRETE. DEVELOPER MAY ELECT TO INSTALL DECOMPOSED GRANITE IN NON-DRIVABLE AREAS IF APPROVED BY DISTRICT.
- 7. SITE SECURITY AND PERIMETER SHALL BE CHAIN LINK FENCE, CMU WALL, OR ROD IRON AS APPROVED BY DISTRICT.
- 8. BUILDING SHALL BE CMU OR STEEL. BUILDING ROOF SHALL BE STANDING SEAM STEEL ROOF.
- 9. MOTOR CONTROL CENTER (MCC) SHALL HAVE MIN 3'-6" CLEARANCE IN FRONT OF MCC.
- 10. CHEMICAL ROOM EXHAUST FAN SHALL BE LOCATED LOW WITH A LOUVER HIGH TO DRAW FREE AIR THROUGH THE ROOM AND DISPLACE CHLORINE OFF-GAS (HEAVIER THAT AIR). EXHAUST FAN SHALL BE SIZED FOR 6 AIR CHANGES PER
- 11. DOUBLE CONTAINMENT VAULT NEAR SODIUM HYPOCHLORITE TANK SHALL BE SIZED TO 110% OF STORAGE TANK SIZE.
- 12. SUPPLY METAL SIGN WITH SITE ADDRESS. CHARACTERS SHALL BE BLACK AND 6" HIGH. FINAL PLACEMENT OF SIGN PER DISTRICT.
- 13. GUARD POSTS SHALL BE PROVIDED AROUND PUMP TO WASTE PIPING, STANDBY GENERATOR, OR PUMP TO WASTE TANK, AS REQUESTED BY DISTRICT STAFF.
- 14. PROVIDE PERMANENT STANDBY GENERATOR AS REQUESTED BY DISTRICT. STANDBY GENERATOR SHALL BE NATURE GAS OR LIQUID PROPANE GAS. GENERATOR SHALL BE EQUIPPED WITH SOUND ATTENUATING ENCLOSURE AS REQUIRED, PERMANENT GENERATOR SHALL BE SIZED TO INCLUDE WELL AND WELL BUILDING LOADS AND FUTURE TREATMENT FACILITIES DEEMED ACCEPTABLE BY THE DISTRICT.
- 15. DISCHARGE PIPE AND PUMP TO WASTE PIPE SHALL BE WITHIN BUILDING.
- 16. DEVELOPER SHALL PROVIDE PUMP TO WASTE TANK WITH OVERFLOW FOR WATER REUSE SIZED FOR 30 MINUTES OF WELL PUMPING CAPACITY. DISTRICT MAY ELECT TO REMOVE PUMP TO WASTE TANK.
- 17. ABOVE GRADE PIPING SHALL BE SPECIAL CLASS 53 DUCTILE IRON PIPE. BELOW GRADE PIPE SHALL BE PVC, HDPE, OR STEEL PER DISTRICT APPROVAL.
- 18. ELECTRICAL SERVICE SHALL BE PROVIDED WITH SEPARATE ACCESS.
- 19. OUTSIDE LIGHTING SHALL BE IN ACCORDANCE WITH LOCAL LIGHT ORDINANCE (MITIGATE LIGHT POLLUTION).
- 20. DESIGN ENGINEER SHALL BE A PROFESSIONAL CIVIL ENGINEER REGISTERED IN THE STATE OF CALIFORNIA AND RESPONSIBLE FOR ALL PROJECT SPECIFIC REQUIREMENTS AND DATA.

STANDARD DESIGN

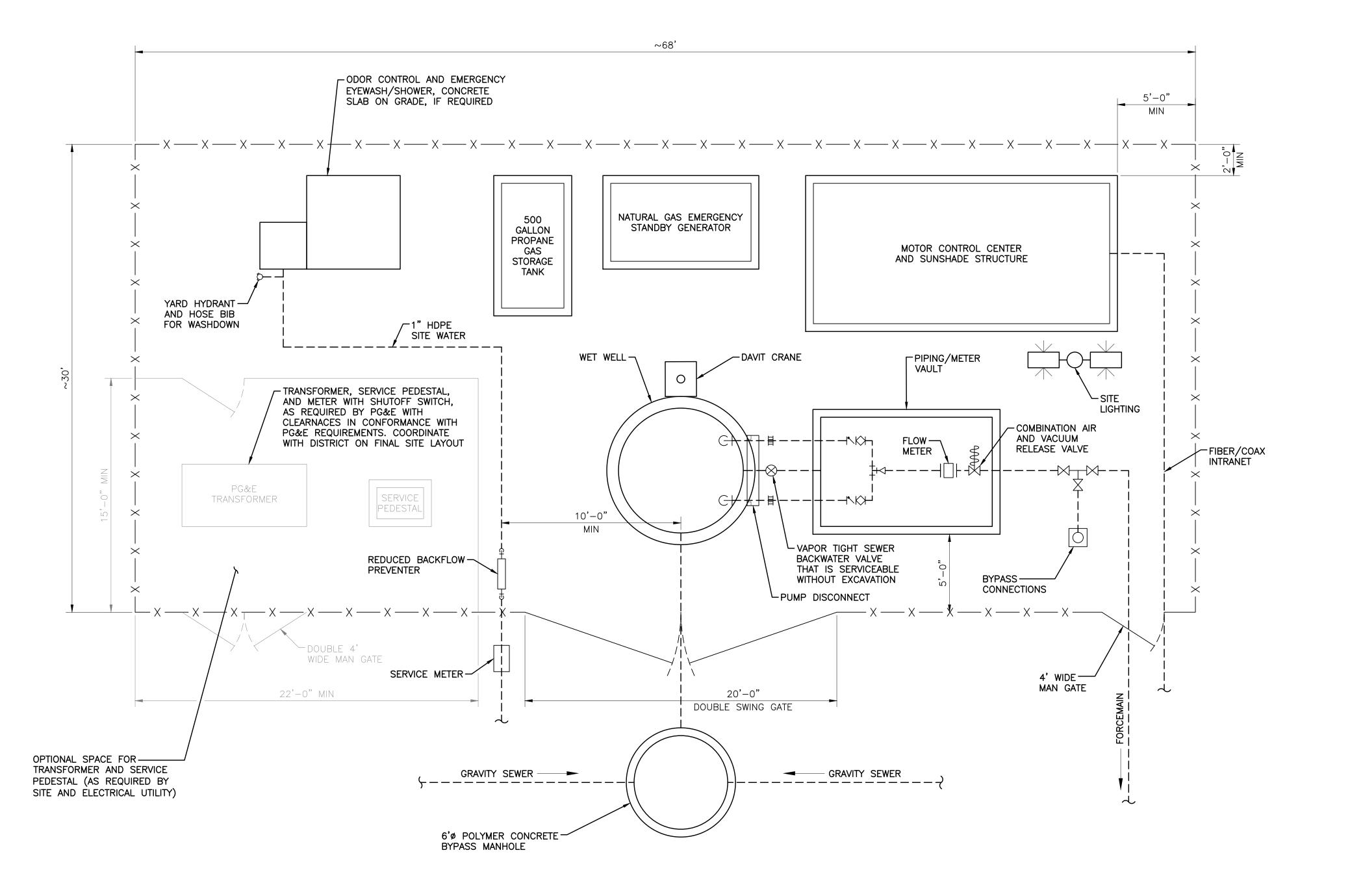
DRAWING

TYPICAL WELL SITE LAYOUT

1765 BONITA PLACE

SAN MIGUEL, CA 93451

SHEET 1 OF 1



PLAN 1"=4"

<u>DESIGN REQUIREMENTS:</u>

- 1. LIFT STATIONS SHALL BE AVOIDED. DEVELOPER'S ENGINEER SHALL PROVIDE A TECHNICAL MEMORANDUM DEMONSTRATING THAT A LIFT STATION IS REQUIRED AND IS IN THE DISTRICT'S BEST INTEREST. THE TECHNICAL MEMORANDUM SHALL INCLUDE DEVELOPERS PLANS, TRIBUTARY GRAVITY SEWER PLANS, FORCE MAIN PLANS, DOWNSTREAM SEWER PLANS AND SEWER FACILITY SIZING CALCULATIONS.
- 2. LIFT STATIONS SHALL OPERATE WITH A MINIMUM OF ONE DUTY AND ONE STANDBY PUMPING UNITS. SUBMERSIBLE PUMPING UNIT SHALL BE CAPABLE OF PASSING A MIN OF A 3-INCH SOLID AND BE SIZED FOR PEAK HOUR. DISTRICT SHALL INDICATE IF THE PUMPS WILL BE CONSTANT SPEED OR VARIABLE SPEED.
- 3. LIFT STATION WET WELL HATCH AND VALVE VAULT HATCHES SHALL BE PLACED AT A MIN OF 1—FT HIGHER THAN A 100 YEAR FLOOD ELEVATION AND SHALL BE H—20 TRAFFIC RATED.
- 4. A GEOTECHNICAL REPORT SHALL BE PREPARED TO DETERMINE THE PRESENCE OF GROUNDWATER AT THE LIFT STATION SITE. IF GROUNDWATER IS PRESENT, THE DEVELOPER'S ENGINEER SHALL CONSIDER BUOYANCY OF THE WET WELL AND PROVIDE ADEQUATE PROVISIONS TO PROTECT THE WET WELL FROM FLOATING.
- 5. DEVELOPER'S ENGINEER SHALL PROVIDE HYDRAULIC CALCULATIONS USED TO SIZE THE SUBMERSIBLE PUMPING WITH A HAZEN-WILLIAMS C VALVE OF 120 AND 140 (TWO SYSTEM CURVES). PUMP SELECTION WITH SYSTEM CURVES SHALL BE PROVIDED TO THE DISTRICT.
- 6. LIFT STATION WET WELL VOLUME SHALL BE SIZED ASSUMING 10 MIN CYCLE TIMES (6 CYCLES PER HOUR) V=T*Q/4, T IS CYCLE TIME, Q IS PUMP RATED CAPACITY, AND V IS WORKING VOLUME OF WET WELL BETWEEN LEAD PUMP ON AND LEAD PUMP OFF. WET WELL CALCULATIONS SHALL BE PROVIDED TO DISTRICT FOR REVIEW.
- 7. LIFT STATION SHALL BE CONTROLLED BY LEVEL TRANSDUCER AND SHALL PROVIDE REDUNDANT FLOAT LEVEL SWITCHES FOR HIGH HIGH, HIGH, AND LOW WATER AND PUMP CALL ALARMS. INSTRUMENTATION LOCATED WITHIN HAZARDOUS AREAS SHALL BE NEC CLASS 1, DIVISION 1, GROUP D
- HAZARDOUS AREAS SHALL BE NEC CLASS 1, DIVISION 1, GROUP D
 RATED (EXPLOSION PROOF).

 8. MIN FORCE MAIN VELOCITY SHALL BE 3 FPS OR 2.5 FPS WITH 2 DAILY
- 9. MIN FORCEMAIN SIZE SHALL BE 6-INCH, UNLESS APPROVED BY THE DISTRICT.

FLUSH PURGES. STATION VELOCITY SHALL NOT EXCEED 8 FPS.

- 10. SMALL LIFT STATION FLOW RATE SHALL NOT EXCEED 500 GPM WITHOUT DISTRICT APPROVAL.
- 11. FORCE MAIN LENGTHS OVER 6,000 FEET AT FLOWS LARGER THAN 400 GPM SHALL BE ANALYZED FOR SURGE.
- 12. HIGH POINTS WITHIN FORCE MAINS SHALL BE AVOIDED IF FEASIBLE.
- 13. ENTIRE SITE SHALL BE PAVED WITH ASPHALT CONCRETE PAVEMENT OR CONCRETE. DEVELOPER MAY ELECT TO INSTALL DECOMPOSED GRANITE IN NON-DRIVABLE AREAS IF APPROVED BY DISTRICT.
- 14. SITE SECURITY AND PERIMETER SHALL BE CHAIN LINK FENCE, CMU WALL, OR ROD IRON AS APPROVED BY DISTRICT.
- 15. SUPPLY METAL SIGN WITH SITE ADDRESS. CHARACTERS SHALL BE BLACK AND 6" HIGH. FINAL PLACEMENT OF SIGN PER DISTRICT.
- 16. PROVIDE PERMANENT STANDBY GENERATOR. STANDBY GENERATOR SHALL BE NATURAL GAS OR LIQUID PROPANE GAS.
- 17. ABOVE GRADE PIPING SHALL BE SPECIAL CLASS 53 DUCTILE IRON PIPE. BELOW GRADE PIPE SHALL BE PVC, HDPE, OR STEEL PER DISTRICT APPROVAL.
- 18. ELECTRICAL SERVICE SHALL BE PROVIDED WITH SEPARATE ACCESS.

Know what's below.
Call before you dig.

WARNING

0 1/2 1

IF THIS BAR DOES NOT

MEASURE 1" THEN DRAWING

IS NOT TO SCALE.

WARNING
D 1/2 1
DRAWN M HARRINGTON

IS BAR DOES NOT
E 1" THEN DRAWING
NOT TO SCALE.

DESIGNED M GOYMERAC
DRAWN M HARRINGTON

CHECKED J REYNOLDS

SCALE 1"=4'





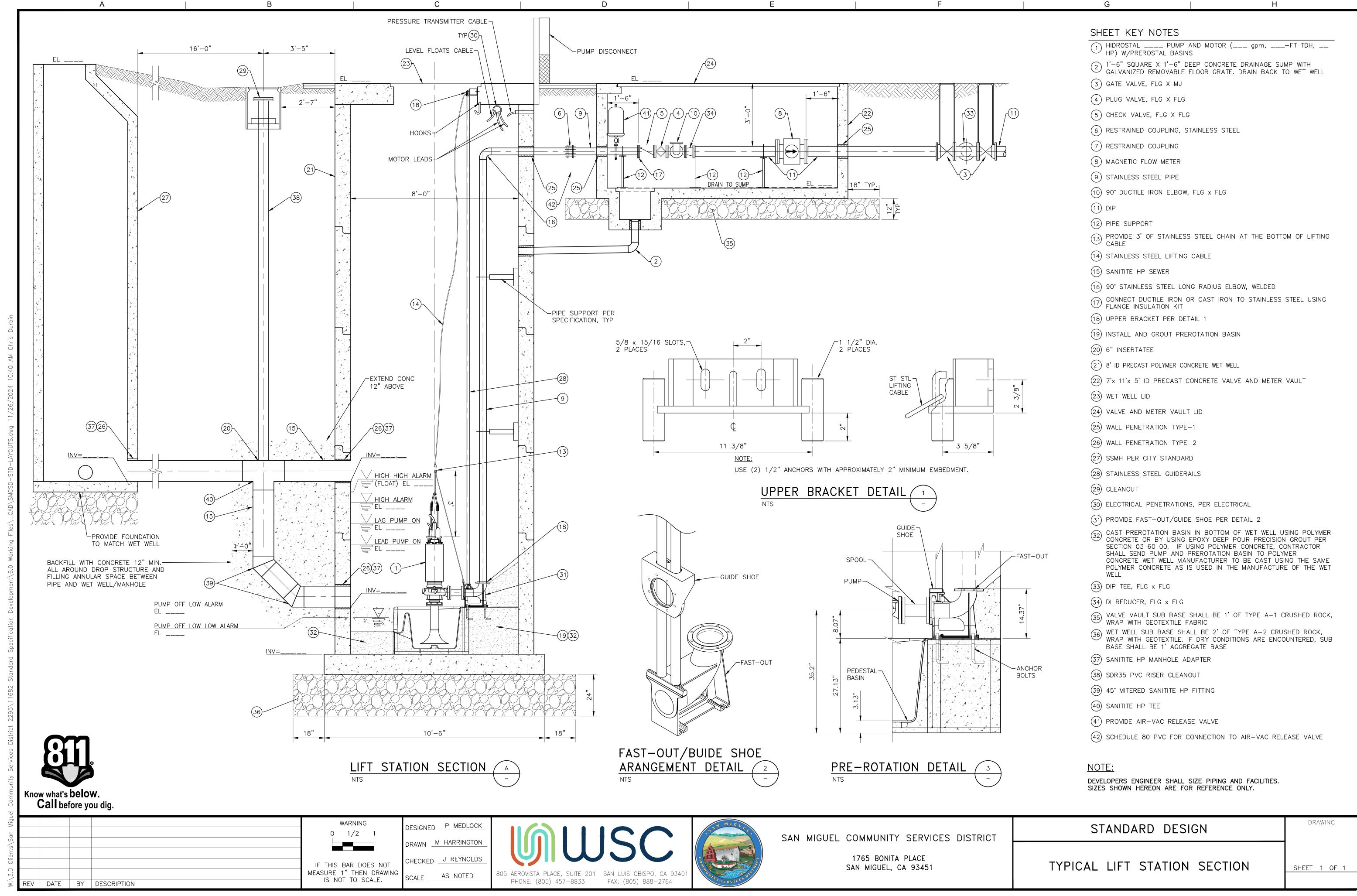
SAN MIGUEL COMMUNITY SERVICES DISTRICT

1765 BONITA PLACE SAN MIGUEL, CA 93451 STANDARD DESIGN

DRAWING

TYPICAL LIFT STATION SITE LAYOUT

SHEET 1 OF 1



San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

AGENDA ITEM: 10.1

SUBJECT: Monthly claim detail and investment reports for November 2024 (**Recommend receive** and file claim detail and investment report by Board consensus) (Pg. 220-264) When ancillary reports area provided they are for reference only and are subject to change.

SUGGESTED ACTION:

Review, Receive and File the attached claim detail and investment reports.

When ancillary reports area provided they are for reference only and are subject to change.

DISCUSSION:

FISCAL IMPACT:

None

PREPARED BY: Michelle Hido



San Miguel Community Services District NOVEMBER 2024 Financial Report

December 11, 2024

BOARD ACTION: Review the enumeration of Financial Reports for November 2024

NOVEMBER 2024 Revenue: \$288,348.28*

Sales Revenue 67.4%, Property Taxes 30.6%, Franchise Fees 1.6%, Other 0.5%

NOVEMBER 2024 Expenses: \$284,939.14*

FIRE DEPT PROJECTS:

Resolution 2021-05: MDCs- Budget: \$20,000.00

NOVEMBER costs: \$7,520.19

Project costs to date: \$17,180.52 (86% spent)

Status: In Process

Fire Temporary Housing Unit

NOVEMBER costs: Beacon- Plan Review \$300.00

Resolution 2022-21, 22: Budget: \$274,378.95 Escrow amount used: \$277,144.78 (101.01% spent) Costs not paid through Escrow to date: \$11,611.07 Total THU Project costs to date: \$288,755.85

Status: In Process

Fire Station Remodel- Budget: none

NOVEMBER costs: \$0

Project costs to date: \$5,771.56

Status: In Process

Resolution 2023-36: 23-24 Volunteer Fire Capacity Program Grant- Budget: \$39,382.08

NOVEMBER costs: \$0

Project costs to date: \$37,197.99 (94.5% spent)

Status: In Process

Resolution 2024-32 Office of Traffic Safety Grant- Budget: \$48,905.00 OCTOBER costs: LN Curtis- Auto Extrication Tools \$48,057.54

Project costs to date: \$48,057.54 (98.3% spent)

Status: In Process

UTILITY DEPT PROJECTS:

WWTF Expansion Resolution 2021-20, 32, 2022-43, 2023-21- by SWRCB Order June 2018

NOVEMBER costs: WSC, Quest – Engineering \$6,718.92

Project costs to date: \$1,734,800.90

Status: In Process

WWTF Resolution 2021-33,34, 2023-21: MBR- Budget: \$287,590.58/Project budget: \$8,309,288.94

NOVEMBER costs: - \$0

Project costs to date: \$333,247.20

Status: In Process

1 of 3

San Miguel Community Services District NOVEMBER 2024 Financial Report

WWTF Resolution 2022-04: WSC – NOI for Permit- Budget: \$70,078.00

NOVEMBER costs: \$0

Project costs to date: \$28,892.50 (41% spent)

Status: In Process

WWTF Resolution 2022-67: Recycled Water Pipeline- Budget: \$217,355.00

NOVEMBER costs: WSC – Engineering \$2,999.24 Project costs to date: \$217,185.22 (99.9% spent)

Project costs reimbursed by Grant to date: \$211,944.48 = 97.6%

Status: In Process

WWTF Resolution 2023-43: Septic to Sewer- Grant App Budget: \$15,700.00

NOVEMBER costs: \$0

Project costs to date: \$15,263.75 (97.0% spent)

Status: In Process

WWTF Resolution 2022-59,2023-44,48,50: Sewer Lining & Manhole- Budget: \$396,500.00

NOVEMBER costs: WSC – Engineering \$5,216.50 Project costs to date: \$156,595.45 (39% spent)

Status: In Process

WWTF Resolution 2022-64: 0.65M Tank Inspection & Coating Repair- Budget: \$67,660.00

NOVEMBER costs: \$0

Project costs to date: \$58,098.00 (86% spent)

Status: In Process

LEGAL SERVICES

2024/25 LEGAL EXPENSES TO DATE:

Legal bills: Invoice for July Legal Services

BOARD MEETINGS:	\$ 3,515.50
CSD BOARD REQUESTS:	\$ 832.50
FIRE:	\$ 906.50
GENERAL CSD/ADMIN:	\$ 1,104.15
GENERAL HR AND HR CONTRACTS:	\$ 443.50
HR INVESTIGATION/ARBITRATION:	\$ -
PUBLIC RECORDS REQUESTS:	\$ 1,535.50
SEWER:	\$ 3,109.30
SOLID WASTE:	\$ -
WATER:	\$ 6,787.30

TOP 5 GENERAL OPERATING EXPENSES (at the time of this report):

- Solinst Canada, LTD \$19,681.15 Water Sensors
- Fluid Resource Management \$10,741.03 Contract Operator WW & W
- HydroPro Solutions West \$8,923.14 Water Meters
- California Special District's \$8,637.00 Annual Membership Renewal
- The Well Bubbler \$7,853.70 Well Bubbler

MONTHLY RECURRING EXPENSES (at the time of this report):

CalPERS (Employer costs only)	\$10,408.94
PG&E (Facilities & Lighting)	\$16,387.59
US Bank SMCSD Credit Cards	\$5,262.31
WEX Bank SMCSD District Vehicle Fuel	\$658.95

The information provided is current as of the time of this report.

RECOMMENDATION:

Please Review these November 2024 SMCSD Financial Reports.

PREPARED BY: REVIEWED BY:

Michelle Hido, Financial Officer Kelly Dodds, General Manager

3 of 3

^{*}final amounts will be available after Bank Recs completed

For the Accounting Period: 11/24

Page: 1 of 24 Report ID: AP100V

Claim/ Check Line #	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Disc \$ Line \$	PO #	Fund Ore	g Acct	Object	Proj	Cash Account
10906 50111 1 10/28	S 650 13 STARS MEDIA	102.96 30.89		20	62000	393		10205
2024-48574	,, a i ni v, i oi ii	00.00		20	02000	0,50		10200
2 10/28	3/24 RFQ/P CPA	3.09		30	63000	393		10205
2024-48574								
	3/24 RFQ/P CPA	32.95		40	64000	393		10205
2024-48574 4 10/28 2024-48574	3/24 RFQ/P CPA	32.95		50	65000	393		10205
	8/24 RFQ/P CPA	3.08		60	66000	393		10205
10907 50111		79.86						
	3/24 RFQ/P AUDITOR	23.96		20	62000	393		10205
2024-48575 2 10/28 2024-48575	3/24 RFQ/P AUDITOR	2.39		30	63000	393		10205
	3/24 RFQ/P AUDITOR	25.56		40	64000	393		10205
	3/24 RFQ/P AUDITOR	25.55		50	65000	393		10205
5 10/28 2024-48575	3/24 RFQ/P AUDITOR	2.40		60	66000	393		10205
10908 50111		86.63		4.0	64000	202		10005
2024-48573	3/24 RFQ/P FLOODPROOFING	86.63		40	64000	393		10205
10909 50111	S 650 13 STARS MEDIA	90.75 90.75		50	65000	393		10205
2024-48576	N/24 VLÄ\L DOOSTEK	90.73		30	63000	393		10203
	Total for V	Mendor: 360.20						

Page: 2 of 24 Report ID: AP100V

For the Accounting Period: 11/24

* ... Over spent expenditure

Claim/ Line #		Vendor #/Name/ Invoice #/Inv Date/Description		PO #	Fund Org	Acct	Object	Proj	Cash Account
1	50112S 10/25/24	671 ALAMEDA ELECTRICAL DIST 4 AERATOR REPAIR	577.18 577.18		40	64000	582		10205
		Total for Ve	ndor: 577.18						
1		689 AMAZON CAPITOL SERVICES 4 GLOVES X8	167.47 83.73		40	64000	348		10205
2	~	4 GLOVES X8	83.74		50	65000	348		10205
1	50113s 11/01/2	689 AMAZON CAPITOL SERVICES 4 CHAIR, SCANNER	415.60 20.78		30	63000	305		10205
2	~~	4 CHAIR, SCANNER	187.02		40	64000	305		10205
3	~~	4 CHAIR, SCANNER	187.02		50	65000	305		10205
4		4 CHAIR, SCANNER	20.78		60	66000	305		10205
	50113S	689 AMAZON CAPITOL SERVICES 4 MOUSE, MOUSE PAD, SCR PROT	88.70 44.35		40	64000	305		10205
1VWM-9 2	MRR-L719	4 MOUSE, MOUSE PAD, SCR PROT			50	65000			10205
1		689 AMAZON CAPITOL SERVICES 4 FO CALCULATOR	48.25 12.06		20	62000	410		10205
2	SPFQ-NDVG 11/01/24 SPFO-NDVG	4 FO CALCULATOR	2.41		30	63000	410		10205
3	~	4 FO CALCULATOR	15.92		40	64000	410		10205
4		4 FO CALCULATOR	15.93		50	65000	410		10205

For the Accounting Period: 11/24

Page: 3 of 24 Report ID: AP100V

Claim/ Check Line #	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Disc \$ Line \$	PO #	Fund O	rg Acct	Object	Proj	Cash Account
5 11/01/2 14KX-6PFQ-NDVG	4 FO CALCULATOR	1.93*		60	66000	410		10205
	Total for V	Wendor: 720.02						
1 11/06/2	743 API ATLAS PERFORMANCE 4 NOV CSD OFFICE TRAILER RENTAL	2,200.00 110.00		30	63000	949		10205
RI150099 2 11/06/2 RI150099	4 NOV CSD OFFICE TRAILER RENTAL	990.00		40	64000	949		10205
3 11/06/2 RI150099	4 NOV CSD OFFICE TRAILER RENTAL	990.00		50	65000	949		10205
	4 NOV CSD OFFICE TRAILER RENTAL	110.00		60	66000	949		10205
	Total for V	7endor: 2,200.00						
10957 -98847E FIRE CELL PHON	714 AT&T MOBILITY	95.98						
1 11/02/2 11102024	4 OCT FIRE CELL PHONE - ROBERSO	45.47		20	62000	465		10205
	4 OCT FIRE CELL PHONE - YOUNG	50.51		20	62000	465		10205
11102024	Total for V	Tendor: 95.98						
10985 50157S PROJECT F-1027 SMF THU	688 BEACON GEOTECHNICAL	300.00						
1 06/22/2 10358	3 PLAN REVIEW LETTER	300.00		20	62000	511	21006	10205
10336	Total for V	Vendor: 300.00						
10903 50114S Membership Ren Membership ID:	lewal	TS 8,637.00						
	4 2025 Membership Renewal	2,591.10*		20	62000	385		10205
6172-2025 2 10/01/2 6172-2025	4 2025 Membership Renewal	259.11*		30	63000	385		10205

Page: 4 of 24 Report ID: AP100V

For the Accounting Period: 11/24

Claim/ Check Line #	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org Acct	Object	Proj	Cash Account
3 10/01/2 6172-2025	24 2025 Membership Renewal	2,763.84			40	64000	385		10205
	24 2025 Membership Renewal	2,763.84			50	65000	385		10205
	24 2025 Membership Renewal	259.11*			60	66000	385		10205
	Total for Vend	dor: 8,637.00							
Acct# 8245 10	67 CHARTER COMMUNICATIONS 105 0027311 ness Internet/Voice	129.98							
		129.98			20	62000	375		10205
10955 -98849E Acct# 21269160 Spectrum Enter		648.98							
Service 11/01/	/24 - 12/30/24								
1 11/01/2	24 NOV LIFT STATION	119.98			40	64000	375		10205
21269160111012 2 11/01/2 21269160111012	24 NOV WWTF FIBER	26.45			30	63000	375		10205
	24 NOV WWTF FIBER	238.05			40	64000	375		10205
4 11/01/2	24 NOV WWTF FIBER	238.05			50	65000	375		10205
21269160111012 5 11/01/2 21269160111012	24 NOV WWTF FIBER	26.45			60	66000	375		10205
	Total for Vend	dor: 778.96							
10956 -98848E	712 CIO SOLUTIONS	6,329.24							
	24 CONFIG NEW COMPUTERS	284.37			40	64000	321		10205
	24 CONFIG NEW COMPUTERS	284.38			50	65000	321		10205
115195-124 3 11/15/2 115195-124	24 CONFIG NEW COMPUTERS	80.62*			30	63000	321		10205

For the Accounting Period: 11/24

Page: 5 of 24 Report ID: AP100V

Claim/ Line #	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org Acct	Object	Proj	Cash Account
	, -,	CONFIG	NEW COMPUTERS	725.63			40	64000	321		10205
115195			V-12 00VD-12-00	705 60			F 0	65000	201		10005
5 115195		CONFIG	NEW COMPUTERS	725.63			50	65000	321		10205
115195		COMETC	NEW COMPUTERS	80.62*			60	66000	321		10205
115195		CONFIG	NEW COMPUTERS	80.62^			60	66000	321		10205
	11/15/24	FO COM	פוויידף	293.21			20	62000	321		10205
115195	, -,	I TO COM	COLLIN	233.21			20	02000	521		10203
	11/15/24	FO COM	PUTER	58.64*			30	63000	321		10205
115195											
9	11/15/24	FO COM	PUTER	387.04			40	64000	321		10205
115195	-124										
10	11/15/24	FO COM	PUTER	387.04			50	65000	321		10205
115195											
	11/15/24	FO COM	PUTER	46.91*			60	66000	321		10205
115195											
		BILLIN	G, UTL COMPUTER	991.27			40	64000	321		10205
115195											
		BILLIN	G, UTL COMPUTER	992.28			50	65000	321		10205
115195 14	11/15/24		MDHEED	49.48*			30	63000	321		10205
115195		OTL CO	MPUTER	49.48^			30	63000	321		10205
	11/15/24	ווייד כטו	MDIITED	446.32			40	64000	321		10205
115195		OID CO	MIOIEK	440.52			40	04000	321		10203
	11/15/24	UTL CO	MPHTER	446.32			50	65000	321		10205
115195		012 00.		110.02				00000	021		10200
17	11/15/24	UTL CO	MPUTER	49.48*			60	66000	321		10205
115195	-124										
			Total for Vendo	r: 6,329.2	4						
10930	501399	15 C	LEATH-HARRIS GEOLOGISTS, INC	1 211 28							
	11/07/24		UNDWATER MONITORING EVEN	•			40	64000	355		10205
202110			Total for Vendo	r: 1,211.2	8						

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Claim/ Check Line #	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org Acct	Object	Proj	Cash Account
	429 COUNTY OF SAN LUIS OBISPO - E 24 REPORT WRITING	290.60			50	65000	362		10205
	24 ADMIN COST	205.40			50	65000	362		10205
10973 50140s ACCT# AR00235 Well 3 610 12		CH 600.00							
1 11/06/ IN0153214	24 WELL 3 HAZMAT DISCLOSURE	600.00			50	65000	715		10205
10974 50140S ACCT# AR00235 SLT Well 8687		CH 600.00							
1 11/06/ IN0153215	24 SLT WELL HAZMAT DISCLOSURE	600.00			50	65000	715		10205
10975 50140S ACCT# AR00235 WELL 4 BONITA		CH 600.00							
1 11/06/ IN0153213	24 WELL 4 HAZMAT DISCLOSURE	600.00			50	65000	715		10205
10976 50140s ACCT# AR00233 WWTF 1765 BON		CH 600.00							
	24 WWTP HAZMAT DISCLOSURE	600.00			40	64000	715		10205
IN0153202	Total for Vend	lor: 2,896.00)						
10982 50141S COUNTY RIGHT	252 COUNTY OF SLO PUBLIC WORKS OF WAY REVIEW	879.20							
1 10/31/ 3092	24 RIGHT OF WAY REVIEW	879.20			50	65000	961		10205
3372	Total for Vend	lor: 879.20)						

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Claim/ Che	eck Vendor #/Name/ Invoice #/Inv Date/Descripti	Docum on Lin	ent \$/ Disc \$ e \$	PO #	Fund Org	Acct	Object	Proj	Cash Account
10889 -988 1 10/	860E 654 CULLIGAN WATER /30/24 OCT WATER DELIVERY		33.72 16.86		40	64000	305		10205
- ,	/30/24 OCT WATER DELIVERY		16.86		50	65000	305		10205
406893	Total f	or Vendor:	33.72						
1 10/ EI01768006 2 10/ EI01768006 3 10/ EI01768006 4 10/ EI01768006	/29/24 CPA SERVICES CONSULT/REVIEW 6	1 1	,220.24* 122.02 ,301.58 ,301.58 122.02		20 30 40 50	62000 63000 64000 65000	325 325 325		10205 10205 10205 10205 10205
	117S 107 FARM SUPPLY CO.		105.48						
Cust No. 6 1 10/ 284925	61338 /25/24 HOSE, BARB WIRE		52.74		40	64000	305		10205
2 10/ 284925	/25/24 HOSE, BARB WIRE		52.74		50	65000	305		10205
	Total f	or Vendor:	105.48						
	118S 109 FERGUSON ENTERPRISES /18/24 8x1 SS STRP BRS		461.18 461.18		50	65000	353		10205
10971 501 1 11/ 5547348	/07/24 STD DUTY REST ZIP		302.45 302.45		50	65000	353		10205
	Total f	or Vendor:	763.63						

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•	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund C	rg Acct	Object	Proj	Cash Account
10924 1 483891	10/23/2	112 FGL - ENVIRONMENTAL ANALYTICAL 4 WK2 WQ MONITORING	170.00 72.00			50	65000	359		10205
2 483891		4 WK2 WQ MONITORING	98.00			50	65000	358		10205
	10/23/2	112 FGL - ENVIRONMENTAL ANALYTICAL 4 WASTEWATER MONITORING				40	64000	355		10205
	11/08/2	112 FGL - ENVIRONMENTAL ANALYTICAL 4 WK3 WQ MONITORING	170.00 170.00			50	65000	359		10205
	11/12/2	112 FGL - ENVIRONMENTAL ANALYTICAL 4 WK4 WQ MONITORING				50	65000	359		10205
		Total for Vendo	r: 654.00)						
	10/29/2	401 FLUID RESOURCE MANAGEMENT 4 CONTRACT OPERATOR- WW 9/24				40	64000	361		10205
		401 FLUID RESOURCE MANAGEMENT 4 CONTRACT OPERATOR- W 9/2024				50	65000	361		10205
	10/22/2	4 COMPIANCE W 9/2024	1,245.00			50	65000	361		10205
		Total for Vendo	r: 10,741.03	3						
Acct #	\$80546728	308 FRONTIER COMMUNICATIONS (412-5 18010412-5 0/22/24-11/21/24	81.63							
- ,	D ALARM 10/22/2	4 OCT FIRE STATION ALARM Total for Vendo	81.63 r: 81 .63	3		20	62000	375		10205

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Claim/ Line #		Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Disc \$ Line \$	PO #	Fund Or	g Acct	Object	Proj	Cash Account
GW-661	50121S e Period:	125 GREAT WESTERN ALARM	35.00						
	11/01/24 545101	NOV Alarm Monitoring	35.00		20	62000	380		10205
A0702	50121S UTILITIES e Period:	125 GREAT WESTERN ALARM EMERGENCY 11/2024	100.00						
		NOV Answering Service	50.00		40	64000	380		10205
	11/01/24	NOV Answering Service	50.00		50	65000	380		10205
241002	242101	Total for Vendo	or: 135.00						
		703 GSI WATER SOLUTIONS	2,111.55						
	10/11/24	5-YR PERIODIC EVALUATION	2,111.55*		50	65000	324		10205
		Total for Vendo	or: 2,111.55						
	10/29/24	724 HYDROPRO SOLUTIONS WEST INC WATER METERS	4,471.57 4,471.57*		50	65000	526	22006	10205
	, ,	724 HYDROPRO SOLUTIONS WEST INC WATER METERS	4,451.57 4,451.57*		50	65000	526	22006	10205
		Total for Vendo	or: 8,923.14						
10979 1 364152		147 JB DEWAR ! Clear Diesel- 63.1GAL	1,111.19 280.46		20	62000	485		10205
	11/01/24	Clear Diesel- 93.45 GAL WW	830.73		40	64000	485		10205
204132		Total for Vendo	or: 1,111.19						

12/09/24 15:45:57

SAN MIGUEL COMMUNITY SERVICES DISTRICT Claim Details

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Dis	sc \$ PO #	Fund Org	Acct	Object	Proj	Cash Account
	10/14/2	474 L.N. CURTIS & SONS 4 OTS GRANT	3,153.47 3,153.47*		20	62000	457	24002	10205
		Total for Vendo	r: 3,153.47						
	OVERPAYM	999999 MA ISABEL SALGADO ENT REFUND	1.06						
1 27403-		4 WATER OVERPAYMENT REFUND	1.06		50	41000			10205
		Total for Vendo	r: 1.06						
	10/28/2	649 MBS LAND SURVEYS 4 TOPO SURVEY, CAL EASEMENT	•		50	65000	961		10205
		Total for Vendo	r: 5,000.00						
10959 1 27150	50147S 11/14/2	MID_CO MID-COAST GEOTECHNICAL, INC. 4 WELL 4 DISCHARGE RELOCATION	1,350.00 1,350.00		50	65000	517		10205
		Total for Vendo	r: 1,350.00						
10885 Truck		602 MULLAHEY CHRYSLER DODGE JEEP R.	AM 2,227.48						
1 79512		4 U-8636 RADIATOR REPAIR	1,113.74		40	64000	354		10205
		4 U-8636 RADIATOR REPAIR	1,113.74		50	65000	354		10205
		Total for Vendo	r: 2,227.48						
10981 1 21672			2.06 2.06		30	63000	353		10205
21012		Total for Vendo	r: 2.06						

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* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Disc \$ Line \$	PO #	Fund Or	g Acct	Object	Proj	Cash Account
		182 NAPA AUTO PARTS 4 8696 MINI C.B. I-20			20	62000	354		10205
	11/11/2	182 NAPA AUTO PARTS 4 8601/8630 FUSE KIT	38.89 38.89		20	62000	354		10205
		Total for Ve	endor: 45.33						
	11/03/2	45 OILFIELD ENVIRONMENTAL & 4 ROUTINE (OCTOBER)			40	64000	355		10205
	11/10/2	45 OILFIELD ENVIRONMENTAL & 4 ROUTINE (WEEKLY)	27.00 27.00*		40	64000	355		10205
10941 1 240996	11/03/2	45 OILFIELD ENVIRONMENTAL & 4 ROUTINE (WEEKLY)	27.00 27.00*		40	64000	355		10205
	11/03/2	45 OILFIELD ENVIRONMENTAL & 4 ROUTINE (WEEKLY)	77.00 77.00*		40	64000	355		10205
		45 OILFIELD ENVIRONMENTAL & 4 ROUTINE (PFAS)	2,019.39 1,009.69		50	65000	356		10205
	11/10/2	4 ROUTINE (PFAS)	1,009.70		50	65000	357		10205
10944 1 241047	11/13/2	45 OILFIELD ENVIRONMENTAL & 4 ROUTINE (WEEKLY-3RD)	127.00 127.00		50	65000	359		10205

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$ PO #	Fund Org	Acct	Object	Cash Proj Account
		45 OILFIELD ENVIRONMENTAL & ROUTINE (WWTF SEPTAGE)	353.00 353.00*		40	64000	355	10205
10946 1 241023			127.00 127.00		50	65000	359	10205
10947 1 241047	11/17/24	45 OILFIELD ENVIRONMENTAL & ROUTINE (WEEKLY)	27.00 27.00*		40	64000	355	10205
		Total for V	'endor: 3,755.89					
		328 PARENT, TAMARA CSDA- BOARD CLRK per diem Total for V	10.32 110.08 110.08 10.32		20 30 40 50 60	62000 63000 64000 65000 66000	386 386 386	10205 10205 10205 10205 10205
DUMPIN 1	10/31/24	706 PASO ROBLES LANDFILL R DRIED SLUDGE WWTP BIOSOLIDS	7,772.85 7,772.85		40	64000	583	10205
4AX000) 4 4	Total for V	endor: 7,772.85					
	-98854E	208 PG&E #6480-8	1,267.36					
1	11/14/24	12th & K 8565976725 11TH STREET - 8562053214	10.97 52.41		30 30	63000 63000		10205 10205
	11/14/24	RIO MESA CIR - 8564394360 MISSION/14TH - 8569413449	25.90 31.46		30 30	63000 63000	381	10205 10205
6 7 8	11/14/24	VERDE/RIO MESA - 8560673934 Mission Heights - 8565976482 MISSION S. 14TH - 8561483265			30 30 30	63000 63000 63000	381	10205 10205 10205

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Claim/	Check	Vendor #/Name/	Document \$/ Disc \$						Cash
Line #		Invoice #/Inv Date/Description	Line \$	PO #	Fund Or	g Acct	Object	Proj	Account
9	11/14/24	1 Tract 2605 - 8565976109	40.62		30	63000	381		10205
10	11/14/24	1 9898 River Rd 8565976002	395.51		30	63000	381		10205
11	11/14/24	1 9898 River Rd 8565976004	49.47		30	63000	381		10205
12	11/14/24	1 9898 River Rd 8565976008	229.63		30	63000	381		10205
13	11/14/24	1 9898 River Rd 8565976014	79.31		30	63000	381		10205
14	11/14/24	1 9898 River Rd 8565976481	59.34		30	63000	381		10205
15	11/14/24	1 9898 River Rd 8565976483	22.65		30	63000	381		10205
		Total for Vendo	r: 1,267.36						
10951	-98853E	209 PG&E #6851-8	15,120.23						
	367518685		.,						
1	11/15/24	Old Fire Station/1297 L St	25.57		20	62000	381		10205
2	11/15/24	Fire Station/1150 Mission	9.86		20	62000	381		10205
3	11/15/24	Water Works #1/Well 3	2,628.98		50	65000	381		10205
4	11/15/24	Bonita Pl & 16th/Well 4	3,037.12		50	65000	381		10205
5	11/15/24	N St/WWTF	8,962.71		40	64000	381		10205
6		1 2HP Booster Station	9.86		50	65000	381		10205
7	11/15/24	l Mission Heights Booster	9.86		50	65000	381		10205
8	11/15/24	1 14th St. & K St.	87.16		50	65000	381		10205
9	11/15/24	1 942 Soka Way lift station	103.12		40	64000	379		10205
10	11/15/24	Missn&12th Landscape-St light	191.57		30	63000	381		10205
11		SLT Well	54.42		50	65000	381		10205
		Total for Vendo	r: 15,120.23						
	50127s :CATION# 1	46 PG&E CFM/PPC DEPARTMENT	3,118.20						
1 NT# 12	10/25/24 28227825	1 10 YR GAS/5 YR ELECTRIC ADVNCE	3,118.20		40	64000	587		10205
		Total for Vendo	r: 3,118.20						
10887	50128S	25 QUEST PLANNING, INC	250.00						
1 1893		WWTF PERMIT ASSISTANCE	250.00		40	64000	587	20001	10205
		Total for Vendo	r: 250.00						

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Claim/ Line #	Check		endor #/Name/ /Inv Date/Description		Disc \$	PO #	Fund Org	Acct	Object	Proj	Cash Account
	50129S 999 OVERPAYMENT -04		MOND BARKER	77.36							
1 20541		ATER OV	ERPAYMENT REFUND	77.36			50	41000			10205
20341	-04		Total for Vend	dor: 77.36							
	SITE EMERGEN 11/12/24 T	CY GENE	LUIS POWERHOUSE RATOR ANNUAL TESTING RG GENERTR TEST/SRV	345.00 345.00			50	65000	351		10205
	4 TANK SITE 1 11/12/24 W	EMERGEN	LUIS POWERHOUSE CY GENERATOR ANNUAL TESTIN RG GENERTR TEST/SRV				50	65000	351		10205
WELL	3 TANK SITE 1 11/12/24 W	EMERGEN	LUIS POWERHOUSE CY GENERATOR ANNUAL TESTIN RG GENERTR TEST/SRV	779.71 NG 779.71			50	65000	351		10205
	ERGENCY GENE: 11/12/24 M	RATOR A	LUIS POWERHOUSE NNUAL TESTING GENERTR TEST/SRV	884.02 884.02			40	64000	351		10205
	ELL EMERGENC 11/12/24 S	Y GENER	LUIS POWERHOUSE ATOR ANNUAL TESTING G GENERTR TEST/SRV	345.00 345.00			50	65000	351		10205
FIRE	DEPT EMERGEN 11/12/24 F	CY GENE	LUIS POWERHOUSE RATOR ANNUAL TESTING MERG GENERTR TEST/SRV	674.67 674.67			20	62000	352		10205
			Total for Vend	dor: 3,808.11							

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org	Acct	0bject	Proj	Cash Account
	50152S	481 SAN MIGUEL COMMUNITY SERVICES	61.05							
	27475-00 11/15/24	4 1765 BONITA PL 27475-00	61.05			40	64000	384		10205
10963 20547-		481 SAN MIGUEL COMMUNITY SERVICES	368.86							
1	11/15/24	4 1203 MISSION IRIG MTR 20547-0	368.86			30	63000	384		10205
ACCT#	27476-00	481 SAN MIGUEL COMMUNITY SERVICES								
1	11/15/24	4 1199 MISSION IRRIG MTR 27476-0	105.85			30	63000	384		10205
	50152S 11/15/24	481 SAN MIGUEL COMMUNITY SERVICES 4 942 SOKA WAY 20840-00				40	64000	384		10205
10966 01004-		481 SAN MIGUEL COMMUNITY SERVICES	2.00							
1	11/15/24	4 1150 MISSION ST SMFD 1004B-00	2.00			20	62000	384		10205
01004-	-00	481 SAN MIGUEL COMMUNITY SERVICES								
1	11/15/24	4 1150 MISSION ST SMFD 1004-00	126.03			20	62000	384		10205
10968 01004-		481 SAN MIGUEL COMMUNITY SERVICES	30.95							
1	11/15/24	4 1140 Mission Street 1001-00	30.95			20	62000	384		10205
10969 01102-		481 SAN MIGUEL COMMUNITY SERVICES	11.50							
1	11/15/24	4 WELL 3 1102-00	11.50*			50	65000	384		10205
10970 15034-		481 SAN MIGUEL COMMUNITY SERVICES	17.25							
1	11/15/24	4 WELL 4 15034-00 Total for Vendo	17.25* r: 762.54	Į.		50	65000	384		10205

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Claim/ Line #		Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org	Acct	Object	Proj	Cash Account
	50153S 318691	238 SAN MIGUEL GARBAGE	122.46							
1		OCT 2024	61.23			40	64000	383		10205
110124 2 110124	11/01/24	1 OCT 2024	61.23			50	65000	383		10205
110129		Total for Vend	dor: 122.46	5						
	50130s	731 SAN MIGUEL SENIORS CENTER	250.00							
1	10/28/24	OCT 24 BOD MEETING 4 HRS	75.00			20	62000	341		10205
2	10/28/24	OCT 24 BOD MEETING 4 HRS	7.50			30	63000	341		10205
3	10/28/24	OCT 24 BOD MEETING 4 HRS	80.00			40	64000	341		10205
4	10/28/24	OCT 24 BOD MEETING 4 HRS	80.00			50	65000	341		10205
5	10/28/24	OCT 24 BOD MEETING 4 HRS	7.50			60	66000	341		10205
		Total for Vend	dor: 250.00)						
	50131S Dues 202	628 SLO COUNTY TRAINING OFFICERS	200.00							
1 2024/2		Annual Dues 2024/25	200.00*			20	62000	385		10205
		Total for Vend	dor: 200.00)						
10953	-98851E	657 SOCALGAS	57.09							
1	10/31/24	NOV LIFT STATION 942 SOKA WAY	17.40			40	64000	396		10205
2	10/31/24	NOV SLT WELL 8687 MARTNZ	15.78			50	65000	396		10205
3	10/31/24	NOV WELL 3 NAT.GAS610 12TH	23.91			50	65000	396		10205
		Total for Vend	dor: 57.09)						
10892		48 SOLINST CANADA, LTD								
1 128607	, - ,	WATER SENSOR	13,350.15*			50	65000	591		10205

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Claim/ Line #		Vendor #/Nam Invoice #/Inv Date/I		Document \$/ Line \$	Disc \$	PO #	Fund Org	Acct	Object	Proj	Cash Account
	11/01/2	48 SOLINST CANADA 4 WATER SENSOR	A, LTD	6,331.00 6,331.00*			50	65000	591		10205
12000	7 7 3		Total for Ven	dor: 19,681.1	5						
Water		999999 SPROUSE COMMUN METER Deposit refund	IICATIONS	614.12							
27488- 1 27488-	11/15/2	24 WATER HY METER 8215	923 REFUND	614.12			50	20550			10205
			Total for Ven	dor: 614.1	2						
		282 THE BLUEPRINTE 4 BLUEPRINTS/CONST DE		488.72 488.72			40	64000	587		10205
124 00	,,,,		Total for Ven	dor: 488.7	2						
		47 THE WELL BUBBI 24 WELL BUBBLER	ER	7,853.70 7,853.70*			50	65000	591		10205
322			Total for Ven	dor: 7,853.7	0						
10904 1 31397	50134s 10/24/2	391 TROPHY HUNTERS		206.63 61.99			20	62000	305		10205
2	10/24/2	24 BOARD AWARD AK, RG,	ВВ	6.19			30	63000	305		10205
31397 3 31397		24 BOARD AWARD AK, RG,	ВВ	66.13			40	64000	305		10205
4	10/24/2	24 BOARD AWARD AK, RG,	ВВ	66.13			50	65000	305		10205
31397 5 31397		24 BOARD AWARD AK, RG,	ВВ	6.19			60	66000	305		10205
			Total for Ven	dor: 206.6	3						

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Disc \$ Line \$	PO #	Fund Org	Acct	Object	Proj	Cash Account
10026	-98857E	301 US BANK	3,753.84						
		ATE 10/22/24	3,733.04						
		4 RINGCENTRAL OCT PHONE	98.44		20	62000	310		10205
TP OCT									
2	10/01/24	4 RINGCENTRAL OCT PHONE	9.84		30	63000	310		10205
TP OCT	24								
3	10/01/24	4 RINGCENTRAL OCT PHONE	104.98		40	64000	310		10205
TP OCT									
		4 RINGCENTRAL OCT PHONE	104.98		50	65000	310		10205
TP_OCT									
		4 RINGCENTRAL OCT PHONE	9.84		60	66000	310		10205
TP OCT		4 AM W COLLEGE	349.99		50	65000	386		10205
TP OCT		AM W COLLEGE	349.99		30	63000	300		10203
		4 SLO CO CLK-RECORDER	2,999.24		40	64000	955		10205
TP OCT		I DEC CO CERT RECORDER	2,333.21		10	01000	300		10200
		4 DG- CLEANING SUPPLIES	4.48		40	64000	305		10205
TP OCT	24								
9	10/03/24	4 DG- CLEANING SUPPLIES	4.48		50	65000	305		10205
TP OCT	24								
		4 USPS- IRS Q3 PR TAXES	2.90		20	62000	315		10205
TP OCT									
		4 USPS- IRS Q3 PR TAXES	0.29		30	63000	315		10205
TP OCT		4	2.10		4.0	64000	215		10005
		4 USPS- IRS Q3 PR TAXES	3.10		40	64000	315		10205
TP OCT		4 USPS- IRS Q3 PR TAXES	3.10		50	65000	315		10205
TP OCT		1 USPS- IRS QS PR IAAES	3.10		30	63000	313		10203
		4 USPS- IRS 03 PR TAXES	0.29		60	66000	315		10205
TP OCT		1 ODIO TIKO QO TIK TANED	0.23		0.0	00000	313		10200
		4 VISTAPRINT- B CARDS	28.95		40	64000	410		10205
TP OCT									
16	10/17/24	4 VISTAPRINT- B CARDS	28.94		50	65000	410		10205
TP OCT	24								

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Claim/ Line #		Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Disc \$ Line \$	PO #	Fund Or	g Acct	Object	Proj	Cash Account
	-98856E	301 US BANK	1,508.47						
	10/13/24	ATE 10/22/24 4 APPLE ICLOUD	2.99		20	62000	465		10205
	10/01/24	4 S&J UPHOLSTERY	35.00		20	62000	351		10205
	10/14/24	4 LIVE ACTION SAFETY-HELM SHIELD	711.50		20	62000	348		10205
4 SY OCT		4 LUBE-N-GO 8600	158.51		20	62000	354		10205
5 SY OCT		4 LUBE-N-GO 8601/8630	121.94		20	62000	354		10205
6 SY OCT		4 LIVEACTIONSAFETY- MED BAGS	478.53		20	62000	450		10205
		Total for V	Yendor: 5,262.31						
	10/30/24	303 USA BLUEBOOK 4 CHLORINE ANALYZER	9,272.06 4,636.03		50	65000	517		10205
	10/30/24	4 CHLORINE ANALYZER	4,636.03		50	65000	518		10205
10883	50135s	303 USA BLUEBOOK	7,896.41						
1 INV005		4 CHLORINE ANALYZER	4,322.64		50	65000	516		10205
2 INV005		4 CHLORINE REAGENT	1,191.25		50	65000			10205
INV005	26975	4 CHLORINE REAGENT	1,191.26		50	65000	518		10205
4 INV005		4 CHLORINE REAGENT	1,191.26		50	65000	516		10205
		303 USA BLUEBOOK 4 CHLORINE REAGENT	1,438.48 479.49		50	65000	516		10205
	11/05/24	4 CHLORINE REAGENT	479.50		50	65000	517		10205

For the Accounting Period: 11/24

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Claim/ Line #	Check		Vendor #/Name/ #/Inv Date/Description	Document \$/ I	Disc \$	Fund Or	rg Acct	Object	Proj	Cash Account
3		CHLORIN	E REAGENT	479.49		50	65000	518		10205
INV005	33951		Total for Ver	ndor: 18,606.95						
10884 OCT BI	50136S	327 VA	LLI INFORMATION SYSTEMS	816.06						
1 97219		OCT Web	Posting, Postage	229.59		40	64000	374		10205
2 97219	10/25/24	OCT Web	Posting, Postage	229.59		50	65000	374		10205
3 97219	10/25/24		5	97.44		40	64000			10205
4 97219	10/25/24		5	97.44		50	65000			10205
5 97219			C/Online Monthly Maint	0.00*		40	64000			10205
6 97219			C/Online Monthly Maint	0.00*		50	65000			10205
7 97219			l insert PAYMENT PORTAL	40.50		40	64000			10205
8 97219			l insert PAYMENT PORTAL	40.50		50	65000			10205
9 97219			l insert RECYCLING GUIDE	81.00		60	66000			10205
10 97219			SERVICE FEE/ALERT	0.00		40	64000			10205
11 97219	10/25/24	OCT IVE	SERVICE FEE/ALERT	0.00		50	65000	374		10205
			Total for Ver	ndor: 816.06						
TABLET	-98852E S: UTILIT HONE: TME			424.55						
10/09/	24 -11/08		LITIES CELL PHONES X4	17.12		30	63000	465		10205
997823 2 997823	11/08/24	OCT UTI	LITIES CELL PHONES X4	154.11		40	64000	465		10205

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Claim/ Line #		Vendor Invoice #/Inv	#/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org Acct	Object	Proj	Cash Account
		OCT UTILITIES	CELL PHONES X4	154.12			50	65000	465		10205
997823				4= 40					4.65		40005
4 997823		OCT UTILITIES	CELL PHONES X4	17.12			60	66000	465		10205
		OCT T PARENT	CELL DUONE	2.60			30	63000	465		10205
997823		OCI I PARENI	CELL PHONE	2.80			30	63000	400		10203
7		OCT T PARENT	CELL PHONE	23.42			40	64000	465		10205
997823		OCI I IMMENI	CHIL THONE	23.42			-10	00000	100		10203
8		OCT T PARENT	CELL PHONE	23.42			50	65000	465		10205
997823											
9	11/08/24	OCT T PARENT	CELL PHONE	2.60			60	66000	465		10205
997823	2449										
		OCT 4GB DATA	PLAN	1.50			30	63000	465		10205
997823											
		OCT 4GB DATA	PLAN	13.52			40	64000	465		10205
997823											
		OCT 4GB DATA	PLAN	13.52			50	65000	465		10205
997823		OCT 4GB DATA	DI AM	1.50			C 0	66000	4 6 5		10205
13 997823		OCT 4GB DATA	PLAN	1.50			60	00000	465		10205
991023	2449		Total for V	endor: 424.5	=						
					,						
	95-11951			INC 14,489.75							
1 10075	09/30/24 PRJ 2295-		NEERING 22-23	753.50			40	64000	326		10205
2			NEERING 22-23	753.50			50	65000	326		10205
	PRJ 2295-										
3		EHAB RES2022-64		0.00			50	65000			10205
4		IK/BOOSTER RES2	022-66	0.00			50	65000		21007	10205
5		VALLEY TRACT		0.00			40	64000			10205
6 10075	09/30/24 PRJ 2295-	INDIAN VALLEY	TRACT	3,018.50*			50	65000	966		10205
7			NE REPLACEMENT	938.00			50	65000	326		10205
	PRJ 2295-		NE REFLACEMENT	930.00			50	03000	320		10203
8			OP COMMITTEE	4,735.50*			50	65000	324		10205
-	PRJ 2295-			1,				22300	021		10200

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For the Accounting Period: 11/24

			Vendor #/Name/ #/Inv Date/Description			Disc \$	PO #	Fund	Org Acct	Object	Proj	Cash Account
9	3W COORDI		Ι		0.00			40	64000	326	22010	10205
	PRJ 2295-11		ann.		0.00			Ε0	65000	326		10005
10 11	DWSRF GRA MAGDELENA				0.00			50 40	65000 64000			10205 10205
12	MAGDELENA MAGDELENA				0.00			50	65000			10205
13	TRACT 313				0.00			40	64000			10205
14	TRACT 313				0.00*			50	65000			10205
15	U0/3U/3V I	TEM CU	ATION FLOOD PROT		837.00			40	64000			10205
	PRJ 2295-11		ATION FLOOD FROT		037.00			40	04000	349		10203
16			PUMP STATION RFP		3 453 75			50	65000	326		10205
	PRJ 2295-11		CIONI SIMILON KII		3,433.73			30	03000	320		10203
	CTS 2295-119		TER SYSTEMS CONSULTING,	INC	5,216.50							
2023-4	1 4											
1			INING & MANHOLE REHAB		5,216.50			40	64000	963	21008	10205
	PROJECT	717 W.A	TER SYSTEMS CONSULTING,	INC	1,564.50							
	09/30/24 W PRJ 2295-11		OJECT DESIGN		1,564.50			40	64000	587	20001	10205
			TER SYSTEMS CONSULTING,	INC	1,297.50							
1		ASTE D	DISCHARGE REQ NOI		1,297.50			40	64000	587		10205
			Total for V	/endor:	22,568.2	5						
			X BANK		658.95							
	BILL CLOSING											
1 100890	11/07/24 F	UEL 86	00 OCT		86.08			20	62000	485		10205
	11/07/24 F	UEL 86	01 OCT		194.59			20	62000	485		10205

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For the Accounting Period: 11/24

* ... Over spent expenditure

	Check		me/ Doc Description L	ument \$/	Disc \$	PO #	Fund Or	g Acct	Object	Proj	Cash Account
		4 FUEL 8668 OCT		0.00			20	62000	485		10205
100890		4		0 004			0.0	60000	207		10005
4 100890		4 FUEL OES		0.00*			20	62000	307		10205
		FUEL U8632 OCT		94.36			40	64000	485		10205
100890		1 1022 00002 001		31.00			10	01000	100		10200
8	11/07/24	4 FUEL U8632 OCT		94.37			50	65000	485		10205
100890											
		4 FUEL U8634 OCT		0.00			40	64000	485		10205
100890									405		
100890		4 FUEL U8634 OCT		0.00			50	65000	485		10205
		FUEL U8636 OCT		99.46			50	65000	485		10205
100890		1 FOEL 00030 OC1		99.40			30	63000	400		10203
		FUEL U8636 OCT		99.46			40	64000	485		10205
100890	789										
13	11/07/24	4 REBATE ADJUSTMENT		-3.94			20	62000	485		10205
100890											
		4 REBATE ADJUSTMENT		-2.71			40	64000	485		10205
100890											
		4 REBATE ADJUSTMENT		-2.72			50	65000	485		10205
100890	789		Total for Vendor:	658.9	5						
			TOTAL TOT VEHICOT.	030.3	5						
10978	50156S	318 WILDHORSE PRO	PANE	258.50							
1	11/07/24	4 SMF PROPANE		258.50			20	62000	382		10205
U006K5	33										
			Total for Vendor: # of Claims 103 Total Electro	Total	0 : 179,838.25 30,155.35	# of Ve	ndors 4	14			

149682.90

Total Non-Electronic Claims

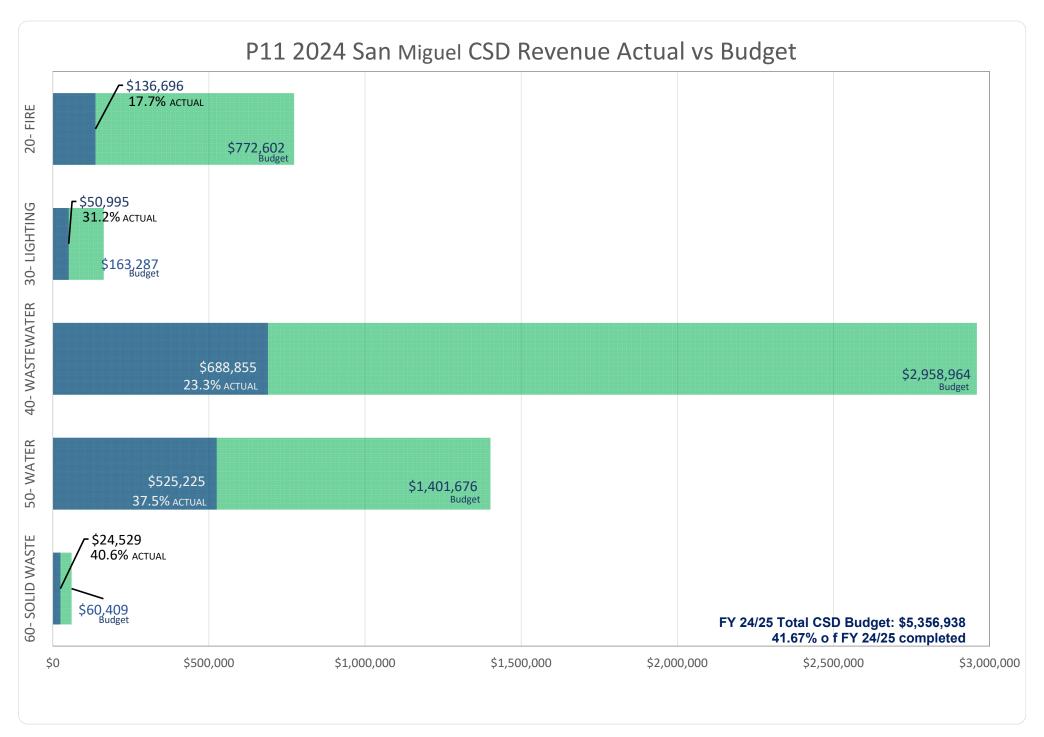
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SAN MIGUEL COMMUNITY SERVICES DISTRICT Fund Summary for Claims

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Fund/Account		Amount
20 FIRE PROTECTION DEPARTMENT		
10205 OPERATING CASH - 5 STAR		11,747.62
30 STREET LIGHTING DEPARTMENT		
10205 OPERATING CASH - 5 STAR		2,726.05
40 WASTEWATER DEPARTMENT		
10205 OPERATING CASH - 5 STAR		55,974.46
50 WATER DEPARTMENT		
10205 OPERATING CASH - 5 STAR		108,530.98
60 SOLID WASTE DEPARTMENT		
10205 OPERATING CASH - 5 STAR		859.14
	Total:	179,838.25



Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received Re	% eceived
20 FIRE	PROTECTION DEPARTMENT					
40000						
40300	Fireworks Permit Fees	0.00	0.0	3,450.00	3,450.00	0 %
40320	Fire Impact Fees	0.00	1,070.0	3,000.00	1,930.00	36 %
40410	Mutual Aid Fires ~ OES	0.00	12,116.1	.9 0.00	-12,116.19	
40420	Ambulance Reimbursement	0.00	2,773.0		227.00	
40500	State Fire Grants	0.00	13,143.6	•	55,761.40	
	Account Group Total:	0.00	29,102.7	· ·	49,252.21	
42000						
	Fire Cost Recovery Program	640.00	3,432.0	0.00	-3,432.00	용
12200	Account Group Total:	640.00	3,432.0		-3,432.00	
43000 Pro	operty Taxes Collected					
	Property Taxes Collected	60,268.34	94,913.7	526,859.00	431,945.27	18 %
43000	Account Group Total:	60,268.34	94,913.7	•	431,945.27	
46000 Tn:	terest Revenue					
	Interest Revenue	0.00	7,087.2	2.4 0.00	-7,087.24	8
	Transfer In	0.00	0.0		80,000.00	
	Fire Transfers from Cap Reserve	0.00	0.0	•	85,888.00	
	Realized Earnings	0.00	402.5	•	-402.50	
	Miscellaneous Income	0.00	20.0		-20.00	
	Refund/Adjustments	0.00	57.9		-57.98	
	Plan Check Fees and Inspections	150.00	1,680.2		-180.25	
10100	Account Group Total:	150.00	9,247.9	•	158,140.03	
	Fund Total:	61,058.34	136,696.4	772,602.00	635,905.51	18 %
30 STRE	ET LIGHTING DEPARTMENT					
43000 Pro	operty Taxes Collected					
43000	Property Taxes Collected	18,495.92	28,951.7	163,287.00	134,335.23	18 %
	Account Group Total:	18,495.92	28,951.7		134,335.23	
46000 In	terest Revenue					
	Interest Revenue	0.00	15,936.9	0.00	-15,936.96	%
	Realized Earnings	0.00	5,410.6		-5,410.68	
46150	Miscellaneous Income	0.00	1.5	0.00	-1.50	용
46151	Refund/Adjustments	0.00	393.6	0.00	-393.60	용
46155	Will Serve Processing Fees	0.00	300.0	0.00	-300.00	용
	Account Group Total:	0.00	22,042.7	0.00	-22,042.74	8
	Fund Total:	18,495.92	50,994.5	163,287.00	112,292.49	31 %

Fund	Account		Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received Re	% ceived
40 WAS	TEWATER DEPARTMENT						
40000				40 -40 04		40.540.04	
40850	±		0.00	12,512.04		-12,512.04	4.6
40900			100,999.31	508,005.15		591,612.85	46 9 41 9
	Riverzone Surcharge		1,551.70	7,587.13	· · · · · · · · · · · · · · · · · · ·	10,800.87	41
40910	Wastewater Late Charges Account Group	Total:	2,069.68 104,620.69	10,004.45 538,108.7 7		-10,004.45 579,897.23	48
42000 D							
	roperty Taxes Collected		0 401 22	1 5 00 4 50	02 274 00	67 140 41	18 %
43000	Property Taxes Collected	matal.	9,401.22	15,224.59	·	67,149.41	18 %
	Account Group	TOTAL:	9,401.22	15,224.59	82,374.00	67,149.41	18 %
	nterest Revenue						
46000			0.00	32,533.77		-32,533.77	8
	CWSRF Grants		0.00	0.00	. ,	924,553.00	0 %
46009		~ 5	0.00	36,079.14	•	716,685.86	5 %
	Wastewater Transfers from	Cap Reserve	0.00	0.00	,	21,266.00	0 %
	Realized Earnings Miscellaneous Income		0.00 528.00	10,365.83		-10,365.83	3
	Refund/Adjustments		0.00	14,050.26 3,537.13		-14,050.26 -3,537.13	3
	Will Serve Processing Fees		0.00	2,600.00		-2,600.00	9
	Wastewater Receiving		0.00	36,355.44		23,644.56	61 %
40200	Account Group	Total:	528.00	135,521.57	·	1,623,062.43	8 %
	Fund	Total:	114,549.91	688,854.93	2,958,964.00	2,270,109.07	23 %
50 WAT	ER DEPARTMENT						
41000 W	ater Sales						
	Water Sales		87,228.04	493,654.80	984,276.00	490,621.20	50 %
	Water Connection Fees		0.00	5,259.87	·	-5,259.87	e e
	Water Surcharge		41.00	209.03		190.97	52 %
41005	Water Late Charges		1,891.07	9,312.21	0.00	-9,312.21	9
41010	Water Meter Fees		483.00	1,449.00	0.00	-1,449.00	9
	Account Group	Total:	89,643.11	509,884.91	984,676.00	474,791.09	52 %
46000 I	nterest Revenue						
46000	Interest Revenue		0.00	8,786.05	0.00	-8,786.05	용
46006	IRWM Grants		0.00	0.00	300,000.00	300,000.00	0 %
46010	Transfer In		0.00	0.00	117,000.00	117,000.00	0 %
46100			0.00	375.50		-375.50	્ર
46150			0.00	96.00		-96.00	ę
	Refund/Adjustments		0.00	3,582.13		-3,582.13	9
46155	Will Serve Processing Fees		0.00	2,500.00		-2,500.00	8
	Account Group	Total:	0.00	15,339.68	417,000.00	401,660.32	4 %
	Fund	Total:	89,643.11	525,224.59	1,401,676.00	876,451.41	37 %

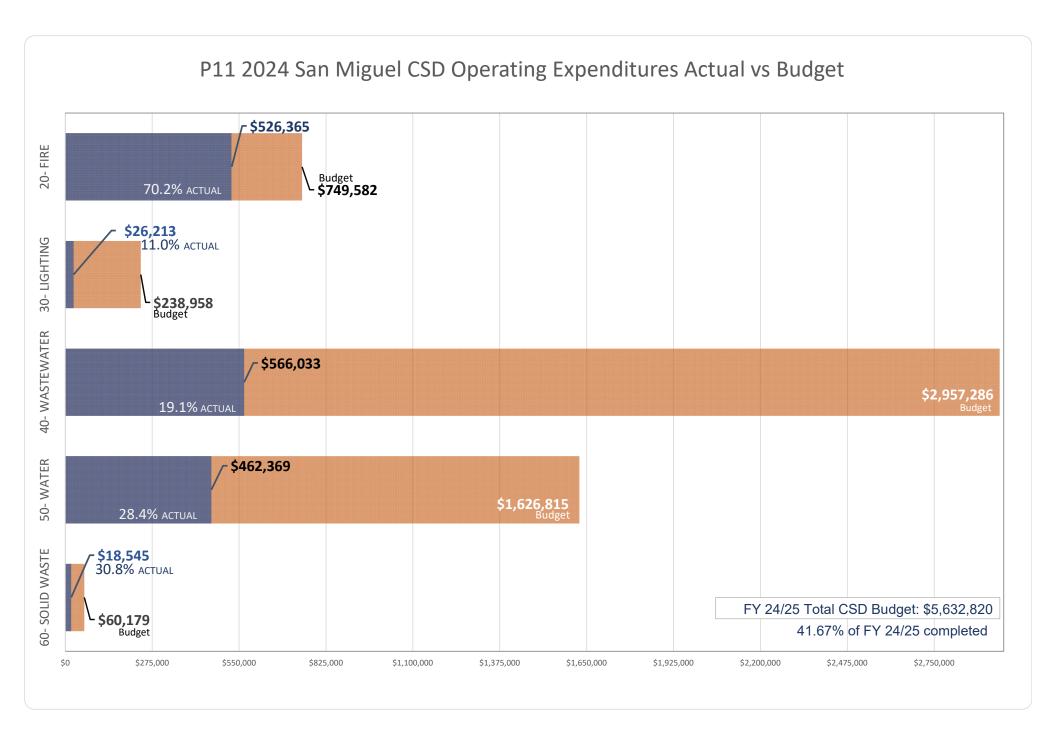
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Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
60 SOLI	ID WASTE DEPARTMENT					
46000 In	nterest Revenue					
46000	Interest Revenue	0.00	1,391.40	0.00	-1,391.4	0 %
46005	Franchise Fees	4,601.00	22,469.07	43,936.00	21,466.9	3 51 %
46010	Transfer In	0.00	0.00	16,473.00	16,473.0	0 0 %
46150	Miscellaneous Income	0.00	224.70	0.00	-224.7	0 %
46151	Refund/Adjustments	0.00	393.61	0.00	-393.6	1 %
46155	Will Serve Processing Fees	0.00	50.00	0.00	-50.0	0 %
	Account Group Total:	4,601.00	24,528.78	60,409.00	35,880.2	2 41 %
	Fund Total:	4,601.00	24,528.78	60,409.00	35,880.2	2 41 %
	Grand Total:	288,348.28	1,426,299.30	5,356,938.00	3,930,638.7	0 27 %

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Statement of Revenue Budget vs Actuals Report ID: B110F
For the Accounting Period: 11 / 24

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Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received Re	% eceived
20 FIRE PROTECTION DEPARTMENT	61,058.34	136,696.49	772,602.00	635,905.51	18 %
30 STREET LIGHTING DEPARTMENT	18,495.92	50,994.51	163,287.00	112,292.49	31 %
40 WASTEWATER DEPARTMENT	114,549.91	688,854.93	2,958,964.00	2,270,109.07	23 %
50 WATER DEPARTMENT	89,643.11	525,224.59	1,401,676.00	876,451.41	37 %
60 SOLID WASTE DEPARTMENT	4,601.00	24,528.78	60,409.00	35,880.22	41 %
Grand Total:	288,348.28	1,426,299.30	5,356,938.00	3,930,638.70	27 %



SAN MIGUEL COMMUNITY SERVICES DISTRICT Page: 1 of 9 Statement of Expenditure - Budget vs. Actual Report Report ID: B100C For the Accounting Period: 11 / 24

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Fund Account Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation Co	% mmitted
20 FIRE PROTECTION DEPARTMENT						
62000 Fire						
62000 Fire						
105 Salaries and Wages	16,466.71	62,532.22	·	·		
111 BOD Stipend	216.00	744.00	2,100.00	·		
120 Workers' Compensation	0.00	46,011.91	34,000.00			
121 Physicals	0.00	0.00	1,000.00	•	•	
125 Volunteer Firefighter Stipends		58,709.35	72,500.00	·		
126 OES Strike Team Payroll	0.00	13,372.86			•	
135 Payroll Tax - FICA/SS	904.66	4,301.61	2,300.00	·		
140 Payroll Tax - Medicare	454.29	1,916.12	2,008.00	·		
155 Payroll Tax - SUI	35.26	671.93	512.00			
160 Payroll Tax - ETT	0.75	14.87	138.00			
205 Insurance - Health	1,114.89	5,567.90	6,620.00	·		
210 Insurance - Dental	57.05 9.36	285.21 46.84	342.00 56.00			
215 Insurance - Vision						
225 Retirement - PERS Expense	2,027.81 61.99	7,287.69 1,873.96	16,845.00			
305 Operations & Maintenance 307 OES Strike Team Expenses	0.00	42.02	10,000.00	·		
310 Phone & Fax Expense	98.44	394.18	1,190.00			
315 Postage, Shipping & Freight	2.90	125.28	317.00	·		
319 Legal: P.R.A.s - Professional Svcs	0.00	0.00	500.00			
320 Printing & Reproduction	0.00	0.00	1,000.00			
321 IT Services - Professional Svcs	293.21	4,030.18	15,600.00	·		
323 Auditor - Professional Svcs	0.00	0.00	4,286.00	·		
325 Accounting - Professional Svcs	1,220.24	2,972.13	2,000.00	·		
326 Engineering - Professional Svcs	0.00	0.00	3,000.00	·		
327 Legal: General - Professional Svcs	0.00	2,228.34	18,000.00	•	•	
328 Insurance - Prop & Liability	0.00	23,750.57	24,000.00	·	·	
333 Legal: HR - Professional Svcs	0.00	45.88	8,000.00	·		
334 Maintenance Agreements	0.00	1,402.24	3,000.00			
335 Meals	0.00	0.00	500.00	·		
340 Meetings and Conferences	0.00	0.00	500.00			0%
341 Space Rental	75.00	270.00	840.00	840.00	570.00	32%
345 Mileage Expense Reimbursement	0.00	0.00	500.00	500.00	500.00	0%
347 OES Vehicle Repair & Maint	0.00	34.00	0.00	0.00	-34.00	0%
348 Safety Equipment and Supplies	711.50	896.50	5,000.00	5,000.00	4,103.50	18%
350 Repairs & Maint - Computers	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
351 Repairs & Maint - Equip	35.00	932.44	10,000.00	10,000.00	9,067.56	9%
352 Repairs & Maint - Structures	674.67	3,279.84	4,000.00	4,000.00	720.16	82%
354 Repairs & Maint - Vehicles	325.78	439.12	8,000.00	8,000.00		
355 Testing & Supplies (WWTP)	0.00	45.24	0.00			
359 Testing & Supplies - Other	0.00	0.00	1,000.00		·	
360 Testing & Supplies - FIRE	0.00	760.00	0.00			
370 Dispatch Services (Fire)	0.00	15,731.82				
375 Internet Expenses	211.61	958.82	2,500.00	•	•	
376 Web Page - Upgrade/Maint	0.00	907.25	1,000.00	·		
380 Utilities - Alarm Service	35.00	175.00	1,000.00	·		
381 Utilities - Electric	35.43	78.70	6,500.00	·	·	
382 Utilities - Propane	258.50	382.60	2,500.00	2,500.00	2,117.40	15%

SAN MIGUEL COMMUNITY SERVICES DISTRICT Statement of Expenditure - Budget vs. Actual Report For the Accounting Period: 11 / 24

Pa	ige:	2	OI	9
Report	ID:	В1	.000	2

2,791.10 103.20 54.85 0.00 0.00 0.00	4,867.98 1,459.51 54.85 0.00 309.74 0.00	1,932.00 1,000.00	6,500.00 10,000.00 1,000.00 1,932.00 1,000.00	1,632.02 8,540.49 945.15 1,932.00	75% 15% 5% 0%
103.20 54.85 0.00 0.00 0.00 12.06	1,459.51 54.85 0.00 309.74 0.00	10,000.00 1,000.00 1,932.00 1,000.00	10,000.00 1,000.00 1,932.00	8,540.49 945.15 1,932.00	15% 5%
54.85 0.00 0.00 0.00 12.06	54.85 0.00 309.74 0.00	1,000.00 1,932.00 1,000.00	1,000.00 1,932.00	945.15 1,932.00	5%
0.00 0.00 0.00 12.06	0.00 309.74 0.00	1,932.00 1,000.00	1,932.00	1,932.00	
0.00 0.00 12.06	309.74	1,000.00		· · · · · · · · · · · · · · · · · · ·	0.0
0.00 12.06	0.00	1,000.00		· · · · · · · · · · · · · · · · · · ·	0 6
12.06		·		690.26	31%
		3,000.00	3,000.00	3,000.00	0%
0 00	200.76		2,000.00	1,799.24	10%
0.00	0.00	500.00	500.00	500.00	0%
478.53	1,424.16		5,000.00	3,575.84	28%
	·	·	·	· · · · · · · · · · · · · · · · · · ·	0%
		·	·	· · · · · · · · · · · · · · · · · · ·	11%
					0%
	·			· · · · · · · · · · · · · · · · · · ·	18%
		•	•	•	25%
			·	· · · · · · · · · · · · · · · · · · ·	36%
			·		0%
				•	40%
	·	·	·	· · · · · · · · · · · · · · · · · · ·	0%
		·	·	· · · · · · · · · · · · · · · · · · ·	40%
	·	·	·	·	
	•	·	·	·	0%
				•	9%
	·	·	·	· · · · · · · · · · · · · · · · · · ·	0%
				· · · · · · · · · · · · · · · · · · ·	86%
	·		·		
					0%
					0%
		·	·	·	0%
					97%
		·	·	· · · · · · · · · · · · · · · · · · ·	
	·	·	·	·	112%
		.,			0%
		•			0%
	•	•	•		98%
17,676.35	526,364.57	700,677.00	749,582.00	223,217.43	70%
	526,364.57 526,364.57		749,582.00 749,582.00	223,217.43 223,217.43	70% 70%
	0.00 0.00 3,153.47 0.00 98.97 0.00 0.00 557.19 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0	0.00 7,520.19 3,153.47 48,057.54 0.00 731.25 98.97 491.62 0.00 535.66 0.00 19.29 557.19 3,237.19 0.00 0.00 0.00 1,989.65 0.00 0.00 300.00 7,373.05 0.00 122,178.70 0.00 500.00 0.00 22.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 36,397.19 0.00 0.00 0.00 0.00 0.00 0.00 0.00 3,249.60 17,676.35 526,364.57 17,676.35 526,364.57	0.00 7,520.19 20,000.00 3,153.47 48,057.54 0.00 0.00 731.25 4,000.00 98.97 491.62 2,000.00 0.00 535.66 1,500.00 0.00 19.29 5,000.00 557.19 3,237.19 8,000.00 0.00 2,000.00 0.00 0.00 1,989.65 5,000.00 0.00 8,885.00 5,500.00 0.00 7,373.05 80,000.00 0.00 122,178.70 0.00 0.00 2,146.00 2,500.00 0.00 500.00 500.00 0.00 22.00 0.00 0.00 22.00 0.00 0.00 0.00 5,800.00 0.00 0.00 5,800.00 0.00 0.00 5,800.00 0.00 0.00 5,800.00 0.00 0.00 5,800.00 0.00 0.00 20.00 0.00 36,397.19 37,675.00 0.00 0.00 23,013.00	0.00 7,520.19 20,000.00 68,905.00 3,153.47 48,057.54 0.00 0.00 0.00 731.25 4,000.00 4,000.00 98.97 491.62 2,000.00 2,000.00 0.00 535.66 1,500.00 1,500.00 0.00 19.29 5,000.00 5,000.00 557.19 3,237.19 8,000.00 2,000.00 0.00 0.00 2,000.00 2,000.00 0.00 1,989.65 5,000.00 5,000.00 0.00 8,885.00 5,500.00 5,500.00 0.00 0.00 5,500.00 5,500.00 300.00 7,373.05 80,000.00 80,000.00 0.00 2,146.00 2,500.00 2,500.00 0.00 2,146.00 2,500.00 5,000.00 0.00 500.00 5,800.00 5,800.00 0.00 0.00 5,800.00 5,800.00 0.00 0.00 5,800.00 5,800.00 0.00 0.00 5,800.00 5,800.00 0.00 0.00 5,	0.00 7,520.19 20,000.00 68,905.00 61,384.81 3,153.47 48,057.54 0.00 0.00 -48,057.54 0.00 731.25 4,000.00 4,000.00 3,268.75 98.97 491.62 2,000.00 2,000.00 1,508.38 0.00 535.66 1,500.00 1,500.00 964.34 0.00 19.29 5,000.00 5,000.00 4,980.71 557.19 3,237.19 8,000.00 2,000.00 2,000.00 0.00 0.00 2,000.00 5,000.00 3,010.35 0.00 1,989.65 5,000.00 5,500.00 3,010.35 0.00 8,885.00 5,500.00 5,500.00 72,626.95 0.00 7,373.05 80,000.00 80,000.00 72,626.95 0.00 122,178.70 0.00 0.00 72,626.95 0.00 500.00 5,800.00 5,800.00 72,000.00 0.00 500.00 5,800.00 5,800.00 72,000.00 72,000.00

SAN MIGUEL COMMUNITY SERVICES DISTRICT Page: 3 of 9 Statement of Expenditure - Budget vs. Actual Report Report ID: B100C SAN MIGUEL COMMUNITY SERVICES DISTRICT For the Accounting Period: 11 / 24

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Fund Account Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available % Appropriation Committ
30 STREET LIGHTING DEPARTMENT					
155 D	1 06	7 04	86.00	06.00	78.76
155 Payroll Tax - SUI	1.26 0.00	7.24 0.13			
160 Payroll Tax - ETT	165.03	823.75			
205 Insurance - Health 210 Insurance - Dental	6.84	153.59	•	·	
	1.13	25.27			
215 Insurance - Vision	204.56	742.16			
225 Retirement - PERS Expense	204.56	66.73	•	·	
305 Operations & Maintenance	9.84	39.40	•		
310 Phone & Fax Expense					
315 Postage, Shipping & Freight	0.29	8.16 0.00			
319 Legal: P.R.A.s - Professional Svcs	0.00	0.00			
320 Printing & Reproduction	188.74	562.44			
321 IT Services - Professional Svcs	0.00				
323 Auditor - Professional Svcs		0.00			
325 Accounting - Professional Svcs	122.02	297.21			
326 Engineering - Professional Svcs	0.00	0.00	•	·	· · · · · · · · · · · · · · · · · · ·
327 Legal: General - Professional Svcs	0.00	137.69	•	·	,
328 Insurance - Prop & Liability	0.00	2,375.06	·	·	
329 New Hire Screening	0.00	0.00			
330 Contract Labor	0.00	0.00	•		
331 Legal: SMEA - Professional Svcs	0.00	0.00			
333 Legal: HR - Professional Svcs	0.00	0.93	•	·	· · · · · · · · · · · · · · · · · · ·
334 Maintenance Agreements	0.00	1,416.24			•
335 Meals	0.00	0.00			
340 Meetings and Conferences	0.00	0.00			
341 Space Rental	7.50	27.00			
345 Mileage Expense Reimbursement	0.00	0.00			
348 Safety Equipment and Supplies	0.00	0.00	•		· · · · · · · · · · · · · · · · · · ·
350 Repairs & Maint - Computers	0.00	0.00			150.00
351 Repairs & Maint - Equip	0.00	0.00	.,	,	•
352 Repairs & Maint - Structures	0.00	0.00			
353 Repairs & Maint - Infrastructure	2.06	154.56		,	•
354 Repairs & Maint - Vehicles	0.00	7.50			
375 Internet Expenses	26.45	84.64			
376 Web Page - Upgrade/Maint	0.00	90.72			
381 Utilities - Electric	1,458.93	7,075.00	·	·	· · · · · · · · · · · · · · · · · · ·
383 Utilities - Trash	0.00	0.00			
384 Utilities - Water/Sewer	474.71 259.11	2,160.61	•	•	•
385 Dues and Subscriptions		2,010.98			•
386 Education and Training	10.32	31.38	,	·	· · · · · · · · · · · · · · · · · · ·
393 Advertising and Public Notices	5.48	5.48			
394 LAFCO Allocations	0.00	0.00	•	,	•
395 Community Outreach	0.00	0.00			
410 Office Supplies	2.41	30.06			
432 Utility Rate Design Study	0.00	0.00			•
465 Cell phones, Radios and Pagers	21.22	114.41			
485 Fuel Expense	0.00	0.00			
490 Small Tools & Equipment	0.00	0.00	•		•
495 Uniform Expense	0.00	0.00			
715 Licenses, Permits and Fees	0.00	0.00			
925 Bank Fees	0.00	0.00	10.00	10.00	10.00

SAN MIGUEL COMMUNITY SERVICES DISTRICT Statement of Expenditure - Budget vs. Actual Report For the Accounting Period: 11 / 24

Page:	4 of 9
Report ID:	B100C

Fund Account Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation Co	% ommitted
30 STREET LIGHTING DEPARTMENT						
940 Bank Service Charges	0.00	5.20	50.00	50.00	44.80) 10%
949 Lease agreements	110.00	550.00	1,400.00	1,400.00	850.00	39%
989 Interfund Loan Out	0.00	0.00	80,000.00	80,000.00	80,000.00	
990 Retirement/Health Ins Liability	0.00	324.96	· ·	0.00	-324.96	
Account Total:	5,003.77	26,212.88	238,958.00	238,958.00	212,745.12	
Account Group Total: Fund Total:	5,003.77 5,003.77	26,212.88 26,212.88	238,958.00 238,958.00	238,958.00 238,958.00	212,745.12 212,745.12	
40 WASTEWATER DEPARTMENT						
64000 Sanitary						
64000 Sanitary						
101 EE Timekeeping Costs	0.00	0.00	2,400.00	2,400.00	2,400.00	0%
105 Salaries and Wages	25,381.35	93,712.75	200,941.00	200,941.00	107,228.25	
110 Payroll Tax Expense	0.00	0.00	500.00	500.00	500.00	
111 BOD Stipend	324.00	1,116.00	2,100.00	2,100.00	984.00	
120 Workers' Compensation	0.00	10,791.98	11,115.00	11,115.00	323.02	2 97%
121 Physicals	0.00	0.00	150.00	150.00	150.00	0 %
135 Payroll Tax - FICA/SS	20.07	69.13	1,281.00	1,281.00	1,211.87	7 5%
140 Payroll Tax - Medicare	372.71	1,344.42	3,525.00	3,525.00	2,180.58	38%
150 Payroll Tax - SDI	0.00	116.08	0.00	0.00	-116.08	3 0%
155 Payroll Tax - SUI	14.58	75.41	1,209.00	1,209.00	1,133.59	9 6%
160 Payroll Tax - ETT	0.36	1.75	140.00	140.00	138.25	5 1%
205 Insurance - Health	2,472.39	12,353.88	54,582.00	54,582.00	42,228.12	2 23%
210 Insurance - Dental	121.70	600.53	1,273.00	1,273.00	672.47	
215 Insurance - Vision	19.97	98.45	156.00	156.00	57.55	5 63%
225 Retirement - PERS Expense	2,526.24	9,118.60	16,705.00	16,705.00	7,586.40	55%
305 Operations & Maintenance	371.58	3,482.35	10,000.00	10,000.00	6,517.65	
310 Phone & Fax Expense	104.98	420.40	1,200.00	1,200.00	779.60	
315 Postage, Shipping & Freight	3.10	166.83	400.00		233.17	
319 Legal: P.R.A.s - Professional Svcs	0.00	0.00	1,000.00	1,000.00	1,000.00	
320 Printing & Reproduction	0.00	0.00	500.00	500.00	500.00	
321 IT Services - Professional Svcs	2,834.63	6,820.71	11,500.00	11,500.00	4,679.29	
323 Auditor - Professional Svcs	0.00	0.00	4,286.00	4,286.00	4,286.00	
325 Accounting - Professional Svcs	1,301.58	3,111.94	5,000.00	5,000.00	1,888.06	
326 Engineering - Professional Svcs	753.50	6,190.87	10,000.00	10,000.00	3,809.13	
327 Legal: General - Professional Svcs	0.00	7,495.25	30,000.00	30,000.00	22,504.75	
328 Insurance - Prop & Liability	0.00	25,333.93	20,650.00	20,650.00	-4,683.93	
329 New Hire Screening	0.00	0.00	100.00		100.00	
330 Contract Labor	0.00	500.00	5,000.00	·	4,500.00	
331 Legal: SMEA - Professional Svcs	0.00	166.50	3,500.00	3,500.00	3,333.50	
333 Legal: HR - Professional Svcs	0.00	22.55	10,000.00	10,000.00	9,977.45	
334 Maintenance Agreements 335 Meals	0.00	5,655.14 0.00	4,500.00 100.00	4,500.00 100.00	-1,155.14 100.00	
	0.00	0.00	500.00		500.00	
340 Meetings and Conferences 341 Space Rental	80.00	288.00	1,000.00		712.00	
	0.00	288.00	500.00	·	500.00	
345 Mileage Expense Reimbursement 348 Safety Equipment and Supplies	83.73	1,031.20	2,000.00	2,000.00	968.80	

SAN MIGUEL COMMUNITY SERVICES DISTRICT Page: 5 of 9 Statement of Expenditure - Budget vs. Actual Report Report ID: B100C SAN MIGUEL COMMUNITY SERVICES DISTRICT For the Accounting Period: 11 / 24

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Fund Account Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation Con	% nmitted
40						
40 WASTEWATER DEPARTMENT						
349 Repairs & Maint - Mission Gardens	837.00	6,759.74	6,935.00	6,935.00	175.26	97%
350 Repairs & Maint - Computers	0.00	0.00	1,600.00	1,600.00	1,600.00	0%
351 Repairs & Maint - Equip	884.02	1,767.14	5,000.00	5,000.00	3,232.86	35%
352 Repairs & Maint - Structures	0.00	0.00	1,500.00	1,500.00	1,500.00	0%
353 Repairs & Maint - Infrastructure	0.00	1,728.26	15,000.00	15,000.00	13,271.74	12%
354 Repairs & Maint - Vehicles	1,113.74	1,759.51	5,000.00	5,000.00	3,240.49	35%
355 Testing & Supplies (WWTP)	2,837.78	35,583.62	20,000.00	20,000.00	-15,583.62	178%
361 Contract Operations	5,597.19	18,645.23	40,000.00	40,000.00	21,354.77	47%
374 CSD Utilities - Billing Services	327.03	1,453.34	4,000.00	4,000.00	2,546.66	36%
375 Internet Expenses	358.03	1,837.76	4,300.00	4,300.00	2,462.24	43%
376 Web Page - Upgrade/Maint	0.00	967.73	900.00	900.00	-67.73	108%
379 Utilities - Electric Mission	103.12	438.20	1,453.00	1,453.00	1,014.80	30%
380 Utilities - Alarm Service	50.00	250.00		·	500.00	33%
381 Utilities - Electric	8,962.71	57,958.46				72%
382 Utilities - Propane	0.00	0.00	150.00	150.00	150.00	0%
383 Utilities - Trash	61.23	306.15				31%
384 Utilities - Water/Sewer	100.10	696.87	•			20%
385 Dues and Subscriptions	2,763.84	4,675.30	•	•	· ·	94%
386 Education and Training	110.08	938.78	·	·		38%
393 Advertising and Public Notices	145.14	399.52	•	·	· · · · · · · · · · · · · · · · · · ·	53%
394 LAFCO Allocations	0.00	0.00				0%
395 Community Outreach	40.50	238.50	·	·	· · · · · · · · · · · · · · · · · · ·	24%
396 Utilities - SoCal Gas	17.40	80.39	•	·		16%
410 Office Supplies	44.87	518.86				2.6%
432 Utility Rate Design Study	0.00	1,375.00	•	·	8,625.00	14%
		·	·	·		0%
459 SCADA - Maintenance Fees	0.00	0.00	•	•	•	
465 Cell phones, Radios and Pagers	191.05	1,029.84	•	·		51%
475 Computer Supplies & Upgrades	0.00	0.00	•	·	· ·	0%
485 Fuel Expense	1,021.84	2,180.01	6,000.00	·	•	36%
490 Small Tools & Equipment	0.00	45.10	•		3,954.90	1%
495 Uniform Expense	0.00	0.00	,	•	•	0%
545 Sewer System Mgmt Plan (SSMP)	0.00	0.00	•			0%
546 Master Plans	0.00	0.00	•	•	•	0%
560 Sewer Line Repairs	0.00	0.00	•	·	•	0%
570 Repairs, Maint. & Video Sewer	0.00	0.00	•	·	1,000.00	0%
580 Mission Gardens Lift Station	0.00	0.00	10,000.00		· · · · · · · · · · · · · · · · · · ·	0%
582 WWTP Plant Maintenance	577.18	4,072.89				10%
583 WWTF Drying Pond Maintenance	7,772.85	9,300.35	25,000.00	25,000.00	15,699.65	37%
585 Sludge Removal Project	0.00	4,217.35	25,000.00	25,000.00	20,782.65	17%
587 WWTF Final Design/Construction	6,718.92	121,238.14	450,000.00	450,000.00	328,761.86	27%
705 Waste Discharge Fees/Permits	0.00	0.00		35,000.00	35,000.00	0%
715 Licenses, Permits and Fees	600.00	1,669.50	4,000.00	4,000.00	2,330.50	42%
805 Refundable Water/Sewer/Hydrant	0.00	0.00	100.00	100.00	100.00	0%
908 Cash Over/Cash Short	0.00	92.00	10.00	10.00	-82.00	920%
925 Bank Fees	0.00	31.00	10.00	10.00	-21.00	310%
940 Bank Service Charges	0.00	58.80	100.00	100.00	41.20	59%
949 Lease agreements	990.00	4,950.00	14,000.00	14,000.00	9,050.00	35%
950 WWTF Exp MBR	0.00	0.00	•	·	· ·	0%
955 3W Water Line SGMA	2,999.24	38,352.05	•	·	714,412.95	5%
960 Property Tax Expense	0.00	0.00	150.00	·	150.00	0%

SAN MIGUEL COMMUNITY SERVICES DISTRICT Page: 6 of 9 Statement of Expenditure - Budget vs. Actual Report Report ID: B100C For the Accounting Period: 11 / 24

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Fund Account Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation Co	% ommitted
40 WASTEWATER DEPARTMENT						
963 Collection System Projects	5,216.50	14,217.00	290,500.00	290,500.00	276,283.00) 5%
964 Septic to Sewer Project	0.00	0.00	10,000.00	·		
970 WWTF Long Term Maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0%
971 Loan Principal Payment	0.00	0.00	150,000.00	150,000.00	150,000.00	0 %
972 Loan Interest Payment	0.00	0.00	150,000.00	150,000.00	150,000.00	0 %
990 Retirement/Health Ins Liability	0.00	36,116.24	30,000.00	30,000.00	-6,116.24	120%
Account Total:	87,227.83	566,033.28	2,957,286.00	2,957,286.00	2,391,252.72	19%
Account Group Total: Fund Total:	87,227.83 87,227.83	566,033.28 566,033.28	2,957,286.00 2,957,286.00			
50 WATER DEPARTMENT						
65000 Water						
65000 Water						
101 EE Timekeeping Costs	0.00	0.00	2,400.00	2,400.00	2,400.00	0%
105 Salaries and Wages	28,335.22	101,285.64	295,497.00	·		
111 BOD Stipend	324.00	1,111.00	2,100.00	•		
120 Workers' Compensation	0.00	7,676.05	8,000.00	·		
121 Physicals	0.00	0.00	150.00			
135 Payroll Tax - FICA/SS	20.07	68.83	1,280.00	·		
140 Payroll Tax - Medicare	415.60	1,454.38	4,895.00	•	•	
150 Payroll Tax - SDI	0.00	122.99	0.00			
155 Payroll Tax - SUI	14.58	333.52	1,508.00	·		
160 Payroll Tax - ETT	0.36	7.48	281.00			
205 Insurance - Health	2,199.54 129.35	10,989.64 556.41	46,122.00 913.00	•	·	
210 Insurance - Dental 215 Insurance - Vision	21.22	91.14	161.00			
225 Retirement - PERS Expense	2,724.51	9,632.44	34,108.00			
305 Operations & Maintenance	371.58	3,785.89	8,000.00	·	·	
310 Phone & Fax Expense	104.98	420.39	1,200.00	,	•	
315 Postage, Shipping & Freight	3.10	166.84	425.00	·		
319 Legal: P.R.A.s - Professional Svcs	0.00	0.00	500.00			
320 Printing & Reproduction	0.00	0.00	500.00			
321 IT Services - Professional Svcs	2,835.65	6,821.72	11,350.00			
323 Auditor - Professional Svcs	0.00	0.00	4,300.00	·	· ·	
324 GSA-GSP - Professional Svcs	6,847.05	13,460.01	10,000.00	·		135%
325 Accounting - Professional Svcs	1,301.58	3,111.93	4,500.00	4,500.00	1,388.07	7 69%
326 Engineering - Professional Svcs	5,145.25	20,325.63	30,000.00	30,000.00	9,674.37	7 68%
327 Legal: General - Professional Svcs	0.00	7,819.32	30,000.00	30,000.00	22,180.68	3 26%
328 Insurance - Prop & Liability	0.00	25,333.92	38,000.00	38,000.00	12,666.08	67%
329 New Hire Screening	0.00	0.00	100.00			
330 Contract Labor	0.00	500.00	5,000.00			
331 Legal: SMEA - Professional Svcs	0.00	166.50	3,500.00	·		
332 Legal: Steinbeck & Water -	0.00	61.60	25,000.00	·	·	
333 Legal: HR - Professional Svcs	0.00	22.39	10,000.00	•	•	
334 Maintenance Agreements	0.00	5,655.14	4,500.00	·		
335 Meals	0.00	0.00	100.00			
340 Meetings and Conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0%

SAN MIGUEL COMMUNITY SERVICES DISTRICT Page: 7 of 9 Statement of Expenditure - Budget vs. Actual Report Report ID: B100C For the Accounting Period: 11 / 24

Fund Account Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation C	% ommitted
50 WATER DEPARTMENT						
241 Crass Parts	0.0.00	200 00	1 000 00	1 000 00	710 0	0 29%
341 Space Rental	80.00	288.00	·	·		
345 Mileage Expense Reimbursement	0.00	0.00		250.00	250.0	
348 Safety Equipment and Supplies	83.74	1,031.22	•	1,500.00	468.7	
350 Repairs & Maint - Computers	0.00	0.00	1,500.00		1,500.0	
351 Repairs & Maint - Equip	2,249.42	2,328.80	5,000.00	·	2,671.2	
352 Repairs & Maint - Structures	0.00	0.00	2,000.00	·	2,000.0	
353 Repairs & Maint - Infrastructure	763.63	6,844.30	•	·	·	
354 Repairs & Maint - Vehicles	1,113.74	1,759.51	4,500.00	4,500.00	2,740.4	
356 Testing & Supplies - Well #3	1,009.69	1,047.35	3,500.00	3,500.00	2,452.6	5 30%
357 Testing & Supplies - Well #4	1,009.70	1,047.37	3,500.00	3,500.00	2,452.6	3 30%
358 Testing & Supplies - SLT Well	98.00	2,312.67	5,000.00	5,000.00	2,687.3	3 46%
359 Testing & Supplies - Other	666.00	3,180.63	6,000.00	6,000.00	2,819.3	7 53%
361 Contract Operations	5,143.84	20,173.40	40,000.00	40,000.00	19,826.6	0 50%
362 Cross-Connection Control Srvcs.	496.00	833.30	1,500.00	1,500.00	666.7	0 56%
374 CSD Utilities - Billing Services	327.03	1,453.40			2,546.6	0 36%
375 Internet Expenses	238.05	1,237.86	·		·	
376 Web Page - Upgrade/Maint	0.00	967.73	·	·	·	
380 Utilities - Alarm Service	50.00	250.00				
381 Utilities - Electric	5,827.40	35,616.76	·	·	14,383.2	
382 Utilities - Propane	0.00	0.00	•	·	1,000.0	
383 Utilities - Trash	61.23	306.15	•	·		
384 Utilities - Water/Sewer	28.75	28.75			-28.7	
385 Dues and Subscriptions	2,763.84	4,620.30	7,100.00		2,479.7	
386 Education and Training	460.07	1,260.36	·	·	·	
	149.25	·	·	·	•	
393 Advertising and Public Notices		319.64	1,000.00	1,000.00	680.3	
394 LAFCO Allocations	0.00	0.00	1,932.00	·	1,932.0	
395 Community Outreach	40.50	80.50	•	·	1,119.5	
396 Utilities - SoCal Gas	39.69	147.02				
410 Office Supplies	44.87	518.86	·	·		
465 Cell phones, Radios and Pagers	191.06	1,029.89	•	·	970.1	
475 Computer Supplies & Upgrades	0.00	0.00	·	·	1,000.0	
481 Chemicals- Well #3	0.00	1,184.07			2,815.9	
482 Chemicals- Well #4	0.00	979.44	4,000.00			
483 Chemicals- SLT Well	0.00	1,055.86	3,000.00	3,000.00	1,944.1	4 35%
485 Fuel Expense	191.11	1,349.24	6,000.00	6,000.00	4,650.7	6 22%
490 Small Tools & Equipment	0.00	309.86	4,000.00	4,000.00	3,690.1	4 8%
495 Uniform Expense	0.00	0.00	1,500.00	1,500.00	1,500.0	0 0%
516 Water Projects Well 3	5,993.39	5,993.39	17,500.00	17,500.00	11,506.6	1 34%
517 Water Projects Well 4	7,656.78	8,446.98	17,500.00	49,500.00	41,053.0	2 17%
518 Water Projects SLT Well	6,306.78	6,306.78			43,360.2	
520 Water Main Valves Replacement	0.00	0.00		·	10,000.0	
525 Water Meter Replacement	0.00	0.00	.,		20,000.0	
526 Development Meters	8,923.14	8,923.14	0.00	·		
535 Water Lines Repairs	0.00	0.00			438,820.0	
546 Master Plans	0.00	0.00	•	·	6,000.0	
	0.00	0.00	•	·		
547 Paso Basin Management			•	·	·	
591 Rose Foundation Grant	27,534.85	27,534.85	0.00		-27,534.8	
605 USDA Loan Payment	0.00	0.00	•		20,000.0	
715 Licenses, Permits and Fees	1,800.00	2,774.50	7,000.00		4,225.5	
805 Refundable Water/Sewer/Hydrant	0.00	0.00	100.00	100.00	100.0	0 0%

SAN MIGUEL COMMUNITY SERVICES DISTRICT Statement of Expenditure - Budget vs. Actual Report For the Accounting Period: 11 / 24

Pā	age:	8	οf	9
Report	ID:	В1	.000	2

Fund Account Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation Co	% ommitte
50 WATER DEPARTMENT						
908 Cash Over/Cash Short	0.00	92.00	0.00	0.00	-92.0	0 %
925 Bank Fees	0.00	0.00	10.00	10.00	10.0	0%
930 Interest Fees	0.00	21,923.41	60,000.00	60,000.00	38,076.5	9 37%
940 Bank Service Charges	0.00	145.58	100.00	100.00	-45.5	
949 Lease agreements	990.00	4,950.00	12,000.00	12,000.00	7,050.0	
961 SLT Tank and Booster Pump Project	5 , 879.20	20,144.57	38,000.00	·	17,855.4	
962 0.65 MG Tank	0.00	0.00	35,000.00		35,000.0	
966 Reimbursable Engineering	3,018.50	4,474.25	0.00		-4,474.2	
990 Retirement/Health Ins Liability	0.00	36,116.24	30,000.00	•	-6,116.2	
Account Total:	142,022.89	462,368.73	1,153,828.00	1,626,815.00	1,164,446.2	7 28%
Account Group Total: Fund Total:	142,022.89 142,022.89	462,368.73 462,368.73	1,153,828.00 1,153,828.00			
60 SOLID WASTE DEPARTMENT						
66000 SOLID WASTE						
66000 SOLID WASTE						
101 EE Timekeeping Costs	0.00	0.00	300.00	300.00	300.0	0%
105 Salaries and Wages	1,755.91	6,556.61	13,603.00	13,603.00	7,046.3	9 48%
111 BOD Stipend	9.00	41.00	350.00	350.00	309.0	12%
120 Workers' Compensation	0.00	-48.11	100.00	100.00	148.1	L -48%
121 Physicals	0.00	0.00	50.00	50.00	50.0	0%
135 Payroll Tax - FICA/SS	0.54	2.51	55.00	55.00	52.4	9 5%
140 Payroll Tax - Medicare	25.55	92.77	273.00	273.00	180.2	3 34%
155 Payroll Tax - SUI	0.45	5.11	75.00		69.8	
160 Payroll Tax - ETT	0.00	0.07	14.00		13.9	
205 Insurance - Health	152.45	761.28	1,000.00	1,000.00	238.7	
210 Insurance - Dental	6.42	31.15	43.00		11.8	
215 Insurance - Vision	1.04	5.12	8.00	8.00	2.8	
225 Retirement - PERS Expense	197.80	717.50	1,733.00		1,015.5	
305 Operations & Maintenance	26.97	66.72	2,000.00	2,000.00	1,933.2	
310 Phone & Fax Expense	9.84	39.41	200.00	200.00	160.5	
315 Postage, Shipping & Freight	0.29 0.00	6.70 0.00	81.00 50.00		74.3	
319 Legal: P.R.A.s - Professional Svcs 320 Printing & Reproduction	0.00	0.00	50.00	50.00	50.0	
321 IT Services - Professional Svcs	177.01	550.71	400.00	400.00	-150.7	
323 Auditor - Professional Svcs	0.00	0.00	714.00	714.00	714.0	
325 Accounting - Professional Svcs	122.02	297.21	500.00		202.7	
327 Legal: General - Professional Svcs	0.00	325.76	9,500.00	9,500.00	9,174.2	
328 Insurance - Prop & Liability	0.00	2,375.06	1,925.00	•	-450.0	
329 New Hire Screening	0.00	0.00	50.00	·	50.0	
331 Legal: SMEA - Professional Svcs	0.00	0.00	250.00		250.0	
333 Legal: HR - Professional Svcs	0.00	0.74	600.00		599.2	
334 Maintenance Agreements	0.00	1,416.24	225.00		-1,191.2	
341 Space Rental	7.50	27.00	150.00		123.0	
345 Mileage Expense Reimbursement	0.00	0.00	50.00	50.00	50.0	0 %
348 Safety Equipment and Supplies	0.00	0.00	500.00	500.00	500.0	0%
350 Repairs & Maint - Computers	0.00	0.00	150.00	150.00	150.0	0%

SAN MIGUEL COMMUNITY SERVICES DISTRICT Statement of Expenditure - Budget vs. Actual Report Report ID: B100C

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16:07:03 For the Accounting Period: 11 / 24 Committed Committed Original Current Available Current Month YTD Appropriation Appropriation Appropriation Committed Fund Account Object 60 SOLID WASTE DEPARTMENT

SAN MIGUEL CSD Investment Portfolio Report - MONTHLY

11/30/2024



	SECURITY	ТҮРЕ	P	RICE	COUPON		AMOUNT	YIELDS AVG YIELD		ANNUAL ASH FLOW	MATURITY DATE	FDIC CERT#	SETTLE DATE		ARKET VALUE OF REPORT	PORTFOLIO %
	Fidelity Govt MMKT	CASH	\$	1.00	4.30%	\$	2,533.36	4.30%	\$	108.93				\$	2,533.36	0.1%
Fire - Capital	Insured Bank MMKT	CASH	\$	1.00	0.45%	\$	-	0.45%	\$	-				\$	-	0.0%
	Fed. Home Loan Bank	AGCY	\$ 1	100.00	5.02%	\$	100,000.00	5.02%	\$	5,020.00	3/13/2026	N/A	4/12/2024	\$	99,977.00	5.1%
													total:	\$	102,510.36	
	Fidelity Govt MMKT	CASH	\$	1.00	4.30%	\$	38,439.98	4.30%	\$	1,652.92				\$	38,439.98	2.0%
Linktinn Control	Insured Bank MMKT	CASH	\$	1.00	0.45%	\$	-	0.45%	\$	-				\$	-	0.0%
Lighting - Capital	JP Morgan Chase NA	CD	\$ 1	100.00	5.25%	\$	138,000.00	5.25%	\$	7,245.00	8/15/2028	628	8/15/2023	\$	138,253.92	7.1%
	BMW Bank NA	CD	\$ 1	100.00	4.60%	\$	200,000.00	4.60%	\$	9,200.00	3/10/2028	35141	3/10/2028	\$	203,090.00	10.2%
													total:	\$	379,783.90	
	Fidelity Govt MMKT	CASH	\$	1.00	4.30%	\$	11,743.09	4.30%	\$	504.95				\$	11,743.09	0.6%
	Insured Bank MMKT		\$	1.00	0.45%	\$	-	0.45%	•					\$	-	0.0%
	Morgan Stanley Bank NA	CD	\$ 1	100.00	5.05%	\$	150,000.00	5.05%	\$	7,575.00	3/10/2028	32992	3/10/2028	\$	150,334.50	7.7%
							·			·			total:	\$	162,077.59	
	Fidelity Govt MMKT	CASH	Ś	1.00	4.30%	\$	213.82	4.30%	\$	9.19				\$	213.82	0.0%
	Insured Bank MMKT	CASH	, \$	1.00	45.00%	\$	5,763.41	0.45%		25.94				\$	5,763.41	0.3%
	People's Bank	cCD		100.00	4.55%	\$	100,000.00	4.55%		4,550.00	9/20/2029		9/20/2024	•	100,002.00	5.1%
	FNMA			99.55	4.375%	\$	205,000.00	4.48%		8,968.75	8/6/2029	N/A	8/6/2024		204,551.05	10.5%
	Fannie Mae			99.56	5.00%	\$	200,000.00			10,000.00	4/17/2029	N/A			199,724.00	10.2%
	Fed. Home Loan Bank	AGCY			4.75%	\$	310,000.00			14,725.00	2/6/2029	N/A	2/9/2024		309,764.40	15.9%
			•						•	,		•	total:		820,018.68	
<u> </u>	Fidelity Govt MMKT	CASH	\$	1.00	4.30%	\$	22,886.46	4.30%	\$	984.12				\$	22,886.46	1.2%
	Insured Bank MMKT		\$	1.00	0.45%	\$	4,486.53	0.45%		2,019.00				\$	4,486.53	0.2%
	BMO HARRIS BANK NA	CD		100.00	5.00%	\$	200,000.00	5.00%		10.000.00	5/18/2028	16571	5/18/2023	•	200,152.00	10.2%
	MEDALLION BANK	CD		100.00	5.00%	\$	103,000.00		\$	5,150.00	5/24/2028	57449	3/8/2023		103,032.96	5.3%
						•	,		•	,	, ,		total:	<u> </u>	330,557.95	
	Fidelity Govt MMKT	CASH	Ś	1.00	4.30%	\$	11,743.09	4.30%	\$	504.95				\$	11,743.09	0.6%
	Insured Bank MMKT		\$	1.00	0.45%	\$	-	0.45%	•	-				\$	-	0.0%
	Morgan Stanley Private Bk	CD		1.00	5.05%	\$	150,000.00	5.05%		7,575.00	3/10/2028	34221	3/10/2023	Υ	150,318.00	7.7%
	Thorpan stainey i mate bit	CD	γ .	20.00	3.03/0	7	130,000.00	3.0370	7	,,575.00	5, 10, 2020	3-1221	total:		162,061.09	7.770
L	Total & Average:					<u> </u>	1,953,809.74	4.040/	۸.	95,818.75				÷	1,957,009.57	100%

Disclosure

Registered Representative Securities offered through Cambridge Investment Research, Inc., a broker-dealer, member FINRA/SIPC. Investment Advisor Representative Cambridge Investment Research Advisors, Inc., a Registered Investment

SMCSD STATEMENTS OF INFORMATION:

As of this report date the District is in compliance with the SMCSD Investment Policy.

As of this report date the District has the ability to meet it's expenditure requirements through:

May 30, 2025

Kelly Dodds, General Manager SMCSD

Michelle Hido, Financial Officer SMCSD

San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

AGENDA ITEM: 10.2

SUBJECT: Banking powers Five Star Bank for current Board Members and Removing Former Board Members- Board of Directors (**Recommend approve by 3/5 Vote**) (Pg. 265-266)

SUGGESTED ACTION: Approve RESOLUTION 2024-60 authorizing the Board of Directors banking powers for current Board Members and removing former Board Members for all District accounts at the Five Star Bank.

DISCUSSION:

The District banks at Five Star Bank (FSB), with the change in Board of Directors it is necessary to add new directors and remove former directors.

Approval of the attached resolution will authorize Rod Smiley, Owen Davis, Ashley Sangster, John Green, and Brendin Beatty as signers. It will also remove Raynette Gregory, Anthony Kalvans and Berkley Baker as signers.

After approval the Board Clerk will circulate a signing card to each Director to be completed to keep on file with the bank.

FISCAL IMPACT:

Minor cost associated with the requested Board action, primarily related to staff and legal time.

PREPARED BY: Kelly Dodds

RESOLUTION NO. 2024-60

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING THE ASSIGNMENT OF BANKING POWERS FOR BOARD MEMBERS; ROD SMILEY, OWEN DAVIS, ASHLEY SANGSTER, JOHN GREEN, AND BRENDIN BEATTY FOR DISTRICT BANK ACCOUNTS AND REMOVING FORMER DIRECTORS ANTHONY KALVANS, RAYNETTE GREGORY AND BERKLEY BAKER

WHEREAS, the San Miguel Community Services District ("SMCSD") has bank accounts at Five Star Bank ("FSB") to pay operating expenses; and

WHEREAS, the Board desires to grant all current board members, Rod Smiley, Owen Davis, Ashley Sangster, John Green and Brendin Beatty banking power authority with FSB, which is necessary for the operation of SMCSD; and

WHEREAS, the Board desires to remove all banking power authority with FSB, from former Board members; Raynette Gregory, Anthony Kalvans, and Berkley Baker; and

NOW THEREFORE, BE IT RESOLVED, by the Board of SMCSD that:

- 1. Current Board members Rod Smiley, Owen Davis, Ashley Sangster, John Green and Brendin Beatty are hereby granted the following banking powers and authority necessary for the operation of SMCSD:
 - a. To open any deposit or share account(s) in the name of SMCSD;
 - b. To endorse checks and orders for the payment of money; and
 - c. To withdraw or transfer funds on deposit with FSB.

PASSED AND ADOPTED by the Board of Directors on a motion of Director seconded by Director by the following roll call vote:			
AYES: NOES: ABSENT: ABSTAINING:			
The foregoing Resolution is hereby pas	ssed and adopted on this 19 th day of December 2024		
Kelly Dodds, General Manager	TBD, President Board of Directors		
ATTEST:	APPROVED AS TO FORM:		
Tamara Parent, Board Clerk	Douglas L. White, District General Counsel		

San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

AGENDA ITEM: 10.3

SUBJECT: LAFCo Special District Representative nomination - two seats open (**Provide nomination(s) by Board 3/5 Vote)** (Pg. 267-269)

SUGGESTED ACTION: Authorize the General Manager to submit nomination(s) on behalf of the Board for one or both of the open seats.

DISCUSSION:

December 9th, 2024, was the opening day of the required 60 day nomination period for two regular Special District seats on LAFCOs Board of Directors. The Nomination period ends on February 7th, 2024.

One seat is four years ending December 2028, the other is two years ending December 2026.

The San Miguel CSD Board may elect to nominate one or two Directors for the open seats. After discussion the Board should direct staff to complete the necessary nomination paperwork and submit that to LAFCO.

Directors should review the attached notice for additional conditions prior to nominations.

FISCAL IMPACT:

No projected cost aside from minor staff time to provide information to the Board.

PREPARED BY: Kelly Dodds



San Luis Obispo Local Agency Formation Commission SLO LAFCO - Serving the Area of San Luis Obispo County

COMMISSIONERS

Chairperson VACANT Special District Member

> Vice-Chair STEVE GREGORY City Member

DEBBIE ARNOLD
County Member

JIMMY PAULDING
County Member

ROBERT ENNS
Special District Member

ED WAAGE City Member

VACANT Public Member

ALTERNATES

Dawn Ortiz-Legg County Member

ED EBY
Special District Member

CARLA WIXOM
City Member

David Watson Public Member

STAFF

ROB FITZROY
Executive Officer

IMELDA MARQUEZ

Analyst

Morgan Bing Analyst

HOLLY WHATLEY Legal Counsel TO: INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

FROM: ROB FITZROY, EXECUTIVE OFFICER

DATE: DECEMBER 6, 2024

RE: REQUEST FOR NOMINATIONS FOR LAFCO SEATS

Background. This nomination period is for two Regular Special District seats on LAFCO. One seat is for a two-year term set to expire in December 2026 and another seat that would serve through 2028. Commissioner Marshall Ochylski, after 12 years of dedicated service, has stepped down from his LAFCO Special District seat that was set to expire in 2026; thus creating a vacancy for the remainder of this term through December 2026. Robert Enns' four-year term expires December 2024. This seat is available for the standard four-year term and would serve through December 2028. The Cortese-Knox-Hertzberg Act allows an existing Commissioner (in this instance Robert Enns) to remain on LAFCO until the nomination and election process is complete. The existing member may also re-run should they wish to and are eligible.

Instructions. Each Special District may nominate one candidate for each seat. The nominated candidate must be an elected Board of Director of your respective District. If your District wishes to nominate a candidate, please schedule this request for nominations on an agenda for a meeting of your Board of Directors as soon as possible, or if you have already been delegated by your Board as the representative of your District, you may submit a nomination on behalf of your District. Nomination forms are required to be submitted by the end of the nomination period. The nomination period is 60 days and begins on December 9, 2024, and ends on February 7, 2024, at 5:00 p.m. The completed nomination form may be submitted to the LAFCO office via mail or e-mail: mbing@slo.lafco.ca.gov. Please make sure the form is signed by the Board President or General Manager and the Nominee.

If more than one nomination for either of the open positions is received, it is required by law hold an election. The Executive Officer shall prepare a ballot election and send it by email to each Special District with voting instructions at the conclusion of the nomination period. If an election is required, the governing body of each Special District will have the opportunity to cast a vote for any of the nominees. Further communications will be provided based on the results of the nomination period if an election is required.

A nomination form is attached to assist your District in the nomination process. Also, please view the LAFCO website (slo.lafco.ca.gov) for additional information about LAFCO. Please call 805-788-2096 if you have any questions.

cc: Members of the Commission

Holly Whatley, LAFCO Legal Counsel



San Luis Obispo Local Agency Formation Commission SLO LAFCO - Serving the Area of San Luis Obispo County

NOMINATION FOR LAFCO

SPECIAL DISTRICT MEMBER

The	
(Insert Name of Special District)	
Hereby nominates(Insert Name of Nominee)	as a nominee to serve as the
Special District Member on the San Luis Obispo Local Ager	ncy Formation Commission (SLOLAFCO).
For the following Seat (Please select on or both if interests Fill the four-year term set to expire December Fill the vacant seat set to expire in December	2028
The Board of Director's action (if applicable) was taken on	an agenda item on:
(Insert Date of Board Agenda and Action)	
(General Manager or Chairman/President)	
(Email address)	
(Signature-Nominee)	

San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

AGENDA ITEM: 10.4

SUBJECT: Review proposal for annual financial audit services for three-year period for years ending June 30, 2025, 2026, and 2027 and authorize the General Manager to execute a professional services agreement with Moss, Levy & Hartzheim, LLP by RESOLUTION 2024-62 (**Recommend approve by 3/5 vote**) (Pg. 270-295)

SUGGESTED ACTION: Authorize the General Manager to execute a professional services contract with Moss, Levy & Hartzheim, LLP by Resolution 2024-62.

DISCUSSION:

During the October Board meeting the Board authorized release of a Request for Qualifications (RFQ) for Independent Auditing services for three fiscal years ending in 2025, 2026, 2027 with responses due December 6th at 12 noon.

As of the due date/ time we received one response, from Moss, Levy & Hartzheim, LLP.

The RFP was circulated to the state clearing house, bid rooms, and any auditing firms that had been previously sent RFPs, had shown interest in these types of services, or had performed auditing services for other area agencies.

The District only received one bid. The District Staff reviewed the Proposal for service and found Moss Levy & Hartzheim (MLH) met the terms of the RFP and is being presented to the Board for contract approval. The fees that are being proposed by MLH are consistent with their services for prior years.

As MLH served as our auditor for the previous six years, with a different lead auditor being assigned to the last three years audits. A new lead auditor will be assigned to us for this three year contract to maintain an impartial audit.

The technical and cost proposals are attached for Board review.

FISCAL IMPACT:

The Moss, Levy & Hartzheim, LLP fees for performing the requested financial services for the next three fiscal years is a not-to-exceed fee of \$13,500 (FY25), \$13,975 (FY26), \$14,475 (FY27) per each fiscal year. The annual Operations & Maintenance Budget to be approved by the Board must include an expense line item for these auditing fees. The total contract term of three years will cost the District a total of \$41,950

Auditing services are being offered on a Not to Exceed (NTE) basis.

The cost for FY 24-25 will be included in the FY25-26 annual budget, therefore no budget adjustment is

being requested.

PREPARED BY: Kelly Dodds

RESOLUTION 2024-62

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING A CONTRACT AGREEMENT WITH MOSS, LEVY & HARTZHEIM, LLP TO PERFORM ANNUAL FINANCIAL AUDIT SERVICES FOR FISCAL YEARS ENDING JUNE 30, 2025, JUNE 30, 2026 AND JUNE 30, 2027

WHEREAS, the San Miguel Community Services District ("the District") desires to employ the professional financial auditing services of Moss, Levy, & Hartzheim, LLP ("Contractor") to perform annual financial auditing services for Fiscal Years ending June 30, 2025, June 30, 2026 and June 30, 2027; and

WHEREAS, the Contractor desires to perform said annual financial auditing services for the above described fiscal years; and

WHEREAS, the District has determined the Contractor to be the most qualified firm to be the lowest cost that fits the needs of the district; and

WHEREAS, the District and Contractor to provide these services at a fixed price and terms as shown in the attached contract agreement.

THEREFORE, BE IT RESOLVED, by the Board of Directors of the District does hereby resolve the following:

- 1. To approve the Contractual Agreement (the "Agreement"), attached hereto as Exhibit "A", between the District and Moss, Levy, & Hartzheim, LLP to perform the annual fiscal year audit services for the fiscal years listed above.
- 2. The District's General Manager is hereby authorized to execute this Agreement on behalf of the San Miguel Community Services District.

On a motion of Director Roll Call vote, to wit:	, seconded by Director	and on the following
AYES: NOES: ABSENT: ABSTAINING:		
	(continued on next page)	

The foregoing Resolution is hereby passed	I and adopted this 19 th day of December 2024.		
Kelly Dodds General Manager	TBD President Board of Directors		
ATTEST:	APPROVED AS TO FORM:		
Tamara Parent, Board Clerk	Douglas L. White, District General Counsel		

San Miguel Community Services District

AUDIT PROPOSAL

For Fiscal Years Ending June 30, 2025, 2026, & 2027

Submitted By:

Moss, Levy & Hartzheim LLP 2400 Professional Parkway, Suite 205 Santa Maria, CA 93455 Phone: 805.925.2579

Fax: 805.925.2147

Submitted On:

December 6, 2024

Contact Person:

Adam V. Guise, CPA aguise@mlhcpas.com

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Attention: Kelly Dodds, General Manager San Miguel Community Services District PO Box 180 / 1765 Bonita Pl San Miguel, CA 93451

We are pleased to respond to the San Miguel Community Services District's (the District) Request for Proposal for independent auditing services. We have prepared our proposal to address each specification included in the District's Request for Proposal.

After 65 years in public accounting and more than 45 years of performing nonprofit and local governmental audits, it is extremely gratifying to witness the continued growth of Moss, Levy & Hartzheim LLP. The firm has evolved from a one-person operation to a regional public accounting firm with offices in Beverly Hills, Santa Maria, and Culver City with clients throughout the State of California, as well as thirty-one other states. We and the entire staff are pleased with not only the continuing development of the firm, but also the progress and economic health of our clients. We understand that governmental accounting is a specialized industry with its own accounting standards and requirements and that is why we strive to constantly improve the quality of our professional services. This degree of dedication coupled with our ability to inform our clients of any new accounting and auditing issues is paramount to our success.

We feel that our size is such that we are large enough to provide a broad spectrum of services and experience backed by an in-house training program, professional development courses, and an extensive professional library, yet not so large as to become impersonal and rigid. Our informal style allows us to be flexible enough to complete our audits in a timely manner that is the most convenient for each client. Also, this style allows us to be more accessible to our clients when our clients have questions or concerns.

It is our understanding that we will be responsible for expressing an opinion on the San Miguel Community Services District's financial statements in conformity with accounting principles generally accepted in the United States of America. It is also our understanding that we will be responsible for issuing the following:

- 1. An auditor's opinion letter on the fair presentation of the financial statements of the District in accordance with auditing standards generally accepted in the United States of America.
- 2. A Management Letter addressed to the Board of Directors of the San Miguel Community Services District, setting forth recommendations for improvements in the District's accounting systems.
- 3. We will communicate in a letter to the General Manager any reportable conditions found during the audit. A reportable condition shall be defined as a significant deficiency in the design or operation of the internal control structure, which could adversely affect the District's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. "Non-reportable conditions" discovered by us will also be communicated in the "Management Letter".
- 4. We will make immediate, written notification to the Board of Directors and General Manager of all irregularities and illegal acts or indications of illegal acts of which we become aware.
- 5. Preparation of the annual State Controller's Report.

We will make all communications to the District as required by the audit standards under which the engagement is performed. Those communications include, but are not limited to:

- 1. The auditors' responsibility under auditing standards generally accepted in the United States of America.
- 2. Significant accounting policies.
- 3. Management judgment and accounting estimates.
- 4. Significant audit adjustments.
- 5. Other information in documents containing audited financial statements.
- 6. Disagreements with management.
- 7. Management consultation with other accountants.
- 8. Major issues discussed with management prior to retention.
- 9. Difficulties encountered in performing the audit.
- 10. Errors, irregularities, and illegal acts.

All work papers and reports will be retained, at our expense, for a minimum of seven years (or the retention timeframe established by the professional standards, whichever is longer) unless the firm is notified in writing by the District of the need to extend the retention period. The work papers are subject to review by state and county agencies and other individuals designated by the District. Accordingly, the work papers will be made available upon request.

In addition, we will respond to the reasonable inquiries of successor auditors and allow successor auditors to review work papers.

All adjusting journal entries made by us will be discussed and explained to the designated personnel prior to recording.

If convenient for the District's staff, the approximate target dates for an audit would be as follows:

- 1. Preliminary audit entrance conference with staff June 9
- 2. Detailed audit plan June 9
- 3. Interim audit fieldwork 16-17
- 4. Year-end audit fieldwork- September 4-5
- 4. Exit conference with staff September 5
- 5. Draft of Financial Statements & Management Letter October 13
- 6. Issue Audit Report and final Management Letter within three days of the District's final approval of these documents
- 7. Present and discuss annual financial statements with the Board Date of District's choice

Minimal assistance of the District's staff is required during the course of the audit, however, we ask that the District provide the following: cooperation in answering questions, requested audit confirmations, bank reconciliations, trial balance at June 30, 2025, detailed general ledger for the fiscal year, and other original documentation supporting amounts and disclosures in the financial statements.

This proposal is a firm and irrevocable offer until March 6, 2025.

Thank you for your consideration and please do not hesitate to contact the authorized representative listed below with any questions, problems, or concerns.

Adam V. Guise, CPA
Partner
2400 Professional Parkway, Ste. 205
Santa Maria, CA 93455
(805) 925-2579
aguise@mlhcpas.com

Sincerely,

Mam V Huse

Adam V. Guise, CPA

DETAILED PROPOSAL

AUDIT PROPOSAL

INDEPENDENCE

Moss, Levy & Hartzheim LLP is independent of the San Miguel Community Services District as defined by auditing standards generally accepted in the United States of America. Moss, Levy & Hartzheim LLP is the current auditor of the District which does not impair independence for the years proposed.

LICENSE TO PRACTICE IN CALIFORNIA

Moss, Levy & Hartzheim LLP is a properly licensed certified public accounting firm in the State of California, license # 5863. All certified public accountants engaged in the audit of the District are licensed to practice in the State of California and have received at least the minimum number of continuing professional education hours required by the State Board of Accountancy to perform audits under professional standards.

FIRM QUALIFICATIONS AND EXPERIENCE

Moss, Levy & Hartzheim LLP is a minority owned regional firm that performs audits of entities throughout the State of California. The firm currently employs 31 professionals and has annual gross revenues between 5.0 and 5.5 million dollars. Eighty-four percent of the 31 total employees are women or belong to an ethnic minority. The firm has three offices in California; Beverly Hills, Santa Maria, and Culver City.

The audit work will be completed by staff from our Santa Maria office.

The Santa Maria office is currently staffed by six certified public accountants (five partners, and one managers). In addition, the office employs two senior accountants, five staff accountants and two administrators.

The San Miguel Community Services District will have one partner and one alternate partner assigned to the audit at all times. In addition, a senior accountant, and one or two staff accountants will be assigned on a full-time basis to the audit from the Santa Maria office. The San Miguel Community Services District will also have a computer specialist assigned to the audit on a full-time basis. This individual assists the audit team in documenting the computer system internal control structure.

Please see Appendix A - Peer Quality Review Report for a copy of our firm's most recent quality review report.

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE

It is the firm's policy to have our partners involved in the management function of our audits. Having multiple partners involved in the engagement allows the District to receive immediate responses to questions about accounting and audit topics, concerns, and recommendations.

Mr. Adam Guise will be the partner in charge of the District's audit. Mr. Guise will have primary responsibility for the audit. Mr. Guise will be responsible for final review of the District's audit report, financial statements, and required federal and state tax returns. Mr. Guise will also be responsible for addressing any questions or concerns that arise during the fiscal year. It is the firm's policy to have a partner on site for a majority of the fieldwork. This policy enables the partner to become acquainted with the District's daily operations and key personnel.

Mr. Craig Hartzheim will be the alternate partner assigned to the audit. As alternate partner, it is his responsibility to be familiar with the San Miguel CSD, its staff, the audit, and any special problem areas of the San Miguel CSD in the event that Mr. Guise is unavailable.

Mr. Brent Green will be the supervisor assigned to the audit. As the supervisor, it will be Mr. Green's responsibility to oversee the staff accountants, do preliminary reviews of audit sections, and to perform more difficult audit sections.

Mr. David Ortiz will be the Information Technology Director assigned to the audit. Mr. Ortiz has extensive knowledge in auditing EDP functions. Mr. Ortiz will also perform the statistical sampling procedures for the audit. Also, he will document and test the internal control structure of the computer systems.

AUDIT PROPOSAL

PARTNER, SUPERVISORY, AND STAFF QUALIFICATIONS AND EXPERIENCE-

In addition to the supervisory staff listed above, one or two staff accountants will be assigned to the audit. All staff accountants have degrees from accredited colleges or universities, have received in-house audit training, and at present have at least one year of auditing experience. All staff accountants will be directly supervised by the manager assigned to the audit at all times. All partners and staff members have worked on numerous engagements together. Consistently working together will provide the District with a knowledgeable and efficient audit team.

The firm will maintain staff continuity on the engagement throughout the term of the contract, barring any terminations, illnesses, or other unforeseen circumstances. At the request of the District, any Moss, Levy & Hartzheim LLP employee assigned to the audit can be removed and replaced by another qualified employee. Moss, Levy & Hartzheim LLP has an advantage in that there is relatively low turnover in employees as can be seen on individual resumes and therefore, the firm will not use the District as a training ground for its employees.

Please see *Appendix B - Resumes* for each individual's resume.

SIMILAR ENGAGEMENTS WITH OTHER ENTITIES

Moss, Levy & Hartzheim LLP has an extensive background in auditing governmental Districts with over forty-five years of experience in this specialized field.

Please see Appendix C - References and Appendix D - Current and/or Recently Completed Governmental Audits

SPECIFIC AUDIT APPROACH

The extent of our work will be what is required to enable us to express an opinion on the financial statements in accordance with:

- 1. AICPA Industry Audit Guide for Local Governments,
- 2. AICPA Audit Standards,
- 3. Laws of the State of California,
- 4. Generally Accepted Accounting Principles,
- 5. Our firm's own additional standards and procedures.

The audit will be conducted in accordance with auditing standards generally accepted in the United States of America.

The primary purpose of the audit is to express an opinion on the financial statements, and such an audit is subject to the inherent risk that material errors or fraud may exist and not be detected by us. If conditions are discovered which lead to the belief that material errors, defalcations, or fraud may exist, or if any other circumstances are encountered that require extended services, we will promptly advise the District.

Our audit will begin when it is convenient for the District's staff. We estimate this date to be in June to perform audit planning and fieldwork. Upon acceptance of the audit proposal, the audit partner or audit manager will contact your General Manager to discuss the scope and timing of the annual audit, to review any accounting issues known at that time, to prepare audit confirmations, and to address any concerns or questions you may have about the impending audit.

We will schedule approximately three days of fieldwork each fiscal year. During the first fiscal year, we will prepare narrative flow charts and other documentation of the internal control structure of the District, and its major systems, such as income and cash receipts, purchasing and cash disbursements, payroll and personnel, inventory, property and equipment, grant compliance, investment activities, and the budget process. We will gain this information through discussions with appropriate District staff members, and our review of available documented policies, District charts, manuals, programs, and procedures. Once we obtain this information, we will evaluate internal control in order to plan audit testing, and to tailor audit programs specifically for the District. During subsequent audits, we will note any changes to internal control.

AUDIT PROPOSAL

SPECIFIC AUDIT APPROACH - continued

For the first year of our engagement, we will utilize the prior fiscal year's financial statements and our knowledge of your systems to determine materiality for the different audit sections. Each fiscal year, we will select a sample of transactions to determine to what extent the systems are functioning as described to us. The extent of our sample size will depend upon our assessment of the internal control structure. The selection of transactions for testing will be made using a combination of random, systematic, and haphazard sampling techniques. We will identify the strength of the systems upon which we can rely in planning our substantive tests. Our internal control review will meet all the requirements of the AICPA Statement on Auditing Standards (SAS) No. 55, Consideration of the Internal Control Structure in a Financial Statement Audit, as amended by SAS Nos. 78 and 99, Consideration of Fraud in a Financial Statement Audit. We will also perform preliminary analytical review procedures using the prior fiscal year's audited financial statements.

We will also review the following documents in order to determine compliance with laws and regulations:

- (a) Minutes of the Board of Directors with special attention to: indications of new income sources, including state and local grants; expenditure authorizations and related disbursements, including any special or restrictive provisions; authorization for bank or other debt incurred; awards to successful bidders; authorization for new leases entered into; changes in licenses, fines or fees; and authorization for significant new employees hired,
- (b) New agreements and amendments to new agreements including but not limited to: grant agreements; debt and lease agreements; labor agreements; joint venture agreements; and other miscellaneous agreements,
- (c) Administrative Code, and
- (d) Investment and/or Endowment Policies.

Before June 1st of each fiscal year, we will contact you to provide our detailed audit plan for audit fieldwork. We will also discuss with you any matters that may impact our audit procedures or your financial reporting. Also, we will discuss with you any assistance the District may need with fiscal year-end closing.

Our audit fieldwork will begin after the District has closed its books, which we estimate to be the beginning of September. The fiscal year-end audit work will begin with an analytical review of all significant balance sheet and revenue and expense accounts, which includes a comparison of prior fiscal year financial statements and current fiscal year budget, to the fiscal year-end trial balance.

The primary objective of the year-end audit work is to audit the final numbers that will appear in the District's financial statements. Our fieldwork includes procedures required under SAS No. 99, Consideration of Fraud in a Financial Statement Audit. We will also maintain compliance with SAS Nos. 103-112 during the fiscal year ended June 30, 2025. These procedures significantly changed the way auditors approach audits and are required for audits with a fiscal year ended beginning after December 31, 2006. This will entail a risk-based audit approach that will increase the time spent on audit planning. Standards also require interviews with audit committee members (if applicable), and/or members of the board of directors and management.

We will also perform audit procedures such as:

- (a) Confirmations, by positive and negative circularizations including but not limited to all cash and investment accounts; selected receivable and income balances; all bonds, loans, notes payable, and capital leases; all notes receivable; all insurance carriers; all legal firms contracted by the District; and other miscellaneous confirmations as deemed necessary,
- (b) Physical verifications and observations of assets,
- (c) Analysis and review of evidential material,
- (d) Interviews and investigative efforts,
- (e) Electronic data processing testing for computer and software reliability, and
- (f) Numerous other procedures as deemed necessary for audit completion.

The objective in testing transactions for compliance with laws, regulations, and the provisions of contracts and grant agreements is to express an opinion on whether the District has complied, in all material respects, with applicable compliance requirements, noncompliance with which could have a material effect on each major program. In selecting audit samples for purposes of tests of compliance, we will plan our tests to support a low assessed level of control risk. We will select transactions from each program or area that requires testing. The selection of transactions to test is based on the auditors' professional judgment.

AUDIT PROPOSAL

SPECIFIC AUDIT APPROACH - continued

SAS No. 99, Consideration of Fraud in a Financial Statement Audit impacts both the planning and the performance of the audit. In planning, the audit team will discuss how and where the financial statements might be susceptible to material misstatement due to fraud. To determine this, we will inquire of management, consider results of analytical procedures, and consider other fraud risk factors. We will review the results of our inquiries and identification of potential fraud areas on a daily basis to ensure compliance with SAS No. 99.

We have extensive knowledge in auditing computer systems. We have assisted numerous clients with the implementation of accounting software and database systems. This assistance has provided our firm with a thorough background in computer systems in both software applications, and auditing such systems. It is our policy to have a computer specialist as part of the audit team. This individual assists the audit team in documenting the computer system internal control structure and highlighting strengths and weaknesses relating to the computer structure of the District.

Moss, Levy & Hartzhiem LLP uses networked laptop computers for audit fieldwork that connect to our office computer network via the internet. Software used by our staff includes Word, Excel, PPC Engagement Manager, and AuditWare for financial statements preparation. The firm employs a paperless audit approach. We will request the majority of the audit schedules and information electronically.

As part of the audit, we will compose a management letter, informing you of required audit disclosures, and noting certain observations or recommendations that we feel will assist you in strengthening internal control, and/or gaining efficiency in conducting your daily operations. The management letter is intended to be a helpful tool for management based on our experience, and never a critique of operations or management. The management letter is provided to management in draft form, and is subject to revision and approval, prior to issuance.

We will retain working papers and reports at our expense for a period of seven years. In addition, we will make our working papers available, upon your request, to any oversight District or successor auditor, if any.

IDENTIFICATION OF ANTICIPATED POTENTIAL AUDIT PROBLEMS

Being the incumbent auditors and having prior years knowledge of the District, we do not anticipate any potential audit problems or special assistance that will be requested from the District.

BIDDING PROPOSAL

TOTAL MAXIMUM PRICE

All out of pocket expenses are included in the fee and no additional costs will be passed on to the San Miguel Community Services District. The San Miguel Community Services District is, however, expected to provide adequate working space, access to a copier, fax machine, and telephone. We will provide all items and equipment, including laptop computers, scanners, calculators, and office supplies.

The maximum all-inclusive annual audit fees are as follows:

Fiscal Year	Cost	of Service
2024-25	\$	13,500
2025-26	\$	13,975
2026-27	\$	14,475

The rates of partners, specialists, supervisors, and staff, multiplied by the number of hours anticipated are as follows for the fiscal year ended June 30, 2025:

	F	Rate	Hours	Cost (rate x hours)	
Audit Partner	\$	130	45	\$	5,850
Senior Staff		85	40		3,400
Staff		70	55		3,850
Clerical Staff		35	8		280
Computer Specialist		60	2	**************************************	120
Maximum Cost			150	\$	13,500

Respectfully submitted,

Adam V. Guise, CPA

Moss, Levy & Hartzheim LLP is an Equal Opportunity Employer

APPENDICES



Patrick D. Spafford, CPA Todd C. Landry, CPA

HERE TO MAKE THE COMPLEX SIMPLE.

Licensed by the California Board of Accountancy Member: American Institute of Certified Public Accountants

Report on the Firm's System of Quality Control

To Moss, Levy & Hartzheim, LLP and the Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Moss, Levy & Hartzheim, LLP (the firm) in effect for the year ended December 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Deficiency Identified in the Firm's System of Quality Control

We noted the following deficiency during our review:

1. The firm's quality control policies and procedures addressing engagement performance requires a review of all engagements prior to issuance. Although this review took place, the Firm should consider a more thorough review of the files prior to completion and lockdown. This contributed to audit engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, not conforming to professional standards in all material respects in the areas of audit planning, risk assessment, and documentation of testing specific to major program compliance. A similar finding was noted on the Firm's previous peer review.

Opinion

In our opinion, except for the deficiency previously described the system of quality control for the accounting and auditing practice of Moss, Levy & Hartzheim, LLP in effect for the year ended December 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency (ies), or fail. Moss, Levy & Hartzheim, LLP has received a peer review rating of pass with deficiency.

Spafford & Landry , Dine

July 26, 2022

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APPENDIX B - RESUMES

ADAM GUISE, CPA – PARTNER

- California licensed CPA with 18 years of audit experience with governmental, non-profit, and commercial entities.
- A Bachelor of Science degree in Business Administration with concentrations in Public Accounting and Financial Management from California Polytechnic State University, San Luis Obispo.
- Current audit partner for 4 cities, 5 school district audits, 14 special districts, and 5 non-profit organizations including:

Oceano Community Services District
Heritage Ranch Community Services District
Goleta Sanitary District
Cayucos Sanitary District
Vandenberg Village Community Services District
City of Paso Robles
City of Atascadero

- Has assisted governmental clients with year-end closings, preparation of award winning ACFRs, federal single audits, TDA audits, and preparation of State Controller's Reports.
- Has met or exceeded all continuing education requirements, including recent courses in the following:

2024, 2023, and 2022 Governmental Accounting Conferences 2024, 2023, and 2022 School District Conferences Audit of State and Local Governments Single Audits of Governmental Entities Internal Control Over Governmental Financial Reporting California Ethics: Making Ethical Decisions in the Practice of Public Accounting

• Previous work experience included 2 years auditing publicly traded corporations with an international public accounting firm.

APPENDIX B - RESUMES

CRAIG HARTZHEIM, CPA – PARTNER (ALTERNATE)

- California licensed CPA with 33 years of audit experience with governmental, non-profit, and commercial entities.
- Engagement partner for governmental and non-profit audits (Beverly Hills office), currently including 40 special district audits (including Los Angeles County Flood Control District and the County Sanitation District of Los Angeles County), 12 school districts and related audits, and 17 municipal audits.
- Has assisted governmental clients with year-end closings, key position interviews, preparation of award winning ACFRs, and preparation of State Controller's Reports.
- Has met or exceeded all continuing education requirements, including recent courses in the following:

2024, 2023, and 2022 Governmental Accounting Conferences 2024, 2023, and 2022 School District Conferences Audits of States and Local Governments Preparing Governmental Financial Statements GAAS Guide Other Comprehensive Basis of Accounting (OCBOA) Statements Audit Standards Update Implementing SAS No. 112 Implementing SAS No. 114 Auditing Update Grants Management

- A Bachelor of Science degree in Accounting from Marquette University conferred in 1982.
- Member of the following:

American Institute of Certified Public Accountants California Society of Certified Public Accountants

• Knowledgeable about all areas of tax law including non-profit and payroll tax issues.

APPENDIX B - RESUMES

BRENT GREEN - SENIOR AUDITOR

- 16 years of audit or accounting experience serving as a Controller for 10,000 Degrees; a Non-Profit in Northern California, and Director of Finance for Cascadia Community College and Laurus College.
- A Bachelor of Science in Business from Laurus College, Oxnard, California conferred in 2018 and a Master of Business Administration from Washington State University, Pullman, Washington conferred in
- Audited cities, school districts and special districts, including the following audits:

San Miguel Community Services District Goleta Sanitary District Cayucos Sanitary District Oceano Community Services District City of Arroyo Grande

• Has assisted governmental clients with year-end closings preparation of award winning ACFRs, and preparation of State Controller's Reports.

DAVID ORTIZ - INFORMATION TECHNOLOGY DIRECTOR

- Twenty-one years of audit and computer experience with governmental entities.
- A Bachelor of Science degree in Business Administration with a concentration in Public Accounting from California Polytechnic State University, San Luis Obispo.
- Extensive knowledge of:

Network design and implementation Network maintenance and troubleshooting Network security Microsoft, Mac, and Linux operating systems Database systems Various accounting programs

APPENDIX C - REFERENCES

CAYUCOS SANITARY DISTRICT

Audit of basic financial statements, preparation of State Controller's Report 2007 to Present Total Hours: 130

Engagement Partners: Adam Guise Contact: Gayle Good, (805) 995-3290 Email: ggood@cayucossd.org 200 Ash Avenue, Cayucos, CA 93430

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

Audit of basic financial statements, preparation of State Controller's Report 2005 to Present

Total Hours: 150

Engagement Partners: Adam Guise Contact: Cynthia Allen, (805) 733-3417 Email: callen@vvcsd.org

3745 Constellation Road, Lompoc, CA 93436

HERITAGE RANCH COMMUNITY SERVICES DISTRICT

Audit of basic financial statements, preparation of State Controller's Report 2020 to Present Total Hours: 150

Engagement Partners: Adam Guise Contact: Kristen Gelos, (805) 227-6230 Email: kristen@heritageranchcsd.ca.gov 4870 Heritage Rd, Paso Robles, CA 93446

OCEANO COMMUNITY SERVICES DISTRICT

Audit of basic financial statements, preparation of State Controller's Report 2017 to Present

Total Hours: 200

Engagement Partners: Adam Guise Contact: Carey Casciola, (805) 481-6730 Email: carey@oceanocsd.org 1655 Front St., PO Box 599 Oceano, CA 93475

CITY OF ATASCADERO

Audit of basic financial statements, Single Audit, and TDA Audit 2009 to Present

Engagement Partners: Adam Guise and Travis Hole

Total Hours: 450

Contact: Jeri Rangel, (805) 461-5000 Email: jrangel@atascadero.org 6500 Palma Ave, Atascadero, CA 93422

APPENDIX D - CURRENT AND/OR RECENTLY COMPLETED GOVERNMENTAL AUDITS

CITIES

Adelanto

Arcata

Arroyo Grande Atascadero Bellflower Brawley Buellton Calabasas Calexico

Camarillo-Internal control audits

Carpinteria

County of San Diego Redevelopment Agency

Dinuba
El Cerrito
Eureka
Fillmore
Fort Bragg
Goleta
Greenfield
Grover Beach
Gustine

Healdsburg
Holtville
Imperial
Lathrop
Lemon Grove
Lompoc

Lynwood Oakdale Ojai Pacifica Paradise Paso Robles Port Hueneme

Santa Maria Susanville Taft Tracy

Watsonville Whittier Winters Yuba City

PUBLIC FINANCING AUTHORITIES

The majority of our municipalities issue debt through an established public financing authority.

COUNTIES

Los Angeles County (Master List) San Diego County (Master List)

SCHOOL DISTRICTS

Acton-Agua Dulce Unified School District

Ballard School District

Bellflower Unified School District
Beverly Hills Unified School District
Blochman Union School District
Bradley Elementary School District
Buellton Union School District
Carpinteria Unified School District
Cayucos Elementary School District
Coast Unified School District

Cold Spring School District College Elementary School District

Cuyama Joint Unified School District

Eastside School District

El Segundo Unified School District

Garvey School District Goleta Union School District Graves School District Heber School District

Hope Elementary School District

Hughes-Elizabeth Lakes Union School District

Keppel Union School District Lagunita School District Lakeside Joint School District

Los Alamos Elementary School District Los Olivos Elementary School District Magnolia Union School District

Manhattan Beach Unified School District

Meadows Union School District
Mission Elementary School District
Monrovia Unified School District
Montecito Union School District
Mulberry School District
Novato Unified School District
Pacific Elementary School District
San Ardo Elementary School District

San Miguel School District
Santa Rita Union School District
Shandon Unified School District
Solvang Elementary School District
Temple City Unified School District
Templeton Unified School District
Torrance Unified School District

San Lucas Elementary School District

Vista del Mar Elementary School District Westmoreland Elementary School District

Washington School District

APPENDIX D - CURRENT AND/OR RECENTLY COMPLETED GOVERNMENTAL AUDITS

COMMUNITY SERVICES DISTRICTS

Cambria CSD

Cuyama CSD

Groveland CSD

Isla Vista CSD

Los Alamos CSD

Los Osos CSD

Mission Hills CSD

Oceano CSD

San Miguel CSD

Vandenberg Village CSD

SANITATION DISTRICTS

Cayucos Sanitary District

County Sanitation Districts of LA County -

All 25 Districts

Encina Wastewater Authority

Goleta Sanitary District

Orange County Sanitation District-Internal audits

South San Luis Obispo County Sanitation District

UTILITY DISTRICT

Georgetown Divide Public Utility District

FIRE PROTECTION DISTRICTS

Cayucos Fire Protection District

Five Cities Fire Authority

CEMETERY DISTRICTS

Atascadero Cemetery District

Carpinteria Cemetery District

Guadalupe Cemetery District

Lompoc Cemetery District

Los Alamos Cemetery District

Oak Hill Cemetery District

San Miguel Cemetery District

Santa Margarita Cemetery District

Santa Maria Cemetery District

BUILDING AUTHORITY

County of San Diego Regional Building Authority

TRANSPORTATION DEVELOPMENT ACTS

Arroyo Grande

Atascadero

Brawley

Calexico

El Centro

Grover Beach

Holtville

Paso Robles

San Luis Obispo Council of Governments

Santa Barbara County Association of Governments

Santa Cruz County Regional Transportation

Commission

South County Area Transit

Transportation Authority of Marin County

Transportation Agency of Monterey County

RECREATION AND PARK DISTRICTS

Conejo Recreation and Park District

Mountains Recreation and Conservation

Authority

Pleasant Valley Recreation and Park District

Rancho Simi Park and Recreation District

WATER/IRRIGATION DISTRICTS

Foothill Municipal Water District

Main San Gabriel Basin Watermaster

Montecito Water District

North Marin Water District

Valley County Water District

Valley of the Moon Water District

RESOURCE CONSERVATION DISTRICT

Cachuma

Monterey County

Upper Salinas - Las Tablas

AMBULANCE SERVICES DISTRICTS

Cambria Community Healthcare District

North Coast Emergency Medical Services

TRANSIENT OCCUPANCY TAX AUDITS

Arroyo Grande

Bellflower

Bishop

Calexico Carmel

Greenfield

Ojai

Santa Maria

Whittier

OTHER PUBLIC SCHOOL ENTITIES

Academia Semillas Del Pueblo Charter School

East Bay Regional Occupational Program

Family Partnership Charter School

Garr Academy of Mathematics and Entrepreneurial Studies

Santa Barbara County Special Education Local

Plan Area

Pacoima Charter School

Santa Ynez Valley Charter School

Southern California Regional Occupational Center

Stella Academy

Synergy Charter School

Tri-Valley Regional Occupational Program

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APPENDIX D - CURRENT AND/OR RECENTLY COMPLETED GOVERNMENTAL AUDITS

OTHER DISTRICTS

Beach Cities Health District

County of San Diego - Emergency Services Organization

County of San Diego First 5 Commission

County of San Diego In-Home Supportive Services

Public Authority

County of San Diego Health and Human Services Agency

Child Development Program Grant

County of San Diego MIOCR Grant

County of San Diego RLETC Grant

County of Los Angeles Delta Sigma Theta, Head Start

Program, Inc.

County of San Diego District Attorney's Office of

Auto Insurance Fraud Grant, Urban Auto Fraud

Grant and WC Insurance Fraud Grant

Los Angeles County Flood Control District

Marin/Sonoma Mosquito and Vector Control District

Mosquito and Vector Management District

San Diego Geographic Information Source

Tracy Area Public Facilities Financing Agency

West Contra Costa Integrated Waste Management Authority

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San Miguel Community Services District

Request for Proposal for Audit Services

The proposing firm warrants the following:

- 1. The firm is willing and able to obtain an Errors and Omissions Insurance Policy providing a prudent amount of coverage for the willful or negligent acts or omissions of any officers, employees, or agents thereof.
- 2. The firm will not delegate or subcontract its responsibilities under an agreement without the express prior written permission of the San Miguel Community Services District.
- 3. All information provided by the firm in connection with this proposal is true and correct.
- 4. The firm will acknowledge and agree with all terms and conditions stated in this Request for Proposal.

On Behalf of Firm:

Authorized Representative

Date

San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

December 19, 2024 <u>AGENDA ITEM: 10.5</u>

SUBJECT: Termination of grant funding agreement between the County of San Luis Obispo and San Miguel Community Service District for the Implementation of the San Miguel Recycled Water Supply Project (**Recommend approve by 3/5 vote**) (Pg. 296-344)

SUGGESTED ACTION: Discuss and through a vote authorize the General Manager to provide formal notification to the County of its intent to terminate the funding agreement for the Implementation of the San Miguel Recycled Water Supply Project and to take any other action necessary to effect the termination of the agreement.

DISCUSSION:

During the regular Board Meeting held October 24th, 2024, the Board reviewed a proposal to award a construction contract for the construction of the Recycled Water Pipeline. This agenda item was tabled to the November 21st, 2024, Board meeting. At the November meeting the Board voted unanimously to reject all proposals and to suspend the project. During the October and November Board meetings the Board was advised that suspending the project will result in loss of the grant funding that was awarded for the design and construction of this project, this was in addition to the possibility that the District may need to repay monies already paid to the District for the completed design, environmental and permitting.

November of 2022 the Board approved a grant funding agreement between the District and County of San Luis Obispo for one million dollars in Sustainable Groundwater Management Act (SGMA) grant funds for the Recycled Water Pipeline project. As a condition of the grant all work needed to be completed by April 1, 2025 and all invoicing needed to be submitted by June 30, 2025.

By rejecting the bids for this project at the November meeting the Board was advised that there would not be sufficient time to complete the project under the grant agreement.

The General Manager notified the County of the Boards action after the meeting. As a result of the action taken at the November board meeting, the District must terminate its funding agreement with the County as it will not be able to fulfill its initial obligation to complete the project. This will forfeit any remaining funding for the project and may, at the discretion of Department of Water Resources (DWR), trigger repayment of any funds already paid to the District. Repayment will be entirely up to DWRs discretion and has not been determined as of the time of this report.

Attached is the full funding agreement for this project, however Exhibit D (D.41) TERMINATION BY SMCSD is applicable to this request for termination. As stated in this section a reason(s) must be given for the termination. Based on the prior board action the reason is that project cost exceeded the grant funding. A funding shortfall of approximately \$694,000 due primarily to inflation, was projected which was not anticipated initially and exceeds total funding for this project.

In order to comply with the terms of the agreement, it is requested that the Board review the provided information and vote to terminate the referenced funding agreement.

FISCAL IMPACT:

Termination of the Funding agreement will result in the forfeiture of the remaining grant funds for the project in an amount of approximately \$750,000. It will also incur staff and legal time to submit necessary notices and other submittals.

PREPARED BY: Kelly Dodds



Board of Directors

President Rod Smiley

Vice President Raynette Gregory

Board MembersAnthony Kalvans
Owen Davis
Berkley Baker

General Manager Kelly Dodds

Fire Chief Scott Young

Mission Statement

The San Miguel Community
Services District was
formed and remains
committed to efficiently
serving the community with
fire protection, water,
wastewater,
streetlighting/landscaping
and solid waste services in
San Miguel

P.O. Box 180 1765 Bonita Place San Miguel, CA 93451

Tel. 805-467-3388 Fax 805-467-9212 Date: 11/26/2024

County of San Luis Obispo Groundwater Sustainability C/O: Blaine Reely, Director

Transmitted via Email: breely@co.slo.ca.us

Reg: San Miguel Recycled Water Supply Project- Funding Agreement Termination

Mr. Reely,

On November 21st 2024, the San Miguel Board of Directors convened to consider approval of a construction contract for the construction of the San Miguel Recycled Water Supply Project. Whereas the initial funding agreement with the County of San Luis Obispo (County) was for One Million dollars, total project costs, after receiving competitive bids for construction, were calculated at \$1,694,000. Due to this additional cost the Board of Directors unanimously voted to reject all bids and suspend the project.

This letter shall serve as the Districts notice under Exhibit 'D' Standard Conditions, Section D.41 (Termination by SMCSD) of its intent to terminate the funding agreement.

Sincerely,

Kelly Dodds, General Manager

RESOLUTION NO. 2022-70

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING A FUNDING AGREEMENT BETWEEN THE COUNTY OF SAN LUIS OBISPO AND THE SAN MIGUEL COMMUNITY SERVICES DISTRICT FOR IMPLEMENTATION OF THE RECYCLED WATER SUPPLY PROJECT UNDER GRANT AGREEMENT NUMBER 4600014639 BETWEEN THE CALIFORNIA DEPARTMENT OF WATER RESOURCES AND THE COUNTY OF SAN LUIS OBISPO AND AUTHORIZING THE GENERAL MANAGER TO EXECUTE AND ADMINISTER THE FUNDING AGREEMENT

WHEREAS, on August 1, 2022, the County of San Luis Obispo (the "County") and the California Department of Water Resources ("DWR") entered into Grant Agreement Number 4600014639 ("Grant Agreement"), pursuant to which DWR shall provide grant funding from the Budget Act of 2021 (Stats. 2021, ch. 240, § 80) to the County to assist in financing implementation of the Paso Robles Groundwater Sustainability Plan projects and management actions; and

WHEREAS, one of the projects identified in the Grant Agreement is the San Miguel Community Services District Recycled Water Supply Project ("Project"), which is to be implemented by San Miguel Community Services District ("District"); and

WHEREAS, the District's Board of Directors (the "Board") had previously voted on January 27, 2022, to approve Resolution 2022-01, authorizing the County to file the application and execute the Grant Agreement with DWR, and the Board authorized the inclusion of the Project in the application and agreed to accept the grant funds upon approval of the grant application; and

WHEREAS, the District Board of Directors ("Board") now seeks to enter into a funding agreement with the County for the implementation of the Project (the "Funding Agreement"), which will set forth the terms and conditions under which the County will disburse to the District funds that the County receives from DWR for the Project pursuant to the Grant Agreement; and

WHEREAS, a full copy of the Funding Agreement is attached hereto as Exhibit A and incorporated herein as an attachment to this resolution.

NOW THEREFORE, BE IT RESOLVED, the San Miguel Community Services District Board does, hereby, resolve as follows:

- The Board approves the Funding Agreement between the District and the County, attached as Exhibit A.
- The Board authorizes the General Manager to take all necessary actions to execute and administer the Funding Agreement.

On the motion of Director <u>Smiley</u>, seconded by Director <u>Gregory</u> and on the following roll call vote, to wit:

AYES: Smiley, Kalvans, Davis, Gregory, Roney

NOES: 0 ABSENT: 0 ABSTAINING: 0

The foregoing Resolution is hereby passed and adopted this 15th day of December, 2022.

Ward Roney, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Kelly Dodds, General Manager

Douglas L. White,

District General Counsel

EXHIBIT A

FUNDING AGREEMENT BETWEEN THE COUNTY OF SAN LUIS OBISPO AND

THE SAN MIGUEL COMMUNITY SERVICES DISTRICT FOR IMPLEMENTATION OF THE SAN MIGUEL RECYCLED WATER SUPPLY PROJECT UNDER GRANT AGEEMENT NO. 4600014639

This Funding Agreement is entered into by and between the County of San Luis Obispo, herein referred to as the "COUNTY," and the San Miguel Community Services District, herein referred to as "SMCSD," which parties do hereby agree as follows:

- 1. PURPOSE. On August 1, 2022, the COUNTY and the California Department of Water Resources (State) entered into Grant Agreement No. 4600014639, attached hereto as Exhibit O and incorporated herein by this reference (Grant Agreement). Pursuant to the Grant Agreement, the State shall provide funding (Grant) from the Budget Act of 2021 (Stats. 2021, ch. 240, § 80) to the COUNTY to assist in financing implementation of the Paso Robles Groundwater Sustainability Plan (GSP) Projects and Management Actions. One of the projects identified in the Grant Agreement is the San Miguel Community Services District Recycled Water Supply (Project), to be implemented by SMCSD. The purpose of this Funding Agreement is to set forth the terms and conditions under which the COUNTY will disburse funds provided by the State for the Project pursuant to the Grant Agreement to SMCSD.
- 2. GENERAL RESPONIBILITIES. As the grant administrator and fiscal agent for the Grant, the COUNTY shall be responsible for disbursing the Grant funds to SMCSD for implementation of the Project subject to the terms and conditions set forth herein. SMCSD shall be responsible for faithfully and expeditiously performing or causing to be performed all Project work as described in Exhibit A (Work Plan) and in accordance with Exhibit B (Budget) and Exhibit C (Schedule). SMCSD shall comply with all of the terms and conditions of this Funding Agreement and applicable California Public Resources Code (PRC) requirements. In addition, SMCSD acknowledges and agrees that this Funding Agreement is subject to the obligations and limitations imposed on the COUNTY and on implementing agencies by the Grant Agreement and all future amendments to the Grant Agreement and is intended to be in conformance and harmony with it. SMCSD further acknowledges that if the Grant Agreement is terminated by the State, the COUNTY shall have the right to terminate or amend this Funding Agreement by giving written notice. SMCSD hereby expressly agrees to the provisions of the Grant Agreement and to take all actions (and provide all information) necessary for the COUNTY to satisfy its obligations thereunder and to act on behalf of the COUNTY in the fulfillment of COUNTY responsibilities where specified in the Grant Agreement. SMCSD further agrees that the COUNTY has the right to enter into amendments to the Grant Agreement and shall not be restricted or impaired, in any way, by this Funding Agreement,
- TERM OF FUNDING AGREEMENT. The term of this Funding Agreement begins on the date this Funding Agreement is executed by COUNTY, and terminates three (3) years following the final payment from the State to the COUNTY, unless otherwise terminated or amended as provided in this Funding Agreement. However, SMCSD acknowledges that all work shall be completed by APRIL 30, 2025 and no funds may be requested from State after JUNE 30, 2025.
- AMOUNT OF FUNDS AVAILABLE. The maximum amount of funds available to SMCSD under this Funding Agreement shall not exceed \$1,000,000.
- SMCSD COST SHARE. Not applicable.
- 6. <u>BASIC CONDITIONS.</u> COUNTY shall have no obligation to disburse money for the Project under this Funding Agreement until SMCSD has satisfied the following conditions (if applicable):
 - a) SMCSD must demonstrate compliance with all eligibility criteria set forth on Pages 7 through 13 of the Sustainable Groundwater Management (SGM) Grant Program 2021 Guidelines (2021 Guidelines).
 - b) For the term of this Funding Agreement, SMCSD shall submit Quarterly Progress Reports, associated quarterly invoices, and all invoice backup documentation to COUNTY no later than forty-five (45) days

following the end of the calendar quarter and all other deliverables as required by Paragraph 16, "Submission of Reports" and Exhibit A, "Work Plan" of this Funding Agreement.

- Prior to the commencement of construction or implementation activities, if applicable, SMCSD shall submit the following to the COUNTY (for submittal to the State):
 - Final plans and specifications certified by a California Registered Civil Engineer (or equivalent registered professional as appropriate) to certify compliance for the Project as listed in Exhibit A, "Work Plan" of this Funding Agreement.
 - ii. Work that is subject to the California Environmental Quality Act (CEQA) process and/or environmental permitting shall not proceed under this Funding Agreement until the following actions are performed:
 - (a) SMCSD submits to the COUNTY all applicable environmental permits as indicated on the Environmental Information Form (EIF) and the COUNTY submits them to the State,
 - (b) Documents that satisfy the CEQA process are received by the COUNTY and State,
 - (c) The State has completed its CEQA compliance review as a Responsible Agency, and
 - (d) The COUNTY and SMCSD receive written concurrence from the State of SMCSD's CEQA document(s) and State notice of verification of environmental permit submittal.

SMCSD acknowledges that the State's concurrence of its CEQA documents is fully discretionary and shall constitute a condition precedent to any work (i.e., construction or implementation activities) for which it is required. Once CEQA documentation has been completed, the State will consider the environmental documents and decide whether to continue to fund the Project or to require changes, alterations or other mitigation. SMCSD must also demonstrate that it has complied with all applicable requirements of the National Environmental Policy Act (NEPA) by submitting copies of any environmental documents, including environmental impact statements, Finding of No Significant Impact, mitigation monitoring programs, and environmental permits as may be required prior to beginning construction/implementation.

- lii. A monitoring plan as required by Paragraph 18, "Project Monitoring Plan Requirements."
- d) SMCSD shall submit deliverables as specified in Paragraph 16 of this Funding Agreement and in Exhibit A.
- 7. <u>DISBURSEMENT OF FUNDS.</u> Provided that SMCSD has satisfied the Basic Conditions set forth in Paragraph 6 (including obtaining the State's concurrence of its CEQA documents) and is otherwise in full compliance with the terms of this Funding Agreement as determined by COUNTY (including the requirement that SMCSD submit timely Quarterly Progress Reports), the COUNTY shall disburse to SMCSD any funds provided by the State to COUNTY specifically for the Project within four (4) weeks of receipt. Notwithstanding any other provision of this Funding Agreement, no disbursement shall be required at any time or in any manner which is in violation of, or in conflict with, federal or state laws, rules, or regulations, or which may require any rebates to the federal government, or any loss of tax-free status on state bonds, pursuant to any federal statute or regulation. Any and all money disbursed to SMCSD under this Funding Agreement and any and all interest earned by SMCSD on such money shall be used solely to pay Eligible Project Costs, as defined in Paragraph 8.
- 8. <u>ELIGIBLE PROJECT COST.</u> SMCSD shall apply any and all funds received only to Eligible Project Costs in accordance with applicable provisions of the law and Exhibit B. Eligible project costs include the reasonable costs of studies, engineering, design, land and easement acquisition, legal fees, preparation of environmental documentation, environmental mitigations, monitoring, and Project construction. Reasonable administrative expenses may be included as Total Project Costs and will depend on the complexity of the Project preparation, planning, coordination, construction, acquisitions, and

implementation. Reimbursable administrative expenses are the necessary costs incidentally but directly related to the Project including the portion of overhead and administrative expenses that are directly related to the Project in accordance with the standard accounting practices of SMCSD. Work performed on the Project after July 1, 2022 shall be eligible for reimbursement.

Costs that are not eligible for reimbursement with State funds include, but are not limited to the following items:

- a) Costs, other than those noted above, incurred prior to the award date of the Grant.
- a) Operation and maintenance costs, including post construction performance and monitoring costs.
- b) Purchase of equipment not an integral part of the Project.
- c) Establishing a reserve fund.
- d) Purchase of water supply.
- e) Monitoring and assessment costs for efforts required after Project construction is complete.
- Replacement of existing funding sources for ongoing programs.
- g) Travel and per diem costs (per diem includes subsistence and other related costs).
- h) Support of existing agency requirements and mandates (e.g., punitive regulatory agency requirement).
- Purchase of land in excess of the minimum required acreage necessary to operate as an integral part of the Project, as set forth and detailed by engineering and feasibility studies.
- j) Meals, food items, or refreshments.
- k) Costs incurred as part of any necessary response and cleanup activities required under the Comprehensive Environmental Response, Compensation, and Liability Act; Resource Conservation and Recovery Act; Hazardous Substances Account Act; or other applicable law.
- Overhead not directly related to Project costs, such as those costs that are incurred for a common or joint purpose benefiting more than one cost objective and are not readily assignable to the Project (i.e., costs that are not directly related to the Project). Examples of Indirect Costs include, but are not limited to: central service costs; general administration of SMCSD; non-Project-specific accounting and personnel services performed within SMCSD's organization; depreciation or use allowances on buildings and equipment; the costs of operating and maintaining non-Project-specific facilities; tuition and conference fees; forums, trainings, and seminars; and, generic overhead or markup. This prohibition applies to SMCSD and any subcontract or sub-agreement for work on the Project that will be reimbursed pursuant to this Funding Agreement.
- 9. METHOD OF PAYMENT. Invoices submitted by SMCSD shall include the following information:
 - a) Costs incurred for work performed in implementing the Project during the period identified in the particular invoice.
 - b) Costs incurred for any interests in real property (land or easements) that have been necessarily acquired for the Project during the period identified in the particular invoice for the implementation of the Project.
 - Invoices shall be submitted to COUNTY on forms provided by State and shall meet the following format requirements:

- Invoices must contain the date of the invoice, the time period covered by the invoice, and the total amount due.
- 2) Invoices must be itemized based on the categories (i.e., tasks) specified in Exhibit B, "Budget." The amount claimed for salaries/wages/consultant fees must include a calculation formula (i.e., hours or days worked times the hourly or daily rate = the total amount claimed).
- 3) Sufficient evidence (e.g., receipts, copies of checks, time sheets) as determined by the COUNTY and State must be provided for all costs included in the invoice.
- Each invoice shall clearly delineate those costs claimed for reimbursement, as depicted in Paragraph 4.
- 5) The COUNTY will notify SMCSD, in a timely manner, if it receives notification from the State's Project Manager that the State has determined that a portion or portions of the costs claimed are not eligible costs or are not supported by documentation or receipts acceptable to State, SMCSD may, within fifteen (15) calendar days of the date of receipt of such notice, submit additional documentation to COUNTY (for submittal to the State) to cure such deficiency(ies). If SMCSD fails to submit adequate documentation curing the deficiency(ies), SMCSD acknowledges that State will adjust the pending invoice by the amount of ineligible or unapproved costs. Payment will be made no more frequently than monthly, in arrears, upon receipt of the invoice,

All invoices submitted shall be accurate and signed under penalty of law. Any and all costs submitted pursuant to this Funding Agreement shall only be for the tasks set forth herein. SMCSD shall not submit any invoice containing costs that are ineligible or have been reimbursed from other funding sources unless required and specifically noted as such (i.e., match costs/cost share). Any eligible costs for which SMCSD is seeking reimbursement shall not be reimbursed from any other source. Double or multiple billing for time, services, or any other eligible cost is illegal and constitutes fraud. Any suspected occurrences of fraud, forgery, embezzlement, theft or any other misuse of public funds may result in suspension of disbursements of Grant funds and/or termination of this Funding Agreement requiring the repayment of all funds. Additionally, the State may request an audit pursuant to Paragraph D.5 and refer the matter to the Attorney General's Office or the appropriate district attorney's office for criminal prosecution or the imposition of civil liability. (Civ. Code, §§ 1572-1573; Pen. Code, §§ 470, 487-489.)

- 10. <u>WITHHOLDING OF DISBURSEMENTS BY STATE OR COUNTY</u>. If State or COUNTY determines that the Project is not being implemented in accordance with the provisions of the Grant Agreement or this Funding Agreement, or that SMCSD has failed in any other respect to comply with the provisions of the Grant Agreement or this Funding Agreement, and if SMCSD does not remedy any such failure to State's or COUNTY's satisfaction, State or COUNTY may withhold from SMCSD all or any portion of the State funding and take any other action that they deem necessary to protect their interests. Where a portion of the State funding has been disbursed to SMCSD and COUNTY notifies SMCSD of its or the State's decision not to release funds that have been withheld pursuant to Paragraph 11, the portion that has been disbursed shall thereafter be repaid immediately with interest at the California general obligation bond interest rate at the time the COUNTY notifies SMCSD, as directed by State. State or COUNTY may consider SMCSD's refusal to repay the requested disbursed amount a contract breach subject to the default provisions in Paragraph 11, "Default Provisions." If COUNTY notifies SMCSD of its or the State's decision to withhold the entire funding amount from SMCSD in accordance with this paragraph, this Funding Agreement shall terminate upon receipt of such notice by SMCSD and the COUNTY shall no longer be required to provide funds under this Funding Agreement and the Funding Agreement shall no longer be binding on either party.
- 11. DEFAULT PROVISIONS, SMCSD will be in default under this Funding Agreement if any of the following occur:
 - a) Substantial breaches of this Funding Agreement, or any supplement or amendment to it, or any other agreement between SMCSD and COUNTY evidencing or securing SMCSD's obligations.

- b) Making any false warranty, representation, or statement with respect to this Funding Agreement or the application filed to obtain the Grant.
- c) Failure to operate or maintain the Project in accordance with this Funding Agreement.
- d) Failure to make any remittance required by this Funding Agreement.
- e) Failure to comply with Labor Compliance Program requirements (Paragraph 15).
- f) Failure to submit timely progress reports.
- g) Failure to routinely submit invoices.
- h) Failure to meet any of the requirements set forth in Paragraph 12, "Continuing Eligibility."

Should an event of default occur, State or COUNTY may do any of the following if SMCSD fails to cure the default within the time prescribed by State or COUNTY:

- Declare the disbursed funds be immediately repaid, with interest, which shall be equal to State of California general obligation bond interest rate in effect at the time of the default.
- ii. Terminate any obligation to make future payments to SMCSD.
- iii. Terminate the Funding Agreement.
- iv. Take any other action that they deem necessary to protect their interests.

In the event State or COUNTY finds it necessary to enforce this provision of this Funding Agreement in the manner provided by law, SMCSD agrees to pay all costs incurred by State or COUNTY including, but not limited to, reasonable attorneys' fees, legal expenses, and costs.

- CONTINUING ELIGIBILITY. SMCSD must meet the following ongoing requirement(s) and all eligibility criteria outlined in the 2021 Guidelines to remain eligible to receive State funds:
 - a) SMCSD must continue to demonstrate eligibility and the groundwater basin must continue to be an eligible basin as outlined in the 2021 Guidelines and 2021 PSP.
 - b) SMCSD must adhere to the protocols developed pursuant to The Open and Transparent Water Data Act (Wat. Code, § 12406) for data sharing, transparency, documentation, and quality control.
 - c) If SMCSD diverts surface water, SMCSD must maintain compliance with diversion reporting requirements as outlined in Water Code section 5100 et seq.
 - d) If applicable, maintain compliance with the Urban Water Management Planning Act (Wat. Code, §§ 10610 et seq.).
 - e) If applicable, maintain compliance with Sustainable Water Use and Demand Reduction requirements outlined in Water Code sections 10608 et seq.
 - f) On March 4, 2022, the Governor issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. The EO may be found at: https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under State law. The EO directs State to terminate funding agreements with, and to refrain from entering any new agreements with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine that SMCSD is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of Grant funding for the Project and

termination of this Funding Agreement by COUNTY. The COUNTY will forward any such notice of termination to SMCSD and SMCSD can respond consistent with the Grant Agreement, SMCSD acknowledges that termination of funding (and consequent termination of this Funding Agreement by COUNTY) shall be at the sole discretion of the State.

- 13. PERMITS, LICENSES, APPROVALS, AND LEGAL OBLIGATIONS. SMCSD shall be responsible for obtaining any and all permits, licenses, and approvals required for performing any work under this Funding Agreement, including those necessary to perform design, construction, or operation and maintenance of the Project. SMCSD shall be responsible for observing and complying with any applicable federal, state, and local laws, rules or regulations affecting any such work, specifically those including, but not limited to, environmental, procurement, and safety laws, rules, regulations, and ordinances. SMCSD shall provide copies of permits and approvals to COUNTY for submittal to State.
- 14. <u>RELATIONSHIP OF PARTIES.</u> SMCSD is solely responsible for design, construction, and operation and maintenance of the Project. Review or approval of plans, specifications, bid documents, or other construction documents by State or COUNTY is solely for the purpose of proper administration of funds by State and COUNTY and shall not be deemed to relieve or restrict responsibilities of SMCSD under this Funding Agreement.
- 15. <u>LABOR COMPLIANCE</u>. SMCSD agrees to comply with all applicable California Labor Code requirements and Standard Condition D.26 in Exhibit D. SMCSD must, independently or through a third party, adopt and enforce a Department of Industrial Relations-certified Labor Compliance Program (LCP) meeting the requirements of Labor Code section 1771.5 for projects funded by:
 - a) Proposition 84 (Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006; PRC sections 75075 et seq.) or
 - b) Any other funding source requiring an LCP.

At the request of State or COUNTY, SMCSD must promptly submit written evidence of SMCSD's compliance with the LCP requirements.

- 16. <u>SUBMISSION OF REPORTS.</u> The submittal and approval of all reports is a requirement for the successful completion of this Funding Agreement. Reports shall meet generally accepted professional standards for technical reporting and shall be proofread for content, numerical accuracy, spelling, and grammar prior to submittal to COUNTY. All reports shall be submitted to COUNTY, If requested, SMCSD shall promptly provide any additional information deemed necessary by State or COUNTY for the approval of reports. Reports shall be presented in the formats described in the applicable portion of Exhibit F, "Report Formats and Requirements." The timely submittal of reports is a requirement for initial and continued disbursement of State funds. Submittal and subsequent approval by COUNTY and State, of a Project Completion Report is a requirement for the release of any funds retained for the Project.
 - a) Quarterly Progress Reports: SMCSD shall submit Quarterly Progress Reports to meet the State and COUNTY's requirement for disbursement of funds. The progress reports shall be sent via e-mail to COUNTY for upload into GRanTS. The progress reports shall provide a brief description of the work performed during the reporting period, including: SMCSD's activities, milestones achieved, any accomplishments, and any problems encountered in the performance of the work under this Funding Agreement.
 - b) <u>Groundwater Sustainability Plan or Alternative</u>: SMCSD shall ensure that any updates to the GSP or Alternative shall be formatted, drafted, prepared, and completed as required by the GSP Regulations, and in accordance with any other regulations or requirements that are stipulated through the Sustainable Groundwater Management Act (SGMA).
 - c) <u>Project Completion Report:</u> SMCSD shall prepare and submit to COUNTY a Project Completion Report for the Project. SMCSD shall submit a Project Completion Report within sixty (60) calendar days of

Project completion. Project Completion Report shall include, in part, a description of actual work done, any changes or amendments to the Project, and a final schedule showing actual progress versus planned progress, copies of any final documents or reports generated or utilized during the Project. The Project Completion Report shall also include, if applicable, certification of final project by a California Registered Professional (Civil Engineer or Geologist, as appropriate), consistent with Standard Condition D.18 in Exhibit D. A State "Certification of Project Completion" form will be provided by the State.

- d) <u>Post-Performance Reports:</u> SMCSD shall submit a Post-Performance Report for the Project. The Post-Performance Reports shall be submitted to COUNTY within sixty (60) calendar days after the first operational year of the Project has elapsed. This record keeping and reporting process shall be repeated annually for a total of three (3) years after the completed Project begins operation.
- e) <u>Deliverable Due Date Schedule:</u> SMC\$D shall submit a Deliverable Due Date Schedule within 30 days of the execution date of the Funding Agreement. No invoices will be reviewed or processed until the Deliverable Due Date Schedule has been received by the COUNTY. Any edits to the schedule must be approved by the COUNTY.
- 17. OPERATION AND MAINTENANCE OF PROJECT. For the useful life of the Project and in consideration of the funds made available by State, SMCSD agrees to ensure or cause to be performed the commencement and continued operation of the Project, and shall ensure or cause the Project to be operated in an efficient and economical manner; shall ensure all repairs, renewals, and replacements necessary to the efficient operation of the same are provided; and shall ensure or cause the same to be maintained in as good and efficient condition as upon its construction, ordinary and reasonable wear and depreciation excepted. Neither the State nor the COUNTY shall be liable for any cost of such maintenance, management, or operation. SMCSD or its successors may, with the written approval of State and COUNTY, transfer this responsibility to use, manage, and maintain the property, For purposes of this Funding Agreement, "useful life" means the period during which an asset, property, or activity is expected to be usable for the purpose it was acquired or implemented; "operation costs" include direct costs incurred for material and labor needed for operations, utilities, insurance, and similar expenses, and "maintenance costs" include ordinary repairs and replacements of a recurring nature necessary for capital assets and basic structures and the expenditure of funds necessary to replace or reconstruct capital assets or basic structures. Refusal of SMCSD to ensure operation and maintenance of the Project in accordance with this provision may, at the option of State or COUNTY, be considered a breach of the Grant Agreement or this Funding Agreement and may be treated as default under Paragraph 11, "Default Provisions."
- 18. <u>PROJECT MONITORING PLAN REQUIREMENTS.</u> As required in Exhibit A, "Work Plan," SMCSD shall develop and submit to COUNTY (for submittal to State) a Project Monitoring Plan that incorporates the Post Performance Monitoring Report requirements as defined and listed in Exhibit J, "Monitoring and Maintenance Plan Components." The SGM Grant Program has developed post-construction monitoring methodologies that shall be used for the Post Performance Reporting.
- 19. STATEWIDE MONITORING REQUIREMENTS. SMCSD shall ensure that the Project is consistent with the Groundwater Quality Monitoring Act of 2001 (Wat. Code, §§ 10780 et seq.) and, where applicable, that the Project, if it affects water quality, shall include a monitoring component that allows the integration of data into statewide monitoring efforts, including, where applicable, the Surface Water Ambient Monitoring Program carried out by the State Water Resources Control Board. See Exhibit G, "Requirements for Data Submittal" for web links and information regarding other monitoring and data reporting requirements.
- 20. NOTIFICATION OF COUNTY. SMCSD shall promptly notify COUNTY, in writing, of the following items:
 - a) Events or proposed changes that could affect the scope, budget, or work performed under this Funding Agreement. SMCSD agrees that no substantial change in the scope of the Project will be undertaken until written notice of the proposed change has been provided to COUNTY and State and State has given written approval for such change. Substantial changes generally include changes to the work plan, schedule or term, and budget.

- b) Any public or media event publicizing the accomplishments and/or results of this Funding Agreement and provide the opportunity for attendance and participation by State's representatives. SMCSD shall make notification to COUNTY at least 20 calendar days prior to the event such that COUNTY can provide notification to State.
- c) Discovery of any potential archaeological or historical resource. Should a potential archaeological or historical resource be discovered during construction, SMCSD agrees that all work in the area of the find will cease until a qualified archaeologist has evaluated the situation and made recommendations regarding preservation of the resource, and the State has determined what actions should be taken to protect and preserve the resource. SMCSD agrees to implement appropriate actions as directed by the COUNTY and the State.
- d) The initiation of any litigation or the threat of litigation against SMCSD regarding the Project or that may affect the Project in any way.
- e) Final inspection of the completed work on the Project by a California Registered Professional (Civil Engineer or Geologist, as appropriate), in accordance with Standard Condition D.18 in Exhibit D. SMCSD shall notify the COUNTY of the inspection date at least 20 calendar days prior to the inspection such that COUNTY can provide notification to State and both COUNTY and State have the opportunity to participate in the Inspection.
- 21. <u>NOTICES</u>. Any notice, demand, request, consent, or approval that either party desires or is required to give to the other party or to the State under this Funding Agreement shall be in writing. Notices may be transmitted by any of the following means:
 - a) By delivery in person.
 - b) By certified U.S. mail, return receipt requested, postage prepaid.
 - c) By "overnight" delivery service; provided that next-business-day delivery is requested by the sender.
 - d) By electronic means.

Notices delivered in person will be deemed effective immediately on receipt (or refusal of delivery or receipt). Notices sent by certified mail will be deemed effective given ten (10) calendar days after the date deposited with the U. S. Postal Service. Notices sent by overnight delivery service will be deemed effective one business day after the date deposited with the delivery service. Notices sent electronically will be effective on the date of transmission, which is documented in writing. Notices shall be sent to the below addresses. Either party may, by written notice to the other, designate a different address that shall be substituted for the one below. COUNTY will notify SMCSD if it receives a change of designation from the State.

- 22. <u>PERFORMANCE EVALUATION</u>. Upon completion of this Funding Agreement, SMCSD's performance will be evaluated by the COUNTY and State and a copy of the evaluations will be placed in the State and COUNTY files and copies will be sent to SMCSD.
- 23. PROJECT REPRESENTATIVES. The Project Representatives during the term of this Grant Agreement are as follows:

Department of Water Resources Arthur Hinojosa Manager, Division of Regional Assistance P.O. Box 942836 Sacramento CA 94236-0001 Phone: (916) 902-6731

e-mail: Arthur.Hinojosa@water.ca.gov

County of San Luis Obispo Blaine T. Reely Director of Groundwater Sustainability County of San Luis Obispo 1055 Monterey Street, Ste D430 San Luis Obispo, CA 93408 Phone: (805) 781-4206

e-mail: breely@co.slo.ca.us

San Miguel Community Services District Kelly Dodds General Manager Po Box 180 San Miguel, CA 93451 Phone: 805-467-3388 x102 e-mail: Kelly.dodds@sanmiguelcsd.org

Direct all inquiries to the Project Manager:

Department of Water Resources

Christopher Martinez
Engineering Geologist
P.O. Box 942836
Sacramento, CA 94236-001
Phone: (916) 902-7015
e-mail: christopher.martinez@water.ca.gov

San Miguel Community Services District Kelly Dodds General Manager Po Box 180 San Miguel CA 93451 Phone: 805-467-3388 x102 e-mail: Kelly.dodds@sanmiguelcsd.org County of San Luis Obispo

Blaine T. Reely
Director of Groundwater Sustainability
County of San Luis Obispo
1055 Monterey Street, Ste D430
San Luis Obispo, CA 93408
Phone: (805) 781-4206
e-mail: breely@co.slo.ca.us

Either party may change its Project Representative or Project Manager upon written notice to the other party.

24. <u>STANDARD PROVISIONS.</u> This Funding Agreement is complete and is the final Agreement between the parties. The following Exhibits are attached and made a part of this Funding Agreement by this reference:

Exhibit A - Work Plan

Exhibit B - Budget

Exhibit C - Schedule

Exhibit D - Standard Conditions

Exhibit E - Authorizing Resolution

Exhibit F - Report Formats and Requirements

Exhibit G – Requirements for Statewide Monitoring and Data Submittal

Exhibit H – State Audit Document Requirements and Funding Match Guidelines for Grantees

Exhibit I - Project Location

Exhibit J - Project Monitoring and Maintenance Plan Guidance

Exhibit K – Local Project Sponsors

Exhibit L-Appraisal Specifications

Exhibit M - Information Needed for Escrow Processing and Closure

Exhibit N – Invoice Guidance for Administrative and Overhead Charges Exhibit O – Grant Agreement

IN WITNESS WHEREOF, the parties hereto have executed this Funding Agreement.

COUNTY OF SAN LUIS OBISPO	SAN MIGUEL COMMUNITY SERVICES DISTRICT
By: Blaine Reely Blaine Reely, Director of Groundwater Sustainability	By:
Date: <u>December, 27</u> , 20 <u>22</u>	Date: 12/20/2022 , 20
APPROVED AS TO FORM AND LEGAL EFFECT:	APPROVED AS TO FORM AND LEGAL EFFECT:
RITA L. NEAL	DOUGLAS L. WHITE
County Counsel	WhiteBrenner LLP.
By: Assistant County Counsel	By: Douglas White (Dec 20, 2022 14:22 PST) District General Counsel
Date: <u>December 27</u> , 20 <u>22</u>	Date:

EXHIBIT A

WORK PLAN

PROJECT TITLE: San Miguel Community Services District Recycled Water Supply

Implementing Agency: SMCSD

Project Description: SMCSD will provide between 200 and 450 acre-feet per year (AFY) of recycled water supplies by building necessary infrastructure to convey the treated effluent supply from the San Miguel Wastewater Treatment Plant (WWTP) to various vineyards to be used for agriculture irrigation in lieu of groundwater extraction. Project activities will include construction of the conveyance and ancillary infrastructure required to convey the treated effluent from the WWTP to the vineyards, as well as construction of a new recycled water pumping station, pipeline, and turn-out infrastructure.

CATEGORY (a): PROJECT ADMINISTRATION

Prepare reports detailing Project work completed during reporting period as outlined in Exhibit F, "Report Formats and Requirements" of the Grant Agreement and this Funding Agreement, for inclusion in Quarterly Progress Reports, Quarterly Progress Reports will include sufficient information for the State Grant Manager to understand and review backup documentation submitted with invoices, Quarterly invoices will accompany the Quarterly Progress Reports, Collect and organize backup documentation by Project budget category and task and prepare a summary Excel document detailing contents of the backup documentation organized by task,

Prepare the Project Completion Report and submit to the COUNTY, for submittal to the State Grant Manager for comment and review, 60 days before the end date for Project as outlined in Exhibit C. The State's Grant Manager will review the Project Completion Report and provide comments and edits within 30 days of receipt, when possible. Prepare a Final Project Completion Report addressing the COUNTY's and the State Grant Manager's comments within 15 days before the Project end date outlined in Exhibit C. The report shall be prepared and presented in accordance with the provisions of Exhibit F, "Report Formats and Requirements" and approved by the COUNTY within 15 days after the end date. All deliverables listed within the Work Plan shall be submitted with the Final Project Completion Report unless a new deliverable due date was approved by the COUNTY.

Deliverables:

- Project reporting to be included in Quarterly Progress Reports and Invoices
- Draft and Final Project Completion Reports

CATEGORY (b): ENVIRONMENTAL/ENGINEERING/DESIGN

Task 1: Design Plans and Specifications

Submit all required permits and CEQA document(s) to the COUNTY, for submittal to the State, for review and concurrence prior to beginning construction activities. Complete the final (100%) design plans and specifications and submit them to the COUNTY for review and concurrence prior to advertising Project for bids.

Construction may not begin and no costs for Category (c), Task 3 may be incurred until the State has reviewed the CEQA document(s), completed its CEQA responsible agency obligations and given its environmental clearance in accordance with Paragraph 6 and Standard Condition D.8 of this Funding Agreement. Any costs incurred for Category (c), Task 3 prior to the State completing its responsible agency obligations shall not be reimbursed and any such amounts shall be deducted from the total amount disbursed in Paragraph 4.

Deliverables:

- All required permits
- CEQA documentation
- □ 100% design plans and specifications

CATEGORY (c): IMPLEMENTATION/CONSTRUCTION

Task 2: Contract Services and Construction Administration

Develop all necessary pre-bid and bid documents to secure a contractor and award the contract. Submit the Notice to Proceed. Observe construction activities for the duration of Project. Photo-document pre-, during, and post-construction activities and develop construction diary. Prepare any change orders and provide summaries of the change orders in the associated quarterly Progress Reports. Review and submit the record drawings to the COUNTY, for submittal to the State.

Deliverables:

- Proof of bid advertisement
- City Council resolution authorizing construction contract
- ☐ Notice to Proceed
- Summary of any change orders in associated quarterly Progress Report(s)
- ☐ Bid document(s)

Task 3: Construction

Construct Project per the final design plan and specifications and as outlined in the awarded contract. Conduct an inspection of the completed Project by a licensed professional and submit a Certification of Completion letter from the licensed professional to ensure that the Project was constructed per the 100% design plans and specifications and that Project will provide the benefits claimed.

Prepare draft Final Project Completion Report and submit to COUNTY for submittal to State no later than 60 days after project completion. Prepare Final Report addressing COUNTY/ State's comments. The report shall be prepared and presented in accordance with the provision of Exhibit G.

Deliverables:

- ☐ Certification of Completion letter(s)
- As-built drawings
- Photo-documentation of pre-, during, and post-construction activities included in the associated quarterly Progress Reports
- ☐ Site inspection letter or report, if applicable
- Draft and Final Project Completion Report

Ехнівіт В

BUDGET

All work in the scope is part of the Funding Agreement and must be completed prior to the payment of retention; however, only costs and supporting documentation for the Grant Amount will be reviewed by the State.

Budg	get Category	Grant Amount	Additional Cost Share	Total Cost
(a)	Project Administration	\$10,000	\$0	\$0
(b)	Environmental/Engineering/Design	\$120,000	\$0	\$0
(c)	Implementation/Construction	\$870,000	\$0	\$0
(d)	Engagement/Outreach	\$0	\$0	\$0
	TOTAL	\$1,000,000	\$0	\$1,000,000

Ехнівіт С

SCHEDULE

Carte	Category	Start Date	End Date ¹
0	Project Administration		4/30/2025
(Q)	Environmental/Engineering/Design		8/1/2023
(0)	Implementation/Construction		8/1/2024
(0)	Engagement/Outreach		N/A
	Project Completion		4/30/2025

been approved by the COUNTY. The dates listed in Exhibit C Schedule are date ranges that correlate to the Deliverable Due Date Schedule. Eligible costs for each line item will only 1 Exhibit C Schedule only dictates the work start date and the work end date for the Budget Category listed. SMCSD must adhere to the Deliverable Due Date Schedule that has be approved if the work completed falls within the date ranges listed in Exhibit C.

EXHIBIT D

STANDARD CONDITIONS

D.1) ACCOUNTING AND DEPOSIT OF FUNDING DISBURSEMENT:

- a) Separate Accounting of Funding Disbursements and Interest Records: SMCSD shall account for the money disbursed pursuant to this Funding Agreement separately from all other SMCSD funds. SMCSD shall maintain audit and accounting procedures that are in accordance with generally accepted accounting principles and practices, consistently applied, SMCSD shall keep complete and accurate records of all receipts, disbursements, and interest earned on expenditures of such funds, SMCSD shall require its contractors or subcontractors to maintain books, records, and other documents pertinent to their work in accordance with generally accepted accounting principles and practices. Records are subject to inspection by State and COUNTY at any and all reasonable times.
- b) Disposition of Money Disbursed: All money disbursed pursuant to this Funding Agreement shall be deposited, administered, and accounted for pursuant to the provisions of applicable law.
- c) Remittance of Unexpended Funds: SMCSD shall remit to COUNTY any unexpended funds that were disbursed to SMCSD under this Funding Agreement and were not used to pay Eligible Project Costs within a period of forty-five (45) calendar days from the final disbursement from COUNTY to SMCSD of funds or, within fifteen (15) calendar days of the expiration of the Grant Agreement, whichever comes first.
- D.2) ACKNOWLEDGEMENT OF CREDIT: SMCSD shall include appropriate acknowledgement of credit to the State and COUNTY for their support when promoting the Project or using any data and/or information developed under this Funding Agreement. Signage shall be posted in a prominent location at Project site(s) (if applicable) or at SMCSD's headquarters and shall include the Department of Water Resources color logo and the following disclosure statement: "Funding for this project has been provided in full or in part from the Budget Act of 2021 and through an agreement with the State Department of Water Resources." SMCSD shall also include in each of its contracts for work under this Funding Agreement a provision that incorporates the requirements stated within this paragraph.
- D.3) AMENDMENT: This Funding Agreement may be amended at any time by mutual agreement of the Parties, except insofar as any proposed amendments are in any way contrary to applicable law or to the Grant Agreement. Requests by SMCSD for amendments must be in writing stating the amendment request and the reason for the request. Requests solely for a time extension must be submitted at least 120 days prior to the work completion date set forth in Paragraph 2, "Term of Grant Agreement." Any other request for an amendment must be submitted at least 200 days prior to the work completion date set forth in Paragraph 2, "Term of Grant Agreement." COUNTY shall have no obligation to agree to an amendment.
- D.4) AMERICANS WITH DISABILITIES ACT: By signing this Funding Agreement, SMCSD assures COUNTY that it complies with the Americans with Disabilities Act (ADA) of 1990, (42 U.S.C., 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.
- D.5) AUDITS: SMCSD acknowledges that the State and COUNTY have the right to conduct an audit at any time between the execution of this Funding Agreement and the completion of the Project, with the costs of such audit borne by State or COUNTY. After completion of the Project, State and COUNTY may require SMCSD to conduct a final audit to State's specifications, at SMCSD's expense, such audit to be conducted by and a report prepared by an independent Certified Public Accountant. Failure or refusal by SMCSD to comply with this provision shall be considered a breach of this Funding Agreement, and

State and COUNTY may elect to pursue any remedies provided in Paragraph 11, "Default Provisions," or take any other action they deem necessary to protect their interests.

Pursuant to Government Code Section 8546.7, SMCSD shall be subject to the examination and audit by the State for a period of three (3) years after final payment under the Grant Agreement with respect to all matters connected with this Funding Agreement, including but not limited to, the cost of administering this Funding Agreement. All records of SMCSD or its contractors or subcontractors shall be preserved for this purpose for at least three (3) years after Project completion or final billing, whichever comes later.

- BUDGET CONTINGENCY: If the Budget Act of the current year covered under the Grant Agreement does not appropriate sufficient funds for this program, this Funding Agreement shall be of no force and effect. This provision shall be construed as a condition precedent to the obligation of COUNTY to make any payments under this Funding Agreement. In this event, COUNTY shall have no liability to pay any funds whatsoever to SMCSD or to furnish any other consideration under this Funding Agreement and COUNTY shall not be obligated to perform any provisions of this Funding Agreement. Nothing in this Funding Agreement shall be construed to provide SMCSD with a right of priority for payment over any other implementing agency. If funding for any fiscal year after the current year covered by the Grant Agreement is reduced or deleted by the Budget Act for purposes of this program, COUNTY shall have the option to either cancel this Funding Agreement with no liability occurring to COUNTY, or offer a Funding Agreement amendment to SMCSD to reflect the reduced amount (if State offers a Grant Agreement amendment to COUNTY).
- D.7) <u>CALIFORNIA CONSERVATION CORPS:</u> SMCSD may use the services of the California Conservation Corps or other community conservation corps as defined in Public Resources Code section 14507.5 to accomplish the habitat restoration, enhancement and protection activities.
- D.8) CEQA: Activities funded under this Funding Agreement, regardless of funding source, must be in compliance with the California Environmental Quality Act (CEQA) (Public Resources Code § 21000 et seq.). Any work that is subject to CEQA and funded under this Funding Agreement shall not proceed until documents that satisfy the CEQA process are received by the State Grant Manager and the State has completed its CEQA compliance. Work funded under this Agreement that is subject to a CEQA document shall not proceed until and unless approved by the Department of Water Resources. Such approval is fully discretionary and shall constitute a condition precedent to any work for which it is required. If CEQA compliance by SMCSD was not complete at the time the State signed the Grant Agreement, once the State has considered the environmental documents, it may decide to require changes, alterations, or other mitigation to the Project; or to not fund the Project. Should the State decide to not fund the Project, this Funding Agreement shall be terminated in accordance with Paragraph 11, "Default Provisions."
- D.9) <u>CHILD SUPPORT COMPLIANCE ACT:</u> SMCSD acknowledges in accordance with Public Contract Code 7110, that:
 - a) SMCSD recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and
 - b) SMCSD, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.
- D.10) <u>CLAIMS DISPUTE:</u> Any claim that SMCSD may have regarding performance of this Funding Agreement including, but not limited to, claims for additional compensation or extension of time, shall be submitted to the COUNTY, within fifteen (15) days of SMCSD's knowledge of the claim. COUNTY (and State where

- applicable) and SMCSD shall then attempt to negotiate a resolution of such claim and process an amendment to this Funding Agreement to implement the terms of any such resolution.
- D.11) COMPETITIVE BIDDING AND PROCUREMENTS: SMCSD's contracts with other entities for the acquisition of goods and services and construction of public works with funds provided under this Funding Agreement must be in writing and shall comply with all applicable laws and regulations regarding the securing of competitive bids and undertaking competitive negotiations. If SMCSD does not have a written policy to award contracts through a competitive bidding or sole source process, the State's Department of General Services' State Contracting Manual rules must be followed and are available at: https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/State-Contracting,
- D.12) <u>COMPUTER SOFTWARE:</u> SMCSD certifies that it has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this Funding Agreement for the acquisition, operation, or maintenance of computer software in violation of copyright laws.
- D.13) CONFLICT OF INTEREST: As set forth in the Grant Agreement, all participants, including SMCSD, are subject to State and Federal conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the Grant application being rejected and any subsequent contract, including the Grant Agreement, being declared void. Other legal action may also be taken. Applicable statutes include, but are not limited to, Government Code, Section 1090 and Public Contract Code, Sections 10410 and 10411, for State conflict of interest requirements.
 - a) Current State Employees: No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent contractor with any State agency to provide goods or services.
 - b) Former State Employees: For the two-year period from the date he or she left State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period from the date he or she left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.
 - c) Employees of SMCSD: Employees of SMCSD shall comply with all applicable provisions of law pertaining to conflicts of interest, including but not limited to any applicable conflict of interest provisions of the California Political Reform Act, Cal. Gov't Code § 87100 et seq.
 - d) Employees and Consultants to SMCSD: Individuals working on behalf of SMCSD may be required by the COUNTY or State to file a Statement of Economic Interests (Fair Political Practices Commission Form 700) if it is determined that an individual is a consultant for Political Reform Act purposes.
- D.14) <u>DELIVERY OF INFORMATION, REPORTS, AND DATA:</u> SMCSD agrees to expeditiously provide throughout the term of this Funding Agreement, such reports, data, information, and certifications as may be reasonably required by State or the COUNTY.
- D.15) DISPOSITION OF EQUIPMENT: SMCSD shall provide to COUNTY, not less than 45 calendar days prior to submission of the final invoice, an itemized inventory of equipment purchased with State funds. The inventory shall include all items with a current estimated fair market value of more than \$5,000.00 per item. Within 60 calendar days of receipt of such inventory the State shall provide the COUNTY with a list

of the items on the inventory that the State will take title to. All other items shall become the property of SMCSD.

- D.16) DRUG-FREE WORKPLACE CERTIFICATION: Certification of Compliance: By signing this Funding Agreement, SMCSD, its contractors or subcontractors hereby certify, under penalty of perjury under the laws of State of California, compliance with the requirements of the Drug-Free Workplace Act of 1990 (Government Code 8350 et seq.) and have or will provide a drug-free workplace by taking the following actions:
 - a) Publish a statement notifying employees, contractors, and subcontractors that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees, contractors, or subcontractors for violations, as required by Government Code Section 8355(a)(1).
 - b) Establish a Drug-Free Awareness Program, as required by Government Code Section 8355(a)(2) to inform employees, contractors, or subcontractors about all of the following:
 - i) The dangers of drug abuse in the workplace,
 - ii) SMCSD's policy of maintaining a drug-free workplace,
 - iii) Any available counseling, rehabilitation, and employee assistance programs, and
 - iv) Penalties that may be imposed upon employees, contractors, and subcontractors for drug abuse violations.
 - c) Provide, as required by Government Code Sections 8355(a)(3), that every employee, contractor, and/or subcontractor who works under this Funding Agreement:
 - Will receive a copy of SMCSD's drug-free policy statement, and
 - ii) Will agree to abide by terms of SMCSD's condition of employment, contract or subcontract.
- D.17) EASEMENTS: Where SMCSD or COUNTY acquires property in fee title or funds improvements to real property already owned in fee by SMCSD or COUNTY using State funds provided through this Funding Agreement, an appropriate easement or other title restriction shall be provided and approved by the State. The easement or other title restriction must be in first position ahead of any recorded mortgage or lien on the property unless this requirement is waived by the State. Where SMCSD acquires an easement under this Funding Agreement, SMCSD agrees to monitor and enforce the terms of the easement, unless the easement is subsequently transferred to another land management or conservation organization or entity with State permission, at which time monitoring and enforcement responsibilities will transfer to the new easement owner. Failure to provide an easement acceptable to the State may result in termination of this Funding Agreement.
- D.18) FINAL INSPECTIONS AND CERTIFICATION OF REGISTERED PROFESSIONAL: Upon completion of the Project, SMCSD shall provide for a final inspection and certification by the appropriate registered professional (California Registered Civil Engineer or Geologist) that the Project has been completed in accordance with submitted final plans and specifications and any modifications thereto and in accordance with the Grant Agreement and this Funding Agreement. SMCSD shall notify the COUNTY and State's Project Manager of the inspection date at least 14 calendar days prior to the inspection in order to provide State and COUNTY the opportunity to participate in the inspection.
- D.19) SMCSD'S RESPONSIBILITIES: SMCSD and its representatives shall:
 - a) Faithfully and expeditiously perform or cause to be performed all Project work as described in Exhibit A, "Work Plan" and in accordance with Project Exhibit B, "Budget" and Exhibit C, "Schedule".

- b) Must maintain eligibility requirements as outlined in the 2021 Guidelines and 2021 PSP and pursuant to Paragraph 12.
- c) Accept and agree to comply with all terms, provisions, conditions, and written commitments of this Funding Agreement, including all incorporated documents, and to fulfill all assurances, declarations, representations, and statements made by SMCSD in the application, documents, amendments, and communications filed in support of its request for funding.
- d) Comply with all applicable California, federal, and local laws and regulations.
- e) Implement the Project in accordance with applicable provisions of the law.
- f) Fulfill its obligations under the Funding Agreement and be responsible for the performance of the Project.
- g) Obtain any and all permits, licenses, and approvals required for performing any work under this Funding Agreement, including those necessary to perform design, construction, or operation and maintenance of the Project. SMCSD shall provide copies of permits and approvals to the COUNTY for submission to State.
- h) Be solely responsible for design, construction, and operation and maintenance of projects within the work plan. Review or approval of plans, specifications, bid documents, or other construction documents by the COUNTY is solely for the purpose of proper administration of funds by the COUNTY and shall not be deemed to relieve or restrict responsibilities of SMCSD under this Funding Agreement.
- i) Be solely responsible for all work and for persons or entities engaged in work performed pursuant to this Funding Agreement, including, but not limited to, contractors, subcontractors, suppliers, and providers of services. SMCSD shall be responsible for any and all disputes arising out of its contracts for work on the Project, including but not limited to payment disputes with contractors and subcontractors. Neither the COUNTY nor the State will mediate disputes between SMCSD and any other entity concerning responsibility for performance of work.
- D.20) GOVERNING LAW: This Funding Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.
- D.21) INCOME RESTRUCTIONS: SMCSD agrees that any refunds, rebates, credits, or other amounts (including any interest thereon) accruing to or received by SMCSD under this Funding Agreement shall be paid by SMCSD to the COUNTY, to the extent that they are properly allocable to costs for which SMCSD has been reimbursed by the COUNTY under this Funding Agreement. SMCSD shall also include in each of its contracts for work under this Funding Agreement a provision that incorporates the requirements stated within this paragraph.
- INDEMNIFICATION: SMCSD shall indemnify and hold and save the COUNTY, its officers, agents, and employees, free and harmless from any and all liabilities for any claims and damages (including inverse condemnation) that may arise out of the Projects and this Funding Agreement, including, but not limited to any claims or damages arising from planning, design, construction, maintenance and/or operation of levee rehabilitation measures for the Project and any breach of this Funding Agreement. SMCSD shall, and shall require its contractors or subcontractors to, name the State, its officers, agents and employees, and the COUNTY, its officers, agents and employees, as additional insured on its liability insurance for activities undertaken pursuant to this Funding Agreement. Without limiting the foregoing, SMCSD expressly agrees to indemnify, defend and hold harmless the COUNTY against any loss or liability, including any repayment obligation, arising out of any claim or action brought against COUNTY by State for breach of the Grant Agreement (or any related cause of actions) based on SMCSD's failure to comply with the terms, provisions, conditions and written commitments set forth herein.

- D.23) <u>INDEPENDENT CAPASMCSD</u>: SMCSD, and the agents and employees of SMCSD, in the performance of this Funding Agreement, shall act in an independent capacity and not as officers, employees, or agents of the State or the COUNTY.
- D.24) INSPECTION OF BOOKS, RECORDS, AND REPORTS: SMCSD acknowledges that the State and the COUNTY and their duly authorized representatives shall have the right during regular office hours to inspect and to make copies of any books, records, or reports pertaining to the Grant Agreement and this Funding Agreement or matters related hereto. SMCSD shall maintain and shall make available at all times for such inspection accurate records of all its costs, disbursements, and receipts with respect to its activities under this Funding Agreement. Failure or refusal by SMCSD to comply with this provision shall be considered a breach of this Funding Agreement, and State or COUNTY may withhold disbursements to SMCSD or take any other action they deem necessary to protect their interests.
- D.25) <u>INSPECTIONS OF PROJECT BY STATE AND COUNTY:</u> The State and COUNTY shall have the right to inspect the work being performed at any and all reasonable times during the term of the Grant Agreement. This right shall extend to any subcontracts, and SMCSD shall include provisions ensuring such access in all its contracts or subcontracts entered into pursuant to this Funding Agreement.
- D.26) LABOR CODE COMPLIANCE: SMCSD agrees to be bound by all the provisions of the Labor Code regarding prevailing wages and shall monitor all contracts subject to reimbursement from this Funding Agreement to assure that the prevailing wage provisions of the Labor Code are being met. Current Department of Industrial Relations (DIR) requirements may be found at: http://www.dir.ca.gov/lcp.asp. For more information, please refer to DIR's Public Works Manual at: http://www.dir.ca.gov/dlse/PWManualCombined.pdf. SMCSD affirms that it is aware of the provisions of section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance, and SMCSD affirms that it will comply with such provisions before commencing the performance of the work under this Funding Agreement and will make its contractors and subcontractors aware of this provision.
- MODIFICATION OF OVERALL WORK PLAN: At the request of SMCSD, the State and COUNTY may at their sole discretion approve non-material changes to the portions of Exhibits A, B, and C to the Grant Agreement and to the Funding Agreement, respectively, which concern the budget and schedule without formally amending the Grant Agreement or the Funding Agreement. Non-material changes with respect to the work plan are changes that help clarify the original language, addition of tasks without deleting others, and minor edits that will not result in changes to the original scope. Non-material changes with respect to the budget are changes that only result in reallocation of the budget and will not result in an increase in the amount of the Grant and Funding Agreements. Non-material changes with respect to the Project schedule are changes that will not extend the term of the Grant or Funding Agreements. Requests for non-material changes to the budget and schedule must be submitted by SMCSD to the COUNTY for submittal to the State in writing and are not effective unless and until specifically approved by the COUNTY and State's Project Manager in writing.
- D.28) NONDISCRIMINATION: During the performance of this Funding Agreement, SMCSD and its contractors or subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex (gender), sexual orientation, race, color, ancestry, religion, creed, national origin (including language use restriction), pregnancy, physical disability (including HIV and AIDS), mental disability, medical condition (cancer/genetic characteristics), age (over 40), marital status, and denial of medial and family care leave or pregnancy disability leave. SMCSD and its contractors or subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. SMCSD and its contractors or subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code § 12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 11000 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Funding Agreement

by reference and made a part hereof as if set forth in full, SMCSD and its contractors or subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

SMCSD shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Funding Agreement.

- D.29) OPINIONS AND DETERMINATIONS: Where the terms of this Funding Agreement provide for action to be based upon judgment, approval, review, or determination of either party hereto, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review, or determination to be arbitrary, capricious, or unreasonable.
- D.30) PERFORMANCE BOND: Where contractors are used, SMCSD shall not authorize construction to begin until each contractor has furnished a performance bond in favor of SMCSD in the following amounts: faithful performance (100%) of contract value, and labor and materials (100%) of contract value. This requirement shall not apply to any contract for less than \$25,000,00. Any bond issued pursuant to this paragraph must be issued by a California-admitted surety. (Pub. Contract Code, § 7103; Code Civ. Proc., § 995,311.)
- D.31) PRIORITY HIRING CONSIDERATIONS: If this Funding Agreement includes services in excess of \$200,000, SMCSD shall give priority consideration in filling vacancies in positions funded by the Funding Agreement to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.
- D.32) PROHIBITION AGAINST DISPOSAL OF PROJECT WITHOUT STATE OR COUNTY PERMISSION: SMCSD shall not sell, abandon, lease, transfer, exchange, mortgage, hypothecate, or encumber in any manner whatsoever all or any portion of any real or other property necessarily connected or used in conjunction with the Project, or with SMCSD's service of water, without prior permission of State and COUNTY, SMCSD shall not take any action, including but not limited to actions relating to user fees, charges, and assessments that could adversely affect the ability of SMCSD to meet its obligations under this Funding Agreement, without prior written permission of State and COUNTY. State or COUNTY may require that the proceeds from the disposition of any real or personal property be remitted to State.
- D.33) PROJECT ACCESS: SMCSD shall ensure that the COUNTY, the State, the Governor of the State, or any authorized representative of the foregoing, will have safe and suitable access to the Project site at all reasonable times during Project construction and thereafter for the term of this Funding Agreement.
- D.34) <u>REMAINING BALANCE:</u> In the event SMCSD does not submit invoices requesting all of the funds encumbered under this Funding Agreement, any remaining funds revert to the COUNTY. The COUNTY will notify SMCSD stating that the Project file is closed an any remaining balance will be disencumbered and unavailable for further use under this Funding Agreement.
- D.35) <u>REMEDIES NOT EXCLUSIVE:</u> The use by either party of any remedy specified herein for the enforcement of this Funding Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.
- D.36) <u>RETENTION:</u> Notwithstanding any other provision of this Funding Agreement, SMCSD acknowledges that the State will be withholding ten percent (10%) of the funds requested by COUNTY for reimbursement of Eligible Project Costs until the Project is completed and Final Report is approved. Any retained amounts due to SMCSD will be promptly disbursed to SMCSD, without interest, upon completion of the Project.
- D.37) RIGHTS IN DATA: SMCSD agrees that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes and other written or graphic work produced in the performance of this Funding Agreement shall be made available to the State and COUNTY and shall be in the public domain to the extent to which release of such materials is required under the California Public Records Act., Cal. Gov't Code §6250 et seq. SMCSD may disclose, disseminate and use in whole or in part, any

final form data and information received, collected and developed under this Funding Agreement, subject to appropriate acknowledgement of credit to State for financial support. SMCSD shall not utilize the materials for any profit-making venture or sell or grant rights to a third party who intends to do so. The State and COUNTY shall have the right to use any data described in this paragraph for any public purpose.

- D.38) <u>SEVERABILITY:</u> Should any portion of this Funding Agreement be determined to be void or unenforceable, such shall be severed from the whole and the Funding Agreement shall continue as modified.
- D.39) <u>SUSPENSION OF PAYMENTS:</u> SMCSD acknowledges that the Grant Agreement may be subject to suspension of payments or termination, or both, and SMCSD may be subject to debarment if the State or COUNTY determines that:
 - a) SMCSD, Its contractors, or subcontractors have made a false certification, or
 - b) SMCSD, Its contractors, or subcontractors violates the certification by failing to carry out the requirements noted in the Grant Agreement.
- D.40) <u>SUCCESSORS AND ASSIGNS:</u> This Funding Agreement and all of its provisions shall apply to and bind the successors and assigns of the parties. No assignment or transfer of this Funding Agreement or any part thereof, rights hereunder, or interest herein by SMCSD shall be valid unless and until it is approved by COUNTY and made subject to such reasonable terms and conditions as COUNTY may impose.
- D.41) <u>TERMINATION BY SMCSD:</u> Subject to State and COUNTY approval which may be reasonably withheld, SMCSD may terminate this Funding Agreement and be relieved of contractual obligations. In doing so, SMCSD must provide a reason(s) for termination. SMCSD must submit all progress reports summarizing accomplishments up until termination date.
- D.42) TERMINATION FOR CAUSE: Subject to the right to cure under Paragraph 11, "Default Provisions," the COUNTY may terminate this Funding Agreement and be relieved of any payments should SMCSD fail to perform the requirements of this Funding Agreement at the time and in the manner herein, provided including but not limited to reasons of default under Paragraph 11.
- D.43) <u>TERMINATION WITHOUT CAUSE:</u> The COUNTY may terminate this Funding Agreement without cause on 30 days advance written notice. SMCSD shall be reimbursed for all reasonable expenses incurred up to the date of termination provided that the COUNTY receives said funds from the State.
- D.44) THIRD PARTY BENEFICIARIES: With the exception of the State, as more specifically described herein, the parties to this Funding Agreement do not intend to create rights in, or grant remedies to, any third party as a beneficiary of this Funding Agreement, or any duty, covenant, obligation or understanding established herein.
- **D.45)** TIMELINESS: Time is of the essence in this Funding Agreement.
- D.46) <u>UNION ORGANIZING:</u> SMCSD, by signing this Funding Agreement, hereby acknowledges the applicability of Government Code sections 16645 through 16649 to this Funding Agreement. Furthermore, SMCSD, by signing this Funding Agreement, hereby certifies that:
 - a) No funds disbursed by this Funding Agreement will be used to assist, promote, or deter union organizing.
 - b) SMCSD shall account for funds disbursed for a specific expenditure by this Funding Agreement to show those funds were allocated to that expenditure.
 - c) SMCSD shall, where funds are not designated as described in (b) above, allocate, on a pro rata basis, all disbursements that support the program.

- d) If SMCSD makes expenditures to assist, promote, or deter union organizing, SMCSD will maintain records sufficient to show that no State funds were used for those expenditures and that SMCSD shall provide those records to the Attorney General upon request.
- D.47) VENUE: SMCSD agrees that any action arising out of this Funding Agreement shall be filed and maintained in the Superior Court in and for the County of San Luis Obispo. SMCSD hereby waives any existing sovereign immunity for the purposes of this Funding Agreement.
- D.48) WAIVER OF RIGHTS: None of the provisions of this Funding Agreement shall be deemed waived unless expressly waived in writing. It is the intention of the parties hereto that from time to time either party may waive any of its rights under this Funding Agreement unless contrary to law. Any waiver by either party of rights arising in connection with this Funding Agreement shall not be deemed to be a waiver with respect to any other rights or matters, and such provisions shall continue in full force and effect.

EXHIBIT E

AUTHORIZING RESOLUTION

[INTENTIONALLY OMMITTED]

EXHIBIT F

REPORT FORMATS AND REQUIREMENTS

The following reporting formats should be utilized.

PROGRESS REPORTS

Progress reports shall generally use the following format. This format may be modified as necessary to effectively communicate information. The reports should discuss the following at the task level, as organized in Exhibit A Work Plan:

- Percent complete estimate.
- Discussion of work accomplished during the reporting period.
- Milestones or deliverables completed/submitted during the reporting period.
- Scheduling concerns and issues encountered that may delay completion of the task.

Discuss the following, as organized in Exhibit A Work Plan:

- Work anticipated for the next reporting period.
- Photo documentation, as appropriate.
- Any schedule or budget modifications approved by State during the reporting period.

PROJECT COMPLETION REPORT

Project Completion Reports shall generally use the following format.

Executive Summary – Should include a brief summary of Project information and include the following items:

- Brief description of work proposed to be done in the original Grant application.
- Description of actual work completed and any deviations from the work plan identified in this
 Funding Agreement. List any official amendments to the Grant Agreement or this Funding
 Agreement, with a short description of the amendment(s).

Reports and/or Products - The following items should be provided:

- Final Evaluation report
- Electronic copies of any data collected, not previously submitted
- As-built drawings
- Final geodetic survey information
- Self-Certification that the Project meets the stated goal of the Grant Agreement (e.g., 100-year level
 of flood protection, HMP standard, PI-84-99, etc.)
- Project photos
- Discussion of problems that occurred during the work and how those problems were resolved
- A final Project schedule showing actual progress versus planned progress

Costs and Dispositions of Funds - A list showing:

- The date each invoice was submitted to State
- The amount of the invoice

- The date the check was received
- The amount of the check (If a check has not been received for the final invoice, then state this in this section.)
- A summary of the payments made by SMCSD for meeting its cost sharing obligations under the Grant Agreement.
- A summary of final funds disbursement including:
 - Labor cost of personnel of agency/ major consultant /sub-consultants. Indicate personnel, hours, rates, type of profession and reason for consultant, i.e., design, CEQA work, etc.
 - Project cost information, shown by material, equipment, labor costs, and any change orders
 - Any other incurred cost detail
 - A statement verifying separate accounting of funding disbursements
- Summary of Project cost including the following items:
 - Accounting of the cost of Project expenditures;
 - o Include all internal and external costs not previously disclosed; and
 - A discussion of factors that positively or negatively affected the Project cost and any deviation from the original Project cost estimate.

Additional Information - Any relevant additional information should be included:

- Benefits derived from the Project, with quantification of such benefits provided, if applicable.
- A final Project schedule showing actual progress versus planned progress as shown in Exhibit B.
- Certification from a California Registered Professional (Civil Engineer or Geologist, as appropriate)
 that the Project was conducted in accordance with the approved work plan and any approved modifications thereto.
- Submittal schedule for the Post Performance Report and an outline of the proposed reporting format.

POST-PERFORMANCE REPORT

Report should be concise and focus on how the Project is performing compared to its expected performance. The PPR should be following the Methodology Report for the specific project type(s) provided by the State Grant Manager. The PPR should identify whether the project is being operated and maintained. State requirements for all funded projects should be maintained and operated for a minimum of 15 years. If the Project is not being maintained and operated, justification must be provided. A PPR template may be provided by the assigned State Grant Manager upon request. The PPR should follow the general format of the template and provide requested information as applicable. The following information, at a minimum, shall be provided:

Reports and/or products

- Header, including the following:
 - Implementing agency
 - o Grant Agreement number
 - o Project name
 - Funding grant source
 - Report number
- Post-Performance Report schedule
- Time period of the annual report (e.g., January 2023 through December 2023)
- Project Description summary
- Discussion of the Project benefits
- An assessment of any differences between the expected versus actual Project benefits as stated in the original application. Where applicable, the reporting should include quantitative metrics (e.g., new acre-feet of water produced that year, acres of wildlife habitat added, etc.)
- Summary of any additional costs and/or benefits deriving from the Project since its completion, if applicable

Any additional information relevant to or generated by the continued operation of the Project

EXHIBIT G REQUIREMENTS FOR STATEWIDE MONITORING AND DATA SUBMITTAL

Surface and Groundwater Quality Data

Groundwater quality and ambient surface water quality monitoring data that include chemical, physical, or biological data shall be submitted to the State as described below, with a narrative description of data submittal activities included in Project reports, as described in Exhibit F.

Surface water quality monitoring data shall be prepared for submission to the California Environmental Data Exchange Network (CEDEN). The CEDEN data templates are available on the CEDEN website. Inclusion of additional data elements described on the data templates is desirable. Data ready for submission should be uploaded to your CEDEN Regional Data Center via the CEDEN website. CEDEN website: http://www.ceden.org.

If the Project's Work Plan contains a groundwater ambient monitoring element, groundwater quality monitoring data shall be submitted to the State for inclusion in the State Water Resources Control Board's Groundwater Ambient Monitoring and Assessment (GAMA) Program Information on the GAMA Program can be obtained at: http://www.waterboards.ca.gov/water-issues/programs/gama/. If further information is required, SMCSD can contact the State Water Resources Control Board (SWRCB) GAMA Program. A listing of SWRCB staff involved in the GAMA program can be found at: http://www.swrcb.ca.gov/water-issues/programs/gama/contact.shtml

Groundwater Level Data

For projects that collect groundwater level data, SMCSD will need to submit this data to the State's Water Data Library (WDL), with a narrative description of data submittal activities included in project reports, as described in Exhibit F, "Report Formats and Requirements." Information regarding the WDL and in what format to submit data in can be found at: http://www.water.ca.gov/waterdatalibrary/.

Ехнівіт Н

STATE AUDIT DOCUMENT REQUIREMENTS AND FUNDING MATCH GUIDELINES FOR GRANTEES

State Audit Document Requirements

The list below details the documents/records that State Auditors typically reviewed in the event of a Grant Agreement being audited. SMCSD should ensure that such records are maintained for the Project. Where applicable, this list of documents also includes documents relating to SMCSD's funding match which will be required for audit purposes.

Internal Controls:

- 1. Organization chart (e.g., SMCSD's overall organization chart and organization chart for this Funding Agreement-funded Project).
- 2. Written internal procedures and flowcharts for the following:
 - a) Receipts and deposits
 - b) Disbursements
 - c) State reimbursement requests
 - d) State funding expenditure tracking
 - e) Guidelines, policy(les), and procedures on State funded Project
- 3. Audit reports of SMCSD's internal control structure and/or financial statements within the last two years.
- 4. Prior audit reports on State funded Project.

State Funding:

- 1. Original Funding Agreement, any amendment(s) and budget modification documents.
- 2. A list of all bond-funded grants, loans or subventions received from the State.
- 3. A list of all other funding sources for the Project.

Contracts:

- 1. All subcontractor and consultant contracts and related, if applicable.
- Contracts between SMCSD, member agencies, and Project partners as related to the State funded Project.

Invoices:

- Invoices from vendors and subcontractors for expenditures submitted to the State for payments under the Grant Agreement.
- Documentation linking subcontractor invoices to State reimbursement requests and related Grant Agreement budget line items.
- 3. Reimbursement requests submitted to the State for the Grant Agreement.

Cash Documents:

- 1. Receipts (copies of warrants) showing payments received from the State.
- 2. Deposit slips or bank statements showing deposit of the payments received from the State.
- 3. Cancelled checks or disbursement documents showing payments made to vendors, subcontractors, consultants, and/or agents under the Grant Agreement.
- 4. Bank statements showing the deposit of the receipts.

Accounting Records:

- 1. Ledgers showing entries for funding receipts and cash disbursements of State funds.
- 2. Ledgers showing receipts and cash disbursement entries of other funding sources.
- 3. Bridging documents that tie the general ledger to reimbursement requests submitted to the State for the Grant Agreement

Administration Costs:

1. Supporting documents showing the calculation of administration costs.

Personnel:

- 1. List of all contractors and SMCSD staff that worked on the State-funded Project.
- 2. Payroll records including timesheets for contractor staff and SMCSD personnel who provided services charged to the program.

Project Files:

- 1. All supporting documentation maintained in the Project files.
- 2. All Grant Agreement or Funding-related correspondence.

EXHIBIT I

PROJECT LOCATION

VICINITY MAP

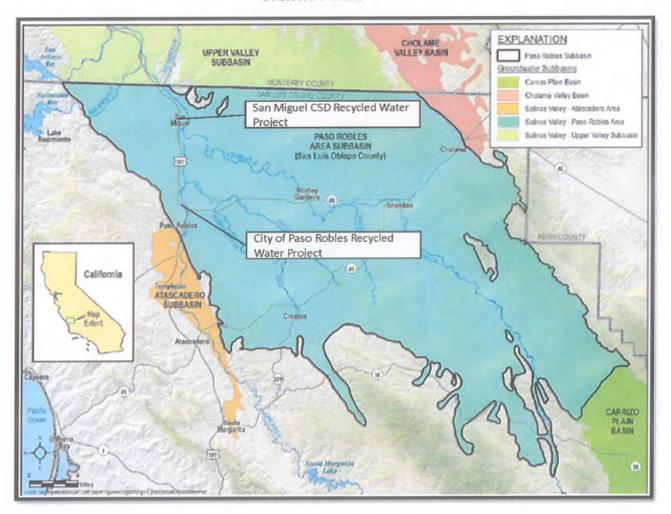


EXHIBIT J

PROJECT MONITORING AND MAINTENANCE PLAN GUIDANCE

Introduction – Should include a brief description of the Project (maximum ~150 words), including Project location, implementation elements, need for the Project (what problem will the Project address) and include the following:

- a) Goals and objectives of Project
- b) Site location and history
- c) Improvements implemented
- d) Monitoring and Maintenance Plan

Detailed monitoring methods and protocols specific to the Project will be provided by the State's Grant Manager. The full monitoring method report is available on the SGM Grant Program website at: www.water.ca.gov/sgmgrants.

Exhibit K LOCAL PROJECT SPONSORS (LEFT BLANK INTENTIONALLY)

Exhibit L

Appraisal Specifications

For property acquisitions funded by this Funding Agreement, SMCSD must submit an appraisal to the COUNTY for review and approval by the Department of General Services or State's Real Estate Branch prior to reimbursement or depositing State funds into an escrow account. All appraisal reports, regardless of report format, must include all applicable Appraisal Specifications below. Appraisals for a total compensation of \$150,000 or more shall be reported as a Self-Contained Appraisal Report. Appraisals for a total compensation of less than \$150,000 may be reported as a Summary Appraisal Report, which includes all information necessary to arrive at the appraiser's conclusion. Appraisal Specifications 14, 16, 21, 23-25, and 28 shall be narrative analysis regardless of the reporting format.

- 1. Title page with sufficient identification of appraisal assignment,
- 2. Letter of transmittal summarizing important assumptions and conclusions, value estimate, date of value and date of report.
- 3. Table of contents.
- 4. Assumptions and Limiting Conditions, Extraordinary Assumptions, and Hypothetical Conditions as needed.
- 5. Description of the scope of work, including the extent of data collection and limitations, if any, in obtaining relevant data.
- 6. Definition of Fair Market Value, as defined by Code of Civil Procedure, section 1263,320.
- 7. Photographs of subject property and comparable data, including significant physical features and the interior of structural improvements, if applicable.
- 8. Copies of Tax Assessor's plat map with the subject marked along with all configuous assessor's parcels that depict the ownership.
- 9. A legal description of the subject property, if available.
- 10. For large, remote or inaccessible parcels, provide aerial photographs or topographical maps depicting the subject boundaries.
- 11. Three-year subject property history, including sales, listings, leases, options, zoning, applications for permits, or other documents or facts that might indicate or affect use or value.
- 12. Discussion of any current Agreement of Sale, option, or listing of subject property. This issue required increased diligence since state agencies often utilize non-profit organizations to quickly acquire sensitive-habitat parcels using Option Agreements. However, due to confidentiality clauses, the terms of the Option are often not disclosed to the State. If the appraiser discovers evidence of an Option or the possible existence of an Option, and the terms cannot be disclosed due to a confidentiality clause, then the appraiser is to cease work and contact the client.
- 13. Regional, area, and neighborhood analyses. This information may be presented in a summary format.
- 14. Market conditions and trends including identification of the relevant market area, a discussion of supply and demand within the relevant market area, and a discussion of the relevant market factors impacting demand for site acquisition and leasing within the relevant market area. This information may be presented in a summary format.
- 15. Discussion of subject land/site characteristics (size, topography, current use, elevations, zoning and land use issues, development entitlements, General Plan designation, utilities, offsite improvements, access, land features such as levees and creeks, offsite improvements, easements and encumbrances, covenants, conditions and restrictions, flood and earthquake information, toxic hazards, water rights, mineral rights, toxic hazards, taxes and assessments, etc.).

- 16. Description of subject improvements including all structures, square footage, physical age, type of construction, quality of construction, condition of improvements and/or identification of any permanent plantings. Discussion of construction cost methodology, costs included and excluded, accrued depreciation from all causes, remaining economic life, items of deferred maintenance and cost to cure, and incurable items. Construction cost data must include cost data source, date of estimate or date of publication of cost manual, section and page reference of cost manual, copies of cost estimate if provided from another source, replacement or reproduction cost method used, and supporting calculations including worksheets or spreadsheets.
- 17. Subject property leasing and operating cost history, including all items of income and expense.
- 18. Analysis and conclusion of the larger parcel for partial taking appraisals. For partial taking appraisals, Appraisal Specifications generally apply to the larger parcel rather than an ownership where the larger parcel is not the entire ownership.
- 19. Include a copy of a recent preliminary title report (within the past year) as an appraisal exhibit. Discuss the title exceptions and analyze the effect of title exceptions on fair market value.
- 20. For appraisals of partial takings or easements, a detailed description of the taking or easement area including surface features and topography, easements, encumbrances or improvements including levees within the subject partial take or easement, and whether the take area is characteristic of the larger parcel. Any characteristics of the taking area, including existing pre-project levees that render the take area different from the larger parcel must be addressed in the valuation.
- 21. Opinion of highest and best use for the subject property, based on an in depth analysis supporting the concluded use which includes the detail required by the complexity of the analysis. Such support typically requires a discussion of the four criteria of tests utilized to determine the highest and best use of a property. If alternative feasible uses exist, explain and support market, development, cash flow, and risk factors leading to an ultimate highest and best use decision.
- 22. All approaches to market value applicable to the property type and in the subject market. Explain and support the exclusion of any usual approaches to value.
- 23. Map(s) showing all comparable properties in relation to the subject property.
- 24. Photographs and plat maps of comparable properties.
- 25. In depth discussion of comparable properties, similarities and differences compared to the subject, adjustments to the comparable data, and discussion of the reliability and credibility of the data as it relates to the indicated subject property value. Improved comparable sales which are used to compare to vacant land subject properties must include an allocation between land and improvements, using methodology similar to methodology used in item 16 above to estimate improvement value when possible, with an explanation of the methodology used.
- 26. Comparable data sheets.
 - a) For sales, include information on grantor/SMCSD, sale/recordation dates, listed or asking price as of the date of sale, highest and best use, financing, conditions of sale, buyer motivation, sufficient location information (street address, post mile, and/or distance from local landmarks such as bridges, road intersections, structures, etc.), land/site characteristics, improvements, source of any allocation of sale price between land and improvements, and confirming source.
 - b) For listings, also include marketing time from list date to effective date of the appraisal, original list price, changes in list price, broker feedback, if available.
 - c) For leases, include significant information such as lessor/lessee, lease date and term, type of lease, rent and escalation, expenses, size of space leased, tenant improvement allowance, concessions, use restrictions, options, and confirming source. When comparing improved sales to a vacant land subject, the contributory value of the improvements must be segregated from the land value.

- 27. For appraisals of easements, a before and after analysis of the burden of the easement on the fee, with attention to how the easement affects highest and best use in the after condition. An Easement Valuation Matrix or generalized easement valuation references may be used ONLY as a reference for a secondary basis of value.
- 28. For partial taking and easement appraisals, valuation of the remainder in the after condition and analysis and identification of any change in highest and best use or other characteristics in the after condition, to establish severance damages to the remainder in the after condition, and a discussion of special and general benefits, and cost to cure damages or construction contract work.
- 29. There are occasions where properties involve water rights, minerals, or salable timber that require separate valuations. If an appraisal assignment includes water rights, minerals, or merchantable timber that requires separate valuation, the valuation of the water rights, minerals, or merchantable timber must be completed by a credentialed subject matter specialist.
- 30. For partial taking and easement appraisals, presentation of the valuation in California partial taking acquisition required format.
- 31. Implied dedication statement.
- 32. Reconciliation and final value estimate. Include analysis and comparison of the comparable sales to the subject, and explain and support conclusions reached.
- 33. Discussion of any departures taken in the development of the appraisal.
- 34, Signed Certification consistent with the language found in Uniform Standards of Professional Appraisal Practice.
- 35. If applicable, in addition to the above, appraisals of telecommunication sites must also provide:
 - a) A discussion of market conditions and trends including identification of the relevant market, a discussion of supply and demand within the relevant market area and a discussion of the relevant market factors impacting demand for site acquisition and leasing within the relevant market area.
 - b) An analysis of other (ground and vault) leases comparable to subject property. Factors to be discussed in the analysis include the latitude, longitude, type of tower, tower height, number of rack spaces, number of racks occupied, placement of racks, power source and adequacy, back-up power, vault and site improvements description and location on site, other utilities; access, and road maintenance costs.

Exhibit M

INFORMATION NEEDED FOR ESCROW PROCESSING AND CLOSURE

SMCSD must provide the following documents to the COUNTY, to be submitted to the State Project Representative during the escrow process. Property acquisition escrow documents must be submitted within the term of this Funding Agreement and after a qualified appraisal has been approved.

- Name and Address of Title Company Handling the Escrow
- Escrow Number
- Name of Escrow Officer
- Escrow Officer's Phone Number
- Dollar Amount Needed to Close Escrow
- Legal Description of Property Being Acquired
- Assessor's Parcel Number(s) of Property Being Acquired
- Copy of Title Insurance Report
- Entity Taking Title as Named Insured on Title Insurance Policy
- Copy of Escrow Instructions in Draft Form Prior to Recording for Review Purposes
- Copy of Final Escrow Instructions
- Verification that all Encumbrances (Liens, Back Taxes, and Similar Obligations) have been Cleared Prior to Recording the Deed to Transfer Title
- Copy of Deed for Review Purposes Prior to Recording
- Copy of Deed as Recorded in County Recorder's Office
- Copy of Escrow Closure Notice

EXHIBIT N

INVOICE GUIDANCE FOR ADMINISTRATIVE AND OVERHEAD CHARGES

The funds provided pursuant to this Funding Agreement may only be used for costs that are directly related to the funded Project. The following provides a list of typical requirements for invoicing, specifically providing guidance on the appropriate methods for invoicing administrative and direct overhead charges.

Administration Charges

Indirect and General Overhead (i.e., indirect overhead) charges are not an allowable expense for reimbursement. However, administrative expenses that are apportioned directly to the project are eligible for reimbursement. Cost such as rent, office supplies, fringe benefits, etc. can be "Direct Costs" and are eligible expenses as long as:

- There is a consistent, articulated method for how the costs are allocated that is submitted and approved by the Grant Manager. The allocation method must be fully documented for auditors.
- A "fully-burdened labor rate" can be used to capture allowable administrative costs.
- The administrative/overhead costs can never include:
 - Non-project specific personnel and accounting services performed within SMCSD or an LPS' organization
 - Generic markup
 - o Tuition
 - Conference fees
 - Building and equipment depreciation or use allowances
- Using a general overhead percentage is never allowed

Labor Rates

SMCSD must provide the COUNTY (to be provided to State) with supporting documentation for personnel hours (see personnel billing rates letter in example invoice packet). The personnel rate letter should be submitted to the State Grant Manager prior to submittal of the first invoice. The supporting documentation must include, at a minimum, employee classifications that will reimbursed by grant funds and the corresponding hourly rate range. These rates should be "burdened"; the burdened rate must be consistent with SMCSD's standardized allocation methodology. The supporting documentation should also provide an explanation of what costs make up the burdened rate and how those costs were determined. This information will be used to compare against personnel hours summary table invoice back up documentation. Periodic updates may be needed during the life of the grant which would be handled through a revised billing rate letter.

Binder1

Final Audit Report

2022-12-20

Created:

2022-12-20

Ву:

tamara parent (tamara.parent@sanmiguelcsd.org)

Status:

Signed

Transaction ID:

CBJCHBCAABAAzgCjkrYbGCumazOcA67hwvl-jUP_VclA

"Binder1" History

Document created by tamara parent (tamara.parent@sanmiguelcsd.org) 2022-12-20 - 10:00:40 PM GMT- IP address: 136.179.3.254

Document emailed to doug@whitebrennerllp.com for signature 2022-12-20 - 10:06:31 PM GMT

Email viewed by doug@whitebrennerllp.com 2022-12-20 - 10:21:30 PM GMT- IP address: 172.226.184.3

Signer doug@whitebrennerllp.com entered name at signing as Douglas White 2022-12-20 - 10:22:22 PM GMT- IP address: 66.60.139.138

Document e-signed by Douglas White (doug@whitebrennerllp.com)

Signature Date: 2022-12-20 - 10:22:24 PM GMT - Time Source: server- IP address: 66.60.139.138

Agreement completed.
 2022-12-20 - 10:22:24 PM GMT

San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

December 19, 2024 <u>AGENDA ITEM: 10.6</u>

SUBJECT: San Lawrence Terrace Booster pump station design contract award by RESOLUTION 2024-64 (**Recommend approve by 3/5 vote**) (Pg. 345-437)

SUGGESTED ACTION: Review and approve resolution 2024-64 authorizing the General Manager to execute a contract with Flowers and Associates in an amount not to exceed \$142,561

DISCUSSION:

At the October 24th, 2024, Board meeting the Board authorized release of an RFP for the San Lawrence Terrace Booster Pump Station Design, the RFP was posted on the District website, state clearing house, at local plan rooms, and directly sent to all firms who had previously shown interest or asked to be notified of future projects. Five firms attended the pre-bid meeting which was held on November 14th, 2024.

Three proposals were received as of the December 6th, 2024; Flowers and Associates Inc, Wallace Group Inc, and Diversified Project Services International.

All three proposals were reviewed by Staff and the District Engineer, and all three proposals were deemed responsive to the RFP. Of the three proposals Flowers and Associates and Wallace Group expressed prior experience with booster pump stations. Though all three have the capacity to complete the project satisfactorily. (Award recommendation letter by WSC is attached)

Based on the provided technical and cost proposals it is recommended that the Board authorize a contract with Flowers and Associates for the planning and design of the San Lawrence Terrace Booster pump station in an amount not to exceed \$142,561.

FISCAL IMPACT:

The planning and design cost of the project will be paid through rate revenue. This project is currently being considered for grant funding, if awarded the initial costs for planning and design may be eligible for reimbursement.

The construction of this project, if not funded through grants will be offset through connection fees or other associated fees applied to new construction on the San Lawrence Terrace.

PREPARED BY: Kelly Dodds

RESOLUTION NO. 2024-64

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH FLOWERS AND ASSOCIATES FOR THE BOOSTER PUMP STATION DESIGN

WHEREAS, The San Miguel Community Services District provides potable water throughout the District including the San Lawrence Terrace; and

WHEREAS, The current system static water pressures are at the minimum allowed by law in some areas of the San Lawrence Terrace and the emergency fire flow capabilities are substandard for the area. The combination of which requires a booster pump to mitigate; and

WHEREAS, The District circulated an Request For Proposal for the Booster Pump Station Design on October 24, 2024 for which the District received three proposals, the lowest cost of which was the proposal by Flowers and Associates which was deemed complete and responsive.

NOW THEREFORE, BE IT RESOLVED, the San Miguel Community Services District Board of Directors ("Board") does hereby resolve, determine, and order as follows:

The Board authorizes the General Manager to execute a contract with Flowers and Associates in a form approved by Legal Counsel in an amount not to exceed \$142,561.
 The Board authorizes a FY 2024-25 Budget adjustment as follows:

 Increase to expense object; Fund 50-961 in the amount of \$142,561

On the motion of Director following roll call vote, to wit:	, seconded by Director, and on the
AYES: NOES: ABSENT:	
ABSTAINING: the foregoing Resolution is hereby passed a	and adopted this 19 th day of December 2024.
Kelly Dodds, General Manager	TBD, President Board of Directors
ATTEST:	APPROVED AS TO FORM:
Tamara Parent, Board Clerk	Douglas L. White, District General Counsel



REQUEST FOR QUALIFICATIONS/PROPOSALS

SAN MIGUEL COMMUNITY SERVICES DISTRICT BOOSTER PUMP STATION DESIGN

Issue Date: October 24th, 2024

Proposal Due Date and Time:

Friday, December 6th, 2024 12:00 pm (Pacific time)

Mailing Address:

PO BOX 180 San Miguel CA 93451

Delivery Address:

1765 Bonita Place San Miguel CA 93451

Contact:

Kelly Dodds, General Manager Kelly.dodds@sanmiguelcsd.org phone: 805-467-3388 / fax: 805-467-9212

REQUEST FOR QUALIFICATIONS/PROPOSALS SAN MIGUEL COMMUNITY SERVICES DISTRICT BOOSTER PUMP STATION DESIGN

The San Miguel Community Services District (District) has prepared this Request for Qualifications/Proposals (RFQ/P) for engineering services for the design of a booster pump station which will serve the District's existing potable water distribution system in the community of San Miguel, San Luis Obispo County, California.

Proposal Due Date: December 6, 2024, 12 p.m. local time. Any proposals received after this date/time will be returned to the proposer un-opened. It shall be the proposers' responsibility to verify and confirm receipt of the proposals by the specified due date and time.

Proposal Delivery Location: 1765 Bonita Place, San Miguel, CA 93451 or via USPS at PO Box 180, San Miguel, CA 93451. To safeguard against pre-mature opening, all proposals shall be in sealed envelopes/containers, with a label containing proposal title, proposer's name, and proposal due date and time.

Number of Copies of Proposal to be Provided: 2 hard copies delivered to the address above, one electronic copy in PDF format delivered via email to kelly.dodds@sanmiguelcsd.org. The electronic copy shall include a complete copy of the Proposal, EXCLUDING PROPOSED FEES.

Contact: Kelly Dodds, General Manager, San Miguel Community Services District, kelly.dodds@sanmiguelcsd.org, (805) 467-3388 for details and information regarding this RFQ/P and proposal requirements. Firms must notify Kelly Dodds via email of their intent to propose in order to receive any addenda or response to questions.

BACKGROUND

San Miguel is an unincorporated community in San Luis Obispo County, with approximately 2,820 residents. San Miguel is located approximately 7 miles north of the City of Paso Robles. The San Miguel Community Services District was formed in 2000 combining the San Miguel Fire District, County Service Area 1, San Miguel Sanitary District, and San Miguel Lighting Districts. The District currently provides fire services, street lighting and landscaping, wastewater collection and treatment, potable water production and distribution, and solid waste services. The District is Governed by a Board of five Directors and has a General Manager, Director of Utilities, six admin and Utilities Personnel, a Fire Chief, Assistant Fire Chief and up to 20 paid on-call firefighters. The majority of operating funds for the District come from user fees and property tax.

Existing Potable Water Distribution System: A map of the District's existing potable water distribution system is attached to this document (Attachment A). The system is served by three wells and contains two gravity storage tanks (one 650,000-gallon tank and one 50,000-gallon tank). The entire system currently operates as a single pressure zone. A relatively small number of users, one well, and the 50,000-gallon tank are east of the Salinas River, on land which is generally at higher elevation than the users west of the Salinas River.

Distribution System Deficiencies and Booster Pump Station: The distribution system operating service pressures east of the Salinas River are between 20 and 40 pounds per square inch (psi). New development within the District's service area is planned east of the Salinas River in the coming years. Under the California Health and Safety Code, new services which expand the existing system must be designed to provide a minimum operating pressure of 40 psi. To provide adequate pressure and fire flow for current customers and planned future developments, the District plans to construct a booster station to serve the system east of the Salinas River, located at the corner of N. River Rd. and Power Rd. This booster station will create a higher pressure zone east of the Salinas River. The District is seeking a consultant to provide design services for the booster pump station.

Proposed Storage Tanks: The District's existing 50,000-gallon tank, located east of the Salinas River, is reaching the end of its service life. Due to the site constraints at the existing tank location, the District plans to replace the 50,000-gallon tank with new storage located at the same site as the proposed booster pump station in the future. The site has room for two future 250,000-gallon gravity storage tanks, with the first planned to be constructed after the booster pump station is operational, and the second tank constructed when needed to meet the system's storage needs. Once constructed and operational, the new storage tanks will be upstream of the booster pump station. The District is not seeking design services for the future storage tank under this RFP, but the booster pump station designer shall consider the impacts of the planned tanks during the booster pump station design. A preliminary site plan showing the proposed booster pump station and future tanks is attached to this document (Attachment B). This site plan does not show electrical equipment or other features which are necessary for a functional booster pump station.

Booster Pump Station Design: Demands are currently low in the District's distribution system east of the Salinas River, and are expected to increase with the construction of two planned developments, Tracts 2723 and 3207 as labeled on Attachment A. Estimated current and projected demands are shown in Table 1.

Table 1. Projected East Side Pressure Zone Demand

East Side Pressure Zone Demands, gpm

Scenario	Peaking Factor to ADD	Current	2030	2035	Buildout
Average Day Demand	N/A	13	77	94	101
Maximum Day Demand	2.2	29	157	189	203
Peak Hour Demand	3.9	50	243	297	321

The District expects the booster pump station to be designed such that the current and near term system's flow and pressure requirements will be met and that simple additions may be made in the future to meet longer term needs. The design shall not prioritize future scenarios to so great an extent that the booster pump station is unreasonably inefficient or costly before any further development occurs. The designer shall consider the 250,000-gallon tanks which are planned at the booster pump station site; the booster pump station shall be designed to function with neither, one, and both tanks. The District Engineer will provide data which can be used to construct system curves when selecting and sizing pumps; the designer will need to coordinate with the District Engineer regarding this data. The District does not expect the designer to perform system-wide hydraulic modeling.

The District expects the booster pump station to contain duty pumps and a fire flow pump. Variable frequency drives (VFDs) and/or a hydropneumatic tank should both be considered as means of saving energy and cost and providing increased operational flexibility. Back-up/emergency power will be needed at the booster pump station. The design shall include a building to house the booster pump station. This building shall be concrete masonry unit (CMU), pre-fabricated steel, or pre-cast concrete, and shall have a steel roof. Consultant shall determine the most cost-effective building based on its size requirements. The District plans to complete a land survey of the booster pump station site; survey data will be provided to the designer. The District plans for a separate firm to complete the documentation required by CEQA; the designer will be required to coordinate with the District's environmental consultant as necessary.

INQUIRIES DURING PROPOSAL PERIOD

Consultants must direct all inquiries to the District in writing, via email to the General Manager, Kelly Dodds kelly.dodds@sanmiguelcsd.org. All inquiries will be responded to in writing, and questions and responses will be disseminated to all consultant teams for their consideration. The origination of the questions will not be disclosed. All inquiries must be received no later than Thursday November 21st, 2024 (close of business) in order to receive responses from the District. Inquiries received after this deadline may not be responded to.

MANDATORY ON-SITE PRE-PROPOSAL MEETING

A mandatory pre-proposal meeting will be held on Thursday November 14, 2024 at 9:00 AM. This meeting will be held at the District's office at its wastewater treatment plant at 1765 Bonita Place, San Miguel. The District may reject proposals from firms which did not attend this meeting.

ADDENDA TO RFP

Through the course of the proposal development, consultants may raise questions concerning the RFQ/P, which may impact proposals. The District will issue addenda as necessary to further clarify the requirements and expectations of the RFQ/P. Consultants shall acknowledge receipt of addenda in the proposal cover letter.

PROPOSAL REQUIREMENTS

<u>Submit One Proposal</u>. Prime consultants shall be limited to only one proposal/project team for the Project. Subconsultants, however, may be included in multiple proposals with various prime consultants.

<u>Proposal Rejection or Withdrawal</u>. Late proposals (submitted after the specified due date/time) shall be rejected by the District and returned un-opened to the Proposer. The District reserves the right to accept or reject any or all proposals. Proposals may be withdrawn by a signed written request submitted to the District at any time prior to 5 p.m. of the due date of the proposal.

<u>Project Manager</u>. The Project Manager shall be the same person named as Project Manager in the Proposal and shall be dedicated to this Project as appropriate to execute the project in a timely and effective manner. Should the designated Project Manager not be able to fulfill this commitment during the course of the Project, the Consultant shall notify the District within 10 working days of proposed personnel change and shall submit the qualifications of the new proposed Project Manager, subject to approval by the District.

Agreement. Consultants shall review the District's Standard Agreement, liability, and insurance requirements, included as **Attachment C** to this RFQ/P. Each individual firm submitting a proposal shall meet all the terms and conditions contained in the Agreement, and/or shall submit proposed exceptions to the Agreement in the Consultant's proposal. The District is willing to negotiate such requirements with candidates; however, the Proposer shall bear in mind that should a funding agency used by the District require specific terms and conditions not included in District's Agreement, Consultant shall abide by all funding agency requirements without exception. This Agreement and RFQ/P is for design services.

Agreement Execution. The selected consultant shall execute the written contract included in Attachment C, with the District within 10 working days after notice of award has been granted by the District. Failure to accept and execute said Agreement will cancel the notice of award, and the District will continue negotiations with the next highest ranked firm.

<u>Proof of Insurance</u>. The District will require the individual or engineering firm selected to maintain general liability, automobile, workers' compensations, and errors and omissions insurance. The contract will contain provisions requiring the selected firm to indemnify the District and provide that the District Engineer is an independent contractor serving at the will of the District. Other required provisions will include the District's right to terminate the agreement, at its sole discretion, upon the provision of notice. Consultant shall provide proof of insurance in the form, coverages, and amounts specified in the Agreement within 7 working days following notice of contract award. Such insurance proof shall be a pre-condition of contract execution.

General Conditions.

- Preference will be given to Firms with offices within 120 miles of the District, Proposer shall indicate where the office that would service this contract is located.
- The District shall not be liable for any pre-contractual expenses incurred by any proposer, nor shall any firm include such expenses as part of the proposed cost.
 Pre-contractual expenses include any expense incurred by a proposal and negotiation of any terms with the District.
- The District reserves the right to withdraw this RFP at any time without prior notice and to reject any all proposals submitted without indicating any reasons. Any award of contract for services shall be made to the firm best qualified and responsive in the opinion of the District.
- Proposals may, at the District's option, be rejected if they contain any alterations, additions, conditional or alternatives, are incomplete, or contain erasures or irregularities of any kind.
- The District reserves the right to reject any and all proposals. The District
 expressly reserves the right to postpone submittal opening for its convenience
 and to reject any and all submittals responding to this RFP.
- Proposal will NOT be opened publicly.
- The selected firm must agree to indemnify and hold harmless the District, its officers, agents and assigns from any liability or loss resulting from suits, claims, or actions brought against the District which result directly or indirectly from the wrongful or negligent actions of the consultant in the performance of the contract.
- The selected firm will be required to comply with all existing State and Federal labor laws including the applicable to equal opportunity employment provisions.
- The District reserves the right to negotiate special requirements and proposed service levels using the selected proposal as a basis. Compensation for services will be negotiated with the selected firm.
- All responses to this RFP shall become the property of the District and will be retained or disposed of accordingly.
- No amendments, additions or alternates shall be accepted after the submission date and time.
- All documents, records, designs, and specifications developed by the selected firm in the course of providing services for the District shall be the property of the District.
- Anything considered to be proprietary in the proposal should be so designated by the firm
- Acceptance by the District of any proposal submitted pursuant to this RFP shall not constitute any implied intent to enter into a contract for services.
- The District reserves the right to issue a written notice to all participating firms of any change in the proposal requirements or submission schedule should the District determine, in its sole discretion, that such changes are necessary.

- All services provided by the firm shall be in accordance with State, Federal, County, and District's standards.
- The selected firm must comply with Government Code section 8355 in matters relating to providing a drug-free workplace.
- The Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et. seq., are the governing factors regarding allowable elements of cost.
- The final Agreement between the District and the firm will include the administrative requirements set forth in 49 CFR Part 18, Uniform Administrative Requirement for Grants and Cooperative Agreements to State and Local Governments.

PROPOSAL FORMAT

<u>General</u>. Proposals shall be prepared in accordance with the format specified in this section. Proposals that do not follow this format will be subject to rejection by the District. Provide proposals in the following format:

- Provide your proposed fees in a separate sealed envelope, clearly marked with the proposer's company name and address, and labeled "Proposed Fees for SMCSD Booster Pump Station Design". Prime consultant fees shall be broken down by manhours per task, in accordance with the labor classifications and rates specified, and per Section 4 of the Proposal.
- Letter of Transmittal. Provide a brief transmittal letter (2 pages maximum) transmitting the proposal to the District.
- Table of Contents.
- Section 1. Project Understanding and Approach. Provide your team's
 understanding and approach to the overall project. Discuss issues and
 concerns and express your ideas and methodology on how best to approach
 and execute the project. Include your approach to project management,
 teamwork, communications, quality assurance/control, and cost and schedule
 controls.
- Section 2. Project Team/Qualifications. Provide an organization chart showing design team, organization/lines of communication, and team member qualifications germane to this project. Clearly state your proposed Project Manager and corresponding planning and design qualifications. The proposed Project Manager must be a California-licensed Professional Engineer. Include all subconsultants as part of the proposed team and describe your past working relationships with each subconsultant. Full resumes shall be placed in Appendix A. Team member references shall be included in Appendix B. Provide a minimum of three references, two of which must be for the proposed Project Manager. State the contact/agency name, brief title/description of project, contact telephone number.
- Section 3. Relevant Project Experience. Provide your team's relevant project experience as it relates to the nature of this project, including the experience of proposed subconsultants. Include projects of similar nature, magnitude, and complexity to this project. Provide the year(s) the Work was performed and identify key team members and their roles on the project. Projects listed should be specifically relevant to key aspects of the Project.

- Section 4. Scope of Services. Provide a detailed scope of services for the project. Embellish on the scope outline in this RFP. Include a subsection in this Section 4 specifically to present any exceptions to the Agreement for Services.
- Section 5. Conflicts of Interest. Firms submitting a proposal in response to
 this RFP must disclose any actual, apparent, direct, or indirect, or potential
 conflicts of interest that may exist with respect to the firm, management, or
 employees of the firm or other persons relative to the services to be provided
 under the Agreement for engineering services to be awarded pursuant to this
 RFP. If a firm has no conflicts of interest, a statement to that effect shall be
 included in the Proposal.
- Section 6. Project Schedule. Provide a detailed project schedule, in graphic format, along with written explanation of assumptions, or specific details, issues or concerns regarding the proposed schedule. Show graphically and clearly indicate all schedule components, including mandatory compliance schedules, those schedule items for District and agency review, and other items as deemed necessary. Include in the schedule all anticipated time allotments for agency reviews, public participation, and other schedule provisions. Clearly state all assumptions and basis for the proposed schedule. The proposal and project award schedule follows:

Item	Date		
RFP/Q Issued	10/24/2024		
Pre-Proposal Meeting	11/14/2024, 9am local time		
Submit Questions By	11/21/2024, 5pm local time		
Responses to Questions Posted By	11/27/2024, 5pm local time		
Proposal Due	12/06/2024, 12 pm local time		
District Review of Proposals	12/07/2024 through 12/18/2024		
Interviews (if desired by the District)	TBD		
District Recommendation of Selected	12/19/2024		
Firm/Staff Report			
Consultant Notice of Contract	12/20/2024		
Award/Begin Contract Negotiations			

- Appendix A. Team Member Resumes
- Appendix B. References
- Appendix C. Billing Rates

• Fee Estimate. IN A SEPARATE SEALED ENVELOPE, provide a fee estimate, broken down by personnel, hours, and task, demonstrating your understanding of the scope of work and level of effort required to accomplish all tasks. Provide proposed consultant fees, using the same hourly rates proposed in Consultant's billing rate schedule. Provide the standard billing rate sheets for the prime consultant and each subconsultant and include such billing rate sheets in Appendix C. DO NOT PROVIDE THIS FEE ESTIMATE AS PART OF THE PROPOSAL, AND DO NOT PROVIDE PROPOSED FEES ON THE THUMB DRIVE. THE PROPOSED FEES SHALL BE SEALED IN A SEPARATE ENVELOPE, CLEARLY MARKED SUCH, AND ENCLOSED WITHIN THE ENVELOPE FOR THE HARD COPIES OF THE PROPOSALS.

<u>Proposal Length</u>. The District has no required proposal length; however, the District requests Proposers to be concise and to only include information germane to the Proposal.

Other Requirements. The hard copies of proposals shall be bound. Minimum font size for text shall be 11 point, except for headers, footnotes, etc.

PROPOSAL RANKING CRITERIA

Proposals will be ranked by the District based on established ranking criteria. The value of each criterion is stated immediately following each criterion. Criteria and relative "point" values are as follows:

- Project Understanding and Approach, 35 points
- Team qualifications, 30 points
- Project Schedule, 15 points
- Responsiveness to RFP, 15 points
- Local Presence, 5 points

All proposals will be ranked on these criteria, and a short-list of a maximum of three firms will be chosen. If interviews are warranted, the District will select the interview times at random and will notify each team as to their respective time slots for interviews. The interviews will consist of a half-hour presentation by the project team, followed by a one-hour question and answer period. The top candidates may be interviewed, and the top firm selected based on the outcome of the respective proposals and interviews. The top-ranked firm will then enter contractual and fee negotiations with the District, and should the District and top-ranked firm not satisfactorily negotiate the agreement, the second-ranked firm will enter negotiations, and so forth.

OVERVIEW OF SCOPE OF SERVICES

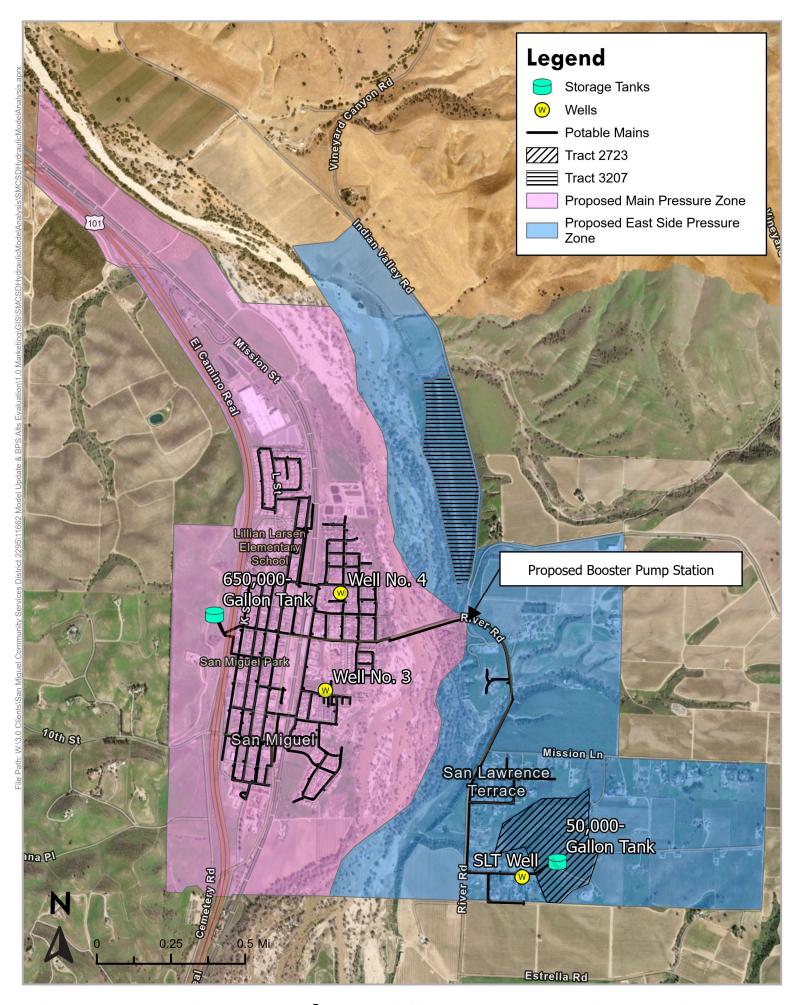
Consultants shall prepare a scope of services to provide engineering services for the booster pump station design. The scope of services shall include services for the tasks listed below. The District may request a scope for engineering services during construction in the future, but Consultants shall not include such information now.

- 1. **Progress Meetings and Coordination**. The Consultant's team shall conduct a project kick-off meeting and progress meetings throughout the course of the project. The Consultant shall hold workshops following the 30%, 60%, and 90% draft design submittals to discuss design decisions and District preferences. The Consultant shall coordinate with the District Engineer regarding data for constructing system curves for pump selection. The Consultant shall coordinate with the District's environmental consultant for CEQA support. The Consultant shall provide project oversight, QA/QC, and coordination as necessary for successful completion of the contract engineering services.
- 2. Preliminary Design. Consultant shall collect, review, and analyze all available and pertinent plans, reports, records, and other documentation regarding the project as necessary to successfully complete the engineering services for the project. Consultant shall develop the booster pump station layout, specify the design criteria, electrical requirements, and perform preliminary pump selection. Consultant shall submit a 30% draft design submittal, including a preliminary design report, drawings, an engineer's opinion of probable cost, and a proposed list of technical specifications.
- 3. **Final Design.** Consultant shall submit 60% draft, 90% draft, and final design submittals. These shall include drawings, specifications, and engineer's opinions of probable cost. The final design submittal shall contain bid-ready construction documents which are stamped and signed by a civil engineer who is licensed in the State of California.

SUMMARY OF DELIVERABLES:

- 1. 30% Draft Design Submittal, Including Preliminary Design Report
- 2. 60% Draft Design Submittal
- 3. 90% Draft Design Submittal
- 4. Final Design Submittal, Bid-Ready Construction Documents

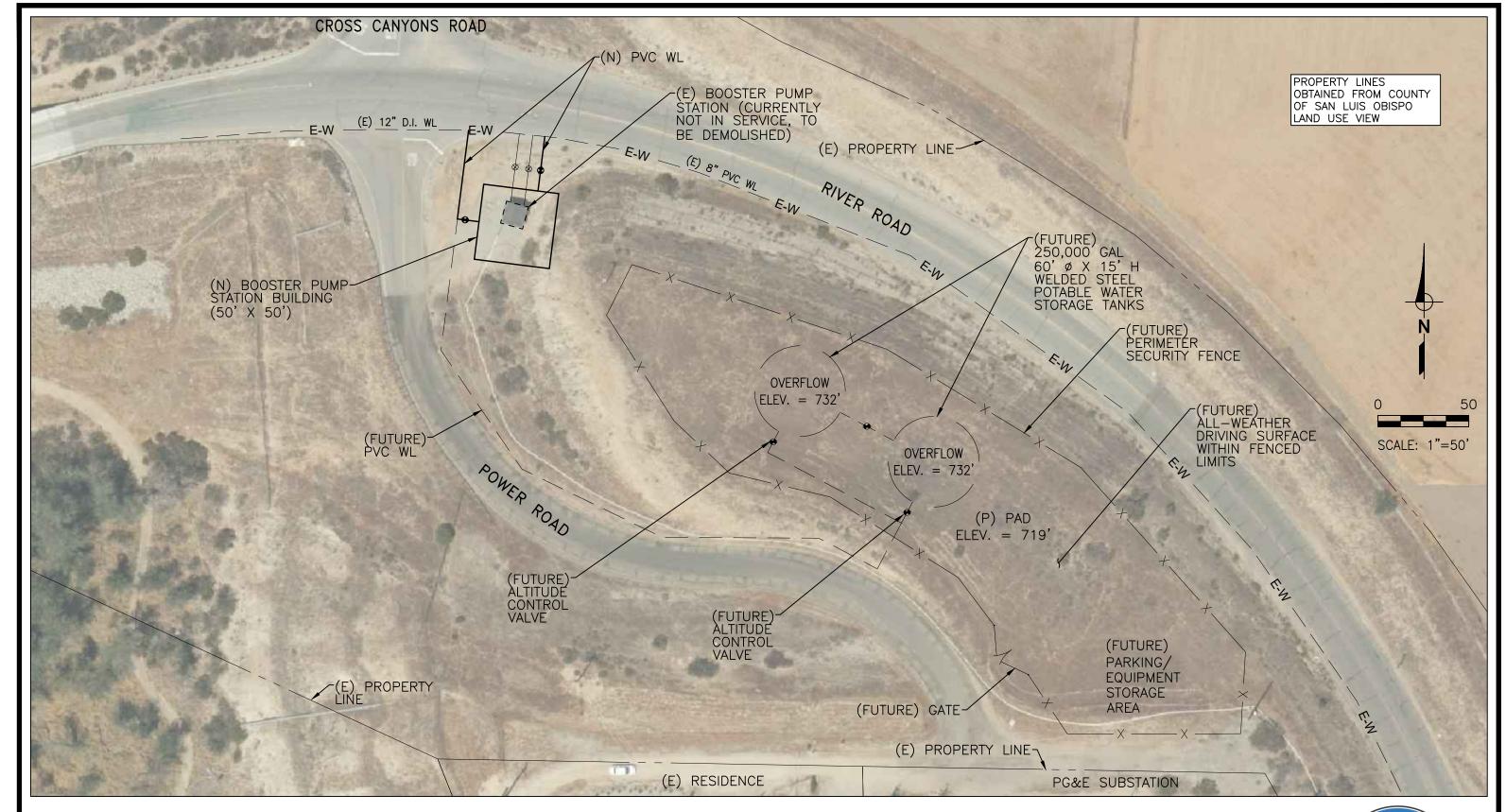
ATTACHMENT A - DISTRICT'S POTABLE WATER DISTRIBUTION SYSTEM



Attachment A. District's Potable Water Distribution Systen³⁶⁰

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD BOOSTER PUMP STATION DESIGN

ATTACHMENT B - PRELIMINARY SITE PLAN





REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD BOOSTER PUMP STATION DESIGN

ATTACHMENT C - SMCSD STANDARD AGREEMENT

EJCDC® E-500, Agreement between Owner and Engineer for Professional Services

This document has important legal consequences; consultation with an attorney is encouraged with respect to its use or modification. This document should be adapted to the particular circumstances of the contemplated Project and the controlling Laws and Regulations.

AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

Prepared by



Issued and Published Jointly by







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AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

Engineer's services under this Agreement are generally identified as follows:	
Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified ("P	ntified as roject").
and Engineer may hereafter be individually referred to as "Party" and collectively as the "Parties are no other parties to this Agreement.	s." There
("Engineer").	Owner
THIS IS AN AGREEMENT between San Miguel Community Services District ("Owner" or "Distr	fict") and

Owner and Engineer further agree as follows:

ARTICLE 1 - DEFINITIONS

1.01 Defined Terms

- A. Wherever used in this Agreement (including the Exhibits attached hereto) terms (including the singular and plural forms) printed with initial capital letters shall have the meanings indicated in the applicable provision, in the exhibits, or in the following definitions:
 - Addenda—Written or graphic instruments issued prior to the opening of bids which clarify, correct, or change the bidding requirements or the proposed Construction Contract Documents.
 - 2. Additional Services—The services to be performed for or furnished to Owner by Engineer in accordance with Part 2 of Exhibit A of this Agreement.
 - 3. Agreement—This written contract for professional services between Owner and Engineer, including all exhibits identified in Paragraph 8.01 and any duly executed amendments.
 - 4. Application for Payment—The form acceptable to Engineer which is to be used by Contractor during the course of the Work in requesting progress or final payments and which is to be accompanied by such supporting documentation as is required by the Construction Contract.
 - 5. Basic Services—The services to be performed for or furnished to Owner by Engineer in accordance with Part 1 of Exhibit A of this Agreement.
 - 6. Change Order—A document which is signed by Contractor and Owner and authorizes an addition, deletion, or revision in the Work or an adjustment in the Construction Contract

- Price or the Construction Contract Times, or other revision to the Construction Contract, issued on or after the Effective Date of the Construction Contract.
- 7. Change Proposal—A written request by Contractor, duly submitted in compliance with the procedural requirements set forth in the Construction Contract, seeking an adjustment in Construction Contract Price or Construction Contract Times, or both; contesting an initial decision by Engineer concerning the requirements of the Construction Contract Documents or the acceptability of Work under the Construction Contract Documents; challenging a set-off against payments due; or seeking other relief with respect to the terms of the Construction Contract.
- 8. Constituent of Concern—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5501 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.
- Construction Contract—The entire and integrated written contract between the Owner and Contractor concerning the Work.
- 10. *Construction Contract Documents*—Those items designated as "Contract Documents" in the Construction Contract, and which together comprise the Construction Contract.
- 11. Construction Contract Price—The money that Owner has agreed to pay Contractor for completion of the Work in accordance with the Construction Contract Documents.
- 12. Construction Contract Times—The number of days or the dates by which Contractor shall: (a) achieve milestones, if any, in the Construction Contract; (b) achieve Substantial Completion; and (c) complete the Work.
- 13. Construction Cost—The cost to Owner of the construction of those portions of the entire Project designed or specified by or for Engineer under this Agreement, including construction labor, services, materials, equipment, insurance, and bonding costs, and allowances for contingencies. Construction Cost does not include costs of services of Engineer or other design professionals and consultants; cost of land or rights-of-way, or compensation for damages to property; Owner's costs for legal, accounting, insurance counseling, or auditing services; interest or financing charges incurred in connection with the Project; or the cost of other services to be provided by others to Owner. Construction Cost is one of the items comprising Total Project Costs.
- 14. *Constructor*—Any person or entity (not including the Engineer, its employees, agents, representatives, and Consultants), performing or supporting construction activities

relating to the Project, including but not limited to Contractors, Subcontractors, Suppliers, Owner's work forces, utility companies, other contractors, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.

- 15. Consultants—Individuals or entities having a contract with Engineer to furnish services with respect to this Project as Engineer's independent professional associates and consultants; subcontractors; or vendors.
- 16. *Contractor*—The entity or individual with which Owner enters into a Construction Contract.
- 17. Documents—Data, reports, Drawings, Specifications, Record Drawings, building information models, civil integrated management models, and other deliverables, whether in printed or electronic format, provided or furnished in appropriate phases by Engineer to Owner pursuant to this Agreement.
- 18. *Drawings*—That part of the Construction Contract Documents that graphically shows the scope, extent, and character of the Work to be performed by Contractor.
- 19. *Effective Date*—The date on which this Agreement is approved by the San Miguel Community Services District Board of Directors.
- 20. Engineer—The individual or entity named as such in this Agreement.
- 21. Field Order—A written order issued by Engineer which requires minor changes in the Work but does not change the Construction Contract Price or the Construction Contract Times.
- 22. Laws and Regulations; Laws or Regulations—Any and all applicable laws, statutes, rules, regulations, ordinances, codes, and orders of any and all governmental bodies, agencies, authorities, and courts having jurisdiction.
- 23. Owner—The individual or entity named as such in this Agreement and for which Engineer's services are to be performed. Unless indicated otherwise, this is the same individual or entity that will enter into any Construction Contracts concerning the Project. The District Engineer is Water Systems Consulting, Inc.
- 24. *Project*—The total undertaking to be accomplished for Owner by engineers, contractors, and others, including planning, study, design, construction, testing, commissioning, and start-up, and of which the services to be performed or furnished by Engineer under this Agreement are a part.
- 25. Record Drawings—Drawings depicting the completed Project, or a specific portion of the completed Project, prepared by Engineer as an Additional Service and based on Contractor's record copy of all Drawings, Specifications, Addenda, Change Orders, Work Change Directives, Field Orders, and written interpretations and clarifications, as delivered to Engineer and annotated by Contractor to show changes made during construction.

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- 26. *Reimbursable Expenses*—The expenses incurred directly by Engineer in connection with performing or furnishing of Basic Services and Additional Services for the Project.
- 27. Resident Project Representative—The authorized representative of Engineer assigned to assist Engineer at the Site during the Construction Phase. As used herein, the term Resident Project Representative or "RPR" includes any assistants or field staff of Resident Project Representative. The duties and responsibilities of the Resident Project Representative, if any, are as set forth in Exhibit D.
- 28. Samples—Physical examples of materials, equipment, or workmanship that are representative of some portion of the Work and that establish the standards by which such portion of the Work will be judged.
- 29. Shop Drawings—All drawings, diagrams, illustrations, schedules, and other data or information that are specifically prepared or assembled by or for Contractor and submitted by Contractor to illustrate some portion of the Work. Shop Drawings, whether approved or not, are not Drawings and are not Construction Contract Documents.
- 30. Site—Lands or areas to be indicated in the Construction Contract Documents as being furnished by Owner upon which the Work is to be performed, including rights-of-way and easements, and such other lands furnished by Owner which are designated for the use of Contractor.
- 31. *Specifications*—The part of the Construction Contract Documents that consists of written requirements for materials, equipment, systems, standards, and workmanship as applied to the Work, and certain administrative requirements and procedural matters applicable to the Work.
- 32. *Subcontractor*—An individual or entity having a direct contract with Contractor or with any other Subcontractor for the performance of a part of the Work.
- 33. Substantial Completion—The time at which the Work (or a specified part thereof) has progressed to the point where, in the opinion of Engineer, the Work (or a specified part thereof) is sufficiently complete, in accordance with the Construction Contract Documents, so that the Work (or a specified part thereof) can be utilized for the purposes for which it is intended. The terms "substantially complete" and "substantially completed" as applied to all or part of the Work refer to Substantial Completion thereof.
- 34. Supplier—A manufacturer, fabricator, supplier, distributor, materialman, or vendor having a direct contract with Contractor or with any Subcontractor to furnish materials or equipment to be incorporated in the Work by Contractor or a Subcontractor.
- 35. Total Project Costs—The total cost of planning, studying, designing, constructing, testing, commissioning, and start-up of the Project, including Construction Cost and all other Project labor, services, materials, equipment, insurance, and bonding costs, allowances for contingencies, and the total costs of services of Engineer or other design professionals and consultants, together with such other Project-related costs that Owner furnishes for inclusion, including but not limited to cost of land, rights-of-way, compensation for damages to properties, Owner's costs for legal, accounting, insurance

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- counseling, and auditing services, interest and financing charges incurred in connection with the Project, and the cost of other services to be provided by others to Owner.
- 36. Work—The entire construction or the various separately identifiable parts thereof required to be provided under the Construction Contract Documents. Work includes and is the result of performing or providing all labor, services, and documentation necessary to produce such construction; furnishing, installing, and incorporating all materials and equipment into such construction; and may include related services such as testing, start-up, and commissioning, all as required by the Construction Contract Documents.
- 37. Work Change Directive—A written directive to Contractor issued on or after the Effective Date of the Construction Contract, signed by Owner and recommended by Engineer, ordering an addition, deletion, or revision in the Work.
- 38. *Day*—The word "day" means a calendar day of twenty-four (24) hours measured from midnight to the next midnight.

ARTICLE 2 - SERVICES OF ENGINEER

2.01 *Scope*

A. Engineer shall provide, or cause to be provided, the services set forth herein and in Exhibit A.

ARTICLE 3 - OWNER'S RESPONSIBILITIES

3.01 General

- A. Owner shall have the responsibilities set forth herein and in Exhibit B.
- B. Owner shall pay Engineer as set forth in Article 5 and Exhibit C.
- C. Owner shall be responsible for all requirements and instructions that it furnishes to Engineer pursuant to this Agreement, and for the accuracy and completeness of all programs, reports, data, and other information furnished by Owner to Engineer pursuant to this Agreement. Engineer may use and rely upon such requirements, programs, instructions, reports, data, and information in performing or furnishing services under this Agreement, subject to any express limitations or reservations applicable to the furnished items.
- D. Owner shall give prompt written notice to Engineer whenever Owner observes or otherwise becomes aware of:
 - 1. any development that affects the scope or time of performance of Engineer's services;
 - 2. the presence at the Site of any Constituent of Concern; or
 - 3. any relevant, material defect or nonconformance in: (a) Engineer's services, (b) the Work, (c) the performance of any Constructor, or (d) Owner's performance of its responsibilities under this Agreement.

ARTICLE 4 - SCHEDULE FOR RENDERING SERVICES

4.01 *Commencement*

A. Engineer is authorized to begin rendering services as of the Effective Date.

4.02 Time for Completion

- A. Engineer shall complete its obligations within a reasonable time. Specific periods of time for rendering services, or specific dates by which services are to be completed, are provided in Exhibit A, and are hereby agreed to be reasonable.
- B. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's services is impaired, or Engineer's services are delayed or suspended, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
- C. If Owner authorizes changes in the scope, extent, or character of the Project or Engineer's services, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
- D. Owner shall make decisions and carry out its other responsibilities in a timely manner so as not to delay the Engineer's performance of its services.
- E. If Engineer fails, through its own fault, to complete the performance required in this Agreement within the time set forth, as duly adjusted, then Owner shall be entitled, as its sole remedy, to the recovery of direct damages, if any, resulting from such failure.

ARTICLE 5 – INVOICES AND PAYMENTS

5.01 Invoices

A. *Preparation and Submittal of Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and the terms of Exhibit C. Engineer shall submit its invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt.

5.02 Payments

- A. Application to Interest and Principal: Payment will be credited first to any interest owed to Engineer and then to principal.
- B. Failure to Pay: If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then:
 - 1. amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day; and
 - 2. Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Owner has paid in full all amounts due for services, expenses, and

other related charges. Owner waives any and all claims against Engineer for any such suspension.

- C. Disputed Invoices: If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion subject to the terms of Paragraph 5.01.
- D. Sales or Use Taxes: If after the Effective Date any governmental entity takes a legislative action that imposes additional sales or use taxes on Engineer's services or compensation under this Agreement, then Engineer may invoice such additional sales or use taxes for reimbursement by Owner. Owner shall reimburse Engineer for the cost of such invoiced additional sales or use taxes; such reimbursement shall be in addition to the compensation to which Engineer is entitled under the terms of Exhibit C.

ARTICLE 6 - OPINIONS OF COST

6.01 Opinions of Probable Construction Cost

A. Engineer's opinions (if any) of probable Construction Cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by Engineer. If Owner requires greater assurance as to probable Construction Cost, then Owner agrees to obtain an independent cost estimate.

6.02 Opinions of Total Project Costs

A. The services, if any, of Engineer with respect to Total Project Costs shall be limited to assisting the Owner in tabulating the various categories that comprise Total Project Costs. Engineer assumes no responsibility for the accuracy of any opinions of Total Project Costs.

ARTICLE 7 – GENERAL CONSIDERATIONS

7.01 Standards of Performance

- A. Standard of Care: The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer.
- B. *Technical Accuracy:* Owner shall not be responsible for discovering deficiencies in the technical accuracy of Engineer's services. Engineer shall correct deficiencies in technical accuracy without additional compensation, unless such corrective action is directly attributable to deficiencies in Owner-furnished information.

- C. Consultants: Engineer may retain such Consultants as Engineer deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objections by Owner.
- D. Reliance on Others: Subject to the standard of care set forth in Paragraph 7.01.A, Engineer and its Consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- E. Compliance with Laws and Regulations, and Policies and Procedures:
 - 1. Engineer and Owner shall comply with applicable Laws and Regulations.
 - Engineer shall comply with any and all policies, procedures, and instructions of Owner that are applicable to Engineer's performance of services under this Agreement and that Owner provides to Engineer in writing, subject to the standard of care set forth in Paragraph 7.01.A, and to the extent compliance is not inconsistent with professional practice requirements.
 - 3. This Agreement is based on Laws and Regulations and Owner-provided written policies and procedures as of the Effective Date. The following may be the basis for modifications to Owner's responsibilities or to Engineer's scope of services, times of performance, or compensation:
 - a. changes after the Effective Date to Laws and Regulations;
 - b. the receipt by Engineer after the Effective Date of Owner-provided written policies and procedures;
 - c. changes after the Effective Date to Owner-provided written policies or procedures.
- F. Engineer shall not be required to sign any document, no matter by whom requested, that would result in the Engineer having to certify, guarantee, or warrant the existence of conditions whose existence the Engineer cannot ascertain. Owner agrees not to make resolution of any dispute with the Engineer or payment of any amount due to the Engineer in any way contingent upon the Engineer signing any such document.
- G. The general conditions for any construction contract documents prepared hereunder are to be EJCDC® C-700 "Standard General Conditions of the Construction Contract" (2013 Edition), prepared by the Engineers Joint Contract Documents Committee, unless expressly indicated otherwise in Exhibit J or elsewhere in this Agreement.
- H. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Site, nor for any failure of a Constructor to comply with Laws and Regulations applicable to that Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.

- I. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's, failure to furnish and perform the Work in accordance with the Construction Contract Documents.
- J. Engineer shall not be responsible for any decision made regarding the Construction Contract Documents, or any application, interpretation, clarification, or modification of the Construction Contract Documents, other than those made by Engineer or its Consultants.
- K. Engineer is not required to provide and does not have any responsibility for surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements.
- L. Engineer's services do not include providing legal advice or representation.
- M. Engineer's services do not include (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission, or (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances.
- N. While at the Site, Engineer, its Consultants, and their employees and representatives shall comply with the applicable requirements of Contractor's and Owner's safety programs of which Engineer has been informed in writing.

7.02 Design Without Construction Phase Services

A. Engineer shall be responsible only for those Construction Phase services expressly required of Engineer in Exhibit A, Paragraph A2.05. With the exception of such expressly required services, Engineer shall have no design, Shop Drawing review, or other obligations during construction, and Owner assumes all responsibility for the application and interpretation of the Construction Contract Documents, review and response to Contractor claims, Construction Contract administration, processing of Change Orders and submittals, revisions to the Construction Contract Documents during construction, construction observation and review, review of Contractor's payment applications, and all other necessary Construction Phase administrative, engineering, and professional services. Owner waives all claims against the Engineer that may be connected in any way to Construction Phase administrative, engineering, or professional services except for those services that are expressly required of Engineer in Exhibit A.

7.03 Use of Documents

A. All Documents are instruments of service, and Engineer shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of the Engineer) whether or not the Project is completed.

- B. If Engineer is required to prepare or furnish Drawings or Specifications under this Agreement, Engineer shall deliver to Owner at least one original printed record version of such Drawings and Specifications, signed and sealed according to applicable Laws and Regulations.
- Owner may make and retain copies of Documents for information and reference in connection with the use of the Documents on the Project. Engineer grants Owner a limited license to use the Documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all services relating to preparation of the Documents, and subject to the following limitations: (1) Owner acknowledges that such Documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the Documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and Consultants; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and Consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the Documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.
- D. If Engineer at Owner's request verifies the suitability of the Documents, completes them, or adapts them for extensions of the Project or for any other purpose, then Owner shall compensate Engineer at rates or in an amount to be agreed upon by Owner and Engineer.

7.04 Electronic Transmittals

- A. Owner and Engineer may transmit, and shall accept, Project-related correspondence, Documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- B. If this Agreement does not establish protocols for electronic or digital transmittals, then Owner and Engineer shall jointly develop such protocols.
- C. When transmitting items in electronic media or digital format, the transmitting Party makes no representations as to long term compatibility, usability, or readability of the items resulting from the recipient's use of software application packages, operating systems, or computer hardware differing from those used in the drafting or transmittal of the items, or from those established in applicable transmittal protocols.

7.05 Insurance

A. Engineer shall procure and maintain insurance as set forth in Exhibit D. Engineer shall cause Owner to be listed as an additional insured on any applicable general liability insurance policy carried by Engineer.

- B. Owner shall require Contractor to purchase and maintain policies of insurance covering workers' compensation, general liability, motor vehicle damage and injuries, and other insurance necessary to protect Owner's and Engineer's interests in the Project. Owner shall require Contractor to cause Engineer and its Consultants to be listed as additional insureds with respect to such liability insurance purchased and maintained by Contractor for the Project.
- C. Engineer shall each deliver certificates of insurance evidencing the coverages indicated in Exhibit G. Such certificates shall be furnished prior to commencement of Engineer's services and at renewals thereafter during the life of the Agreement.
- D. All policies of property insurance relating to the Project, including but not limited to any builder's risk policy, shall allow for waiver of subrogation rights and contain provisions to the effect that in the event of payment of any loss or damage the insurers will have no rights of recovery against any insured thereunder or against Engineer or its Consultants. Owner and Engineer waive all rights against each other, Contractor, the Consultants, and the respective officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them, for all losses and damages caused by, arising out of, or resulting from any of the perils or causes of loss covered by any builder's risk policy and any other property insurance relating to the Project. Owner and Engineer shall take appropriate measures in other Project-related contracts to secure waivers of rights consistent with those set forth in this paragraph.
- E. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement, and that renewal will not be refused, until at least 10 days prior written notice has been given to the primary insured. Upon receipt of such notice, the receiving Party shall promptly forward a copy of the notice to the other Party to this Agreement.
- F. At any time, Owner may request that Engineer or its Consultants, at Owner's sole expense, provide additional insurance coverage, increased limits, or revised deductibles that are more protective than those specified in Exhibit D. If so requested by Owner, and if commercially available, Engineer shall obtain and shall require its Consultants to obtain such additional insurance coverage, different limits, or revised deductibles for such periods of time as requested by Owner, and Exhibit D will be supplemented to incorporate these requirements.

7.06 Suspension and Termination

A. Suspension:

- 1. *By Owner*: Owner may suspend the Project for up to 90 days upon seven days written notice to Engineer.
- 2. By Engineer: Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement if Owner has failed to pay Engineer for invoiced services and expenses, as set forth in Paragraph 5.02.B, or in response to the presence of Constituents of Concern at the Site, as set forth in Paragraph 7.10.D.

B. *Termination*: The obligation to provide further services under this Agreement may be terminated:

1. For cause,

 by either Party upon 30 days written notice in the event of substantial failure by the other Party to perform in accordance with the terms hereof through no fault of the terminating Party.

b. by Engineer:

- upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
- 2) upon seven days written notice if the Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 7.10.D.
- 3) Engineer shall have no liability to Owner on account of such termination.
- c. Notwithstanding the foregoing, this Agreement will not terminate under Paragraph 7.06.B.1.a if the Party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such Party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
- 2. For convenience, by Owner effective upon Engineer's receipt of notice from Owner.
- C. Effective Date of Termination: The terminating Party under Paragraph 7.06.B may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to demobilize personnel and equipment from the Site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- D. Payments Upon Termination:
 - In the event of any termination under Paragraph 7.06, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all Reimbursable Expenses incurred through the effective date of termination. Upon making such payment, Owner shall have the limited right to the use of Documents, at Owner's sole risk, subject to the provisions of Paragraph 7.03.

2. In the event of termination by Owner for convenience or by Engineer for cause, Engineer shall be entitled, in addition to invoicing for those items identified in Paragraph 7.06.D.1, to invoice Owner and receive payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with Engineer's Consultants, and other related close-out costs, using methods and rates for Additional Services as set forth in Exhibit C.

7.07 *Controlling Law*

A. This Agreement is to be governed by the Laws and Regulations of the state in which the Project is located.

7.08 Successors, Assigns, and Beneficiaries

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 7.08.B the assigns of Owner and Engineer) are hereby bound to the other Party to this Agreement and to the successors, executors, administrators and legal representatives (and said assigns) of such other Party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other Party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise in this Agreement:
 - 1. Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them.
 - All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.
 - 3. Owner agrees that the substance of the provisions of this Paragraph 7.08.C shall appear in the Construction Contract Documents.

7.09 Dispute Resolution

A. Any dispute, claim, or controversy arising out of or relating to this Agreement or the breach, termination, enforcement, interpretation, or validity thereof, including the determination of the scope or applicability of this agreement to arbitrate, shall be determined by arbitration in San Luis Obispo County before a single arbitrator. The arbitration shall be administered by JAMS pursuant to its Comprehensive Arbitration Rules and Procedures pursuant to JAMS'

Streamlined Arbitration Rules and Procedures. Judgment on any arbitration award may be entered in any court having competent jurisdiction. This clause shall not preclude Parties from seeking provisional remedies in aid of arbitration from a court of competent jurisdiction.

1. Negotiation:

- a. The Parties shall attempt in good faith to resolve any dispute arising out of or relating to this Agreement promptly by negotiation between executives who have authority to settle the controversy. Any Party may give the other Party written notice of any dispute not resolved in the normal course of business. Within 15 days after delivery of the notice, the receiving Party shall submit to the other a written response. The notice and response shall include with reasonable particularity (i) a statement of each Party's position and a summary of arguments supporting that position, and (ii) the name and title of the executive who will represent that Party and of any other person who will accompany the executive. Within 30 days after delivery of the notice, the executives of both Parties shall meet at a mutually acceptable time and place.
- Unless otherwise agreed in writing by the negotiating Parties, the above-described negotiation shall end at the close of the first meeting of executives described above ("First Meeting"). Such closure shall not preclude continuing or later negotiations, if desired.
- c. All offers, promises, conduct, and statements, whether oral or written, made in the course of the negotiation by any of the Parties, their agents, employees, experts, and attorneys are confidential, privileged, and inadmissible for any purpose, other than impeachment, in arbitration or other proceeding involving the Parties, provided that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the negotiation.
- d. At no time prior to the First Meeting shall either side initiate an arbitration or litigation related to this Agreement except to pursue a provisional remedy that is authorized by law or by JAMS Rules or by agreement of the Parties. However, this limitation is inapplicable to a Party if the other Party refuses to comply with the requirements of Paragraph 7.1.
- e. All applicable statutes of limitation and defenses based upon the passage of time shall be tolled while the procedures specified in Paragraph 7.1 and Paragraph 7.2, below, are pending and for 30 calendar days thereafter. The Parties will take such action, if any, required to effectuate such tolling.
- 2. Mediation: If the matter is not resolved by negotiation pursuant to Paragraph 7.1 above, then the matter will proceed to mediation as set forth below.
 - a. The Parties agree that any and all disputes, claims, or controversies arising out of or relating to this Agreement shall be submitted to JAMS for mediation, and if the matter is not resolved through mediation, then it shall be submitted to JAMS for final and binding arbitration pursuant to Paragraph 7.2.e below.

- b. Either Party may commence mediation by providing to JAMS and the other Party a written request for mediation, setting forth the subject of the dispute and the relief requested.
- c. The Parties will cooperate with JAMS and with one another in selecting a mediator from the JAMS panel of neutrals and in scheduling the mediation proceedings. The Parties agree that they will participate in the mediation in good faith and that they will share equally in its costs.
- d. All offers, promises, conduct, and statements, whether oral or written, made in the course of the mediation by any of the Parties, their agents, employees, experts, and attorneys, and by the mediator or any JAMS employees, are confidential, privileged, and inadmissible for any purpose, other than impeachment, in any arbitration or other proceeding involving the Parties, provided that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation.
- e. Either Party may initiate arbitration with respect to the matters submitted to mediation by filing a written demand for arbitration at any time following the initial mediation session or at any time following 60 days from the date of filing the written request for mediation, whichever occurs first ("Earliest Initiation Date"). The mediation may continue after the commencement of arbitration if the Parties so desire.
- f. At no time prior to the Earliest Initiation Date shall either side initiate an arbitration or litigation related to this Agreement except to pursue a provisional remedy that is authorized by law or by JAMS Rules or by agreement of the Parties. However, this limitation is inapplicable to a Party if the other Party refuses to comply with the requirements of Paragraph 7.2 above.
- g. All applicable statutes of limitation and defenses based upon the passage of time shall be tolled until 30 days after the Earliest Initiation Date. The Parties will take such action, if any, required to effectuate such tolling.

7.10 Environmental Condition of Site

- A. Owner represents to Engineer that as of the Effective Date to the best of Owner's knowledge no Constituents of Concern, other than those disclosed in writing to Engineer, exist at or adjacent to the Site.
- B. If Engineer encounters or learns of an undisclosed Constituent of Concern at the Site, then Engineer shall notify (1) Owner and (2) appropriate governmental officials if Engineer reasonably concludes that doing so is required by applicable Laws or Regulations.
- C. It is acknowledged by both Parties that Engineer's scope of services does not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an undisclosed Constituent of Concern, then Owner shall promptly determine whether to retain a qualified expert to evaluate such condition or take any necessary corrective action.

- D. If investigative or remedial action, or other professional services, are necessary with respect to undisclosed Constituents of Concern, or if investigative or remedial action beyond that reasonably contemplated is needed to address a disclosed or known Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until such portion of the Project is no longer affected.
- E. If the presence at the Site of undisclosed Constituents of Concern adversely affects the performance of Engineer's services under this Agreement, then the Engineer shall have the option of (1) accepting an equitable adjustment in its compensation or in the time of completion, or both; or (2) terminating this Agreement for cause on seven (7) days' written notice.
- F. Owner acknowledges that Engineer is performing professional services for Owner and that Engineer is not and shall not be required to become an "owner," "arranger," "operator," "generator," or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended, which are or may be encountered at or near the Site in connection with Engineer's activities under this Agreement.

7.11 Indemnification and Mutual Waiver

- A. Indemnification by Engineer: To the fullest extent permitted by Laws and Regulations, Engineer shall indemnify and hold harmless Owner, and Owner's officers, directors, members, partners, agents, consultants, and employees, from losses, damages, and judgments (including reasonable consultants' and attorneys' fees and expenses) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Engineer or Engineer's officers, directors, members, partners, agents, employees, or Consultants.
- B. *Indemnification by Owner:* Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and Consultants as required by Laws and Regulations.
- C. Environmental Indemnification: To the fullest extent permitted by Laws and Regulations, Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and Consultants from all claims, costs, losses, damages, actions, and judgments (including reasonable consultants' and attorneys fees and expenses) caused by, arising out of, relating to, or resulting from a Constituent of Concern at, on, or under the Site, provided that (1) any such claim, cost, loss, damages, action, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, and (2) nothing in this paragraph shall obligate Owner to indemnify any individual or entity from and against the consequences of that individual's or entity's own negligence or willful misconduct.

- D. *No Defense Obligation:* The indemnification commitments in this Agreement do not include a defense obligation by the indemnitor unless such obligation is expressly stated.
- E. Percentage Share of Negligence: To the fullest extent permitted by Laws and Regulations, a Party's total liability to the other Party and anyone claiming by, through, or under the other Party for any cost, loss, or damages caused in part by the negligence of the Party and in part by the negligence of the other Party or any other negligent entity or individual, shall not exceed the percentage share that the Party's negligence bears to the total negligence of Owner, Engineer, and all other negligent entities and individuals.
- F. *Mutual Waiver:* To the fullest extent permitted by Laws and Regulations, Owner and Engineer waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, from any cause or causes.

7.12 Records Retention

A. Engineer shall maintain on file in legible form, for a period of five years following completion or termination of its services, all Documents, records (including cost records), and design calculations related to Engineer's services or pertinent to Engineer's performance under this Agreement. Upon Owner's request, Engineer shall provide a copy of any such item to Owner at cost.

7.13 Miscellaneous Provisions

- A. *Notices:* Any notice required under this Agreement will be in writing, addressed to the appropriate Party at its address on the signature page and given personally, by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.
- B. *Survival:* All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
- C. Severability: Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Engineer, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.
- D. Waiver: A Party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- E. Accrual of Claims: To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence, no later than the date of Substantial Completion.

ARTICLE 8 - EXHIBITS AND SPECIAL PROVISIONS

8.01 Exhibits Included:

- A. Exhibit A, Engineer's Services.
- B. Exhibit B, Owner's Responsibilities.
- C. Exhibit C, Payments to Engineer for Services and Reimbursable Expenses.
- D. Exhibit D, Insurance.
- E. Exhibit E, Amendment to Owner-Engineer Agreement.

8.02 Total Agreement

A. This Agreement, (together with the exhibits included above) constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a written instrument duly executed by both Parties. Amendments should be based whenever possible on the format of Exhibit E to this Agreement.

8.03 Designated Representatives

A. With the execution of this Agreement, Engineer and Owner shall designate specific individuals to act as Engineer's and Owner's representatives with respect to the services to be performed or furnished by Engineer and responsibilities of Owner under this Agreement. Such an individual shall have authority to transmit instructions, receive information, and render decisions relative to this Agreement on behalf of the respective Party whom the individual represents.

8.04 Engineer's Certifications

- A. Engineer certifies that it has not engaged in corrupt, fraudulent, or coercive practices in competing for or in executing the Agreement. For the purposes of this Paragraph 8.04:
 - "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the selection process or in the Agreement execution;
 - "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the selection process or the execution of the Agreement to the detriment of Owner, or (b) to deprive Owner of the benefits of free and open competition;
 - "coercive practice" means harming or threatening to harm, directly or indirectly, persons
 or their property to influence their participation in the selection process or affect the
 execution of the Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as the date(s) provided below.

Owner: San Migue	l Community Services District	Engineer:		
By:		Ву:		
Print name:		Print name:		
Title:		Title:		
Date Signed:		Date Signed:		
		Engineer License or Firm's Certificate No. (if required):		
		State of:		
Address for Owner' PO Box 180 1150 Mission Stree San Miguel CA 9345		Address for Engineer's receipt of notices:		
Designated Represe Kelly Dodo	entative (Paragraph 8.03.A):	Designated Representative (Paragraph 8.03.A):		
Title: General M	1anager	Title:		
Phone Number:	805-467-3388	Phone Number:		
E-Mail Address:	kelly.dodds@sanmiguelcsd.org	E-Mail Address:		

This is EXHIB	BIT A,	consi	stin	g of	10	pages,
referred to in	n and	part	of	the	Agre	ement
between Own	er and	Engin	ieer	for I	Profe	ssional
Services dated			_•			

Engineer's Services

Article 2 of the Agreement is supplemented to include the following agreement of the Parties.

Engineer shall provide Services as set forth below.

This is EXHIBIT B , consisting of <u>3</u> pages, referred							
to	in	and	part	of	the	Agreement	between
Ov	vne	r and	l Engi	nee	r for	Professiona	I Services
da	ted						

Owner's Responsibilities

Article 3 of the Agreement is supplemented to include the following agreement of the Parties.

- B3.01 In addition to other responsibilities of Owner as set forth in this Agreement, Owner shall at its expense:
 - A. Provide Engineer with all criteria and full information as to Owner's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility, and expandability, and any budgetary limitations.
 - B. Give instructions to Engineer regarding Owner's procurement of construction services (including instructions regarding advertisements for bids, instructions to bidders, and requests for proposals, as applicable), Owner's construction contract practices and requirements, insurance and bonding requirements, electronic transmittals during construction, and other information necessary for the finalization of Owner's bidding-related documents (or requests for proposals or other construction procurement documents), and Construction Contract Documents. Furnish copies (or give specific directions requesting Engineer to use copies already in Engineer's possession) of all design and construction standards, Owner's standard forms, general conditions (if other than EJCDC® C-700, Standard General Conditions of the Construction Contract, 2013 Edition), supplementary conditions, text, and related documents and content for Engineer to coordinate with the draft biddingrelated documents (or requests for proposals or other construction procurement documents), and draft Construction Contract Documents, when applicable. Owner shall have responsibility for the final content of (1) such bidding-related documents (or requests for proposals or other construction procurement documents), and (2) those portions of any Construction Contract other than the design (as set forth in the Drawings, Specifications, or otherwise), and other engineering or technical matters; and Owner shall seek the advice of Owner's legal counsel, risk managers, and insurance advisors with respect to the drafting and content of such documents.
 - C. Furnish to Engineer any other available information pertinent to the Project including reports and data relative to previous designs, construction, or investigation at or adjacent to the Site.
 - D. Following Engineer's assessment of initially-available Project information and data and upon Engineer's request, obtain, furnish, or otherwise make available (if necessary through title searches, or retention of specialists or consultants) such additional Project-related information and data as is reasonably required to enable Engineer to complete its Services. Such additional information or data would generally include the following:
 - 1. Property descriptions.
 - 2. Zoning, deed, and other land use restrictions.
 - 3. Utility and topographic mapping and surveys.

- 4. Property, boundary, easement, right-of-way, and other special surveys or data, including establishing relevant reference points.
- 5. Explorations and tests of subsurface conditions at or adjacent to the Site; geotechnical reports and investigations; drawings of physical conditions relating to existing surface or subsurface structures at the Site; hydrographic surveys, laboratory tests and inspections of samples, materials, and equipment; with appropriate professional interpretation of such information or data.
- Environmental assessments, audits, investigations, and impact statements, and other relevant environmental, historical, or cultural studies relevant to the Project, the Site, and adjacent areas.
- Data or consultations as required for the Project but not otherwise identified in this Agreement.
- E. Arrange for safe access to and make all provisions for Engineer to enter upon public and private property as required for Engineer to perform services under the Agreement.
- F. Recognizing and acknowledging that Engineer's services and expertise do not include the following services, provide, as required for the Project:
 - Accounting, bond and financial advisory (including, if applicable, "municipal advisor" services as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) and the municipal advisor registration rules issued by the Securities and Exchange Commission), independent cost estimating, and insurance counseling services.
 - 2. Legal services with regard to issues pertaining to the Project as Owner requires, Contractor raises, or Engineer reasonably requests.
 - 3. Such auditing services as Owner requires to ascertain how or for what purpose Contractor has used the money paid.
- G. Provide the services of an independent testing laboratory to perform all inspections, tests, and approvals of samples, materials, and equipment required by the Construction Contract Documents (other than those required to be furnished or arranged by Contractor), or to evaluate the performance of materials, equipment, and facilities of Owner, prior to their incorporation into the Work with appropriate professional interpretation thereof. Provide Engineer with the findings and reports generated by testing laboratories, including findings and reports obtained from or through Contractor.
- H. Provide reviews, approvals, and permits from all governmental authorities having jurisdiction to approve all phases of the Project designed or specified by Engineer and such reviews, approvals, and consents from others as may be necessary for completion of each phase of the Project.
- I. Advise Engineer of the identity and scope of services of any independent consultants employed by Owner to perform or furnish services in regard to the Project, including, but not

limited to, cost estimating, project peer review, value engineering, and constructability review.

- J. If Owner designates a construction manager or an individual or entity other than, or in addition to, Engineer to represent Owner at the Site, define and set forth as an attachment to this Exhibit B the duties, responsibilities, and limitations of authority of such other party and the relation thereof to the duties, responsibilities, and authority of Engineer.
- K. If more than one prime contract is to be awarded for the Work designed or specified by Engineer, then designate a person or entity to have authority and responsibility for coordinating the activities among the various prime Contractors, and define and set forth the duties, responsibilities, and limitations of authority of such individual or entity and the relation thereof to the duties, responsibilities, and authority of Engineer as an attachment to this Exhibit B that is to be mutually agreed upon and made a part of this Agreement before such services begin.
- L. Inform Engineer in writing of any specific requirements of safety or security programs that are applicable to Engineer, as a visitor to the Site.
- M. Examine all alternative solutions, studies, reports, sketches, Drawings, Specifications, proposals, and other documents presented by Engineer (including obtaining advice of an attorney, risk manager, insurance counselor, financial/municipal advisor, and other advisors or consultants as Owner deems appropriate with respect to such examination) and render in writing timely decisions pertaining thereto.
- N. Advise Engineer as to whether Engineer's assistance is requested in identifying opportunities for enhancing the sustainability of the Project.
- O. Place and pay for advertisement for Bids in appropriate publications.
- P. Furnish to Engineer data as to Owner's anticipated costs for services to be provided by others (including, but not limited to, accounting, bond and financial, independent cost estimating, insurance counseling, and legal advice) for Owner so that Engineer may assist Owner in collating the various cost categories which comprise Total Project Costs.
- Q. Attend and participate in the pre-bid conference, bid opening, pre-construction conferences, construction progress and other job related meetings, and Site visits to determine Substantial Completion and readiness of the completed Work for final payment.
- R. Authorize Engineer to provide Additional Services, as required.

This is EXHIBIT C , consisting of $\underline{2}$ pages, referred							
to	in	and	part	of	the	Agreement	between
Ov	vne	r and	Engi	nee	r for	Professiona	l Services
dat	ted						

Payments to Engineer for Services and Reimbursable Expenses COMPENSATION PACKET BC-2: Standard Hourly Rates

Article 3 of the Agreement is supplemented to include the following agreement of the Parties:

ARTICLE 3 – OWNER'S RESPONSIBILITIES

- C3.01 Compensation For Services Standard Hourly Rates Method of Payment
 - A. Owner shall pay Engineer for Services set forth in Exhibit A, as follows:
 - An amount equal to the cumulative hours charged to the Project by each class of Engineer's personnel times Standard Hourly Rates for each applicable billing class for all services performed on the Project, plus Reimbursable Expenses and Engineer's Consultants' charges, if any.
 - The Standard Hourly Rates charged by Engineer constitute full and complete compensation for Engineer's services, including labor costs, overhead, and profit; the Standard Hourly Rates do not include Reimbursable Expenses or Engineer's Consultants' charges.
 - 3. Engineer's Fee Schedule and Standard Hourly Rates are attached to this Exhibit C as Appendices 1 and 2.
 - 4. The total compensation for services under Paragraph C3.01 is estimated to be \$______.
 - 5. Engineer shall not exceed the total estimated compensation amount unless approved in writing by Owner. See also C2.03.C.2 below.
 - 6. The total estimated compensation for Engineer's services as noted in Paragraph C3.01.A.3 incorporates all labor, overhead, profit, Reimbursable Expenses, and Engineer's Consultants' charges.
 - 7. The amounts billed for Engineer's services under Paragraph C3.01 will be based on the cumulative hours charged to the Project during the billing period by each class of Engineer's employees times Standard Hourly Rates for each applicable billing class, plus Reimbursable Expenses and Engineer's Consultants' charges.
- C3.02 Compensation For Reimbursable Expenses
 - A. Owner shall pay Engineer for all Reimbursable Expenses at the rates set forth in Appendix 1 to this Exhibit C.

- B. Reimbursable Expenses include the expenses identified in Appendix 1 and the following: transportation (including mileage), lodging, and subsistence incidental thereto; providing and maintaining field office facilities including furnishings and utilities; toll telephone calls, and courier charges; reproduction of reports, Drawings, Specifications, bidding-related or other procurement documents, Construction Contract Documents, and similar Project-related items; and Consultants' charges. In addition, if authorized in advance by Owner, Reimbursable Expenses will also include expenses incurred for the use of highly specialized equipment.
- C. The amounts payable to Engineer for Reimbursable Expenses will be the Project-related internal expenses actually incurred or allocated by Engineer, plus all invoiced external Reimbursable Expenses allocable to the Project, the latter multiplied by a factor of 15%.

C3.03 Other Provisions Concerning Payment

- A. Whenever Engineer is entitled to compensation for the charges of Engineer's Consultants, those charges shall be the amounts billed by Engineer's Consultants to Engineer times a factor of 15%.
- B. Factors: The external Reimbursable Expenses and Engineer's Consultants' factors include Engineer's overhead and profit associated with Engineer's responsibility for the administration of such services and costs.

C. Estimated Compensation Amounts:

- Engineer's estimate of the amounts that will become payable for specified services are only estimates for planning purposes, are not binding on the Parties, and are not the minimum or maximum amounts payable to Engineer under the Agreement.
- When estimated compensation amounts have been stated herein and it subsequently becomes apparent to Engineer that the total compensation amount thus estimated will be exceeded, Engineer shall give Owner written notice thereof, allowing Owner to consider its options, including suspension or termination of Engineer's services for Owner's convenience. Upon notice, Owner and Engineer promptly shall review the matter of services remaining to be performed and compensation for such services. Owner shall either exercise its right to suspend or terminate Engineer's services for Owner's convenience, agree to such compensation exceeding said estimated amount, or agree to a reduction in the remaining services to be rendered by Engineer, so that total compensation for such services will not exceed said estimated amount when such services are completed. If Owner decides not to suspend the Engineer's services during the negotiations and Engineer exceeds the estimated amount before Owner and Engineer have agreed to an increase in the compensation due Engineer or a reduction in the remaining services, then Engineer shall be paid for all services rendered hereunder.
- D. To the extent necessary to verify Engineer's charges and upon Owner's timely request, Engineer shall make copies of such records available to Owner at cost.

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This is Appendix 1 to EXHIBIT C , consisting of <u>1</u> page, referred to in and path between Owner and Engineer for Professional Services dated	art of the Agreement
Fee Schedule	
Reimbursable Expenses are subject to review and adjustment per Exhibit C	

This is Appendix 2 to EXHIBIT C , consisting of 2
pages, referred to in and part of the Agreement
between Owner and Engineer for Professional
Services dated

Standard Hourly Rates Schedule

A. Standard Hourly Rates:

- Standard Hourly Rates are set forth in this Appendix 2 to this Exhibit C and include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
- 2. The Standard Hourly Rates apply only as specified in Article C3.

Page 1

This is EXHIBIT D , consisting of $\underline{1}$ page, referred							
to	in	and	part	of	the	Agreement	between
Ov	vne	r and	Engi	nee	r for	Professiona	l Services
dat	ted						

Insurance

Paragraph 7.05 of the Agreement is supplemented to include the following agreement of the Parties:

D7.05 Insurance

- A. The limits of liability for the insurance required by Paragraph 7.05.A and 7.05.B of the Agreement are as follows:
 - 1. By Engineer:

a.	Workers' Compensation:	Statutory
----	------------------------	-----------

b. Employer's Liability --

1)	Bodily injury, each accident:	\$1M
2)	Bodily injury by disease, each employee:	\$1M
3)	Bodily injury/disease, aggregate:	\$1M

- c. General Liability --
 - 1) Each Occurrence (Bodily Injury and Property Damage): \$2M
 - 2) General Aggregate: \$4M
- d. Automobile Liability --Combined Single Limit (Bodily Injury and Property Damage):

\$1M

e. Professional Liability -

1)	Each Claim Made	\$2M
2)	Annual Aggregate	\$4M

2. The Owner and District Engineer shall be listed on Engineer's general liability policy as provided in Paragraph 7.05.A.

This is EXHIBIT E , consisting of $\underline{2}$ pages, referred									
to	in	and	part	of	the	Agreement	between		
Owner and Engineer for Professional Services									
dat	ed								

AMENDMENT TO OWNER-ENGINEER AGREEMENT Amendment No. _____

The Effective Date of this Amendment is:								
Background Data								
Effective Date of Owner-Engineer Agreement:								
Owner:								
Engineer:								
Project:								
Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]								
Additional Services to be performed by Engineer								
Modifications to services of Engineer								
Modifications to responsibilities of Owner								
Modifications of payment to Engineer								
Modifications to time(s) for rendering services								
Modifications to other terms and conditions of the Agreement								
Description of Modifications:								
Here describe the modifications, in as much specificity and detail as needed. Use an attachment if necessary.								
Agreement Summary:								
Original agreement amount: \$ Net change for prior amendments: \$ This amendment amount: \$ Adjusted Agreement amount: \$ Change in time for services (days or date, as applicable):								

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:	ENGINEER:	
By: Print	By:	
name:	name:	
Title:	Title:	
Date Signed:	Date Signed:	

PROPOSAL







San Miguel Community Services District Booster Pump Station

PREPARED BY



FOR



San Miguel Community Services District



W.O. 24117

December 6, 2024

Mr. Kelly Dodds, P.E. General Manager San Miguel Community Services District 1765 Bonita Place, PO Box 180 San Miguel, CA 93451

SUBJECT: SAN MIGUEL COMMUNITY SERVICES DISTRICT BOOSTER PUMP STATION DESIGN

Dear Mr. Dodds:

Pursuant to your October 24, 2024 RFP, we are providing herewith this proposal and qualifications for engineering services for the San Miguel Community Services District (SMCSD) Booster Pump Station (BPS) project. Our proposal is based on review of the issued RFP, discussions at the pre-proposal meeting with the District on November 14, review of District responses to questions dated November 15 & November 26, and a site visit conducted on November 14 to review the proposed BPS site. No addenda have been issued for the RFP to date.

Flowers & Associates, Inc. has been providing similar engineering design and services for over 45 years and we have a history of performing our services on time, within budget, and require minimal direction from staff. We have demonstrated our ability to provide quality service for similarly scoped projects for several local public agencies. Specific examples are provided herein.

We are very interested in establishing a working relationship with District and feel we offer a range of services that will help you meet your design goals. We have teamed up with qualified subconsultants who all have previous experience working with the District, to provide the District with an efficient, cost-effective design approach that we believe will satisfy the District's current and future design goals for the project. In this Proposal, we will show how our background, experience, and knowledge gained from our performance with similar projects will be applied to the design of the proposed SMCSD BPS.

Thank you for the opportunity to provide our Proposal for this project.

Sincerely,

FLOWERS & ASSOCIATES, INC.

Vernon E. Williams, P.E.

Vice President

Erin LaBuda, P.E.

Principal Engineer



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SECTION 1 – PROJECT UNDERSTANDING and APPROACH

BACKGROUND

The San Miguel Community Services District (District) owns, maintains, and operates the existing potable water system that services the San Miguel community in San Luis Obispo County. The system is served by three existing wells and two gravity water storage tanks (a 650,00-gallon and 50,000-gallon tank). The system currently operates as a single pressure zone. The current operating service pressures for the portion of the San Miguel community on the east side of Salinas River is 20-40 psi.

Two new developments are planned on the east side of the Salinas River in the coming years. The California Health and Safety Code requires all new services that expand an existing water system be designed to provide a minimum service pressure of 40 psi. The District is proposing to create a new pressure zone east of the Salinas River by constructing a new booster pump station (BPS) at the corner of N. River Road and Power Road. Once constructed, the BPS will provide adequate service pressure and fire flow to the portion of the San Miguel community east of the river.

Existing demands for the community east of the Salinas River are low. The BPS will need to be designed to accommodate existing water system demands and be expandable to meet future system demands once development occurs. Fire flow demands are currently 1,500 GPM and are not anticipated to increase with the proposed development. Eventually, the District plans to replace their existing 50,000-gallon storage tank with two, 250,000-gallon storage tanks, located at the same site as the proposed BPS. The BPS will initially boost water from the existing system to the new pressure zone east of the Salinas River. Once constructed, the 250,000-gallon tank(s) will supply water directly to the BPS.

PROJECT APPROACH

Based on review of the RFP, discussions with the District at the November pre-proposal meeting, responses to questions submitted to the District, and our experience with similar projects we believe that the most cost-effective and efficient approach for construction of the District's new BPS will be to design a custom, housed, packaged booster pump station in lieu of a non-packaged system. We believe this project is an ideal candidate for a packaged system for the following reasons:

1. The existing site does not have any significant space constraints. The existing pumphouse structure currently located onsite will be demolished prior to construction. There is an





- existing monitoring well that is located onsite that will need to remain and be protected in place, but otherwise the site is open and will be able to accommodate various pumphouse configurations/sizes.
- 2. Site access is not a concern. There are no overhead power lines located along River and Power Road, adjacent to the site. Issues with delivery of the prefabricated building/packaged pumps system and staging of a crane to offload the building/system is not anticipated.
- 3. This will be the first, and likely only, BPS owned and operated by the District.
- 4. The anticipated pressure and flow requirements are easily accommodated by a packaged system.
- 5. With recent experience, we have concluded that packaged systems allow us to confirm timely and cost-controlled availability of significant equipment during design to avoid impacts during construction.

The following benefits are associated with this approach:

- Significantly reduced design costs. We estimate that design costs will be on the order of magnitude of 50% less than a non-packaged system located in a ground-up build pumphouse.
- Reduced site construction costs. Since the BPS will be assembled offsite, in a controlled environment there is less room for site error and less work required in the field, which inherently minimizes unknowns and potential construction and scheduling issues, which can lead to costly change orders.
- 3. Reduced construction timeline. We estimate that the packaged system and prefabricated building assembly will take approximately six months to complete and deliver to the site. Site work such as construction of the proposed shade structure and installation of the standby power facilities will be able to take place concurrently, while awaiting delivery of the BPS. Once the BPS arrives, electrical and water system connections can be made, and system startup and integration will be able to commence shortly after.

The following identifies our initial recommendations, potential conflicts, assumptions, and an outline of our approach of how we intend to most efficiently and execute this project:

- Booster pump specification and required appurtenances, electrical and controls for the system, building electrical, and building structural will be compiled into a performance specification for a packaged booster pump station and building.
- The packaged system design will be reviewed with at least one prequalified booster pump station provider to confirm the proposed design. Performance specifications for the prefabricated building and booster pump station, including but not limited to pump requirements, pump controls, components, building electrical, etc. The consultant team will review and provide adjustments to suit site and District specific requirements. F&A has worked successfully with package providers on a variety of custom pump systems. During construction, the Contractor will provide the final



- design alongside a fully engineered plan, calculations, and submittals for review and approval by the Consultant team.
- The packaged system will be designed to meet the District's needs. The design will be based on the anticipated buildout of the San Miguel community east of the Salinas River. The BPS will be designed with duty pumps and a fire flow pump. We anticipate 2-3 duty pumps will be installed with the initial BPS construction. Additional pump(s) will be identified to allow for future expansion of the BPS. The BPS will provide for future pump connections to allow for ease of expansion/pump installation when the time comes. System controls will be expandable and account for the future addition of pump(s).
- The District confirmed that the fire pump will need to comply with NFPA 20 requirements. Note that, in our experience, NFPA compliant pumps are not NSF-61 compliant pumps. In the past we were able to successfully secure a NSF-61 waiver from the California State Water Resources Control Board, Division of Drinking Water on a project to allow for installation of a NFPA compliant fire pump. That said, we anticipate further review will be required with the District to confirm fire pump design requirements.
- The BPS system controls will also be expandable to allow for integration with future tank instrumentation.
- Duty pumps will be equipped with VFDs. The need for a hydropneumatic tank will be assessed during design and added, if needed.
- Standby emergency power will be provided via a propane fueled generator. To reduce cost and project complexity, we recommend that standby power be located outside of the BPS building, in a weather-proof enclosure. A shade structure will also be provided over the generator and two, 500-gallon liquid propane gas (LPG) tanks (assumed).
- The prefabricated building will likely be a precast concrete structure with a precast concrete roof. Since the BPS will be located at the corner of a busy intersection, aesthetics will be a concern to the District. The precast concrete structure allows for many aesthetic options including, but not limited to color options, wall texture options (such as split face block, brick, lap siding, stone, etc.) and various roof textures. Ventilation/heating/air-conditioning, exterior and interior lighting, and intrusion alarms will be provided as required by code and/or at the District's request.
- Anticipated site improvements include: minor grading for construction of the BPS and standby power facilities, site fencing, site lighting, and an all-weather parking/service area next to the building.

Flowers & Associates, Inc./ F&A's overall management approach is to provide the required civil engineering services as we have on many previous projects and to manage the talented and efficient sub-consultants, all of whom have experience working for the District, to provide the necessary specialized services team. Together we will evaluate the site conditions and provide for electrical, mechanical, structural, and civil engineering design for the proposed Booster Pump Station, as well as support environmental review efforts for the project. Meetings (kickoff and as necessary), prompt distribution of meeting minutes, and regular progress



updates/correspondence with the District will allow for adequate communication for design development throughout the duration of the project.

Otto Electrical / Garrett Otto

Otto Electrical will provide electrical engineering design and coordination for power supply to the packaged booster pump station, electrical service modifications, standby propane generator, and SCADA system.

Package Booster Pump Station

Electrical and controls for the booster pumps and building electrical will be included in a performance specification for a packaged booster pump station building. The packaged system will be coordinated with at least one qualified BPS provider as design basis. Otto Electrical will develop specifications for pump controls, components, and requirements. Adjustments will be made to the specifications to suit site and District specific requirements. Otto Electrical will work with the District to determine preferred manufacturers and required parameters for domestic and high flow fire pump controls and SCADA communication requirements to ensure a turn key solution and minimize onsite electrical and controls work required. As a packaged system, minimal electrical drawings and details within the packaged system will be required.

Utility and Backup Power

Power to the existing pump station is fed from an overhead pole located up the hillside. The new electrical service will likely require a pad mount transformer to be located near the pump station. Service equipment and sizing will be designed to accommodate future build-out. Otto Electrical will coordinate with PG&E for service upgrade and primary feeder routing. A new utility pole with overhead primary lines down the steep embankment would be the simplest and the most cost-effective approach, but PG&E may require an underground conduit feed which will require a longer trench and feed along Power Road. Depending on fire pump requirements the service equipment will be sized and laid out according to applicable codes.

Standby backup power will be provided by a propane fueled generator. Otto Electrical will provide sizing, layout, and associated electrical and controls for self-contained genset with weather enclosure. We will coordinate with the design team to provide necessary requirements for propane connections and flows as well as clearances of generator and propane tanks. Due to site constraints, additional complexity and costs generator building is not suggested for this proposal.

Site Electrical

Site electrical plans will be closely coordinated with the design team to include necessary electrical, controls, and communication for the new booster pump station and future tank site. The existing pump station appears to have a radio antenna for communication, which will be replicated at this site unless the District wishes to change to cell based communication. A new conduit mast will be attached to the new pump building such that antenna can be mounted at approximately 20ft above grade to match existing radio antenna mounting. Site lighting will also be provided as required by the District.



Murphy Structural Engineers (MSE) / Chris Murphy

MSE will provide structural engineering design and coordination for the prefabricated building for the packaged booster pump station.

<u>Package Booster Pump Station – Prefabricated Precast Concrete Building</u>

Structural design will be outlined in the performance specification for the prefabricated building associated with the packaged booster pump station. The packaged system will be coordinated with at least one qualified BPS provider as design basis. MSE will provide specifications for the prefabricated building. Specifications will be adjusted to suit site and District specific requirements. Since the building will be prefabricated, minimal structural drawings and details for the building will be required.

Structural Design

MSE will provide design of anchorage and pads for the following items:

- Generator
- Electrical Cabinets, if needed
- Propane tanks
- Lightpole anchorage and footing

In addition, an initial design of the BPS foundation system and anchorage will be coordinated and provided on the plans. The foundation system is assumed to be conventional shallow footings with slabs on grade. A soils report will be provided by the District. It is assumed standard conventional footings and slab will be an acceptable foundation system. MSE will also provide the design and foundation details for a framed canopy/structure, anticipated for the standby generator and LPG tanks. The drawing set will have code compliant designs, with assumptions clearly listed. The final design will be verified when the actual equipment is submitted for review during construction.

COST CONTROL & BUDGETING METHODOLOGY

Working within an established budget is always an agency concern, and budget control is a key aspect of the services that we provide. Flowers & Associates will work closely with the District to set realistic budgets. We have an exemplary record of performing our work within and sometimes significantly under budget. This record also extends to the construction services for projects with which we are involved.

Staff will be utilized to complete project tasks efficiently and cost-effectively. Budgets will be reviewed and tracked, at minimum, on a monthly basis to ensure the budget is aligned with the current project status.

QUALITY ASSURANCE & QUALITY CONTROL

A Principal of the firm is involved at all levels of a project to ensure quality control in addition to dedicated, qualified staff members. Because our staff have years of design experience, we will be proactive with regard to QA/QC with Vern Williams and Ric Craig providing overall Q/A.



QA/QC has been an integral part of the F&A commitment to a quality product since its founding in 1978 and continues to be passed on to new employees.

CRITICAL ELEMENTS

Minimization of project cost and schedule is a key objective of the project. Cost and schedule are closely related; adhering to the project schedule helps to keep the cost under control. F&A will resolve project unknowns and requirements at the beginning of the project. This will help us anticipate and minimize schedule impacts before they become a reality and potentially impact project costs.

For this project, we believe outside vendor coordination required for development of the initial packaged BPS drawings is a critical element during the design phase. Coordination with an outside vendor can be a time-consuming process during the design phase of a project. We believe our schedule (Section 6) sufficiently allows for time to coordinate, review and comment on the initial vendor drawings which will be used as a design basis for our plans. Our experience proves open communication with the vendor will prevent schedule delays.

The involvement of the consultant team during construction will also be critical, as the Consultant team will play an integral role in reviewing final engineered drawings for the package BPS and building (provided by the Contractor and developed based on performance specifications provided during design), submittals, and calculations.



SECTION 2 – PROJECT TEAM/QUALIFICATIONS

BACKGROUND

Flowers & Associates, Inc. (F&A) has provided a wide range of Civil Engineering services in the Central Coast area since its establishment in 1978. We are a small general civil firm with substantial experience in the planning, design, and construction administration of public and private sector infrastructure projects. Our office is in downtown Santa Barbara and most of our active projects are in the Central Coast area. We currently have 26 employees including clerical staff and estimate that our current committed workload is about two-thirds design, and one-third construction related services.

F&A is dedicated to remaining small. We believe a small firm maintains better control over quality of the delivered product and the development of long-term client relationships. A firm principal is actively involved with each project at the production level. Most of our staff have been with the firm more than 10 years and our policy is to place the most experienced personnel where they can be most effective. We target projects ranging from \$50,000 to \$15M in construction costs for design and construction related services.

We combine design and field experience and, when warranted, expertise from specialized subconsultants to produce a product that meets the Client's needs without excessive specification or cost. Construction experience enhances our ability to produce plans and specifications that are thorough and facilitate completion of the desired product. Design experience enhances our ability to administer construction projects with an understanding of the engineer's perspective and the design process. To our knowledge, F&A is unique in this area for providing this combination of experience and expertise on both design and construction engineering teams.

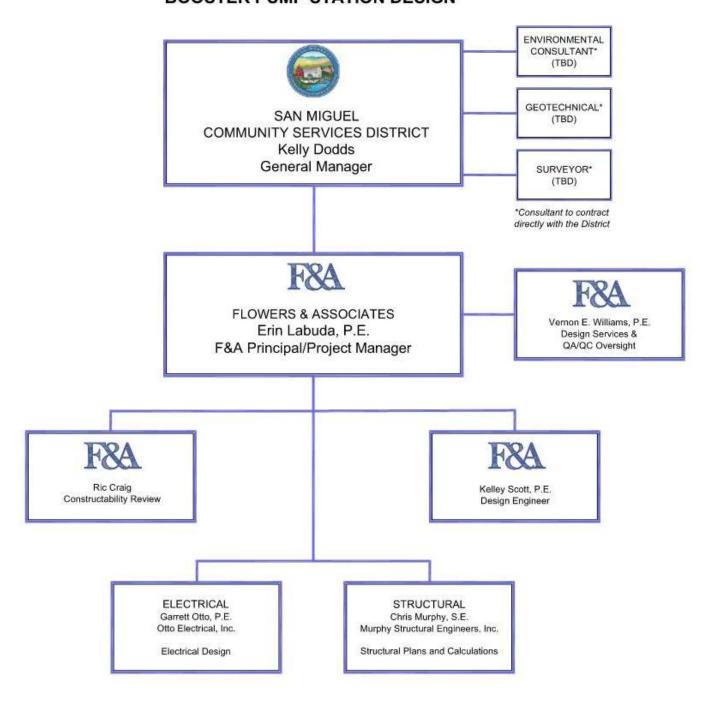
FIRM & STAFF EXPERIENCE/PROPOSED TEAM

Our proposed Organization Chart is provided on the next page which reflects our understanding of the intended information transfer and responsibility for the project and identifies the proposed consultant team members for this project. With careful consideration for involvement in other Projects and commitments to other clients, these professionals are prepared to devote the time necessary to accomplish the Project goals within the required schedule.



ORGANIZATION CHART

SAN MIGUEL COMMUNITY SERVICES DISTRICT BOOSTER PUMP STATION DESIGN





Below further describes the proposed consultant team members for this project along with corresponding qualifications of each team member.



Erin LaBuda, P.E. Principal Engineer / Project Manager

Ms. LaBuda has extensive experience with the design and construction of water distribution projects throughout the Santa Barbara, Ventura County and Santa Clarita Valley communities. Her technical expertise and proficiency in AutoCAD, Civil3D, and WaterCAD allows her to prepare plans and specifications for various aspects of water systems including booster stations, water tanks, and pipeline plans, conduct hydraulic analyses, and prepare technical reports. She successfully combines her knowledge and interpersonal skills to produce cost-effective designs and facilitate on-time delivery of projects through planning, design, and construction phases. She has been with Flowers & Associates since 2017 and has acted as the Principal Design

Engineer for separate fire and domestic water booster pump stations for the Las Canoas Project in the Santa Barbara foothills and the AVDM project above Ventura. Ms. LaBuda will consult with the District Manager on a regular basis to provide design progress updates.



Kelley Scott, P.E. Design Engineer

Ms. Scott is a versatile member of the design group with over 5 years of experience at Flowers & Associates and an overall 10 years of related experience. She has assisted in the design, modeling, and technical analysis of various residential, commercial, and public works projects (utilities and water systems) throughout Santa Barbara and Ventura Counties.

Her technical expertise and proficiency in AutoCAD, Civil3D, and HydroCAD, RetainPro, and GIS allows her to prepare grading plans, earthwork calculations, design wet utility systems (e.g., water, sewer, and storm drain systems), conduct dry utility coordination, grading and

drainage, retaining wall design, conduct hydrologic and hydraulic analyses, and the preparation of technical reports and specifications. Ms. Scott's experience with water systems technical analysis, design, and plan development includes various repairs and improvements for the South Coast Conduit via the Cachuma Operation and Maintenance Board (COMB) and for Carpinteria Valley Water District on various facility expansion and repair projects. She also was involved with Erin in the design of separate fire and domestic water booster pump stations for the Las Canoas Project in the Santa Barbara foothills and the AVDM project above Ventura.





Vern Williams, P.E. QA/QC

Vern is proposed as the QA/QC because of his extensive knowledge of agency personnel, policies and procedures. Vern has and is serving as project manager for our services on many projects including the study, pre-design, and design phases of the Valley Vista Tank Replacement Project and the Seward/Poli BPS upgrade, the design and/or construction phases of the McElrea Tank Site Expansion, Victoria Well No. 2 projects, Saticoy Conditioning Facility, 535 Booster Pump Station, 330 Zone Booster Pump Station and Pipeline Project, Power Reservoir Rehabilitation Project, Grant Park Reservoir and Pipeline Replacement Project, View Park Tank Replacement Project, Skyline Waterline Replacement Project, the Seismic Retrofit of

Existing Reservoirs, 430 Zone Pipeline Project, Long Canyon Reservoirs project, the Downtown Streets Sewer and Water Main Replacement Project, and the VWRF Dewatering Equipment Replacement, Digester Improvement and Blower Building Projects. He was the project design engineer for the McElrea and Victoria Well No. 2 projects, Beach Water Quality Improvement Project, the Hall Canyon Tanks Replacement Project, Seward/Poli BPS upgrade and several projects under the City's previous Multi-Year Professional Services Programs. Vern's main project responsibilities will be to monitor the design schedule and consultant team budget as the project proceeds to ensure that the District's performance needs are being met and to provide design QC.



Richard Craig
Resident Engineer / Constructability Review

Richard has provided Resident Engineering services with Flowers & Associates for over 15 years for clients including COMB, CVWD and Ventura. Richard recently completed these responsibilities for the \$7.2M, 2-year-long Digester Improvement Project (DIP) at the Ventura Water Reclamation Facility (VWRF) which included the replacement of all related pumps, piping, heat exchangers HVAC and related electrical supply and controls for monitoring the highly automated facilities. The DIP was preceded by his involvement, in the same capacity, in the \$4.3M, 18-month duration Dewatering Equipment Replacement Project at the VWRF which involved the installation of two Centrisys CS21-4HSC centrifuges, conveyors, rotary lobe pumps, polymer and

associated HVAC and air handling systems as well as integration of SCADA programming to monitor that highly automated installation. He is now the RE for the new \$5.5M blower building at the VWRF which includes 400 HP blowers and associated pumps, piping, controls and electrical. In concert with these projects Ric provided constructability review and limited monitoring during construction for the City's Seaward/Poli BPS Upgrade Project. Ric would be providing those same tasks for this project.



SUBCONSULTANTS' EXPERIENCE

Below are our proposed subconsultants and some similar projects they've worked on.

OTTO ELECTRICAL, INC.

San Luis Obispo, CA

Otto Electrical is dedicated to providing execptional service and electrical engineering solutions in a wide range of industries including water/wastewater, aerospace, industrial, commerical, manufacturing, processing, and agriculture. Since 2005 Mr. Otto has worked on major infrastructure projects including critical system design for water treatment plants, data centers, and nuclear power plants, motor control center design and upgrades, emergency power systems design, automation and controls, arc-flash protection, power system studies, lighting and power distribution design, and electrical construction management. Otto Electrical is your choice when you need a devoted electrical engineer for your projects. Otto Electrical is committed to providing quality electrical designs, studies, and engineering that focus on the clients' needs and timeline.

GARRETT OTTO, PE President/Electrical Engineer



Garrett Otto is a seasoned electrical engineer and business owner with over 20 years of experience in electrical engineering and construction management. As the founder and principal of Otto Electrical, Mr. Otto has built a reputation for delivering reliable, efficient, and intelligent electrical solutions across a wide range of industries. Specializing in water and wastewater systems, Mr. Otto possesses deep expertise in the design and implementation of complex electrical systems critical to these facilities. His portfolio also includes extensive work in power distribution, lighting systems, automation, and controls, showcasing his versatility and commitment to excellence. Garrett's responsiveness and commitment have earned him the trust of clients and collaborators alike, as he consistently brings projects from concept to completion on time and within budget. Mr. Otto combines engineering expertise with practical

construction insights to deliver outstanding results and meet the unique needs of each client.

Mr. Otto's relevant project experience includes:

- Machado Wastewater Treatment Facility, San Miguel Community Services District, San Miguel, CA
- Santa Ynez River Water Conservation District (SYRWCD) District Number 1 Projects Los Olivos & Santa Ynez, CA
 - Alamo Pintado Booster Pump Station MCC and Service Replacement
 - o Refugio 3 Booster Pump Station MCC and Service Replacement
 - Meadowlark Booster Pump Station MCC and Service Replacement
 - Well 7 MCC and Service Replacement
 - o 6.0 CFS Well Site MCC and Service Replacement
- Las Ventanas Ranch Water Treatment and Storage, Las Ventanas Mutual Water Company, Arroyo Grande, California
- Airport Road Lift Station, City of Paso Robles, California



MURPHY STRUCTURAL ENGINEERS, INC.

San Luis Obispo, CA

Murphy Structural Engineers (MSE) is a full-service structural engineering firm offering a wide range of consulting services with a customer-oriented attitude. MSE has successfully completed many projects throughout California and New York, including public spaces and infrastructure, water/wastewater treatment and retention facilities, commercial and residential buildings; winery buildings and infrastructure; retaining walls; rehabilitation and retrofit of existing structures; and adaptive re-use development. The principal and senior engineers at MSE have experience in most all building sectors and construction types. From analysis and design to construction administration and value engineering, MSE is a full-service solution for structural projects. Our team works efficiently and collaboratively, producing constructible products that are easy to follow—delivered on-time and on-budget.

CHRIS MURPHY, SE President/Structural Engineer



Chris Murphy is the principal owner of Murphy Structural Engineers, Inc. He is a licensed P.E. and S.E. in California and is highly committed to teamwork and customer satisfaction. Chris has extensive experience working for government agencies, architects, engineers, and contractors. contractors. He has delivered many structural and civil engineering projects throughout California and New York for agencies and companies that include City of San Luis Obispo (SLO), County of SLO, City of Pismo Beach, Cal Poly SLO, San Francisco Public Utility Commission, City of Pleasanton, Cambrian Innovations, Western Water, Coca-Cola, and wineries such as Meridian Vineyards, Domaine Chandon, Denner Vineyards, Derby Wine Estates, and Ancient Peaks. Chris obtained bachelor's and master's degrees in civil engineering from Cal Poly with an

emphasis in structural engineering. Chris worked for various firms in San Luis Obispo prior to opening MSE in 2016 to focus on quality projects for quality clients. During his career Chris has also taught engineering courses part time at Cal Poly in the areas of mechanics, materials, reinforced concrete design. Chris is highly involved with engineering and architectural organizations and supports several community organizations such as Engineers Without Boarders, Central Coast Concerned Mountain Bikers, Bike SLO County, and the SLO Food Bank.

Mr. Murphy's relevant project experience includes:

- Machado Wastewater Treatment Plant (WWTP) Major expansion of San Miguel CSD wastewater treatment plant, San Miguel, CA
- Booker Street Lift Station (Marina) Replacement Lift Station
- Anza Water Treatment Plant Private water treatment plant
- City of Pleasanton Booster Replacement Foundation & anchorage
- Riverstone WWTP Expansion Phases II & III multiphase water treatment plant for a large residential development
- Oak Shores Wastewater Treatment Plant (WWTP) Upgrades plant upgrades and new lift stations



SECTION 3 – RELEVANT PROJECT EXPERIENCE

The following projects have been selected and detail provided to highlight our experience with similar projects and have indicated the team members who participated in these projects.

Project: AURORA VISTA DEL MAR HOSPITAL (Vern, Ric, Erin, Kelley)

Ventura, CA

Client: Signature Health Care Services, LLC

Project Timeline: 2018 – Present

Project

Description: Restoration of a 16-acre Hospital Campus after the Thomas

Fire including the complete replacement of the potable and

fire protection water systems.

Services: DESIGN – Modeling of the onsite pumping and distribution

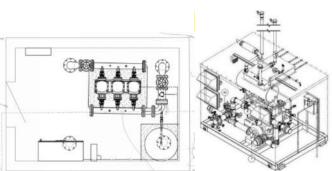
system and the significant offsite supply line component. Calculation for sizing, specification and design of temporary fire pump system and permanent potable and fire pump

system to City of Ventura and OSHPD Standards.

CONSTRUCTION - Construction review and monitoring;

start-up.







Project: LAS CANOAS ROAD DOMESTIC WATER AND FIRE SYSTEM IMPROVEMENTS

> (Erin. Kellev. Vern. Ric) Santa Barbara, CA

Client:

19-6 Architects

Proiect

Timeline: 2018-2022

Project

Description: Construct 2,100 LF of 10" (fire) and 6" (domestic) HDPE

water lines laid parallel in same trench to satisfy increased domestic water and Fire Department demands related to the proposed renovation/re-purposing of the property. Improvements required the design and installation of a new packaged fire pump (in a prefabricated enclosure) and the

replacement/upgrade of domestic water pumps to replace

aging and faulty infrastructure.

Services: STUDY – Prepare Preliminary Report to confirm upgrades to

the existing facility's water system.

DESIGN - Preparation of Grading and Drainage and Water System Plans, Details and Specifications, prepare and finalize hydraulic calculations for both the domestic system

and coordinate the design with pump vendors.

CONSTRUCTION - Submittal review; assistance with Bidding & selection process; assistance with determination of

design compliance; water & fire system (pumps) startup and oversight.



Carpinteria, CA

Carpinteria Valley Water District and Garrison-Rancho, Client:

LLC

Project Timeline: 2004 - Present

Proiect

Multi-year project (Approx. \$10 Million of construction Description:

thru 2021) involving the installation of five pump stations; 3 pressure reducing stations; two sets of water storage tanks and 8 miles of 14" OD HDPE water

mains; 4 miles of storm drains and drainage control structures and installation of dry utilities in challenging terrain with significant environmental, geologic and geotechnical

issues. Water facilities will be added to Carpinteria Valley Water District.

Services: PLANNING - Master plan development; coordination with local public agencies and utility

companies.

DESIGN - Preparation of Plans and Specifications; Component sizing calculations.

CONSTRUCTION - Construction monitoring; coordination of testing and inspection

services.









Project: FOOTHILL PUMP STATION RECONSTRUCTION (Vern, Ric)

Carpinteria, CA

Client: Project Carpinteria Valley Water District

Description:

2,400 GPM pump station inside the Foothill Tank

utilizing submersible pump.

Services: DESIGN: Preparation of Plans and Specifications for

District approval; component sizing calculations. CONSTRUCTION: Assistance with bidding, contract administration, construction observation, monitoring

and review.



Project: SEAWARD/POLI BOOSTER PUMP STATION UPGRADE PROJECT (Vern, Ric)

Ventura, CA

Client:

City of San Buenaventura

Project

Description: The pump station consists of three vertical turbine pumps

located in an open below grade pit. The 100 HP motors are fed at 480 volts from a weatherproof electrical/control

equipment line-up.

Services: STUDY – Perform a Meter Vault Relocation Study, design

a site vehicular protection system, provide a condition

assessment of the pumps and other station's mechanical components.

DESIGN – Upgrade to piping and valves, site access and security improvement; coordinate replacement of electrical and controls equipment.

CONSTRUCTION - Submittal review; periodic site

review for design conformance.







Project: 330 ZONE, HALL CANYON/FOOTHILL BOOSTER PUMP STATION (Vern)

Ventura, CA

Client: City of San Buenaventura

Project

Description: Three (3) sets of vertical turbine pumps

(9100 GPM total) in a masonry building with motor controls. telemetry and emergency engine driven power supply. Discharge piping included metering and surge control systems and 12,000 L.F. of 18-inch transmission line for the 330

zone pumps.

(Construction Cost: \$3.5 million)

Services: DESIGN - Value and constructability

review.

CONSTRUCTION - Contract administration; construction monitoring and review;

coordination of materials testing and inspection.

Project: 330 ZONE/POWER BOOSTER PUMP STATIONS IMPROVEMENTS (Vern)

Ventura, CA

Client: City of San Buenaventura

Project

DESIGN -

Description: (330 Zone BPS) Revise (3) 2,500 GPM

Vertical Turbine Pumps, controls and discharge piping to permit pump operation without damage to existing

piping downstream.

(Power BPS) Remove existing pumps and piping and construct two new 7,500 GPM vertical turbine pumps, discharge piping, variable frequency

drives, power supply, controls and instrumentation.

Services: STUDY – (330 BPS only) Determine long-term and short-term options and provide concept design and cost estimates. (Joint venture with Kennedy/Jenks Consultants.)

(330 BPS only) Perform Calculations and provide Plans and Specifications for use as

Contract Documents for Construction of the revisions. (Joint venture with Kennedy/Jenks

Consultants.)

CONSTRUCTION – Contract Administration, Construction Monitoring and Review; Coordination of Materials Testing and Inspection.







SECTION 4 – SCOPE OF SERVICES

I. Task 1: Project Management, Meetings, Coordination, and Quality Assurance

- 1. Project Management
 - a. Prepare for and attend kick-off meeting and site review.
 - b. Prepare for and attend virtual progress meetings twice per month, from the initiation of the design through the 60% design submittal: and once per month following the 60% design submittal. (Progress meetings are not needed when the project is on hold waiting for permitting or comments.) We have assumed design review meetings/workshops will be held following the 30%, 60%, 90%, and final design deliverables.
 - c. For each meeting, we will prepare meeting agenda, presentation materials, and meeting minutes to document key discussions issues, action items, and decisions made. Agendas will be released at least two working days prior to meeting. Meeting minutes will be submitted to the District within 72 hours of each meeting for review and comment.
 - d. Prepare schedule with any monthly updates as schedule changes.
 - e. Monthly progress reports and invoices will be provided for District review.
- 2. Quality Assurance and Quality Control
 - a. Provide engineering reviews by the project Principal Engineers with additional constructability review by our in-house Resident Engineer.
- 3. Coordination with Environmental Consultant CEQA Support
 - a. Provide up to 16 hours of consulting time to coordinate, provide information, and prepare exhibits to support the environmental consultant in preparation of CEQA documentation.

I. Task 2: Preliminary Design

- 1. Due Diligence, Research, and Review of Existing Conditions
 - a. Request and obtain existing record drawings for the existing pumphouse/site and utilities within the project area. Requests are anticipated from, but not limited to, the District, PG&E, etc.
 - b. Conduct site visit to review existing site conditions (1 assumed).
 - c. Request and obtain relevant hydraulic data from the District Engineer for pump sizing and selection.
- 2. Survey
 - a. Review the topographic survey (provided by the District) and request additional survey information from the District as deemed necessary for design.
- 3. Base Mapping
 - a. Prepare base map for the project. The base map will show topographic survey, boundary/right-of way limits, and existing utilities within the proposed project area. Existing utilities (overhead and underground) located from existing "as-built" plans and maps from public utilities, aerial mapping, and field survey.
- 4. Preliminary Design Report/Booster Station Design
 - a. Utilize system curves provided by the District engineer to select pumps and resolve pump type and configuration.
 - b. In conjunction with our subconsultants, Otto Engineering and MSE, prepare a preliminary design report to summarize the basis for pump selection, design criteria, and confirm the project approach. Documentation on manufacturer comparisons, pump sizing, electrical service and generator sizing considerations,



and other necessary considerations will be included in the report.

- 5. 30% Plans, Specifications, and Opinion of Probable Cost
 - a. Coordinate with at least one prequalified package BPS provider to compile preliminary engineering drawings for the packaged pump system.
 - b. In conjunction with our subconsultants, Otto Electrical and MSE, prepare and submit 30% Plans, Specifications, and Opinion of Probable Cost to the District for review. Plans will include a preliminary booster pump station and site layout, design criteria and electrical requirements. Preliminary pump selection will be included on the plans.
 - Specifications will include the proposed list of technical specifications in CSI format.
 - Plans will comply with the District's CAD standard template, as applicable.

I. Task 3: Final Design (Flowers & Associates, Otto Electrical, MSE)

- 1. Review the geotechnical investigation for the project site, once available. Request additional soils information as deemed necessary for the project.
- 2. Coordinate at least one prequalified package BPS provider to continue development of preliminary engineering drawings for the packaged pump system. These drawings will be used for basis of the plans and design. The final engineered drawings will be submitted by the Contractor during the construction phase and reviewed and approved by the consultant team.
- 3. Prepare and submit Plans, Specifications, and Opinion of Probably Costs (PS&E) to the District for review and comment at 60%, 90% and 100%. The District will integrate the PS&E with the District's Standard contract documents to form a complete set of contract documents for bidding and construction. Comments made by the District and the project team will be incorporated between submittals for permit submissions.
 - a. Plans will comply with District's CAD standard template, as applicable.
 - b. 60% design will include plan and profile drawings to confirm the alignment of the suction and discharge pipelines, details, and a grading & drainage plans, and a demo plan for the existing site.
 - c. Specifications will be provided in CSI format. Specifications will be included for the packaged pump system (including the pre-fabricated structure).
 - d. Electrical design including electrical demolition plans, single line diagram, site electrical plans, elevation details, conduit/cable schedule, panel schedules, load and voltage drop calculations, electrical details, generator sizing, and specifications will be provided by our subconsultant, Otto Electrical. PG&E coordination is anticipated and included within Otto Electrical's scope.
 - e. Structural design including preparation of structural calculations, plans including a site plan, building foundation plan, shade structure framing plan, equipment pad and anchorage pad, structural details, and specifications will be provided by our subconsultant MSE.

DELIVERABLES

Anticipated delieverales for the project include:

- 1. 30% Draft Plans, Specifications, and Opinion of Probable Costs
- 2. Preliminary Design Report
- 3. 60% Draft Plans, Specifications, and Opinion of Probable Costs
- 4. 90% Draft Plans, Specifications, and Opinion of Probable Costs
- 5. 100%, Bid-Ready, Plans, Specifications, and Opinion of Probable Costs



SERVICES TO BE PROVIDED BY OTHERS

The District will provide the following data and services:

- 1. All available pertinent background documents and information requested, relevant utility atlases, and record drawings.
- 2. All required topographic Survey, following consultant request.
- 3. Review and approve consultant's work.
- 4. Provide a single set of District-generated design review comments.
- 5. Geotechnical report.
- 6. CEQA documentation for the project.
- 7. APCD Permitting for the standby generator.

SPECIFIC EXCLUSIONS

The following services are not included in the Consultant's Scope of Services. Upon request, some may be added as additional services.

- 1. Engineering services during bid and construction phases except as otherwise indicated.
- 2. Any involvement with hazardous waste, including identification, detection, evaluation, or cleanup except notification to City of any significant observed incidents.
- 3. Geotechnical Engineering.
- 4. Environmental permitting.
- 5. Surveying.
- 6. Plan check and PG&E fees.
- 7. Hydraulic Analysis. Hydraulic analyses to be completed by the District/District Engineer. System curves to be provided by District Engineer for pump selection.
- 8. Traffic Control Plans
- 9. Control schematics, wiring diagrams, PLC loops drawings. These items will be accounted for within the performance specifications. The performance specifications/ controls narrative will be used for developing required pump operations.
- 10. Radio path study. Design assumes good radio pathway. The SCADA integrator will be responsible for conducting a radio path study. Radio and antenna will be based on existing radio equipment or updated per integrators findings during radio path study. The integrator will oversee antenna installation, adjustment, and program radio parameters, as necessary.

AGREEMENT AND INSURANCE REQUIREMENTS

We have reviewed the District's proposed agreement form and insurance requirements and agree that we can comply. No exceptions are taken to the Agreement for Services.



SECTION 5 – CONFLICTS OF INTEREST

Flowers & Associates has no conflict of interest that may exist with respect to the firm, management, or employees of the firm or other persons relative to the services to be provided under the Agreement for engineering services to be awarded pursuant to this RFP.



SECTION 6 - PROJECT SCHEDULE

The following project schedule included on the next page has been compiled based on our experience with similar projects and the following assumptions:

- The District would like plans completed and be ready for bid by the end of 2025. Note:
 The proposed schedule is conservative. If needed, various aspects of the design phase can be expedited to complete bid-ready plans and specifications prior to December 2025.
- We assume a detailed topographic survey of the proposed project area can be provided within 6 weeks of design kickoff for the project to proceed efficiently.
- Initial Due Diligence and Research Phase will be completed prior to the 30% PS&E phase so design can proceed efficiently.
- We assume that the District will be able to review and provide comments on the 30%, 60%, 90% and final submittals within 30 days of each submittal.
- We assume a geotechnical report will be available prior to commencement of the 60% design phase.



PROPOSED PROJECT SCHEDULE SAN MIGUEL COMMUNITY SERVICES DISTRICT BOOSTER PUMP STATION DESIGN

	2025											
ACTIVITY DESCRIPTION	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Award of Agreement/Notice to Proceed												
Design Kickoff												
Due Diligence, Research												
30% PDR, 30% PS&E												
30% Plan Review (by District)												
60% PS&E												
Permit Review/60% Plan Review (by District)/Constructability Review (by internal CM team)												
90% PS&E Submittal												
90% Plan Review (by District)												
Final (100% PS&E Submittal)/Project out to Bid												



APPENDIX A TEAM MEMBER RESUMES



F8A FLOWERS & ASSOCIATES, INC.

Erin K. LaBuda, P.E., QSD/P Principal Engineer

CIVIL ENGINEERING • PLANNING • CONSTRUCTION ENGINEERING



EDUCATION

B.S., Civil Engineering, California Polytechnic State University, San Luis Obispo, California, 2010

REGISTRATION

Registered Civil Engineer No. 82036, State of California

CERTIFICATIONS

CASQA Qualified SWPPP Practitioner/Developer, Certification No. 82036

PROFESSIONAL AFFILIATIONS

- ASCE Santa Barbara/Ventura Branch, President (2018-2019), Vice President (2017-2018), Secretary (2016-2017)
- ASCE Santa Barbara/Ventura Younger Member Forum (YMF), President (2015-2016), Vice President (2014-2015), Secretary (2012-2013)
- · APWA, Member
- · American Water Works Association, Member
- Association of Water Agencies of Ventura County, Member

Erin has extensive experience with the design of residential, commercial, industrial, and public works projects throughout the Santa Barbara, Ventura County and Santa Clarita Valley communities. Her technical expertise and proficiency in AutoCAD, Civil3D, WaterCAD and HydroCAD allows her to prepare grading plans, improvement plans for water, sewer, and storm

drain systems, conduct hydrologic and hydraulic analyses, and prepare technical reports. Erin's effective communication skills have enabled her to undertake managerial roles on many recent projects. She successfully combines her knowledge and interpersonal skills to produce cost-effective designs and facilitate on-time delivery of projects through planning, design, and construction phases.

PROJECT EXPERIENCE

CITY OF VENTURA – NYE 7 & 8 WATERLINE REROUTE VENTURA, CA (IN PROGRESS)

Principal design engineer for design of approx. 1.25' miles of 12" HDPE waterline within the County of Ventura and City of Ventura right-of-way, including two proposed bridge crossings. Construction of the new waterline will allow the City to abandon existing waterline infrastructure within the Ventura River.

RANCHO MONTE ALEGRE / CARPINTERIA, CA (IN PROGRESS)

Design engineer for extension of the Carpinteria Valley Water District system to serve five lots (approx. 225 acres) located in the hills of Carpinteria. Anticipated improvements include construction of a 750,000-gallon water storage tank, three booster stations, 12" HDPE transmission and distribution lines, and associated roadway improvements for access to the proposed tank site.

AURORA VISTA DEL MAR HOSPITAL/VENTURA, CA

Designed and oversaw construction of water system improvements required to provide domestic and fire suppression water supply and pressures for reoccupation of the 16-acre AVDM campus after the Thomas Fire. Erin modeled the on-site pumping and distribution system, including the connection to the offsite City system. Plans and calculations were prepared for the temporary fire pump system and the permanent potable and fire pump system to City of Ventura and HCAI (formerly OSHPD) standards.

1964 LAS CANOAS (FORMERLY ST. MARYS SEMINARY) SANTA BARBARA , CA

Designed and oversaw construction of a water system improvements required to replace the aging and faulty water system serving with the subject property. Water system improvements included construction of 2,100 LF of a 10" HDPE fire line and 6" HDPE domestic waterline (joint trench), construction of a 1,250 GPM diesel fire pump and domestic water pumps.





Erin K. LaBuda, P.E., QSD/P Principal Engineer

CIVIL ENGINEERING • PLANNING • CONSTRUCTION ENGINEERING

PROJECT EXPERIENCE, Cont'd

BUSY BEE ORGANICS | BUELLTON, CA

Design engineer and project manager for design of a 750 GPM outdoor diesel fire pump, (4)-10,000 gallon aboveground epoxy-lined, galvanized fire water storage tanks, and upgrades to the existing domestic water system to provide domestic water to the proposed cannabis processing facilities. Water system upgrades includes replacement of existing domestic water pumps, review of the existing water treatment system, and construction of (2)-1,000 gallon domestic water storage tanks.

BALLARD RANCH | BUELLTON, CA

Design engineer and project manager for anticipated design of a new domestic water and fire protection system to provide domestic and fire water to a proposed winery, eleven new residential structures, an existing residence, and an existing barn. Anticipated improvements include construction of a 46,000 minimum gallon fire water cistern, fire water lines, a fire pump to provide fire water to one of the proposed residences, and all aspects of domestic water distribution system including the domestic water pipelines, tanks, and treatment facilities (as required).

CITY OF SANTA BARBARA, SANTA BARBARA JUNIOR HIGH SCHOOL SEWER RELOCATION PROJECT | SANTA BARBARA. CA

Design engineer and project manager for the anticipated design and construction of ±90 L.F of a 10-inch siphon and ±1,000 L.F. of a parallel 15-inch sewer main and to increase wet-weather capacity of an existing 15-inch sewer main located on the Santa Barbara Junior High School Property and anticipated design and reconstruction of an existing inverted siphon at the Nopal and De La Guerra intersection to alleviate hydraulic restrictions and reduced required frequency of cleaning of the subject sewer main.

CORTONA APARTMENTS | GOLETA. CA

Design engineer and project manager for the Cortona Apartments development in Goleta, CA. Erin prepared improvement plans for the 176-unit apartment complex (8.9-acre development), which included site grading & drainage plans, sewer, water, and storm drain plans for the subject development. She conducted hydraulic analyses of the proposed water and storm drain system, which included design of an underground infiltration/detention basin to satisfy County of Santa Barbara MS4 requirements. Erin was responsible for client, agency, and project team coordination during the design and construction phases. She also assumed the role of QSD and oversaw stormwater inspections and reports throughout the duration of construction.

UCSB LAGOON, WEST WEIR REPLACEMENT | ISLA VISTA, CA

Study and design of one of two water surface control structures for the UCSB Campus Lagoon. The preliminary study will include review of historical drainage tributary to the Lagoon and coordination with the many public agency stakeholders to provide preliminary design options of the weir and outflow replacement structure. Design of the weir replacement structure will include calculations, plans and details for review and approval by UCSB and stakeholders.

CITY OF OXNARD GREAT PROJECT | INTERIM SMP CONNECTIONS AND HUENEME ROAD RECYCLED WATER PIPELINE DESIGN Assisted with the modeling and design of interim connections to the Calleguas Salinity Management Pipeline (SMP) to convey 6.2 million gallons of water per day from Oxnard's Advanced Water Purification Facility (AWPF) to agricultural customers in the Oxnard Plain. Throughout construction of the SMP connections, Erin worked on modeling various flow scenarios of the SMP and analyzing effects of brine conveyance in the SMP as it mixed with water from the AWPF. In addition, Erin assisted in the design and preparation of construction drawings for Phase 2 of the City of Oxnard's GREAT recycled waterline. The three miles of 36" HDPE recycled waterline will extend from Olds Road to Wood Road in Oxnard, CA.

EAST AREA I, POTABLE WATER MASTER PLAN AND IMPROVEMENT PLANS | SANTA PAULA, CA

Prepared a Potable Water Master Plan for the 500-acre East Area I development in Santa Paula, CA. The master plan included sizing of tanks, wells, booster pumps and pipelines located in two pressure zones to serve 1,477 residential units, 25,000 SF of light industrial use, 215,000 SF of commercial use area, 20.2 acres of civic/institutional use area and 225 acres of additional recreational use areas (parks, athletic fields, etc.). In addition, Erin designed and prepared construction drawings for approximately four miles of PVC waterlines for the East Area I backbone development. Waterlines ranged in size from 8-inch to 20-inch.

EAST AREA I, OFFSITE SEWER | SANTA PAULA, CA

Assisted in the preparation of preliminary calculations and design for the replacement of 0.75 miles of City sewer mains (ranging in size from 8"-15") to connect the 500-acre East Area I development to the City of Santa Paula Lemonwood lift station.





Erin K. LaBuda, P.E., QSD/P Principal Engineer

CIVIL ENGINEERING • PLANNING • CONSTRUCTION ENGINEERING

TRACT 5671, PHASE 1 WATER & SEWER STUDIES | CAMARILLO, CA

Analyzed, designed and prepared technical reports for Phase I of the Tract 567I development's water and sewer systems. Phase I of Tract 567I encompasses a 36.8 acre mixed-use development north of US Highway IOI and east of Springville Drive in Camarillo, CA.

VALENCIA WATER COMPANY | VTM 18108, PRELIMINARY ENGINEERING SERVICES

Prepared a preliminary engineering analysis to identify potable water usage, fire flow and storage requirements for the VTM 18108 development. Erin prepared a concept water model to determine preliminary sizing for infrastructure required to serve the proposed development. A cost analysis and technical report was prepared to summarize model results, costs, and infrastructure requirements.

VALENCIA WATER COMPANY | TRACT 61105, PHASE I DOMESTIC WATER TRANSMISSION LINES

Designed and prepared construction drawings for the installation of approximately 14,500 linear feet of ductile iron pipelines for Phases -IA and -ID of the Tract 61105 development in the County of Los Angeles. The pipelines ranged in size from 8-inch to 24-inch and were located within two pressure zones. Erin assisted with coordination of the design with Valencia Water Company, the Developer and the Developer's Engineer.

CITY OF SANTA PAULA | WATER MASTER PLAN AMENDMENT

Drafted an amendment to the 2005 City of Santa Paula Potable Water System Master Plan to reflect updated water system improvements for the East Area 1 and 2 developments. Erin reviewed available water supplies, calculated demands, and sized reservoirs to serve the proposed 600-acre mixed-use development.

PLEASANT VALLEY COUNTY WATER DISTRICT (PVCWD) ENGINEERING REPORT

Prepared an Engineering Report to obtain Department of Drinking Water (DDW) approval to deliver Title 22 disinfected tertiary recycled water to PVCWD. The PVCWD service area is located east of the City of Oxnard and delivers 24,000 AF/year to approximately 90 agricultural use sites. Erin was responsible for coordinating with PVCWD to properly delineate all potential recycled water use sites within the district boundary and processing the report through DDW for approval.

CITY OF OXNARD HOUSING AUTHORITY | TERRAZA DE LAS CORTES | SANTA PAULA, CA

Design engineer and project manager for the Terraza de las Cortes development in Oxnard, CA. Erin prepared improvement plans for the 64-unit apartment complex (4.3-acre development), which included design of approximately 900' of offsite sewer and 1,500' of offsite storm drain lines. She conducted hydraulic analyses of the proposed storm drain and water systems and prepared a drainage report and water study for the project. In addition, she prepared calculations for an onsite infiltration/detention basin to satisfy Ventura County MS4 and City of Oxnard detention requirements. Erin was responsible for client, agency, and project team coordination during the design and construction phases. She also conducted QSD inspections and stormwater reports throughout the duration of the project.





Vernon E. Williams, P.E. Principal Engineer

CIVIL ENGINEERING • PLANNING • CONSTRUCTION ENGINEERING



EDUCATION

B.S. in Mechanical Engineering, University of California,
Davis, 1973

REGISTRATION

Professional Engineer: Civil - California, 33690 Mechanical - California, 18942

PROFESSIONAL AFFILIATIONS

- · APWA (American Public Works Association)
- AWWA (American Water Works Association)

After graduation from University California Davis, Mr. Williams began his engineering career with Bechtel Power Corporation in their San Francisco office where for three years he worked in the mechanical engineering group designing and monitoring purchase and fabrication of various mechanical systems for a nuclear power plant. These systems included both water treatment and pumping equipment.

In 1976, Mr. Williams moved to Santa Barbara in search of less populated surroundings and a smaller firm. He began work for a civil and structural consulting firm where he was Project Engineer for over 500 projects covering the full range of small to large civil and structural design for residential and commercial developments. As a civil and structural Project Engineer for a major restaurant chain he performed engineering design for sites in most states and larger cities in the country.

Mr. Williams joined Flowers and Associates, Inc. in 1982 and became a Principal in 1985. At Flowers and Associates, Inc., he has been involved in projects in the local area and in northern California for both private and public sector clients.

His project responsibilities have included planning, project representation at public hearings, design, design supervision, and construction administration and review. His areas of technical experience include hydrologic and hydraulic analysis, flood modeling, sewage collection, water wells, water filtration, treatment, storage and distribution systems, road and site grading, retaining structures and road surfacing. He also has structural experience which includes design and structural inspection for large residences, shopping centers and commercial buildings with wood, masonry, concrete and steel construction.

Mr. Williams' dual registration and interest in development of water resources has led him to pursue work in design and construction of water supply and storm drainage facilities. He has performed water use and storm water management studies, cost evaluations, sizing calculations, detailed plans and specifications, and construction engineering services for large and small private developments and municipal facilities.

Water supply projects have included ground water pumping, transmission, storage, re-pressurization, fire protection, treatment, and distribution piping and equipment. Types of treatment have included iron and manganese oxidation and reverse osmosis. In addition to design and construction experience in this area of practice, Mr. Williams served as consulting engineer for a local water district between 1987 and 1995.

Storm water management projects have included residential, commercial, and municipal projects involving capture and conveyance facilities, surface and buried detention systems, mechanical and biological filtration and treatment systems and large-scale desilting facilities for protection of municipal water storage.





Kelley M. Scott, P.E., QSD/P Design Engineer II

CIVIL ENGINEERING • PLANNING • CONSTRUCTION ENGINEERING



EDUCATION

B.S., Civil Engineering, California Polytechnic State University, San Luis Obispo, California, 2011

REGISTRATION

Registered Civil Engineer No. 87273, State of California

CERTIFICATIONS

CASQA Qualified SWPPP Practitioner/Developer, Certification No. 87273

PROFESSIONAL AFFILIATIONS

- ASCE Santa Barbara/Ventura Branch, Treasurer (2020-2021)
- ASCE Santa Barbara/Ventura Younger Member Forum (YMF), Past President (2020-2021), President (2019-2020), Vice President (2018-2019), Treasurer (2017-2018), Event Chair (2016-2017)

Ms. Scott is a versatile member of the design group and has assisted in the design, modeling, and technical analysis of various residential, commercial, and public works projects (utilities and water systems) throughout Santa Barbara and Ventura Counties.

Her technical expertise and proficiency in AutoCAD, Civil3D, HydroCAD, RetainPro, and GIS allows her to prepare grading plans, earthwork calculations, design wet utility systems (e.g., water, sewer, and storm drain systems), conduct dry utility coordination, grading and drainage, retaining wall design, conduct hydrologic and hydraulic analyses, and the preparation of technical reports and specifications. As a QSD/P, she has prepared Storm Water Pollution Prevention Plan (SWPPP) and conducted QSP inspections during construction. Kelley utilizes effective communication skills in combination with her knowledge to produce cost-effective designs and facilitate on-time delivery of projects through planning, design, and construction phases.

Some of Ms. Scott's experience with water systems technical analysis, design, and plan development include various repairs and improvements for the South Coast Conduit via the Cachuma Operation and Maintenance (COMB) Board, Carpinteria Valley Water District, and the assistance and implementation of the emergency design and installation of water system improvements for Aurora Vista del Mar (AVDM) Hospital in Ventura, CA to provide domestic and fire suppression water supply and pressures by way of a new permanent fire pump system for the reoccupation of the 16-acre AVDM campus after the Thomas Fire.

Some of Ms. Scott's notable site improvement projects include the design of hotels and resorts, including Marriott Residence Inn (Goleta) and the Miramar Hotel & Resort (Montecito), and residential developments including The Village at Los Carneros (465 total units residential units consisting of single family, three-plex and four-plex condominiums, and low-income housing; market rate apartments; a public park; and recreational center on 43 acres), The Boulders Custom Residences (15 sites), the Knoll Private Estate Residences (12 estates), and Tree Farm.

Ms. Scott's work also includes various retail and single family residential development projects, roadway projects, water, and wastewater projects throughout the American Riviera and in unincorporated areas in Santa Barbara County.





Richard G. Craig
Resident Engineer

CIVIL ENGINEERING • PLANNING • CONSTRUCTION ENGINEERING



EDUCATION Buena High School, Ventura Ventura Junior College, Ventura Santa Ana City College California State University, Long Beach

SPECIALIZED TRAINING

- · AWS Welding Inspection
- ICBO Structural Steel & Welding
- Coating & Lining Examination
- Non-destructive Examination
- · Confined Space Entry & Rescue
- Erosion Control Implementation

STANDARDS EXPERIENCE

- AWS D1.1, D1.3, D1.4, D1.5
- ANSI B31.1, B31.2, B31.3, B31.4
- AWWA C104, C110, C153, C200,
- C205, C206, C207, C213, C218, C300, C500, C600, C605, C651, C900, D100, D102, D104
- NACE and SSPC (Paint and coatings)
- API 620,650,1104,1107
- · ASME Section VIII, IX
- UBC/Cal-Fire
- CALTRANS
- SSPWC
- ACI 318
- · AISC
- · ASTM

Mr. Craig's experience includes review and monitoring of water and sewer-related construction.

PROJECT EXPERIENCE

The \$4.3M Dewatering Equipment Replacement Project at the Ventura Water Reclamation Facility involved the installation of two Centrisys CS21-4HSC centrifuges, conveyors, rotary lobe pumps, polymer and associated HVAC and air handling systems as well as integration of SCADA programming to monitor the highly automated installation.

The \$7.2M, 2-year-long Digester Improvement Project at the Ventura Water Reclamation Facility includes the replacement of all related pumps, piping, heat exchanging HVAC and related electrical supply and controls for monitoring another highly automated installation.

The Lincoln Drive Waterline Replacement Project constructed in 2009/2010 for the City of Ventura, involved construction observation for the installation of 9300 LF of 8" and 4700 LF of 10" PVC waterlines in a hillside neighborhood. To facilitate completion of the project, Mr. Craig also assisted the Engineering Department in revising the alignment in several locations where unanticipated obstructions were encountered.

The Downtown Water & Sewer Improvement Project constructed in 2007 for the City of Ventura, involved construction observation and coordination of the archaeological and Native American monitors as well as the geotechnical testing agency during the construction of ±4,700 LF of water mains and new HDPE service laterals and construction of ± 2500 LF of 8"/12" sewer mains, 17 sewer manholes and the tie-in of 63 existing service laterals in the downtown business district. The bulk of the work was done at night and construction of both elements of the project were staggered to avoid the potential for contamination. Several "bypass" plans were implemented to avoid impacting local businesses and the bulk of the work was done at night.





Richard G. Craig Resident Engineer

CIVIL ENGINEERING • PLANNING • CONSTRUCTION ENGINEERING

PROJECT EXPERIENCE (CONTINUED)

The Santa Barbara Botanic Garden Sewer & Water Infrastructure Improvement Project (SWIIP) constructed in 2014 involved construction observation of 1,000 LF of 12" water main, installation of a Corten-steel utility crossing bridge that spans Mission Creek; and 600 LF of 8" sewer mains and six sewer manholes.

Mr. Craig also performed construction observation on a prior phase of water infrastructure improvements for the Garden in 2007, which involved the installation 2,600 LF of 8" water main and six fire hydrants.

Construction observation services during several phases of construction in a hillside residential development between 2010 and 2015 for the Carpinteria Valley Water District. The project involves installation of 2-10" ID HDPE waterlines, pumping/pressure relief stations, two 250 KG water storage tanks, fire and utility services, and construction of a 20 ft. wide concrete roadway through canyon terrain and installation of a 110 LF Cortensteel bridge under stringent Federal, State, CDFW and Local permit conditions.

The Calle Real Waterline Improvement Project which involved construction observation services for the Goleta Water District during the relocation of an existing 8" water main installed in a 16" HDPE casing, which cross under new drainage structure being built in the San Jose Creek, in Goleta.

Mr. Craig's other experience working with local public utilities involves work on:

The Central Zone Infrastructure Improvement Project for the Carpinteria Valley Water District. Constructed in two phases between 2010 and 2011 involved the installation of 12000 LF of 12" PVC water mains installed by Hydraulic Directional Drilling (HDD) under Franklin Creek and open cut methods. The project also involved a jack and bore crossing under Highway 101.

The Linden Ave. & Casitas Pass Rd. Waterline Improvement Projects, providing construction observation services to the Carpinteria Valley Water District during the installation of High-Density Polyethylene Plastic (HDPE) waterlines within the bridge structures, which cross Hwy. 101 in Carpinteria.

Prior to this Mr. Craig was a Certified Welding Inspector at L.A. Department of Water & Power's Valley Generating Station Repowering Project performing welder qualification testing, visual welding inspection, magnetic particle, dye penetrant examinations and NDE coordination on process piping fabrication for a 520 MW combined-cycle power plant.



Garrett Otto, PE Principal Electrical Engineer





Garrett Otto is a seasoned electrical engineer and business owner with over 20 years of experience in electrical engineering and construction management. As the founder and principal of Otto Electrical, Mr. Otto has built a reputation for delivering reliable, efficient, and intelligent electrical solutions across a wide range of industries. Specializing in water and wastewater systems, Mr. Otto possesses deep expertise in the design and implementation of complex electrical systems critical to these facilities. His portfolio also includes extensive work in power distribution, lighting systems, automation, and controls, showcasing his versatility and commitment to excellence. Garrett's responsiveness and commitment have earned him the trust of clients and collaborators alike, as he consistently brings projects from concept to

completion on time and within budget. Mr. Otto combines engineering expertise with practical construction insights to deliver outstanding results and meet the unique needs of each client.

EDUCATION/LICENSES/MEMBERSHIP

Bachelor of Science, California Polytechnic State University, San Luis Obispo, California Registered Electrical Engineer, California, No E20833 Institute of Electrical and Electronic Engineers (IEEE) Power and Energy Society Member City of San Luis Obispo Advisory Body Committee Member Treasure and Board Member of Local Non-Profit Organization

PROJECT HIGHLIGHTS

MOTOR CONTROL CENTER AND SERVICE UPGRADES

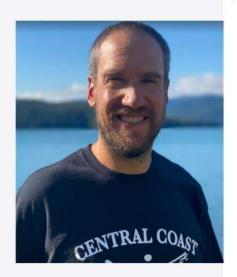
SANTA YNEZ RIVER WATER CONSERVATION DISTRICT, IMPROVEMENT DISTRICT NO. 1, CALIFORNIA

Electrical equipment SYRWCD Improvement District No 1's booster pump stations and well sites are reaching the end of their useful life. Replacement parts are difficult to find, and equipment is starting to fail. Most of the electrical services are older 3-wire services without a readily available service disconnects which increase the risk to personnel operating and maintaining the motor control centers (MCC). The District hired Otto Electrical to design the electrical and controls upgrades at 9 sites with new electrical equipment, converting the electrical services to 4-wire services with service disconnects and portable generator connections. Otto Electrical is currently providing engineering support during construction. Additionally, Mr. Otto will perform arc flash assessment and labels at the 9 sites. Otto Electrical also provided cost estimation for planning construction efforts for the District's CIP budget planning.

MACHADO WWTF, SAN MIGUEL COMMUNITY SERVICES DISTRICT, CALIFORNIA

Otto Electrical is currently providing the electrical design for a complete modernization and resiliency upgrade of San Miguel's Wastewater Treatment Facility. The electrical design scope consists of a resilient and sustainable power distribution system with 800kW photovoltaic system, battery energy storage system (BESS), and natural gas emergency generator that can operate as a microgrid independent of the utility in the event of a short- or long-term utility outages. In addition to the main power distribution system the electrical design also includes new lift station, headwork screening equipment, membrane bioreactors, UV disaffection, dewatering system, influent & effluent pond pump stations, new operations office building, equipment storage and electrical buildings, site and parking lot lighting, and EV charging stations. The project includes phased design to ensure the existing facilities can remain operational until the new equipment is operational. Otto is assisting the District in the early procurement and installation of the new electrical service to maintain the favorable NEM2 rate agreements.





Years of Experience

8 Years with MSE 21 years total

Education

MS and BS Civil Engineering, Cal Poly

License

California Civil, #C-73750 California Structural, #S-6150

Professional & Community Organizations

- Structural Engineers
 Association of California (SEAOC), Member
- Architects Institute of America (AIA), Affiliate
- American Concrete Institute (ACI), Member
- American Institute for Steel Construction (AISC), Member
- American Society of Civil Engineers (ASCE), Member
- SLO Food Bank, Supporter
- Engineers Without Boarders (Cal Poly), Former Mentor
- · Bike SLO County, Supporter
- Central Coast Concerned Mountain Bikers (3CMB), Trail Crew Leader



CHRIS MURPHY, SE PRINCIPAL ENGINEER

Chris is a California licensed Civil and Structural Engineer with 20 years of engineering experience and owner of Murphy Structural Engineers (MSE), specializing in structural engineering for commercial and public buildings, water/wastewater projects, infrastructure, and wineries.

Chris has completed a wide range of projects for organizations that include The County of San Luis Obispo, The Nature Conservancy, The City of Marina, The City of Paso Robles, Cal Poly San Luis Obispo, Coca-Cola, Facebook, The City of Pismo Beach, City of San Luis Obispo and dozens of wineries and breweries throughout California.

RELEVANT PROJECT EXPERIENCE

- <u>Machado Wastewater Treatment Plant</u> Major expansion of San Miguel CSD wastewater treatment plant
- Oak Shores Wastewater Treatment Plant (WWTP) Upgrades plant upgrades and new lift stations
- Hollister Industrial Wastewater Treatment Plant Expansion large scale upgrade to expand the plant with several concrete structures
- <u>San Francisco SE Wastewater Treatment Plant</u> Multi year contractor support for delegated design elements including shoring, equipment anchorage and more
- Booker Street Lift Station (Marina) Replacement Lift Station
- Anza Water Treatment Plant Private water treatment plant
- <u>SFPUC Griffith Pump Station MEP Improvements</u> Equipment anchorage
- <u>Riverstone WWTP Expansion Phases II & III</u> multiphase water treatment plant for a large residential development
- <u>Cate School Wastewater Treatment Plant (WWTP)</u> New cast in place concrete treatment plant
- <u>Cate School Underground Storage</u> New 400k gallon cast in place underground water storage tank
- Bruce Flynn Pump Station Upgrades MEP anchorage
- City of Pleasanton Booster Replacement Foundation & anchorage
- <u>Coca-Cola North American Plant Improvements</u> Multi-phase structural improvements

MURPHY STRUCTURAL ENGINEERS, INC.

P: 805-748-3693

E: chris@murphyse.com

W: www.murphyse.com

A: 1500 Palm Street, Suite C, San Luis Obispo, CA 93401



APPENDIX B REFERENCES

Below is a list of references for agencies and organizations that we have consulted for in the past five years. We welcome your contacting any of our references. More references and additional information can be supplied on request.

City of Ventura
Public Works Department
Capital Design and Construction
Mark Garcia, P.E.
mgarcia@cityofventura.ca.gov

501 Poli Street, Rm 120 Ventura, CA 93002 (805) 658-4789

Carpinteria Valley Water District Bob McDonald, District Manager bob@cvwd.net

1301 Santa Ynez Ave. Carpinteria, CA 93013 (805) 684-2816 x 112

Cachuma Operation & Maintenance Board Joel Degner, P.E. Engineering & Operations Manager jdegner@cachuma-board.org

3301 Laurel Canyon Rd. Santa Barbara, CA 93105 (805) 687-4011



APPENDIX CBILLING RATES





CIVIL ENGINEERING • PLANNING • CONSTRUCTION ENGINEERING

FEE SCHEDULE

Effective September 1, 2023 Until Revised

ENGINEERING SERVICES	HOURLY RATE
Principal Engineer	\$250.00
Associate Engineer	\$230.00
Senior Engineer II	\$220.00
Senior Engineer I	\$205.00
Drainage Engineer	\$205.00
Qualified SWPPP Practitioner	\$191.00
Design Engineer II	\$181.00
Water Resources Specialist	\$181.00
Project Manager	\$181.00
Design Engineer I	\$167.00
CAD Designer	\$151.00
CAD Technician	\$135.00
Administrative Support	\$116.00
PLANNING SERVICES	
Principal Planner	\$250.00
Associate Planner	\$188.00
Senior Planner	\$181.00
Public Agency Coordinator	\$165.00
CONSTRUCTION PHASE SERVICES	
Principal Construction Engineer	\$250.00
Associate Construction Engineer	\$226.00
Senior Construction Engineer	\$215.00
Resident Engineer	\$195.00
Prevailing Wage Construction Monitor	\$173.00
Construction Monitor	\$153.00

EXPERT TESTIMONY

Expert Testimony, Deposition, Court Appearance, and research related thereto will be charged at 3.0 times the applicable hourly rate.

REIMBURSABLE EXPENSE

Plots and other expenses connected with the work will be charged at cost.

CONSULTANTS

Subcontracts administered by Flowers & Associates, Inc. will be charged at cost plus 10%.





979 Osos. Street Suite F10 San Luis Obispo, CA 93401

2025 Rates

Principal Electrical Engineer	\$230.00
Electrical Engineer	\$210.00
Electrical Designer	\$190.00
Secretarial	\$150.00

Expedited work resulting in overtime shall be billed at 150% of base rate.

NOTE: Rates are subject to change annually in January of each year. Direct expenses shall be reimbursed as follows:

 Air fare
 Cost

 Lodging
 Cost

 Mileage
 IRS Rate per mile

 Reproduction
 Cost

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Rate Schedule

Principal Engineer \$165/hr
Senior Engineer/Project Manager \$140/hr
Project Engineer \$105/hr
Staff Drafting \$75/hr

Hourly billing is based on the then current rates. Rates are effective through December 2025 Murphy Structural Engineers reserves the right to adjust hourly rates on an annual basis.

W.O. 24117 12/6/2024

Estimated Staff Loading and Fee San Miguel Community Services District - Booster Pump Station Design

TASK	PRIN ENG	ASSOC ENG	RE	DE II	CAD Designer	TOTAL
Task 1: Project Meetings and Coordination						
Project Management	30			16		46
QA/QC	30		6			36
Environmental Consultant Coordination		4		12		16
Task 2: Preliminary Design						
Due Diligence & Research		8		8	8	24
Survey Review		1		1		2
Base Mapping		2		16		
PDR	8	24		40		
30% Design Plans	8	24		60	60	152
Task 3: Final Design						0
60% Design Plans	8	32		80	60	
90% Design Plans	8	24		40	30	
100% Design Plans	8	4		8		20
Manhour Totals By Category	100	123	6	281	158	668
Billing Rate (\$/hr)	\$250	\$230	\$195	\$181	\$151	
Total F&A Personnel Cost (\$)	\$25,000	\$28,290	\$1,170	\$50,861	\$23,858	\$105,321
Staffing Ratio (% of total hrs)	15.0	18.4	0.9	42.1	23.7	76.3
Subconsultants (Inc. 10% Mark-up)						VALUE (\$)
Electrical - Otto Electrical, Inc.						\$23,650
Structural - Murphy Structural Engineers, Inc.						\$13,090
Reimbursables						\$500
Total of other costs (\$)						\$37,240
Total Estimated Fee						\$142,561

NOTES

^{1.} This breakdown is provided for information only. Consultant reserves the right to adjust these values between tasks and subconsultants to meet the demands of the project as it develops, limited to the estimated fee and any mutually approved adjustments.

^{2.} Sunconsultant proposals have been attached for reference only.

San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

AGENDA ITEM: 10.7

SUBJECT: Mission Gardens Lift Station Flood Mitigation contract award by RESOLUTION 2024-47 (**Recommend approve by 3/5 vote**) (Pg. 438-489)

SUGGESTED ACTION: Review and approve resolution 2024-47 authorizing the General Manager to execute a contract with Wallace Group in an amount not to exceed \$99,755.

DISCUSSION:

The District operates Mission Gardens lift station on Soka Way. Heavy storms in January 2023 flooded this location, which is adjacent to the Salinas River, damaging the lift station. The lift station has been repaired but has not been flood-proofed to prevent damage from future flood events.

Although the District received FEMA funding to repair the lift station damage, FEMA did not provide funding to protect the site from similar or greater flood events. The District is working with California Rural Water Association (CRWA) to apply for USDA funding to determine, design and install flood-proofing measures to protect the site.

A Request for Proposals (RFP) was initially circulated on August 23, 2024, to retain a consultant to analyze different flood-proofing alternatives for the lift station and perform hydraulic modeling of the Salinas River and environs to estimate key flood parameters, such as scour velocity and depth. The alternatives analysis may include, but is not limited to, relocating the lift station to a higher elevation or construction of flood walls around the site perimeter.

The selected firm will complete an alternatives analysis, hydraulic modeling and prepared a Preliminary Engineering Report. Once complete this work will provide the basis for the final design, environmental review and ultimately construction.

The end goal is to be able to utilize available USDA grant funding to complete the final design, environmental documentation, and ultimately for construction of a flood proofing measure that will protect the lift station for the foreseeable future.

TIMELINE:

August 23, 2024, the Board authorized release of the request for proposal.

September 11th, 2024, two firms attended the pre-bid site meeting, subsequently those two firms decided to work together on the proposal under the lead of the Wallace Group.

October 24th, 2024, the Board was presented the sole proposal by the Wallace Group with a total cost of \$99,755.00.

October 24th, 2024, the Board voted to reject the proposal and recirculate the RFP.

October 25th, 2024, the RFP was recirculated.

November 14th, 2024, four firms attended the pre-bid site meeting.

December 6th, 2024, the District received one proposal, from Wallace Group with a total cost of \$99,755.00.

The recommendation is that the Board approve the proposal and authorize the General Manager to execute a contract with Wallace Group.

FISCAL IMPACT:

Tract 2710 the 'Mission Gardens' homes are currently assessed a surcharge to pay for the operation and maintenance of the lift station of which they are the sole users. These fees will be used to pay for the proposed costs associated with this project.

Future construction funding may be through USDA grant funds, which will be applied for.

PREPARED BY: Kelly Dodds

RESOLUTION NO. 2024-47

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH WALLACE GROUP FOR THE MISSION GARDENS LIFT STATION FLOOD PROOFING PLANNING AND DESIGN

WHEREAS, The San Miguel Community Services District operates the Mission Gardens Lift Station (Tract 2710), which in January 2023 experienced significant flooding which flooded the lift station and damaged the controls of the lift station; and

WHEREAS, The District has a responsibility to ensure that critical facilities continue to operate during storm events and the District also has the responsibility to mitigate or eliminate known sewer spill risks when feasible; and

WHEREAS, The District circulated an Request For Proposal for the Mission Gardens Lift Station Flood Proofing planning and design on October 25, 2024 for which the District received one proposal from Wallace Group which was deemed complete and responsive; and

NOW THEREFORE, BE IT RESOLVED, the San Miguel Community Services District Board of Directors ("Board") does hereby resolve, determine, and order as follows:

- 1. The Board authorizes the General Manager to execute a contract with Wallace Group in a form approved by Legal Counsel in an amount not to exceed \$99,755.
- 2. The Board authorizes a FY 2024-25 Budget adjustment as follows:
 - -Increase to expense object; Fund 40-580 in the amount of \$99,755
 - -Transfer Wastewater Capital reserves in an amount equal to the amount expended up to \$99,755 to Wastewater Operating Cash at the completion of the project.

On the motion of Directorfollowing roll call vote, to wit:	, seconded by Director, and on the
AYES: NOES: ABSENT: ABSTAINING:	
the foregoing Resolution is hereby passed a	and adopted this 19 th day of December 2024.
Kelly Dodds, General Manager	TBD, President Board of Directors
ATTEST:	APPROVED AS TO FORM:
Tamara Parent, Board Clerk	Douglas L. White, District General Counsel



REQUEST FOR QUALIFICATIONS/ PROPOSALS

SAN MIGUEL COMMUNITY SERVICES DISTRICT LIFT STATION FLOODPROOFING PLANNING AND DESIGN

Issue Date: October 25th, 2024

Proposal Due Date and Time:

Friday, December 6th, 2024 12:00 pm (Pacific time)

Mailing Address:

PO BOX 180 San Miguel CA 93451

Delivery Address:

1765 Bonita Place San Miguel CA 93451

Contact:

Kelly Dodds, General Manager Kelly.dodds@sanmiguelcsd.orgphone: 805 -467-3388 / fax: 805-467-9212

REQUEST FOR QUALIFICATIONS/PROPOSALS SAN MIGUEL COMMUNITY SERVICES DISTRICT LIFT STATION FLOODPROOFING PLANNING AND DESIGN

The San Miguel Community Services District (District) has prepared this Request for Qualifications/Proposals (RFQ/P) for engineering services for an alternatives analysis, design, and CEQA support for the floodproofing of the District's sanitary sewer lift station, in the community of San Miguel, San Luis Obispo County, California.

Proposal Due Date: December 6, 2024, 12 p.m. local time. Any proposals received after this date/time will be returned to the proposer un-opened. It shall be the proposers' responsibility to verify and confirm receipt of the proposals by the specified due date and time.

Proposal Delivery Location: 1765 Bonita Place, San Miguel, CA 93451 or via USPS at PO Box 180, San Miguel, CA 93451. To safeguard against pre-mature opening, all proposals shall be in sealed envelopes/containers, with a label containing proposal title, proposer's name, and proposal due date and time.

Number of Copies of Proposal to be Provided: 2 hard copies, one thumb drive. The thumb drive shall include a complete copy of the Proposal, EXCLUDING PROPOSED FEES.

Contact: Kelly Dodds, General Manager, San Miguel Community Services District, kelly.dodds@sanmiguelcsd.org, (805) 467-3388 for details and information regarding this RFQ/P and proposal requirements. Firms must notify Kelly Dodds via email of their intent to propose in order to receive any addenda or response to questions.

BACKGROUND

San Miguel is an unincorporated community in San Luis Obispo County, with approximately 2,820 residents. San Miguel is located approximately 7 miles north of the City of Paso Robles. The San Miguel Community Services District was formed in 2000 combining the San Miguel Fire District, County Service Area 1, San Miguel Sanitary District, and San Miguel Lighting Districts. The District currently provides fire services, street lighting and landscaping, wastewater collection and treatment, potable water production and distribution, and solid waste services. The District is Governed by a Board of five Directors and has a General Manager, Director of Utilities, six admin and Utilities Personnel, a Fire Chief, Assistant Fire Chief and up to 20 paid on-call firefighters. The majority of operating funds for the District come from user fees and property tax.

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SMCSD – RFQ/P FOR LIFT STATION FLOODPROOFING PLANNING AND DESIGN

8/9/2024

The District operates one sanitary sewer lift station, which is along the eastern side of Soka Way between Chick Lane and Wimer Way, in San Miguel, CA. The location of the lift station is shown in Attachment A. Heavy storms in January 2023 flooded this location, which is adjacent to the Salinas River, damaging the lift station. The lift station has been repaired but has not been floodproofed to prevent damage from future flood events.

The District requests that different floodproofing alternatives be analyzed for the lift station. As part of this effort, it is expected that the selected firm perform hydraulic modeling of the Salinas River and environs to estimate key flood parameters, such as scour velocity and depth. The alternatives analysis may include, but is not limited to, relocating the lift station to a higher elevation or construction of flood walls around the site permitter. The selected firm will then prepare design documents and provide CEQA documentation for the recommended floodproofing alternative. It is anticipated that a Mitigated Negative Declaration will be required, following the Initial Study. The goal of the project is to have bid-ready construction documents and permitting complete to continue with construction of the recommended alternative.

The District is seeking to fund construction of the chosen floodproofing improvements through the US Department of Agriculture's (USDA) Rural Development Program. Requirements of this program will dictate many aspects of this project, including aspects of documents submitted during the alternatives analysis and design phase, and should be considered in the project scope. Coordination with USDA throughout the project will be required to ensure compliance.

SMCSD – RFQ/P FOR LIFT STATION FLOODPROOFING PLANNING AND DESIGN

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INQUIRIES DURING PROPOSAL PERIOD

Consultants must direct all inquiries to the District in writing, via email to the General Manager, Kelly Dodds kelly.dodds@sanmiguelcsd.org. All inquiries will be responded to in writing, and questions and responses will be disseminated to all consultant teams for their consideration. The origination of the questions will not be disclosed. All inquiries must be received no later than Wednesday November 20th, 2024 (close of business) in order to receive responses from the District. Inquiries received afterthis deadline may not be responded to.

MANDATORY ON-SITE PRE-PROPOSAL MEETING

A mandatory pre-proposal meeting will be held on Thursday November 14, 2024 at 10:00 AM. This meeting will be held at the lift station, located at 942 Soka Way, San Miguel, CA. The District may reject proposals from firms which did not attend this meeting.

ADDENDA TO RFP

Through the course of the proposal development, consultants may raise questions concerning the RFQ/P, which may impact proposals. The District will issue addenda as necessary to further clarify the requirements and expectations of the RFQ/P. Consultants shall acknowledge receipt of addenda in the proposal cover letter.

PROPOSAL REQUIREMENTS

<u>Submit One Proposal</u>. Prime consultants shall be limited to only one proposal/project team for the Project. Subconsultants, however, may be included in multiple proposals with various prime consultants.

<u>Proposal Rejection or Withdrawal</u>. Late proposals (submitted after the specified due date/time) shall be rejected by the District and returned un-opened to the Proposer. The District reserves the right to accept or reject any or all proposals. Proposals may be withdrawn by a signed written request submitted to the District at any time prior to 5 p.m. of the due date of the proposal.

<u>Project Manager</u>. The Project Manager shall be the same person named as Project Manager in the Proposal and shall be dedicated to this Project as appropriate to execute the project in a timely and effective manner. Should the designated Project Manager not be able to fulfill this commitment during the course of the Project, the Consultant shall notify the District within 10 working days of proposed personnel change and shall submit the qualifications of the new proposed Project Manager, subject to approval by the District.

Agreement. Consultants shall review the District's Standard Agreement, liability, and insurance requirements, included as **Attachment A** to this RFQ/P. Each individual firm submitting a proposal shall meet all the terms and conditions contained in the Agreement, and/or shall submit proposed exceptions to the Agreement in the Consultant's proposal. The District is willing to negotiate such requirements with candidates; however, the Proposer shall bear in mind that should a funding agency used by the District require specific terms and conditions not included in District's Agreement, Consultant shall abide by all funding agency requirements without exception. This Agreement and RFQ/P is for engineering analysis and design services and CEQA support services.

Agreement Execution. The selected consultant shall execute the written contract included in Attachment A, with the District within 10 working days after notice of award has been granted by the District. Failure to accept and execute said Agreement will cancel the notice of award, and the District will continue negotiations with the next highest ranked firm.

<u>Proof of Insurance</u>. The District will require the individual or engineering firm selected to maintain general liability, automobile, workers' compensations, and errors and omissions insurance. The contract will contain provisions requiring the selected firm to indemnify the District and provide that the District Engineer is an independent contractor serving at the will of the District. Other required provisions will include the District's right to terminate the agreement, at its sole discretion, upon the provision of notice. Consultant shall provide proof of insurance in the form, coverages, and amounts

SMCSD – RFQ/P FOR LIFT STATION FLOODPROOFING PLANNING AND DESIGN

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specified in the Agreement within 7 working days following notice of contract award. Such insurance proof shall be a pre-condition of contract execution.

General Conditions.

- Preference will be given to Firms with offices within 120 miles of the District, Proposer shall indicate where the office that would service this contract is located.
- The District shall not be liable for any pre-contractual expenses incurred by any proposer, nor shall any firm include such expenses as part of the proposed cost.
 Pre-contractual expenses include any expense incurred by a proposal and negotiation of any terms with the District.
- The District reserves the right to withdraw this RFP at any time without prior notice and to reject any all proposals submitted without indicating any reasons.
 Any award of contract for services shall be made to the firm best qualified and responsive in the opinion of the District.
- Proposals may, at the District's option, be rejected if they contain any alterations, additions, conditional or alternatives, are incomplete, or contain erasures or irregularities of any kind.
- The District reserves the right to reject any and all proposals. The District expressly reserves the right to postpone submittal opening for its convenience and to reject any and all submittals responding to this RFP.
- Proposal will NOT be opened publicly.
- The selected firm must agree to indemnify and hold harmless the District, its officers, agents and assigns from any liability or loss resulting from suits, claims, or actions brought against the District which result directly or indirectly from the wrongful or negligent actions of the consultant in the performance of the contract.
- The selected firm will be required to comply with all existing State and Federal labor laws including the applicable to equal opportunity employment provisions.
- The District reserves the right to negotiate special requirements and proposed service levels using the selected proposal as a basis. Compensation for services will be negotiated with the selected firm.
- All responses to this RFP shall become the property of the District and will be retained or disposed of accordingly.
- No amendments, additions or alternates shall be accepted after the submission date and time.
- All documents, records, designs, and specifications developed by the selected firm in the course of providing services for the District shall be the property of the District.
- Anything considered to be proprietary in the proposal should be so designated by the firm.
- Acceptance by the District of any proposal submitted pursuant to this RFP shall not constitute any implied intent to enter into a contract for services.

SMCSD – RFQ/P FOR LIFT STATION FLOODPROOFING PLANNING AND DESIGN

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- The District reserves the right to issue a written notice to all participating firms of any change in the proposal requirements or submission schedule should the District determine, in its sole discretion, that such changes are necessary.
- All services provided by the firm shall be in accordance with State, Federal, County, and District's standards.
- The selected firm must comply with Government Code section 8355 in matters relating to providing a drug-free workplace.
- The Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et. seq., are the governing factors regarding allowable elements of cost.
- The final Agreement between the District and the firm will include the administrative requirements set forth in 49 CFR Part 18, Uniform Administrative Requirement for Grants and Cooperative Agreements to State and Local Governments.

PROPOSAL FORMAT

<u>General</u>. Proposals shall be prepared in accordance with the format specified in this section. Proposals that do not follow this format will be subject to rejection by the District. Provide proposals in the following format:

- Provide your proposed fees in a separate sealed envelope, clearly marked with the proposer's company name and address, and labeled "Proposed Fees for SMCSD Lift Station Floodproofing Planning and Design". Prime consultant fees shall be broken down by manhours per task, in accordance with the labor classifications and rates specified, and per Section 4 of the Proposal.
- Letter of Transmittal. Provide a brief transmittal letter (2 pages maximum) transmitting the proposal to the District.
- Table of Contents.
- Section 1. Project Understanding and Approach. Provide your team's
 understanding and approach to the overall project. Discuss issues and
 concerns and express your ideas and methodology on how best to approach
 and execute the project. Include your approach to project management,
 teamwork, communications, quality assurance/control, and cost and schedule
 controls.
- Section 2. Project Team/Qualifications. Provide an organization chart showing design team, organization/lines of communication, and team member qualifications germane to this project. Clearly state your proposed Project Manager and corresponding planning and design qualifications. The proposed Project Manager must be a California-licensed Professional Engineer. Include all subconsultants as part of the proposed team and describe your past working relationships with each subconsultant. Full resumes shall be placed in Appendix A. Team member references shall be included in Appendix B. Provide a minimum of three references, two of which must be for the proposed Project Manager. State the contact/agency name, brief title/description of project, contact telephone number.
- Section 3. Relevant Project Experience. Provide your team's relevant project experience as it relates to the nature of this project, including the experience of proposed subconsultants. Include projects of similar nature, magnitude, and complexity to this project. Provide the year(s) the Work was performed and identify key team members and their roles on the project. Projects listed should be specifically relevant to key aspects of the Project.

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- Section 4. Scope of Services. Provide a detailed scope of services for the project. Embellish on the scope outline in this RFP. Include a subsection in this Section 4 specifically to present any exceptions to the Agreement for Services.
- Section 5. Conflicts of Interest. Firms submitting a proposal in response to
 this RFP must disclose any actual, apparent, direct, or indirect, or potential
 conflicts of interest that may exist with respect to the firm, management, or
 employees of the firm or other persons relative to the services to be provided
 under the Agreement for engineering services to be awarded pursuant to this
 RFP. If a firm has no conflicts of interest, a statement to that effect shall be
 included in the Proposal.
- Section 6. Project Schedule. Provide a detailed project schedule, in graphic format, along with written explanation of assumptions, or specific details, issues or concerns regarding the proposed schedule. Show graphically and clearly indicate all schedule components, including mandatory compliance schedules, those schedule items for District and agency review, and other items as deemed necessary. Include in the schedule all anticipated time allotments for agency reviews, public participation, and other schedule provisions. Clearly state all assumptions and basis for the proposed schedule. The proposal and project award schedule follows:

Item	Date
RFP/Q Issued	10/25/2024
Pre-Proposal Meeting	11/14/2024, 10am local time
Submit Questions By	11/20/2024, 5pm local time
Responses to Questions Posted By	11/26/2024, 5pm local time
Proposal Due	12/6/2024, 12 pm local time
District Review of Proposals	12/9/2024 through 1/6/2024
Interviews (if desired by the District)	TBD
District Recommendation of Selected Firm/Staff Report	1/23/2025
Consultant Notice of Contract Award/Begin Contract Negotiations	1/24/2025

- Appendix A. Team Member Resumes
- Appendix B. References
- Appendix C. Billing Rates

SMCSD – RFQ/P FOR LIFT STATION FLOODPROOFING PLANNING AND DESIGN

• Fee Estimate. IN A SEPARATE SEALED ENVELOPE, provide a fee estimate, broken down by personnel, hours, and task, demonstrating your understanding of the scope of work and level of effort required to accomplish all tasks. Provide proposed consultant fees, using the same hourly rates proposed in Consultant's billing rate schedule. Provide the standard billing rate sheets for the prime consultant and each subconsultant and include such billing rate sheets in Appendix C. DO NOT PROVIDE THIS FEE ESTIMATE AS PART OF THE PROPOSAL, AND DO NOT PROVIDE PROPOSED FEES ON THE THUMB DRIVE. THE PROPOSED FEES SHALL BE SEALED IN A SEPARATE ENVELOPE, CLEARLY MARKED SUCH, AND ENCLOSED WITHIN THE ENVELOPE FOR THE HARD COPIES OF THE PROPOSALS.

<u>Proposal Length</u>. The District has no required proposal length; however, the District requests Proposers to be concise and to only include information germane to the Proposal.

Other Requirements. The hard copies of proposals shall be bound. Minimum font size for text shall be 11 point, except for headers, footnotes, etc.

PROPOSAL RANKING CRITERIA

Proposals will be ranked by the District based on established ranking criteria. The value of each criterion is stated immediately following each criterion. Criteria and relative "point" values are as follows:

- Project Understanding and Approach, 35 points
- Team qualifications, 30 points
- Project Schedule, 15 points
- Responsiveness to RFP, 15 points
- Local Presence, 5 points

All proposals will be ranked on these criteria, and a short-list of a maximum of three firms will be chosen. If interviews are warranted, the District will select the interview times at random, and will notify each team as to their respective time slots for interviews. The interviews will consist of a half-hour presentation by the project team, followed by a one-hour question and answer period. The top candidates may be interviewed, and the top firm selected based on the outcome of the respective proposals and interviews. The top-ranked firm will then enter contractual and fee negotiations with the District, and should the District and top-ranked firm not satisfactorily negotiate the agreement, the second-ranked firm will enter negotiations, and so forth.

SMCSD – RFQ/P FOR LIFT STATION FLOODPROOFING PLANNING AND DESIGN

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OVERVIEW OF SCOPE OF SERVICES

Consultants shall prepare a scope of services to provide engineering services for the lift station floodproofing alternatives analysis. The chosen consultant shall negotiate a scope and fee for the design and CEQA support of the recommended alternative following completion of the alternatives analysis. The scope of services shall include services for the following:

- Progress Meetings and Coordination. The Consultants project manager and
 project engineer shall attend a project kick-off meeting and progress meetings
 during the course of the project. The Consultant shall meet and coordinate with
 USDA as needed to ensure that all necessary work is performed in conformance
 with USDA's funding requirements. The Consultant shall provide project
 oversight and coordination as necessary for successful completion of the
 contract engineering services.
- 2. Research and Data Collection. Consultant shall collect, review, and analyze all available and pertinent plans, reports, records, and other documentation regarding the project as necessary to successfully complete the engineering services for the project. This task shall include obtaining the current hydraulic model for the appropriate reach of the Salinas River from the County of San Luis Obispo or from FEMA.
- 3. **Hydraulic Modeling.** Consultant shall update the existing hydraulic model as needed and use it to estimate pertinent hydraulic parameters at the existing lift station location and other relevant locations during flood events. This work will both inform and be informed by the alternatives analysis.
- 4. Alternatives Analysis. Consultant shall develop a list of alternatives for floodproofing the lift station with the District. Alternatives shall consider new technology or improvements at the existing lift station (e.g., flood walls (different technology options), flood proofing, or raising equipment) and relocating the lift station to higher elevation. Consultant can assume up to five (5) alternatives for scoping. For each alternative, the Consultant shall develop a site schematic, preliminary costs including contingency, design criteria, layout, and describe the efficacy of floodproofing, operation and maintenance, constructability, environmental and permitting, geotechnical, right-of-way/easements, and scheduling constraints.

Develop a scoring and ranking matrix to allow each of the alternatives to be evaluated relative to the other alternatives. Utilize the results of the scoring and

SMCSD – RFQ/P FOR LIFT STATION FLOODPROOFING PLANNING AND DESIGN

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ranking matrix to identify a recommended alternative for SMCSD consideration. Identify any additional work that would be required to move forward with the recommended alternative.

Document the alternatives analysis and recommendations in a technical memorandum.

5. Project Engineering Report. Consultant shall develop an Admin Draft preliminary engineering report (PER) which details the alternatives analysis, including hydraulic modeling which will have been performed. The PER shall adhere to the requirements of the USDA Rural Development Program. The Consultant shall prepare a Draft Report based on comments from the District for submission to USDA. Consultant shall develop the Final PER based comments received from USDA and direction from the District.

SUMMARY OF DELIVERABLES:

- 1. Draft Alternatives Analysis Technical Memorandum
- 2. Final Alternatives Analysis Technical Memorandum
- 3. Admin Draft Preliminary Engineering Report
- 4. Draft Preliminary Engineering Report
- 5. Final Preliminary Engineering Report

FUTURE WORK

It is expected that the consultant will provide design and CEQA support services for the recommended alternative following the work above. The Consultants should not include a fee estimate for the following tasks at this time. The selected consultant and District will negotiate the scope and fee for the following tasks once the recommended alternative is selected. No obligation or commitment to the future work is being made. The District may select a different Consultant (or none at all) to perform these services, if the District determines it is in the District's best interest to do so.

Future work is expected to included:

1. Design. The District will provide guidance to the Consultant to proceed with design of the recommended alternative after a scope and fee is negotiated. Consultant shall prepare and submit to the District bid-ready construction documents, including draft plans, technical specifications and opinion of probable costs at the 30%, 60%, 90%, and 100% design level. A preliminary design report should also be included with the 30% draft design submittal. The 90% design plans will be reviewed and need to be approved by USDA for the project funding.

SMCSD – RFQ/P FOR LIFT STATION FLOODPROOFING PLANNING AND DESIGN

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Bid-ready construction documents shall be stamped and signed by a civil engineer who is licensed in the State of California.

- 2. CEQA Support. Consultant shall determine what CEQA-related documentation is required for the construction of the recommended project. It is anticipated that an Initial Study/Mitigated Negative Declaration (IS/MND) will be required. Consultant shall prepare a Draft IS/MND for District Review. Consultant shall prepare a Public Draft IS/MND incorporating comments provided by the District and other forms required the public review period. The District will upload the Public Draft IS/MND to the State Clearinghouse for the public review period. After the public review period, Consultant shall respond to public comments and develop the Final IS/MND and Mitigation Monitoring and Response Plan (MMRP) for a Public Hearing and Board Adoption.
- 3. **Engineering Services During Construction.** The Consultant will remain eligible to propose on Engineering Services During Construction (e.g., submittal review, milestone inspections, responses to requests for information) and should include brief qualifications for these services with this proposal.
- 4. Construction Administration and Observation. The Consultant will remain eligible to propose on Construction Administration and Observation services (e.g., resident project representative, daily observation, submittal management). Qualifications are not requested for this work at this time, and Construction Administration and Observation services may be excluded at a future date. Nothing herein shall obligate the District to select the Consultant for Construction Administration and Observation services, or any other future service.

ANTICIPATED FUTURE WORK DELIVERABLES:

- 1. 30% Draft Design Submittal, including Preliminary Design Report
- 2. 60% Draft Design Submittal
- 3. 90% Draft Design Submittal
- 4. 100% Final Design Submittal
- 5. Draft CEQA Documentation
- 6. Public Draft CEQA Documentation
- 7. Final CEQA Documentation

ATTACHMENT A - LOCATION MAP



SMCSD Lift Station

ATTACHMENT B - SMCSD STANDARD AGREEMENT

EJCDC® E-500, Agreement between Owner and Engineer for Professional Services

December 6, 2024

Kelly Dodds General Manager San Miguel Community Services District 1765 Bonita Place San Miguel, CA 93451 WALLACE GROUP®

RE: Request for Qualifications for Lift Station Flood Proofing Planning & Design

CIVIL AND TRANSPORTATION ENGINEERING

CONSTRUCTION MANAGEMENT

LANDSCAPE ARCHITECTURE

MECHANICAL ENGINEERING

PLANNING

PUBLIC WORKS ADMINISTRATION

SURVEYING / GIS SOLUTIONS

WATER RESOURCES

Dear Kelly Dodds,

The record rains of two consecutive winters challenged infrastructure up and down the State and demonstrated the need to shore up vulnerable points and ensure secure access to utilities. Wallace Group is here to support this effort. This project pairs our expertise in hydraulic modeling and floodplain management, with our expertise in lift station rehabilitation and design.

Our team applies our decades of experience and client-centric approach to each project. With in-house expertise in mechanical engineering, water resources, civil and transportation engineering, construction management, landscape architecture, planning, and surveying we have a multi-disciplinary approach. Forty years of experience working on public projects and two decades of partnership with the San Miguel Community Services District, has solidified for us the need for responsiveness, creativity, and collaboration, keeping top of mind the responsibility that comes with a critical infrastructure project. As we have demonstrated on recent projects, our team has the experience, expertise, and dedication to get the job done. This project will require a balance between creativity and technical experience to provide the District with a reliable solution to the problem. The team of consultants we have formed for this project can bring that balance into a formal design.

As Principal, I, Bryan Childress may legally execute contracts on behalf of Wallace Group. We are looking forward to furthering our partnership with the District and yourself and are eager to get started on this project.

Thank you for the opportunity,

WALLACE GROUP A California Corporation

612 CLARION CT SAN LUIS OBISPO CALIFORNIA 93401

T 805 544-4011 F 805 544-4294

WALLACE GROUP, a California Corporation Bryan Childress, PE, ME C 88775, M 37934

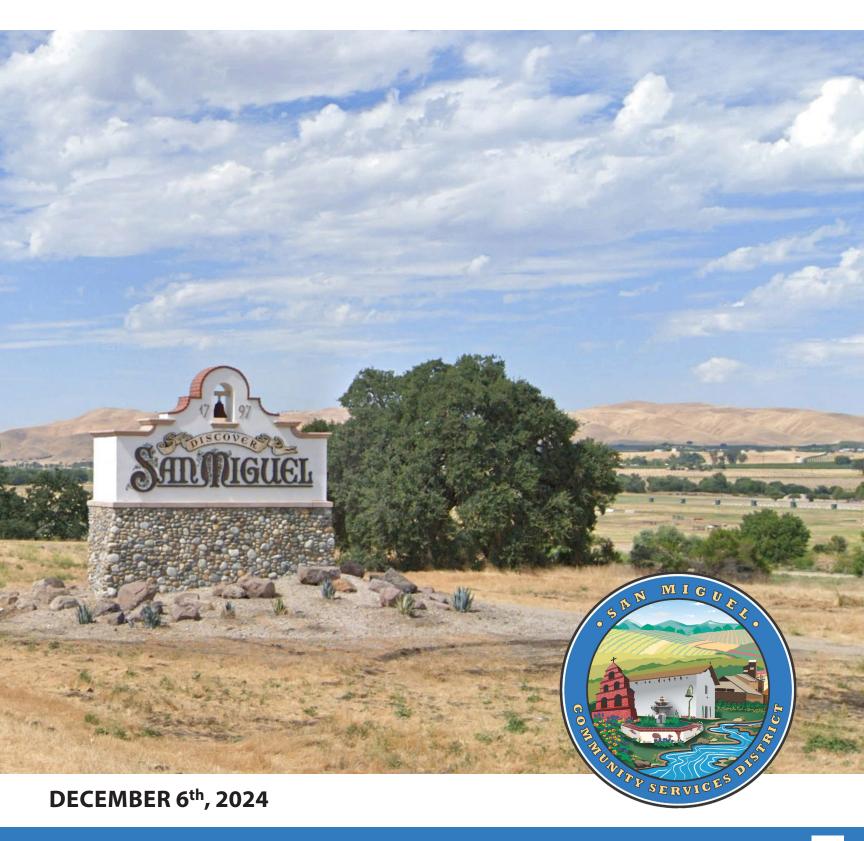
Principal 805-544-4011 bryanc@wallacegroup.us

REQUEST FOR QUALIFICATIONS/PROPOSALS

WALLACE GROUP

LIFT STATION FLOODPROOFING

PLANNING& DESIGN



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SAN MIGUEL COMMUNITY SERVICES DISTRICT

LIFT STATION FLOOD PROOFING PLANNING & DESIGN

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PROJECT UNDERSTANDING & APPROACH

Project Understanding

San Miguel Community Services District (CSD) owns and operates one sanitary sewer lift station that serves approximately 60 residences along the eastern side of Soka Way between Chick Lane and Wilmer Way. The lift station was built in 2018 as part of the residential development and was deeded by the developer to the CSD. Heavy storms in January 2023 caused the Salinas River to rise into the lift station vicinity, flooding the lift station and causing damage. The flood waters reached partially up the driveways of the homes across Soka Way from the lift station, and flooded the lift station wet well and control panel cabinet.

Currently, the lift station wet well grade ring sits approximately 18 inches above the finished floor slab elevation. The control panel, including meter section, sits atop the equipment slab. The emergency backup generator was installed on an elevated frame several years ago by the CSD and sits approximately equal to the same elevation as the top of the wet well. The CSD plans to raise the control panel as well, but coordination with PG&E to temporarily cut power to the meter section while the panel is elevated has slowed progress on this modification.

The District is requesting that the chosen consulting team analyze various alternatives for the lift station in an effort to prevent future flooding and damage. It is expected that this effort will include hydraulic modeling of the Salinas River and surrounding area to estimate floodplain depth at the lift station location and understand the hydraulics in order to provide options for

improvements or relocation. The team must also have a firm understanding of the structural requirements and environmental permitting implications of the various alternatives studied.

The District will be soliciting funds for the chosen alternative through the US Department of Agriculture's Rural Development Program. This funding mechanism will include certain requirements for the flood study and reporting documentation to remain eligible for funding.



Project Approach

Wallace Group will be partnering with several consulting firms to assemble the right team for this project, referred to as the Project Team hereafter. Avila and Associates will be providing hydraulic modeling of the Salinas River and the effects of the various alternatives on base flood elevation. Ashley and Vance will be advising on structural design of flood walls, retaining walls, and other structural engineering related items pertaining to the alternatives proposed. SWCA will be reviewing the potential environmental permits required and the CEQA implications of the various alternatives studies and recommended. The team Wallace Group has put together is the best in each of their respective specialties, providing the District with a reliable alternatives analysis by which a sound decision can be made for future improvements.

Wallace Group will begin the project by reviewing available documentation pertaining to the lift station construction. The District Engineer has provided the residential development construction drawings that indicate proposed finished floor of the lift station, lift station site layout, as well as sanitary sewer collection system alignments in the development.

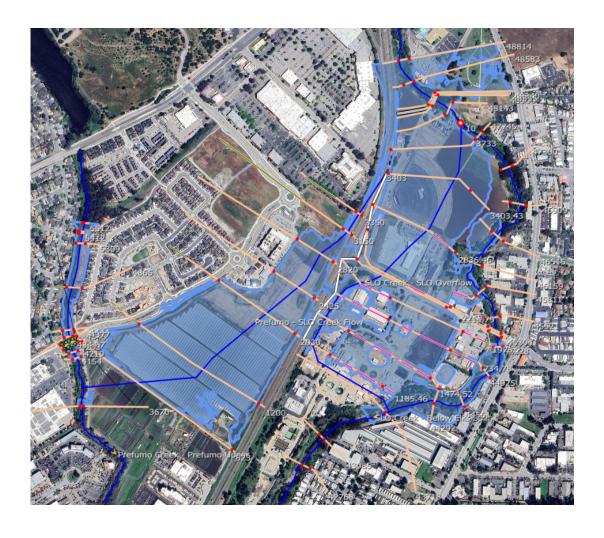
Avila and Associates will be performing hydraulic modeling of the Salinas River in the area of the lift station. A cursory review of the development plans and the proposed FEMA FIRM for the lift station area indicates that the lift station is approximately 4-5 ft submerged in the 100yr flood. This requires conversion of the NGVD29 vertical datum used by the developer to the NAVD88 vertical datum FEMA uses for floodplain modeling. Avila and Associates will also review lesser storms to understand floodplain elevations for 25 and 50yr storms and how those elevations relate to the homes in the development that contribute to the sewer shed for the lift station and the lift station itself.

The intent of the team is to present a suite of options based on design storm such that the District can make an informed decision based on risk and costs.

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Ashley and Vance will be supporting the project team with preliminary structural narratives for the alternatives studied. This includes flood walls and gates, retaining walls, and the potential raising of the lift station wet well and surrounding equipment pad above flood elevation.

SWCA will review the environmental impacts of the proposed alternatives to support the necessary CEQA processes and any potential environmental agency permits required. These would include the potential expansion of the site if the site were to be raised above flood elevation as well as a potential relocation of the lift station to another area within the development at a higher elevation to avoid flood risk.



PROJECT TEAM & QUALIFICATIONS

Clients praise Wallace Group's innovative, high-quality, and responsive service. Over the last forty years, our San Luis Obispo-based firm has burgeoned into a versatile engineering entity, excelling in Water Resources, Civil and Mechanical Engineering, Survey, Transportation, Landscape Architecture, Public Works Administration, and Construction Management. This comprehensive suite of services empowers us to efficiently assist clients from concept through construction, all under one roof. Just a short drive away in San Luis Obispo, our headquarters is staffed by multi-disciplinary team eager to assist and apply our specialized expertise for the benefit of San Miguel Community Services District.

Our active participation and previous work with the San Miguel Community Services District over the past two decades has given us an excellent foundation for the Lift Station Flood Proofing Planning & Design project. Our Mechanical Engineering and Water Resources teams are well versed on how to be a valued partner for the District, and welcome the opportunity to leverage our experience and skill sets in support of this work.



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PROJECT TEAM

Bryan Childress, PE, ME Principal, Director of Mechanical Engineering Principal in Charge

Bryan's diverse engineering background includes roles in technical sales, engineering design, project and personnel management, and technical support.



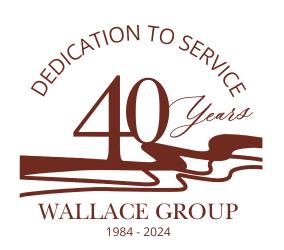
Bryan's career started with a role as a sales engineer, designing and selling complex automation components and systems to a variety of industries. He transitioned into the water treatment industry with Zenon Environmental Corporation, later acquired by GE Water & Process Technologies, where he supported the commissioning and operation of over 150 municipal and industrial ultrafiltration water and wastewater treatment plants. Building on that experience, he took an engineering management role with a growing water treatment equipment manufacturer and expanded the company's product offerings into new markets and applications before joining Wallace Group. Bryan manages design projects in water, wastewater, reclaimed water, and stormwater areas. Bryan's unique professional licensing as both a Registered Mechanical Engineer and Registered Civil Engineer in the state of California allows him to be the engineer in responsible charge of a variety of project types.

Valerie Huff, PE Senior Civil Engineer Hydraulic Modeling Technical Lead

Valerie's experience includes analysis and design of a wide range of public agency projects. She has prepared drainage and infrastructure master plans, performed



hydrology and hydraulic studies, as well as design and preparation of water, sewer, grading, storm drainage, low impact development (LID), and roadway plans and specifications. She has extensive experience with hydraulic modeling, utility design, technical specification development, construction management, design reports, and cost estimates. Valerie has served on several technical advisory committees, provided stormwater training to various municipalities, and is considered a leader in the area of stormwater quality.



Erik Rutherford, PE, ME Senior Mechanical Engineer Lift Station Design Technical Lead

Erik has broad experience with infrastructure and energyrelated projects from both a design and project management perspective. After leaving Wallace Group



to pursue a master's degree in mechanical engineering, with a focus on energy and sustainability, he returned to his career at Wallace Group working primarily with Clients in the oil and gas and utilities industries, further reinforcing his knowledge and skills within conventional energy and infrastructure. Erik then moved to the renewable energy sector, where he has leveraged his experience and interest in sustainability for the benefit of his Clients. Erik is a technical leader in lift station rehabilitation, upgrades, and new site design.

Alexandra Cass, EIT Associate Engineer II Project Engineer

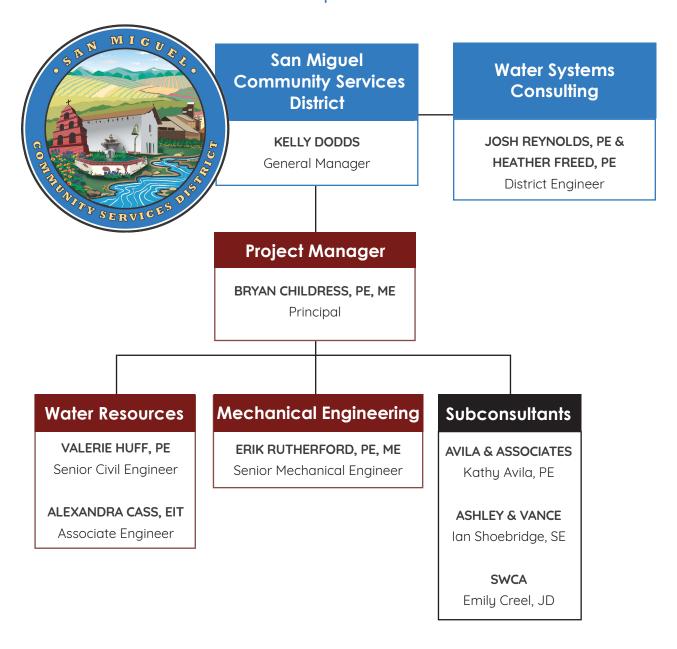
Alexandra has experience writing technical project reports and state and federal grant applications. She has prepared ESRI Arcmap figures of



water, wastewater, and stormwater systems. Alex has also drafted stormwater system components in Civil 3D based on as-built and survey data for hydrologic and hydraulic models.



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Our project team looks forward to leveraging our collective skills to benefit the Lift Station Floodproofing Planning and Design project.

PROJECT SUBCONSULTANTS

The Wallace Group team on occasion, partners with a small group of trusted subconsultants to provide additional expertise, and ensure a smooth execution. Below are three subconsultants we have chosen to partner with for this Lift Station Floodproofing project.

These subconsultants are each experts in their area and widely regarded throughout the region. This team will bring the full picture into focus when evaluating alternatives for the District. We have decades of experience with each firm, and look forward to applying our collective experience and skill for the benefit of this project.

AVILA AND ASSOCIATES

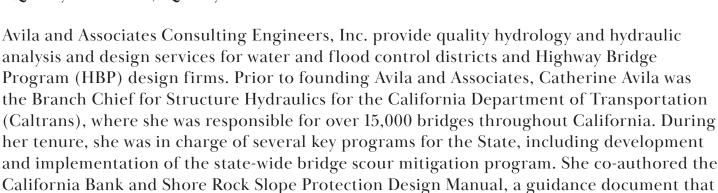
Avila and Associates Consulting Engineers, Inc. established in 2001, has over 20 years' experience in providing environmental and water resource engineering services to public agencies at the Federal, State and local level. We have extensive experience in a wide range of engineering and environmental service areas including but not limited to:



- · Hydraulic Analysis and Design
- · Abutment and Rock Slope Protection
- \cdot Regulatory Reporting, Field Surveys, and Presentations
- \cdot Scour Monitoring Systems and Strategies
- · Railway Bridges
- · Gravel Mining Impacts

was replaced by HEC-23.

- · Environmental Compliance and Monitoring
- · Environmental Plans and Studies
- · Environmental Compliance Monitoring During Construction
- · Quality Assurance/Quality Control





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SAN MIGUEL COMMUNITY SERVICE DISTRICT | LIFT STATION FLOOD PROOFING PLANNING & DESIGN

Avila and Associates has completed over 140 Location Hydraulic Study (LHS)/Summary of Floodplain Encroachment Reports (SFER) all over California including 10 in San Luis Obispo County. Our team has completed both 1D and 2D modeling - depending upon the complexity of the project hydraulics - to determine the impact of the proposed project on the floodplain. We pride ourselves on getting LHS/SFERs through Caltrans with minimal to no comments.

Avila and Associates Consulting Engineers, Inc. strives to provide engineering and environmental services that exceed our client's expectations and that reflect our dedication to delivering sensible and sustainable solutions wherever possible. Not only have we provided over 300 hydraulic analyses, our principals are part of an international network of hydraulic experts and actively engaged in the National Cooperative Highway Research Program for the last twenty years. With our extensive hydrology experience, analysis and mitigation of hydraulic impacts on infrastructure throughout California, Avila and Associates is uniquely positioned to provide hydraulic services for private, county and governmental projects.

Catherine Avila, PE Principal Modeling

Catherine Avila is a principal who began Avila and Associates Consulting Engineers, Inc. in 2000 and who has over 38 years of public and private sector experience in many areas including hydrologic and hydraulic modeling (HEC-RAS, HEC-HMS), environmental assessments, and structure hydraulics. Prior to starting Avila and Associates, Ms. Avila was a Branch Chief for Structure Hydraulics for the



California Department of Transportation (Caltrans) where she was in responsible charge of several key programs including the State of California's Structure Hydraulics Local Assistance Training Program, infrastructure database management, and development and implementation of the state bridge scour mitigation program. Her California Bank and Shore Rock Slope Protection Design Manual was replaced by the State of California for Federal publications.

ASHLEY & VANCE

Since 2005, Ashley & Vance Engineering (AV) has focused on serving the best interests of our clients by utilizing our experience in the engineering and construction



industries to turn creative concepts into constructible realities. We develop project teams that have earned a reputation for delivering practical, cost-effective engineering designs, on time and on budget. Shaped by the individual experiences of our principal engineers, our design philosophy delivers a thoughtful, real world approach to construction. Our firm offers technical expertise in civil and structural engineering, from entitlements to construction documents. Our experience includes production housing, multifamily and RCFE projects, hotels, wineries, resorts, public works, infrastructure, industrial, education, OSHPD, DSA, and aerospace projects.

Ian Shoebridge, SE Structural Principal Engineer Structural Engineer

Ian joined us in this location on the structural design team just after receiving his M.S. in Civil Engineering from Cal Poly, San Luis Obispo. With a relentlessly analytical approach, Ian is often tasked with AV's most difficult and challenging projects. Over the years, Ian's designs have incorporated wood, concrete, masonry, and steel framing systems as well as retrofits of unreinforced masonry—and, in some cases, all on the



same project. Ian has worked on a variety of projects including custom residential homes, seismic retrofits, and commercial structures. Ian enjoys the challenges posed by unique projects and skillfully works through them to reach practical and cost-effective solutions. This results-orientated approach has allowed him to work through some of the largest commercial projects in the San Luis Obispo downtown corridor including Garden Street Terraces and the retail portion of Chinatown.

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SWCA

Founded on a commitment to sound science and creative solutions, SWCA Environmental Consultants is a leader in environmental and management consulting services. With a mission to be the best workplace and industry leader in sustainability, we combine scientific expertise and



in-depth knowledge of the industries we serve to tackle global environmental challenges.

Our diverse team of experts collaborates across disciplines to deliver comprehensive solutions in environmental planning and permitting, cultural resource management, biological and ecological services, water resources management, air quality planning, and sustainability consulting. Since 1981, SWCA has helped clients navigate the environmental compliance process and become more sustainable. As a 100% employee-owned company, all 1,600+ employees across 43 offices are invested in our collective success, driving excellence in every project we undertake.

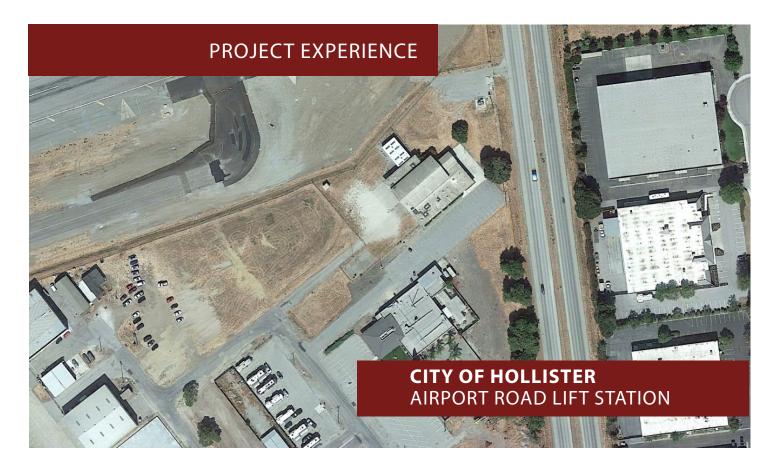
With a global presence, we're able to rapidly pool resources and respond to our clients' needs.

Emily Creel, JD Environmental Law Consultant and Environmental Planner Environmental

Ms. Creel is a project manager and environmental planner in SWCA's San Luis Obispo office. She obtained her JD in 2005 and has been practicing in the field of environmental, property and land use law in California for more than seven years. She has a specialized background in environmental law and policy, water law, nuisance law, and land use controls.



Ms. Creel is well-versed in state and federal environmental laws and regulations, the administrative process, local county and municipal codes, and California Coastal Commission regulations. She is proficient in analyzing statutory interpretations and researching the formulation and referencing authority of reliable legal precedence through common law court decisions. Six years of litigation and consulting experience have given Ms. Creel a working knowledge of ongoing changes in environmental law and policy. Her varied experience has given her the ability to handle complex environmental and legal issues.



The City of Hollister retained Wallace Group to evaluate, recommend and design necessary upgrades to two sanitary sewer lift stations. The improvements to both lift stations stemmed from wastewater collection system master plan recommendations made by Wallace Group as part of overall evaluation of the City's four lift stations. The airport LS collects sewage from the airport area, and discharges directly to the GLP Lift Station, before sewage is pumped into the gravity sewer system.

Identified deficiencies to both lift stations included the need for backup/redundant emergency storage during power outages or lift station failures, permanent backup power (generator), pump capacity evaluation and pump upsizing/replacement, rehabilitation or replacement of pump discharge piping, and other improvements.

In 2017, Wallace Group prepared a detailed technical evaluation to address the identified deficiencies in both lift stations, and also to anticipate future development sanitary flows in and around the airport area. The evaluation included a focused review of emergency storage response times during lift station outages, pumping capacities at each lift station, and in-line sewer flow monitoring results to confirm inflow peaking factors for the purposes of refining pump selection/design. The technical evaluation also included reviewing the potential to send airport LS flows directly downstream (thus bypassing GLP LS) to minimize pump upgrades to the GLP LS. This hydraulic evaluation concluded that the existing pump regime should remain intact.

Airport LS pumps -> GLP LS wetwell -> GLP LS pumps combined flow to collection system

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Wallace Group designed improvement plans and specifications for both lift stations in 2018; however, the City elected to construct only the GLP LS improvements at that time. The design improvements included the following:

- Abandoning the existing wetwell (which was located in a public roadway), and converting the old wetwell into emergency raw sewage storage;
- Constructing a new larger wetwell, large enough to accommodate tri-plex pump set up for future build-out flows; transferring existing sewage pumps to new wetwell (pump upgrades deferred to 2024). Future planned lift station capacity is 1,750 gpm.
- New permanent standby generator and electrical service to accommodate future power loads.
- Providing odor control system (Biotowers).

The above improvements were completed in 2018.

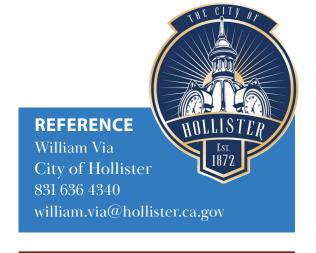
In 2023/2024, Wallace Group revised the Airport LS design package (that was originally prepared in 2018), plus added one additional design item to the GLP LS (replacement of old wetwell lid due to structural concerns). This package includes the following:

Airport LS:

- Upsized submersible pumps, and new wetwell to accommodate future tri-plex lift station for future lift station capacity of 1,300 gpm. Tie in existing odor control system (Bioxide injection) to the new wetwell.
- Convert existing wetwell into emergency storage. It
 was confirmed that additional underground emergency
 storage tanks were not warranted, due to plans for new
 emergency standby power, coupled with converting old
 wetwell to emergency storage, and some holding
 capacity in the existing collection system.
- Upgraded power service, and new emergency standby generator.

GLP LS:

- Replace the old failing wetwell lid with new wetwell lid.
- Replace existing submersible pumps with two new upsized submersible pumps (the third tri-plex pump will be added in the future when needed).



WALLACE GROUP STAFF

Bryan Childress, PE, Project Engineer Alexandra Cass, EIT, Design Engineer

DATES

2018-Current

The Airport and GLP LS plans are expected to receive bids by the end of calendar year 2024.



The winter storms in 2022-2023 resulted in significant damage to waterways throughout the City of San Luis Obispo. The damage at several sites included concrete walkways being undermined, drop structures displaced, and significant erosion at creek banks. Since 2023, Wallace Group has been supporting the City under an on-call contract to address the restoration of three damaged locations, in San Luis Obispo Creek and Prefumo Creek.

Scope for the project sites varies based on the damage done, but the work provided by Wallace Group has included survey mapping, hydraulic modeling, rock slope protection (RSP) sizing, creek diversion sizing, scour analysis, fish passage design calculations, hydraulic reports, and full PS&E packages.

Wallace Group has also prepared materials for submittal to FEMA, including concept designs, concept cost estimates, and alternatives analyses.

Wallace Group is working with Rincon Consultants to prepare applications for regulatory permits for the creek restoration, ranging from emergency permit notifications to standard permit applications and CEQA compliance.

REFERENCE

Wyatt Banker-Hix City of SLO 805 295 1609 wbanker@slocity.org

WALLACE GROUP STAFF

Valerie Huff, PE, Project Manager Alexandra Cass, EIT, Design Engineer

DATES

2023-Current

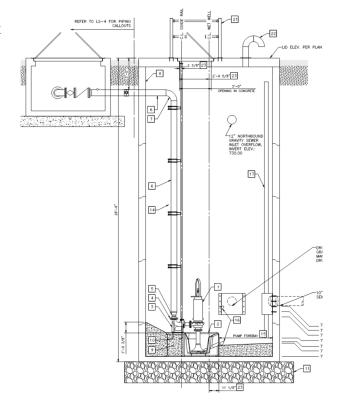
Wallace Group is also working with Ashley & Vance to develop structural engineering plans and details for an elevated concrete walkway supported by a concrete wall and gravel infill for a section of the creek near the Mission Plaza pedestrian area.

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LIFT STATION EXPERIENCE

In addition to other relevant projects, members of this Project Team have also completed multiple lift station projects including, but not limited to, those listed below. We look forward to applying this experience to the lift station floodproofing planning and design project.

- Sunnyside Lift Station, KB Homes for City of Hollister
- Lemoore NAS B63 Lift Station, FRM for Lemoore NAS
- Booker Lift Station, Wathen Castanos for Marina Coast Water District
- Columbus Parkway Pump Station, TriPointe Homes for Vallejo Flood and Wastewater District
- New Airport Road Lift Station, City of Paso Robles
- Avila Beach WWTP Lift Station Improvements, Avila Beach CSD
- Safari Park Lift Station Replacement, San Diego Zoo Safari Park
- Fiero Lane Lift Station, East Airport Park Association
- Avila Ranch Lift Station, Wathen Castanos Homes for City of San Luis Obispo
- Lift Station 3 Upgrade, City of Morro Bay





SCOPE OF SERVICES

Scope of Work

Task 1: Progress Meetings and Coordination

This task shall include overall management of the project; team coordination; coordination with the District, District Engineer, subconsultants, and other stakeholders; regular progress meetings; and workshops. It is assumed that Phase I duration is approximately 3 months total based on the preliminary schedule developed by Wallace Group, attached.

Wallace Group will perform internal management of the project, schedule, and budget, partner with the project team members, and attend meetings. Wallace Group will act as prime consultant and the single point of contact for the District and District Engineer. Wallace Group will maintain a Project Decision and Action Item log for tracking of all decisions and actions and will update this at each progress meeting and distribute it to the team.

Scope includes preparation for and participation in meetings with District and District Engineer and subconsultants.

Task 2: Research and Data Collection

Wallace Group and the Project Team will collect and review pertinent plans, reports, records and other documentation related to the project to properly inform the subsequent steps of the analysis.

Avila and Associates will obtain the current hydraulic modeling data of the Salinas River from the County of San Luis Obispo and/or FEMA. Avila and Associates has previously conducted this work for the Machado WWTF project that Wallace Group is also involved in and has a firm grasp on the approach that FEMA used for the modeling and the requirements for permitting improvements in the floodplain. It is not anticipated that a C-LOMR or LOMR will be required as the lift station is not located within the regulated floodway.

SWCA will prepare an environmental constraints assessment, which will briefly consider relevant topics identified in Appendix G of the California Environmental Quality Act (CEQA) State CEQA Guidelines. The evaluation of topics will be concise yet will be discussed in sufficient detail to assess the need for further studies, analyses, or permits that may be required for each alternative proposed in the study area. Results will be summarized in a memo. Our analysis will be based primarily on a review of existing documentation and databases to determine whether there are any known special requirements or regulations that could affect the project in the study area.

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Task 3: Hydraulic Modeling

Avila and Associates will review and update the existing FEMA hydraulic model to estimate the flood elevations for the 25, 50, and 100yr floods to inform the alternatives analysis. Avila and Associates are in possession of the effective FEMA HEC-RAS model which was obtained previously from San Luis Obispo County for their work on the Machado WWTF project. We will review all available background material for the project including as-built plans for the lift station by others. Avila will run HEC-RAS models of the existing conditions and proposed alternatives to ensure that base flood elevation increases are understood and their effects on permitting pathway were considered. Wallace Group's inhouse team of hydrology specialists will perform quality control of the Avila and Associates modeling to ensure accuracy and reliability of the results. Wallace Group's internal team is working on multiple large analyses at this time and partnering with Avila and Associates will ensure that the project schedule is short and efficient. Avila and Associates will complete a Preliminary and Final Hydraulic Report documenting the hydraulic results for the existing conditions, and three preliminary alternatives.

Task 4: Alternatives Analysis

Wallace Group and the Project Team will develop and evaluate alternatives for improving flood reliability of the lift station. Currently, the Project Team has tentatively discussed three alternatives, with the intention to add alternatives once the Research and Data Collection task has been completed. The three different alternatives discussed by the proposed Project Team to date are outlined below:

Alternative 1 – Floodwalls and barrier

Evaluate the feasibility and cost to add flood walls to surround the lift station to protect from the 100yr flood, which upon preliminary review of documentation would be 4 to 5ft tall walls. An automatic flood barrier would be used at the entry point of the lift station. This would likely require a sump pump within the lift station site to remove direct precipitation and any flood water the bypasses the walls and barrier.

Alternative 2 – Elevate site above flood plain elevation

Evaluate the feasibility and cost of building retaining walls around the lift station and adding segments to the existing wet well to raise the lift station 4-6 feet to result in the pad elevation being above the 100yr flood elevation. The interior of the site would be filled with engineered fill and a new equipment pad would be constructed on the elevated surface to reinstall the backup emergency generator and electrical control panel. An earthen ramp would be graded to provide access from the North. The perimeter security fencing would be reconstructed atop the new walls and slab. Access to the lift station in the 100yr flood will need to be studied based on elevations of the roads leading to the site.

Alternative 3 – Relocation of lift station

Evaluate the feasibility and cost of relocating the lift station to a different location, above the 100yr floodplain elevation. This will require analysis of the sanitary sewer collection system of the residential subdivision feeding the lift station and contemplating the operability of a potentially deep lift station. This alternative would also require research of property rights and access easements.

SAN MIGUEL COMMUNITY SERVICE DISTRICT | LIFT STATION FLOOD PROOFING PLANNING & DESIGN

The Project Team will develop a schematic site plan for each of the alternatives and develop preliminary capital and operational cost estimates. Costs will include design, construction, and contingency. Each alternative will be analyzed for operability and access, maintenance requirements, efficacy of floodproofing, constructability, environmental permitting requirements, geotechnical risk, and scheduling constraints.

The Project Team will develop a scoring and ranking matrix to compare each of the alternatives to the others. This method will result in a recommended alternative for District consideration. The results of the alternatives analysis will be documented in a technical memorandum.

<u>Task 5: Project Engineering Report</u>

The Project Team will develop an administrative draft of a preliminary engineering report (PER) to detail the alternatives analysis and the hydraulic modeling done to support the analysis. The PER will adhere to the USDA Rural Development Program requirements for the report to support the funding request for the project. The Project Team will then integrate District comments into a Draft PER for submission to the USDA. The Project Team will develop a Final PER based on comments received from USDA and direction from the District.

Project Deliverables

- 1. Draft Alternatives Analysis Technical Memorandum
- 2. Final Alternatives Analysis Technical Memorandum
- 3. Admin Draft Preliminary Engineering Report
- 4. Draft Preliminary Engineering Report
- 5. Final Preliminary Engineering Report

Assumptions and Exclusions

- 1. Survey is not included in scope. Readily available LIDAR topography will be used for schematic design. Assumed that detailed topography of the project site, including the channel detail below water level, is available for use.
- 2. As-built plans for lift station will be used to determine pad and grade ring elevation relative to flood elevations.
- 3. Electrical engineering is not included in scope and fee, general estimates of electrical cost will be used for alternatives analysis matrix.
- 4. The existing FEMA ID HEC-RAS model will be used for the modeling efforts.
- 5. The discharges determined by FEMA are sufficient for this analysis. Determining the peak discharges is not included in this scope of work.
- 6. As-built plans will be provided by others.
- 7. No Conditional Letter of Map Revision (CLOMR), Letter of Map Revision (LOMR), or formal No-Rise analysis will be completed as part of this scope of work. If a no rise, CLOMR, or LOMR are required, a separate task order will be required and will be performed during the design phase.
- 8. Sanitary sewer collection system modeling is not included in the relation alternative. Review of the collection system atlas/as-built plans will be used for relocation alternative. Surge analysis of the existing and relocated sewer forcemain not included, this work would be performed in the design phase.
- 9. Schematic drawings produced for alternatives analysis are for review only, not to be used for construction.

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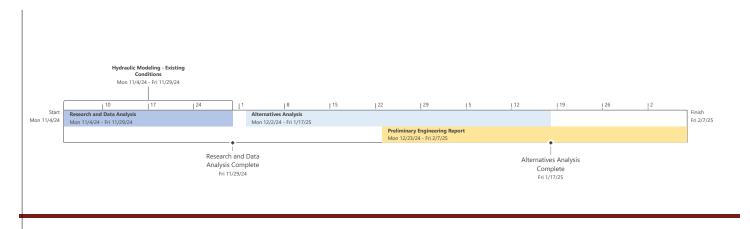
CONFLICTS OF INTEREST

Wallace Group has no conflicts of interest on this proposed project.

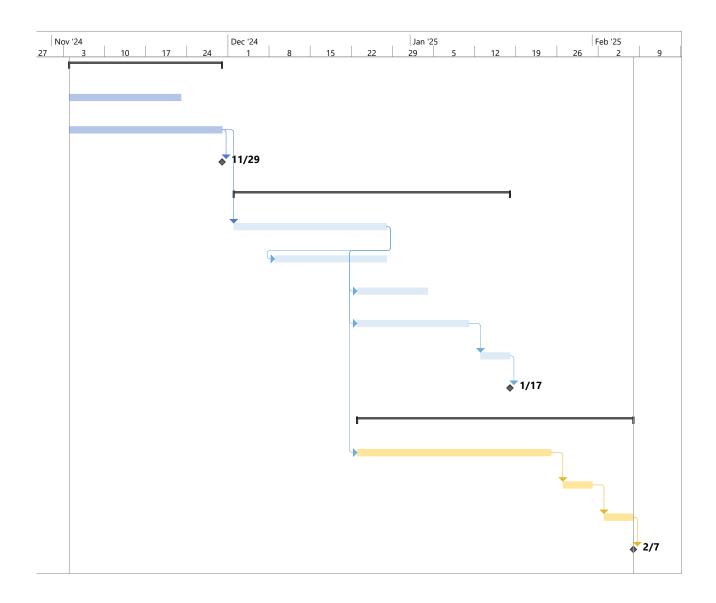
PROJECT SCHEDULE

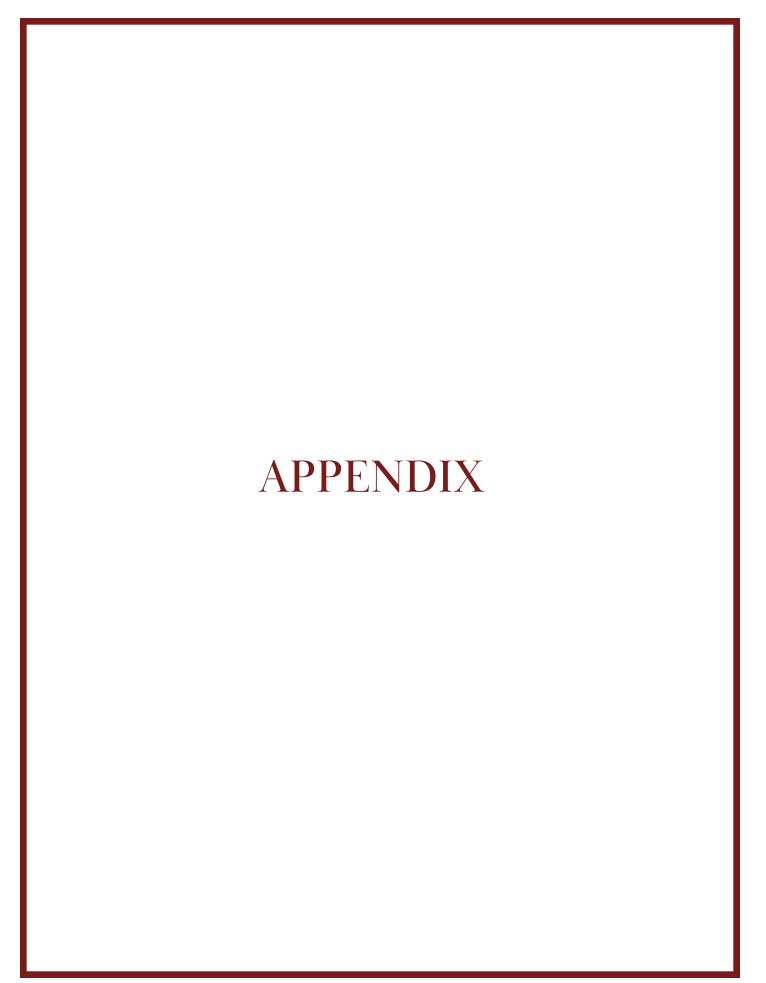
)	Task Name	Duration	Start	Finish	Predecessors	
1	Research and Data Analysis	20 days	Mon 11/4/24	Fri 11/29/24		
2	Background Documentation Review	15 days	Mon 11/4/24	Fri 11/22/24		
3	Hydraulic Modeling - Existing Conditions	20 days	Mon 11/4/24	Fri 11/29/24		
4	Research and Data Analysis Complete	0 days	Fri 11/29/24	3		
5	Alternatives Analysis	35 days	Mon 12/2/24	Fri 1/17/25		
6	Alternative Designs	20 days	Mon 12/2/24	Fri 12/27/24	3	
7	Structural Narratives	15 days	Mon 12/9/24	Fri 12/27/24	6FS-15 days	
8	Hydraulic Modeling - Proposed Conditions	10 days	Mon 12/23/24	Fri 1/3/25	6FS-5 days	
9	Scoring and Ranking	15 days	Mon 12/23/24	Fri 1/10/25	6FS-5 days	
10	Technical Memorandum	5 days	Mon 1/13/25	Fri 1/17/25	9	
11	Alternatives Analysis Complete	0 days	Fri 1/17/25	Fri 1/17/25	10	
12	Preliminary Engineering Report	35 days	Mon 12/23/24	Fri 2/7/25		
13	Draft PER	25 days	Mon 12/23/24	Fri 1/24/25	6FS-5 days	
14	PER Comments	5 days	Mon 1/27/25	Fri 1/31/25	13	
15	Final PER	5 days	Mon 2/3/25	Fri 2/7/25	14	
16	Preliminary Engineering Report Complete	0 days	Fri 2/7/25	Fri 2/7/25	15	

PROJECT TIMELINE



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APPENDIX A- RESUMES

APPENDIX B- REFERENCES

PROJECT REFERENCES



REFERENCE

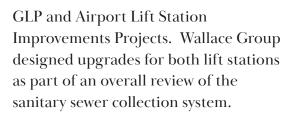
William Via City of Hollister 831 636 4340

william.via@hollister.ca.gov

Wallace Group provided survey mapping, hydraulic modeling, and design engineering for multiple locations as a result of severe storm damage in 2023.

REFERENCE

Wyatt Banker-Hix City of SLO 805 295 1609 wbanker@slocity.org





PROJECT MANAGER'S REFERENCES

REFERENCE

Chad Worth
California Polytechnic
University
925 595 5539
cworth@calpoly.edu



Water Reclamation Facility Project. Wallace Group is designing a 500k gpd wastewater treatment system including a 1,000 gpm triplex lift station.

REFERENCE

Brad Hagemann Avila Beach Community Services District 805 595 2664

hagemann.associates@gmail.com

Avila Beach WWTP Improvements. Wallace Group designed an expansion of the wastewater treatment system including a packaged MBR, upgraded lift station, and new influent equalization tank.



APPENDIX C- BILLING RATES

Exhibit A Standard Billing Rates



Engineering, Design & Support Services:	
Assistant Designer/Technician	\$120
Designer/Technician I - IV	\$125/\$135/\$145/\$155
Senior Designer/Technician I - III	\$165/\$172/\$179
GIS Technical Specialist	\$160
Senior GIS Technical Specialist	\$170
Associate Engineer I - III	\$135/\$145/\$155
Engineer I - IV	\$170/\$175/\$180/\$185
Senior Engineer I - III	\$200/\$205/\$210
Director	\$220
Principal Engineer/Consulting Engineer	\$245
Principal	\$270
Surveying Services:	
Party Chief	\$182
Party Chief (*Prevailing Wage)	\$250
Instrument Person	
Instrument Person (*Prevailing Wage)	\$150
Associate Survey Technician	
Survey Technician I - IV	\$135/\$140/\$150/\$155
Land Surveyor I - III	\$160/\$170/\$180
Senior Land Surveyor I - III	\$185/\$190/\$195
Director	\$220
Principal Surveyor	\$245
Principal	\$270
Planning Services:	
Associate Planner I - II	\$110/\$120
Planner I - IV	
Senior Planner I - III	\$175/\$180/\$185
Director	\$200
Principal Planner	\$210
Principal	\$270
Landscape Architecture Services:	
Associate Landscape Designer I - II	
Designer I - IV	
Landscape Architect I - IV	
Senior Landscape Architect I - III	
Director	•
Principal Landscape Architect	
Principal	\$270

2024 Standard Billing Rates

Construction Management / Field Inspection Services:

Construction Inspector I - II	\$140/\$155
Senior Construction Inspector	\$160
Construction Inspector (*Prevailing Wage)	\$180
Construction Office Tech I-III	\$115/\$125/\$135
Assistant Resident Engineer I - II	\$165/\$170
Resident Engineer I - III	\$175/\$180/\$185
Senior Resident Engineer	\$195
Director	\$220
Principal Construction Manager	\$245
Principal	\$270

Public Works Administration Services:

Project Analyst I - IV	\$120/\$130/\$140/\$150
Senior Project Analyst I - III	\$155/\$160/\$165
Senior Environmental Compliance Specialist I - III	\$170/\$175/\$185

Support Services:

Office Assistant	\$110
Project Assistant I - III	\$120/\$125/\$135

*Prevailing Wage:

State established prevailing wage rates will apply to some services based on state law, prevailing wage rates are subject to change over time and geographic location.

Right to Revisions:

Wallace Group reserves the right to revise our standard billing rates on an annual basis, personnel classifications may be added as necessary.

Additional Professional Services:

Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of \$400 an hour. If required to meet schedule requests, overtime on a project will be billed at 1.5 times the employee's typical hourly rate.

Direct Expenses:

Direct expenses will be invoiced to the client and a handling charge of 15% may be added. Sample direct expenses include, but are not limited to the following:

- travel expenses
- sub-consultant services
- delivery/copy services
 mileage (per IRS rates)
 - other direct expenses

agency fees

Invoicing and Interest Charges:

Invoices are submitted monthly on an accrued cost basis. A finance charge of 1.5% per month may be assessed on all balances that are thirty days past due.



REQUEST FOR QUALIFICATIONS/PROPOSALS

LIFT STATION FLOODPROOFING PLANNING & DESIGN

	Wallace Group Team Resour													
	SAN MIGUEL LIFT STATION	N FLO	OD P	ROOF	ING A	LTERI	IVITAN	ES					BUDGET S	UMMARY
PHASE/TASK No.	TASK DESCRIPTION	H PRINCIPAL	H B PRINCIPAL ENGINEER	H SENIOR ENGINEER III	E SENIOR ENGINEER II	H ENGINEER!	H SENIOR DESIGNER III	S AVILA AND ASSOCIATES	S S ASHLEY AND VANCE	SWCA	o So Misc. Direct Costs 1	五 TOTAL LABOR HOURS	WG LABOR	TOTAL COST
	RATE	\$270	\$245	\$210	\$205	\$170	\$179						\$	\$
1	PROGRESS MEETINGS AND COORDINATION	9		2	6			\$4,447	\$1,235			17	\$4,080	\$9,762
2	RESEARCH AND DATA COLLECTION			2	16	24		\$1,118		\$6,258		42	\$7,780	\$15,156
3	HYDRAULIC MODELING			8		12		\$8,164				20	\$3,720	\$11,884
4	ALTERNATIVES ANALYSIS	8	2	2	16	40	40		\$8,640			108	\$20,310	\$28,950
5	PROJECT ENGINEERING REPORT	12	2	2	16	72		\$6,428	\$2,140			104	\$19,670	\$28,238
	SUB-TOTALS	29	4	16	54	148	40	\$20,157	\$12,015	\$6,258		291		\$93,990
	WALLACE GROUP LABOR COSTS	\$7,830	\$980	\$3,360	\$11,070	\$25,160	\$7,160							\$55,560
	WALLACE GROUP DIRECT COSTS													
	SUBCONSULTANT DIRECT COSTS													\$38,430
	DIRECT COSTS OVERHEAD @												15%	\$5,765
	TOTAL						\$99,755							

Task Budgets may fluctuate within Overall Budget

San Miguel Community Services District Board Of Director & Groundwater Sustainability Agency Staff Report

AGENDA ITEM: 10.8

SUBJECT: Request for Qualifications/ Proposal for Water and Wastewater Masterplan update and Streetlighting Masterplan. (Pg. 490-507)

SUGGESTED ACTION:

Authorize the General Manager to release a Request for Qualifications/ Proposal for Water and Wastewater Masterplan update and Streetlighting/Landscaping Masterplan.

DISCUSSION:

Through consensus, authorize the General Manager to release a Request for Qualifications/ Proposal for Water, Wastewater and Streetlighting/Landscaping Masterplan Update.

The current Water and Wastewater Masterplan was updated in 2020 by Monsoon Consultants, normally Masterplans are revised in 3 or 5-year cycles depending on development and progress on improvements. In 2020, the Masterplan was updated to reflect additional information and projections regarding Water and Wastewater demands and growth within the community.

This update will build upon the last update and provide additional framework to prioritize projects, improvements, and replacements. This update will also provide additional cost related information that will be used by our Rate Study Consultant (Bartle Wells Associates) to help correlate any rate revisions with the proposed cost.

Having an up-to-date Masterplan also assists the district in applying for Grant Funds, by identifying the need and estimated cost for projects in advance.

If approved for release, this RFP will be due January 31st, 2025, and will be scheduled for Board review at the Regular Board meeting in February.

<u>Important dates and times are as follows:</u>

Release for Proposals December 19th, 2024

Deadline to submit Proposal January 31th, 2025 at 12pm PST

Potential contract award February 27th, 2025

Requests for Proposals are available at:

SMCSD RFP & Bid Opportunities

Notice of Request for Proposals will be posted at local plan rooms, local newspaper, sent to contractors requesting such notice and submitted to the state clearing house per District practice.

FISCAL IMPACT:

There are only minor costs associated with the release of this RFP.

Cost to prepare the RFP and for its advertisement paid through regularly budgeted funds.

PREPARED BY: Kelly Dodds



REQUEST FOR QUALIFICATIONS/ PROPOSALS

SAN MIGUEL COMMUNITY SERVICES DISTRICT WATER, SEWER and STREETLIGHTING/ LANDSCAPING MASTER PLANS UPDATE

Issue Date: December 19, 2024

Proposal Due Date and Time:

Friday, January 31st, 2025 12:00 pm (Pacific time)

Mailing Address:

PO BOX 180 San Miguel CA 93451

Delivery Address:

1765 Bonita Place San Miguel CA 93451

Contact:

Kelly Dodds, General Manager Kelly.dodds@sanmiguelcsd.org phone: 805-467-3388 / fax: 805-467-9212

REQUEST FOR QUALIFICATIONS/PROPOSALS SAN MIGUEL COMMUNITY SERVICES DISTRICT WATER, SEWER and STREETLIGHTING/ LANDSCAPING MASTER PLANS UPDATE

The San Miguel Community Services District (District) has prepared this Request for Qualifications/Proposals (RFQ/P) for engineering services for the update of the District's Water, Sewer, and Streetlighting/ Landscaping Master Plans for the community of San Miguel, San Luis Obispo County, California.

Proposal Due Date: January 31st, 2025 12:00 pm local time. Any proposals received after this date/time will be returned to the proposer un-opened. It shall be the proposers' responsibility to verify and confirm receipt of the proposals by the specified due date and time.

Proposal Delivery Location: 1765 Bonita Place, San Miguel, CA 93451 or via USPS at PO Box 180, San Miguel, CA 93451. To safeguard against pre-mature opening, all proposals shall be in sealed envelopes/containers, with a label containing proposal title, proposer's name, and proposal due date and time.

Number of Copies of Proposal to be Provided: 2 hard copies, one thumb drive. The thumb drive shall include a complete copy of the Proposal, EXCLUDING PROPOSED FEES.

Contact: Kelly Dodds, General Manager, San Miguel Community Services District, kelly.dodds@sanmiguelcsd.org, (805) 467-3388 for details and information regarding this RFQ/P and proposal requirements. Firms must notify Kelly Dodds via email of their intent to propose in order to receive any addenda or response to questions.

BACKGROUND

San Miguel is an unincorporated community in San Luis Obispo County, with approximately 2,820 residents. San Miguel is located approximately 7 miles north of the City of Paso Robles. The San Miguel Community Services District was formed in 2000 combining the San Miguel Fire District, County Service Area 1, San Miguel Sanitary District, and San Miguel Lighting Districts. The District currently provides fire services,

SMCSD – RFQ/P FOR WATER & SEWER MASTER PLAN UPDATE

street lighting and landscaping, wastewater collection and treatment, potable water production and distribution, and solid waste services. The District is Governed by a Board of five Directors and has a General Manager, Director of Utilities, six admin and Utilities Personnel, a Fire Chief, Assistant Fire Chief and up to 20 paid on-call firefighters. The majority of operating funds for the District come from user fees and property tax.

The San Miguel Community Services District (SMCSD) completed a Water and Wastewater Master Plan Update in 2020. Since the completion of this plan, there have been some changes in the water and sewer system and more information is known about upcoming developments, necessitating this Master Plan Update. Additionally, the Master Plan Update should include a layout of facility needs to serve future developments and costs for use in the ongoing rate study and connection fee update. Much of the 2020 Master Plan analysis and projection methodology is still relevant and should be used as a basis for the update to streamline the consultant's efforts.

In 2024 SMCSD also developed and calibrated a water system model in Bentley WaterGEMs. The water model only includes the existing system and demand, which should be used and updated for this project. The District does not currently have a sewer model.

INFORMATION AVAILABLE

Consultants are encouraged to review current available project-related information electronically; such documents will be made available by download using the District's file sharing service. Contact Kelly Dodds for a download link. The following documents are available for review electronically:

- 2020 Water & Wastewater Master Plan Update
- 2024 Water Model Update and Calibration Report and WaterGEMS hydraulic model files
- Sewer system CAD files
- Water and Sewer GIS data

INQUIRIES DURING PROPOSAL PERIOD

Consultants must direct all inquiries to the District in writing, via email to the General Manager, Kelly Dodds kelly.dodds@sanmiguelcsd.org. All inquiries will be responded to in writing, and questions and responses will be disseminated to all consultant teams for their consideration. The origination of the questions will not be disclosed. All inquiries must be received no later than Friday, January 17th, 2025 (close of business) in order to receive responses from the District. Inquiries received after this deadline may not be responded to.

ADDENDA TO RFP

Through the course of the proposal development, consultants may raise questions concerning the RFQ/P, which may impact proposals. The District will issue addenda as necessary to further clarify the requirements and expectations of the RFQ/P. Consultants shall acknowledge receipt of addenda in the proposal cover letter.

PROPOSAL REQUIREMENTS

<u>Submit One Proposal</u>. Prime consultants shall be limited to only one proposal/project team for the Project. Subconsultants, however, may be included in multiple proposals with various prime consultants.

<u>Proposal Rejection or Withdrawal</u>. Late proposals (submitted after the specified due date/time) shall be rejected by the District and returned un-opened to the Proposer. The District reserves the right to accept or reject any or all proposals. Proposals may be withdrawn by a signed written request submitted to the District at any time prior to 5 p.m. of the due date of the proposal.

<u>Project Manager</u>. The Project Manager shall be the same person named as Project Manager in the Proposal and shall be dedicated to this Project as appropriate to execute the project in a timely and effective manner. Should the designated Project Manager not be able to fulfill this commitment during the course of the Project, the Consultant shall notify the District within 10 working days of proposed personnel change and shall submit the qualifications of the new proposed Project Manager, subject to approval by the District.

Agreement. Consultants shall review the District's Standard Agreement, liability, and insurance requirements, included as **Attachment A** to this RFQ/P. Each individual firm submitting a proposal shall meet all the terms and conditions contained in the Agreement, and/or shall submit proposed exceptions to the Agreement in the Consultant's proposal. The District is willing to negotiate such requirements with candidates; however, the Proposer shall bear in mind that should a funding agency used by the District require specific terms and conditions not included in District's Agreement, Consultant shall abide by all funding agency requirements without exception. This Agreement and RFQ/P is for the design services and optional services for assistance during bidding and engineering support during construction.

Agreement Execution. The selected consultant shall execute the written contract included in Attachment A, with the District within 10 working days after notice of award has been granted by the District. Failure to accept and execute said Agreement will cancel the notice of award, and the District will continue negotiations with the next highest ranked firm.

<u>Proof of Insurance</u>. The District will require the individual or engineering firm selected to maintain general liability, automobile, workers' compensations, and errors and omissions insurance. The contract will contain provisions requiring the selected firm to indemnify the District and provide that the District Engineer is an independent contractor serving at the will of the District. Other required provisions will include the District's right to terminate the agreement, at its sole discretion, upon the provision of notice. Consultant shall provide proof of insurance in the form, coverages, and amounts specified in the Agreement within

7 working days following notice of contract award. Such insurance proof shall be a precondition of contract execution.

General Conditions.

- Preference will be given to Firms with offices within 120 miles of the District, Proposer shall indicate where the office that would service this contract is located.
- The District shall not be liable for any pre-contractual expenses incurred by any proposer, nor shall any firm include such expenses as part to the proposed cost. Pre-contractual expenses include any expense incurred by a proposal and negotiation of any terms with the District.
- The District reserves the right to withdraw this RFP at any time without prior notice and to reject any all proposals submitted without indicating any reasons. Any award of contract for services shall be made to the firm best qualified and responsive in the opinion of the District.
- Proposals may, at the District's option, be rejected if they contain any alterations, additions, conditional or alternatives, are incomplete, or contain erasures or irregularities of any kind.
- The District reserves the right to reject any and all proposals. The District expressly reserves the right to postpone submittal opening for its convenience and to reject any and all submittals responding to this RFP.
- Proposal will NOT be opened publicly.
- The selected firm must agree to indemnify and hold harmless the District, its
 officers, agents and assigns from any liability or loss resulting from suits, claims,
 or actions brought against the District which result directly or indirectly from the
 wrongful or negligent actions of the consultant in the performance of the contract.
- The selected firm will be required to comply with all existing State and Federal labor laws including the applicable to equal opportunity employment provisions.
- The District reserves the right to negotiate special requirements and proposed service levels using the selected proposal as a basis. Compensation for services will be negotiated with the selected firm.
- All responses to this RFP shall become the property of the District and will be retained or disposed of accordingly.
- No amendments, additions or alternates shall be accepted after the submission date and time.
- All documents, records, designs, and specifications developed by the selected firm in the course of providing services for the District shall be the property of the District.
- Anything considered to be proprietary in the proposal should be so designated by the firm.
- Acceptance by the District of any proposal submitted pursuant to this RFP shall not constitute any implied intent to enter into a contract for services.
- The District reserves the right to issue a written notice to all participating firms of any change in the proposal requirements or submission schedule should the District determine, in its sole discretion, that such changes are necessary.

- All services provided by the firm shall be in accordance with State, Federal, County, and District's standards.
- The selected firm must comply with Government Code section 8355 in matters relating to providing a drug-free workplace.
- The Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et. seq., are the governing factors regarding allowable elements of cost.
- The final Agreement between the District and the firm will include the administrative requirements set forth in 49 CFR Part 18, Uniform Administrative Requirement for Grants and Cooperative Agreements to State and Local Governments.

PROPOSAL FORMAT

<u>General</u>. Proposals shall be prepared in accordance with the format specified in this section. Proposals that do not follow this format will be subject to rejection by the District. Provide proposals in the following format:

- Provide your proposed fees in a separate sealed envelope, clearly marked with the proposer's company name and address, and labeled "Proposed Fees for SMCSD Water and Sewer Master Plan Update". Prime consultant fees shall be broken down by manhours per task, in accordance with the labor classifications and rates specified, and per Section 4 of the Proposal.
- Letter of Transmittal. Provide a brief transmittal letter (2 pages maximum) transmitting the proposal to the District.
- Table of Contents.
- Section 1. Project Understanding and Approach. Provide your team's
 understanding and approach to the overall project. Discuss issues and
 concerns and express your ideas and methodology on how best to approach
 and execute the project. Include your approach to project management,
 teamwork, communications, quality assurance/control, and cost and schedule
 controls. Describe your team's experience with various funding agencies for
 similar type projects.
- Section 2. Project Team/Qualifications. Provide an organization chart showing design team, organization/lines of communication, and team member qualifications germane to this project. Clearly state your proposed Project Manager and corresponding qualifications. The proposed Project Manager must be a California licensed Professional Engineer. Include all subconsultants as part of the proposed team and describe your past working relationships with each subconsultant. Full resumes shall be placed in Appendix A. Team member references shall be included in Appendix B. Provide a minimum of three references, two of which must be for the proposed Project Manager. State the contact/agency name, brief title/description of project, contact telephone number.
- Section 3. Relevant Project Experience. Provide your team's relevant project
 experience as it relates to the nature of this project, including the experience of
 proposed subconsultants. Include projects of similar nature, magnitude, and
 complexity to this project. Provide the year(s) the Work was performed and
 identify key team members and their roles on the project. Projects listed should

be specifically relevant to key aspects of the Water and Sewer Master Plan Update.

- Section 4. Scope of Services. Provide a detailed scope of services for the project. Embellish on the scope outline in this RFP. Include a subsection in this Section 4 specifically to present any exceptions to the Agreement for Services.
- Section 5. Conflicts of Interest. Firms submitting a proposal in response to this RFP must disclose any actual, apparent, direct, or indirect, or potential conflicts of interest that may exist with respect to the firm, management, or employees of the firm or other persons relative to the services to be provided under the Agreement for engineering services to be awarded pursuant to this RFP. If a firm has no conflicts of interest, a statement to that effect shall be included in the Proposal.
- Section 6. Project Schedule. Provide a detailed project schedule, in graphic format, along with written explanation of assumptions, or specific details, issues or concerns regarding the proposed schedule. Show graphically and clearly indicate all schedule components, including mandatory compliance schedules, those schedule items for District and agency review, and other items as deemed necessary. Include in the schedule all anticipated time allotments for agency reviews, public participation, and other schedule provisions. Clearly state all assumptions and basis for the proposed schedule. The proposal and project award schedule follows:

Item	Date					
Proposal Due	1/31/2025, 12 p.m. local time					
District Review of Proposals	2/3/2025 through 2/7/2025					
Interviews (if desired by the District)	TBD					
District Recommendation of Selected	2/10/2025					
Firm/Staff Report						
Consultant Notice of Contract	2/27/2025					
Award/Begin Contract Negotiations						

- Appendix A. Team Member Resumes
- Appendix B. References
- Appendix C. Billing Rates
- Manpower Estimate/Fees. IN A SEPARATE SEALED ENVELOPE, provide a manpower estimate, broken down by hours and task, demonstrating your understanding of the scope of work and level of effort required to accomplish

all tasks. Provide proposed consultant fees, using the same hourly rates proposed in Consultant's billing rate schedule. Provide the standard billing rate sheets for the prime consultant and each subconsultant and include such billing rate sheets in Appendix C. DO NOT PROVIDE THIS MANPOWER ESTIMATE/FEES AS PART OF THE PROPOSAL, AND DO NOT PROVIDE PROPOSED FEES ON THE THUMB DRIVE. THE PROPOSED FEES SHALL BE SEALED IN A SEPARATE ENVELOPE, CLEARLY MARKED SUCH, AND ENCLOSED WITHIN THE ENVELOPE FOR THE HARD COPIES OF THE PROPOSALS.

<u>Proposal Length</u>. The District has no required proposal length; however, the District requests Proposers to be concise and to only include information germane to the Proposal.

Other Requirements. The hard copies of proposals shall be bound. Minimum font size for text shall be 11 point, except for headers, footnotes, etc.

PROPOSAL RANKING CRITERIA

Proposals will be ranked by the District based on established ranking criteria. The value of each criterion is stated immediately following each criterion. Criteria and relative "point" values are as follows:

- Project Understanding and Approach, 40 points
- Team qualifications, 20 points
- Project Schedule, 20 points
- Responsiveness to RFP, 15 points
- Local Presence, 5 points

All proposals will be ranked on these criteria, and a short-list of a maximum of three firms will be chosen. If interviews are warranted, the District will select the interview times at random, and will notify each team as to their respective time slots for interviews. The interviews will consist of a half-hour presentation by the project team, followed by a one-hour question and answer period. The top candidates may be interviewed, and the top firm selected based on the outcome of the respective proposals and interviews. The top-ranked firm will then enter contractual and fee negotiations with the District and should the District and top-ranked firm not satisfactorily negotiate the agreement, the second-ranked firm will enter negotiations, and so forth.

OVERVIEW OF SCOPE OF SERVICES

Consultants shall prepare a scope of services to provide engineering services for the master plans update. Scope should focus on reviewing and updating the data in the 2020 Master Plans. The scope of services shall include services for the following:

- Progress Meetings and Coordination. The Consultants project manager and project engineer shall attend a project kick-off meeting and progress meetings during the course of the project. The Consultant shall provide project oversight and coordination as necessary for successful completion of the contract engineering services.
- 2. **Research and Data Collection**. Consultant shall collect, review, and analyze all available plans, reports, and records (including the 2020 Water and Wastewater Master Plan Update) regarding the project as necessary to successfully complete the engineering services for the project.
- 3. Update Water Demand and Sewer Flow Projections. Consultant shall evaluate water consumption, production, and wastewater flow data to establish current water demand and sewer flows. Analyze existing demand by land use type. Consultant shall review existing land use data and discuss land use forecasts within the District's service area. District staff will identify potential development projects for the Consultant to review. Consultant shall evaluate historic population growth, redevelopment potential, infill potential, accessary dwelling unit (ADU) capacity, and current land use planning, and develop water and sewer flow projections for the 20-year planning period in 5-year increments. Projects may include population and forecasts for the number of new service connections.

Develop peaking factors/ratios based on historic production data, WWTP flow data, reference literature, and review of other municipalities similar to the District. Develop water maximum day and peak hour demand factors. Develop sewer design factors for average and peak dry and wet flow conditions and include allowances for infiltration and inflow into the system.

Consultant shall provide brief technical memo summarizing water and sewer projections, including spatial allocation, land use forecast, and proposed peaking factors for review and approval prior to implementation.

4. **Establish Evaluation Criteria**. Consultant shall develop evaluation criteria for the water system and sewer collection system. Criteria may include minimum and maximum pressure, pipeline velocity, storage requirements, maximum sewer depth over diameter, and other design criteria. Criteria will be developed based

on the District's standards, current regulations, and accepted engineering practices.

5. Prepare Water System Model and Perform Hydraulic Analysis. The Consultant shall update the District's existing hydraulic model to include projected demands. The District water model was developed and calibrated to current conditions in 2024. Consultant shall use the updated model to evaluate the hydraulic adequacy of the water system under current and projected demand.

Consultant shall first model existing demand and determine existing pressure and pipeline velocity for average day, maximum day, and peak hour demand. Also, the consultant shall determine the available fire flow under existing maximum day demand with a minimum residual pressure of 20 psi. Determine areas within the system that do not meet pressure, velocity, and fire flow requirements. Develop mitigation for each hydraulic deficiency. If there are multiple options for mitigation, recommend the most suitable alternative.

Then Consultant shall model projected future flows, and reevaluate system pressure, velocity, and fire flow. Consultant shall include extensions of the existing water system as needed to serve future development. Consultant shall identify locations in the water distribution system that have capacity constraints and develop mitigation for each hydraulic deficiency. If there are multiple options for mitigation, recommend the most suitable alternative.

The Consultant shall evaluate the capacity of existing water system production and future booster pumping facilities against current and future demands. Identify production and pumping deficiencies and make recommendations to improve deficiencies.

The Consultant shall also determine the necessary water system storage volume for the system under current and projected demands and compare the requirement storage to the current storage volume. The Consultant shall develop recommendations to improve storage deficiencies.

6. Prepare Sewer System Model and Perform Hydraulic Analysis. The Consultant shall develop and calibrate a computer hydraulic model of the District's sewer system and use this tool to evaluate the hydraulic adequacy of the sewer system under current and projected flow conditions. The District has CAD and GIS files of the sewer collection system that may be used in the development of the computer hydraulic model. Consultant shall allocate existing and future flows, and establish all criteria required to successfully perform hydraulic analysis of the sewer collection system and calibrate hydraulic model.

Consultant shall first model existing flows and determine existing depth of flow and velocity for average dry and wet weather flows, as well as peak dry and wet weather flows for all pipes. Also, determine existing remaining capacity or capacity exceedance for all sewer pipes for these flow conditions. Identify locations in the sewer collection system that have capacity constraints under existing peak dry and peak wet weather flows. Develop mitigation for each hydraulic deficiency. If there are multiple options for mitigation, recommend the most suitable alternative.

Then Consultant shall model projected future flows and determine depth of flow and velocity for average dry and wet weather flows, as well as peak dry and wet weather flows for all pipes. Consultant shall include extensions of the existing collection system as needed to serve future development and areas currently on septic systems that will be connected to the sewer in the future. Approximately 98 existing homes in the service area have private septic systems that plan to be connected to the sewer, including approximately 78 homes on the east side of the Salinas River.

Consultant shall also determine remaining capacity or capacity exceedance for all sewer pipes for the projected flow conditions. Identify locations in the sewer collection system that have capacity constraints under existing peak dry and peak wet weather flows. Develop mitigation for each hydraulic deficiency. If there are multiple options for mitigation, recommend the most suitable alternative.

The Consultant shall provide the data files of the hydraulic model to the District. The modeling software should be the latest version of Bentley SewerGEMS.

The Consultant shall evaluate the current collection system lift station capacity against current and projected flows. Identify pumping deficiencies and provide recommendations. This evaluation will not consider the pumping requirements needed for the septic to sewer project.

7. Develop Comprehensive Capital Project List. The Consultant shall develop a comprehensive list of capital projects that address capacity, reliability, future development, and condition related deficiencies under existing and projected demands and flows. The program list shall be designed to enable the District's water distribution and sewer collection systems to accommodate the projected growth for short, intermediate, and long-term planning (5 years, 10 years, and 20 years). Establish criteria for determining the prioritization of the identified projects. Consultant shall prioritize projects as short term (1-5 years), intermediate term (5-10 years), and long term (10-20 years) projects.

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

Develop planning-level unit cost figures and estimate costs for all projects. The prioritized projects and costs will feed into the District's overall Capital Improvement Program and annual budgeting process. The costs for the short-term projects should be developed for use in the District's upcoming rate study.

The prioritized projects and costs shall be summarized in tabular format. For each project summarize the location, need to the project, project schedule/timing, estimated construction cost, and other relevant information such as existing and proposed size, existing and proposed material, slope, design capacity, projected flow, etc. Indicate whether projects are needed to address existing capacity and performance issues, to support growth, or maintain system condition. Each project should also describe its needed CEQA coordination, including if a project is exempt or its CEQA requirements will be addressed at the time the project is completed.

- 8. **System Condition Assessment.** The Consultant shall perform a desktop condition assessment of water and sewer system pipelines and facilities considering condition information collected from the District, including Staff knowledge, age, material, and expected useful lifetimes based on literature and District experience. Prepare annual budgets for system replacement and renewal based on condition assessment for inclusion in the recommended capital project list. Supplement with District provided condition-based projects.
- 9. Prepare Water and Sewer Atlas Maps. The Consultant shall update the District's Water and Sewer Atlas Maps based on the updated and calibrated hydraulic and sewer models, respectively. Consultant shall update the existing Water and Sewer Atlas Maps to include additional developments, installations, and field corrections. Consultant shall incorporate District Staff comments to prepare the final Water and Sewer Atlas Maps. GIS map packages of the existing atlas maps prepared in 2015 will be provided to the selected consultant.
- 10. Prepare Street Lighting/ landscaping Master Plan. The Consultant shall develop street lighting evaluation criteria based on input from the District and current standards. The Consultant shall perform a street lighting analysis in GIS to evaluate the adequacy of the current street lighting with the service area and develop proposed locations for additional street lighting to meet the established criteria. The Consultant shall evaluate existing landscaping along the Mission Street Corridor and provide standards for inclusion of additional landscaping and trees throughout the corridor based on best planting practices for this area. Existing street lighting in the service area is available in GIS. The Consultant shall compile the results of the street lighting analysis and create recommended street lighting projects for inclusion in the Master Plan Report. The Consultant

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

shall compile the results of the landscaping analysis and create recommended landscaping projects for inclusion in the Master Plan Report.

11. Prepare Draft and Final Master Plan Reports. Consultant shall compile the information developed in the previous tasks and create a Water and Sewer Master Plan Report. Consultant shall submit a Draft and Final Draft Report to the District for review and comment. Consultant shall address District comments from Draft and Final Draft Reports and incorporate edits/corrections into subsequent submittals. The Consultant shall submit PDF and one hard copy of Draft and Final Draft Reports. Consultant shall submit the Word document, a PDF, and three hard copies of the Final Report incorporating Staff and Board Comments.

Option Task: Board Meeting and Presentation. The Consultant shall develop a PowerPoint presentation that summarizes the development, conclusions, and recommendations of the Final Draft Master Plan Report. Consultant shall attend a Board meeting and provide a formal presentation of the Final Draft Report. Staff and Board comments shall be addressed and incorporated into the Final Report.

SUMMARY OF DELIVERABLES:

- 1. Draft Master Plan Report
- 2. Final Draft Master Plan Report
- 3. Final Master Plan Report
- 4. Updated Hydraulic Model files
- 5. Updated Atlas Maps (PDF) and GIS files

REQUEST FOR QUALIFICATIONS/PROPOSALS SMCSD WATER AND SEWER MASTER PLAN UPDATE

ATTACHMENT A - SMCSD STANDARD AGREEMENT

San Miguel CSD utilizes standard EJCDC agreements for professional services.

A draft agreement can be provided upon request.

AGENDA ITEM: 11.1

SUBJECT: Update from Paso Basin Cooperative Committee; December 16, 2024 Special Meeting (**Discussion only, direction may be provided to Legal or General Manager for future action**) (Pg. 508-510)

SUGGESTED ACTION: Discuss action taken at recent PBCC meeting.

No action to be taken at this time. Direction may be given to the General Manager to agendize items for a future meeting.

DISCUSSION:

FISCAL IMPACT:

There is no cost to review the actions taken at the PBCC meeting.

If the Board directs staff or Legal to take action then there will be a cost associated with that request.

PREPARED BY: Kelly Dodds

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Paso Basin Cooperative Committee Notice of Special Meeting

AGENDA

December 16, 2024

NOTICE IS HEREBY GIVEN that the Paso Basin Cooperative Committee will hold a Special Meeting at **1:00 p.m.** on **Monday, December 16, 2024,** at the Paso Robles Culinary Arts Academy 1900 Golden Hill Rd, Paso Robles, CA 93446.

Zoom Link: https://us06web.zoom.us/j/83359446962?pwd=bGJFK3pXYitOQ0hWdk5mZTBXWDFoZz09

Meeting ID: 833 5944 6962

Passcode: 068456

Call-in: +16694449171,,83359446962#,,,,*068456# US

NOTE: The Paso Basin Cooperative Committee (PBCC) reserves the right to limit each speaker to three (3) minutes per subject or topic. In compliance with the Americans with Disabilities Act, all possible accommodations will be made for individuals with disabilities, so they may participate in the meeting. Persons who require accommodation for any audio, visual or other disability in order to participate in the meeting of the PBCC are encouraged to request such accommodation 48 hours in advance of the meeting from Taylor Blakslee at (661) 477-3385.

MembersAlternatesMatt Turrentine, Chair, Shandon-San Juan WDRay Shady, Shandon-San Juan WDVacant, Vice Chair, San Miguel CSDKelly Dodds, San Miguel CSD

Vacant, Vice Chair, San Miguel CSDKelly Dodds, San Miguel CSDJohn Hamon, Secretary, City of Paso RoblesSharon Roden, City of Paso RoblesBruce Gibson, Treasurer, County of SLOBlaine Reely, County of SLO

Hilary Graves, Estrella El-Pomar Creston WD Ryan Scott, Estrella El-Pomar Creston WD

- 1. Call to Order (Turrentine) (1 min)
- 2. Pledge of Allegiance (Turrentine) (1 min)
- 3. Roll Call (Blakslee) (1 min)
- 4. Meeting Protocols (Blakslee) (2 min)
- Public Comment Items not on Agenda (Turrentine) (3 min/speaker)

REPORT ITEMS

6. Update on State Water Project Feasibility Study (Provost & Pritchard) (45 min)

ACTION ITEMS

- 7. Receive an update on a draft Joint Powers Agreement prepared in coordination with work on the Cost of Service Study which would create a Joint Powers Authority to levy fees and perform other administrative, regulatory compliance and certain Groundwater Sustainability Plan implementation actions as delegated in the Agreement if executed by the Groundwater Sustainability Agencies and provide direction to staff / a recommendation(s) to the individual Groundwater Sustainability Agencies (County Legal Counsel) (60 min)
- 8. Receive an update on the Cost of Service Study which would support a fee program to cover the costs of Sustainable Groundwater Management Act compliance / Groundwater Sustainability Plan implementation measures and provide direction to staff (SCI Consulting) (60 min)
- 9. Provide direction to staff on development of the Fiscal Year 2025-2026 PBCC Budget (Reely) (30 min) Verbal

TOWN HALL

- 10. Town Hall Meeting [5:30-8:30 p.m.] | This portion of the meeting will be less formal and will include a general presentation on Groundwater Sustainability Plan implementation followed by an opportunity for members of the public to visit multiple tables covering various specific topics, including, by way of example, rates to fund GSP implementation, Multi Benefit Irrigated Land Repurposing program, expanded groundwater monitoring network, dry well reporting, etc. and to task questions of subject-matter experts. Members of the public will have the opportunity to submit written / verbal public comments at a public comment table and said public comments or a summary thereof in addition to visual aids presented at the meeting will later be compiled / considered for receipt and file by the PBCC at a subsequent meeting (Blakslee) (5 min)
- 11. Adjourn (8:30 p.m.)

To join the Paso Basin email list, please sign-up at: https://mailchi.mp/co.slo.ca.us/paso-basin-email-sign-up

AGENDA ITEM: 11.2

SUBJECT: Discuss and appoint San Miguel CSD GSA representation to the Paso Basin Cooperative Committee (PBCC) (**Discuss and appoint a member and alternate by 3/5 vote**) (Pg. 511)

SUGGESTED ACTION: Discuss appointing Board member(s) to the Paso Basin Cooperative Committee (PBCC) as the Member and/or Alternate. Provide direction to the General Manager.

DISCUSSION:

Currently the San Miguel CSD GSA is represent by outgoing Director Baker (member) and General Manager Kelly Dodds (alternate) on the Paso Basin Cooperative Committee (PBCC). The District Engineer Joshua Reynolds is the representative at the staff level PBCC meetings.

At this time it is recommended that a Board member be appointed to the PBCC as the Member and/or Alternate.

Persons appointed to be the PBCC Board need to be appointed by name.

FISCAL IMPACT:

Minor cost anticipated relating to staff and legal time related to this item.

PREPARED BY: Kelly Dodds

AGENDA ITEM: 11.3

SUBJECT: Review of DRAFT Joint Exercise of Powers Agreement (JPA) for administration of The Paso Robles Area Groundwater Sub Basin Groundwater Sustainability Plan. (**Discussion only, direction may be provided to Legal or General Manager for future action**) (Pg.512-529)

SUGGESTED ACTION: Review, Discuss and provide direction to staff regarding the DRAFT JPA for the administration of The Paso Robles Area Groundwater Sub Basin Groundwater Sustainability Plan.

DISCUSSION:

The attached DRAFT Joint Exercise of Powers Agreement was presented to the PBCC Board on December 16th and is the result of numerous legal and staff meetings based on input from the five GSAs.

This Board should review and provide feedback to Legal Counsel and the General Manager on desired changes to the Draft to be taken back to staff for further revisions if necessary.

FISCAL IMPACT:

Unknown, depends on future Board action.

PREPARED BY: Christina Pritchard

DRAFT - 12/10/24

JOINT EXERCISE OF POWERS AGREEMENT FOR ADMINISTRATION OF THE PASO ROBLES AREA GROUNDWATER SUBBASIN GROUNDWATER SUSTAINABILITY PLAN

THIS AGREEMENT is entered into pursuant to the Joint Exercise of Powers Act, Government Code §§ 6500 et seq. ("JPA Act"), by and among the Paso Robles Area Groundwater Subbasin Groundwater Sustainability Agencies ("GSAs"): the City of El Paso de Robles ("City"), the San Miguel Community Services District ("SMCSD"), the County of San Luis Obispo ("County"), the Shandon-San Juan Water District ("SSJWD") and the Estrella-El Pomar-Creston Water District ("EPCWD") (each referred to individually as a "Member" and collectively as the "Members"), for the purposes of forming a joint powers agency to serve as the groundwater authority for the Paso Robles Area Groundwater Subbasin.

RECITALS

WHEREAS, on September 16, 2014, Governor Jerry Brown signed into law Senate Bills ("SB") 1168 and 1319 and Assembly Bill ("AB") 1739, known collectively as the Sustainable Groundwater Management Act (Water Code §§ 10720 et seq.) ("SGMA"), which became effective on January 1, 2015 and which has been and may continue to be amended from time to time; and

WHEREAS, SGMA requires the establishment of a GSA or GSAs for all basins designated as medium or high priority by the California Department of Water Resources ("DWR") on or before June 30, 2017; and

WHEREAS, SGMA further requires the adoption of a Groundwater Sustainability Plan ("GSP") or coordinated GSPs for all basins designated by DWR as high or medium priority basins and subject to critical conditions of overdraft on or before January 31, 2020; and

WHEREAS, DWR designated the Paso Robles Area Subbasin (DWR Bulletin 118 Basin No. 3-004.06) ("Basin") as a high priority basin subject to critical conditions of overdraft; and

WHEREAS, each of the Members is a GSA duly established in accordance with SGMA within its respective service area overlying the Basin; and

WHEREAS, the Members, with the exception of EPCWD, previously entered into a Memorandum of Agreement Regarding Preparation of a Groundwater Sustainability Plan for the Paso Robles Groundwater Basin ("MOA") on or about September 20, 2017 and an Amendment No. 1 to the MOA on or about March 13, 2020 for purposes of coordinating preparation of a

single GSP for the Basin and for continued cooperation pending development of a long-term governance structure, including, but not limited to, through the Paso Basin Cooperative Committee ("PBCC"), an advisory committee created thereunder; and

WHEREAS, the EPCWD became a party to the MOA on or about June 6, 2023, and all of the Members entered into an Amendment No. 2 to the MOA on or about July 9, 2024 expressly permitting the County to contract with consultants on behalf of the PBCC subject to the terms and conditions of the MOA while the Members continued to explore long-term governance options; and

WHEREAS, the Members collectively developed, and each Member separately adopted, a single GSP to sustainably manage the Basin underlying their combined service area which was first submitted to DWR on January 30, 2020; and

WHEREAS, in response to comments provided by DWR, each of the Members separately adopted a single updated GSP (the "GSP"), except for EPCWD, which was not yet a GSA but has since agreed to implement the GSP within its service area; and

WHEREAS, the updated GSP was formally approved by letter from DWR on June 20, 2023; and

WHEREAS, each of the Members desires to create a single entity to perform GSP / SGMA administrative and regulatory compliance actions, development and implementation of certain management actions as described herein and establishment of the funding necessary to support said actions; and

WHEREAS, more specifically, the Members are entering into this Agreement to form the Paso Robles Area Groundwater Authority, a public entity separate and apart from the Members, to serve as the more formal governance structure anticipated under the MOA, which MOA is now outdated and is being replaced hereby.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Members agree as follows:

ARTICLE 1: INCORPORATION OF RECITALS

1.1 The foregoing recitals are true and correct and are incorporated herein by reference.

ARTICLE 2: DEFINITIONS

The following terms shall have the following meanings for purposes of this Agreement:

- 2.1 "Agreement" means this Joint Exercise of Powers Agreement forming the Paso Robles Area Groundwater Authority for the Paso Robles Area Groundwater Subbasin.
- 2.2 "Authority" means the Paso Robles Area Groundwater Authority formed pursuant to this Agreement.
- 2.3 "Basin" means the Paso Robles Area Groundwater Subbasin, California Department of Water Resources Basin No. 3-004.06 as its boundaries may be modified from time to time in accordance with Water Code section 10722.2.
- 2.4 "Board of Directors" or "Board" means the governing body of the Authority as established by Article 6.1 of this Agreement.
- 2.5 "Bulletin 118" means DWR's report entitled "California Groundwater: Bulletin 118" updated in 2016 and 2022, and as it may be subsequently updated or revised in accordance with Water Code section 12924.
- 2.6 "Director(s)" and "Alternate Director(s)" means a Director or Alternate Director appointed by a Member pursuant to Articles 6.1 and 6.2 of this Agreement.
 - 2.7 "DWR" means the California Department of Water Resources.
- 2.8 "Effective Date" is the date this Agreement has been signed by all of the Members.
- 2.9 "Groundwater Sustainability Plan" or "GSP" means the Groundwater Sustainability Plan, as defined by SGMA in Water Code section 10727 et seq., adopted for the Basin and approved by DWR on June 20, 2023, and as may be subsequently amended by the Members.
- 2.10 "Joint Exercise of Powers Act" or "JPA Act" means Government Code section 6500 et seq., as amended from time to time.
- 2.11 "Member" means any of the signatories to this Agreement, and "Members" means all of the Signatories to this Agreement. Each Member is a GSA duly established in accordance with SGMA.

- 2.12 "Memorandum of Agreement" or "MOA" means the September 20, 2017 Memorandum of Agreement Regarding Preparation of a Groundwater Sustainability Plan for the Paso Robles Groundwater Basin, including any amendments thereto.
- 2.13 "Officer(s)" means the Chair, Vice Chair, Secretary, or Treasurer of the Authority to be appointed by the Board of Directors pursuant to Article 6.5 of this Agreement.
- 2.14 "SGMA" means the Sustainable Groundwater Management Act of 2014 and all regulations adopted under the legislation (SB 1168, SB 1319 and AB 1739) that collectively comprises the Act, as that legislation and those regulations may be amended from time to time.
 - 2.15 "State" means the State of California.

ARTICLE 3: PURPOSE

3.1 The purpose of this Agreement is to establish the Paso Robles Area Groundwater Authority and to set forth the terms and conditions under which the Authority is authorized to implement the GSP and otherwise manage the Basin under SGMA within the collective service area of the Members. This Agreement also sets forth, without limitation, how the Authority will be funded and the way it will operate. Nothing in this Agreement is intended to modify, limit, or otherwise interfere with individual Members' municipal water use, authorities, or rights, including, but not limited to: police powers; land use authorities; well construction authorities; authorities to adopt or amend the GSP; authorities or rights regarding their respective water supplies and assets (including recycled water); and authorities or rights regarding their respective facilities, operations, or water management beyond those projects and initiatives identified in the GSP. By entering this Agreement, the Members make no commitment to contribute their water supply assets as part of the implementation of the GSP.

ARTICLE 4: CREATION OF THE AUTHORITY

- 4.1 <u>Qualification of Members</u>. Each Member certifies and declares that it is a public agency (as defined in Government Code Section 6500 et seq.) that is authorized to be a party to a joint exercise of powers agreement. Each Member certifies and declares that it is a GSA duly formed and existing pursuant to SGMA.
- 4.2 <u>Creation of Authority</u>. Pursuant to the JPA Act, the Members hereby create a joint powers agency which shall be known as the Paso Robles Area Groundwater Authority. The boundaries of the Authority shall be coterminous with the collective areas over which each Member is the GSA as of the Effective Date as depicted in Exhibit A attached hereto and incorporated herein by this reference or as may be modified over time. This Agreement forms the Authority as a public entity that is a separate and distinct legal entity from the Members.

- 4.3 <u>Notice of Agreement</u>. Within 30 days after the Effective Date, and after any amendment hereto, the Authority shall cause a notice of this Agreement to be prepared and filed with the office of the California Secretary of State containing the information required by Government Code section 6503.5. Within 30 days after the Effective Date, the Authority shall cause a statement of the information concerning the Authority, required by Government Code section 53051, to be filed with the office of the California Secretary of State and with the County Clerk, setting forth the facts required to be stated pursuant to Government Code section 53051, subd. (a).
- 4.4 <u>Purposes of Authority</u>. The purpose of the Authority is to establish the mechanism by which the Members will jointly carry out and fund (consistent with the provisions of Article 7 of this Agreement), certain administrative and regulatory functions under SGMA as well as development and implementation of certain management actions through coordinated exercise of the powers thereunder and other joint powers within the Basin subject to the limitations set forth herein. Nothing in this Section is intended to modify, limit, or otherwise interfere with individual Members' municipal water use, authorities, or rights as set forth in Section 3.1 above.
- 4.5 <u>Initial Powers of Authority</u>. The following are the initial authorities granted to the Authority and for which further individual Member approval is not required:
 - a. Completion of the regulatory requirements under SGMA including, but not limited to, preparing and submitting the annual reports described in section 356.2 of Title 23 of the California Code of Regulations ("CCR") and section 9.3.1.3 of the GSP and the five-year GSP evaluations described in 23 CCR section 356.4 and section 9.3.1.4 of the GSP and serving as the plan manager as defined in 23 CCR section 351(z) in connection therewith.
 - b. Development and implementation of the Communication and Engagement Plan set forth in Appendix M of the GSP and to otherwise undertake stakeholder outreach; however, this shall not preclude any Member from undertaking additional stakeholder outreach within its boundaries.
 - c. Development and implementation of the Data Gap Plan set forth in Appendix L2 of the GSP and to otherwise develop and implement an enhanced monitoring program, provided that any update to the monitoring program shall not be in contravention of existing confidentiality or any other obligations under the existing San Luis Obispo Flood Control and Water Conservation District ("FCWCD") Water Level Measuring

- Program as determined by the County Director of Public Works or designee.
- d. Development and implementation of a voluntary groundwater demand reduction program, which may include fallowing and other water demand reduction or land repurposing strategies as described in section 9.3.4 of the GSP; and development and implementation of a mandatory demand reduction program should the voluntary program prove inadequate.
- e. Development and adoption of an annual budget to exercise the authorities granted hereunder or as may be delegated by the Members in accordance with Section 4.6 below provided that nothing herein shall authorize the Authority to require Member contributions beyond those specifically identified in Section 7.1 below or otherwise approved by a 4/5 vote of the Board of Directors consistent with Section 6.8(3) below.
- f. Development and adoption of a plan to fund exercise of the authorities granted hereunder or as may be subsequently delegated by the Members, including but not limited to, adoption by the Authority of a fee(s) pursuant to Water Code section 10730 et seq. and all actions necessary for the Authority to establish and collect said fee(s) and application and receipt of grant funds.
- g. Adoption or establishment of rules, regulations, policies, bylaws and procedures related to exercise of the authorities granted hereunder or as may be subsequently delegated by the Members, including, but not limited to, adoption of a procurement and purchasing policy and a conflict of interest code.
- h. Retention of consultants, contractors, or employees to assist the Authority in carrying out its purposes and day-to-day operations, including, without limitation, a financial consultant, legal counsel, accountant, administrative personnel, hydrogeologist, executive director, or other specialty services as may be deemed appropriate to carry out the terms of this Agreement and as more specifically set forth in Section 4.9 below.
- 4.6. <u>Additional Powers-Subsequent Implementation Activities</u>. With the exception of activities within the authorities set forth in Section 4.5 above, the Authority shall not undertake any GSP implementation activities within the service area of a particular Member(s) or that impact water use within the service area of a particular Member(s) without that Member(s)' prior written approval; and the Authority shall not undertake any Basin-wide GSP implementation

activities unless approved by the governing bodies of at least 4 of the 5 Members. However, nothing herein prohibits any Member from exercising its individual authority to enact an ordinance imposing mandatory extraction limitations or other demand reduction measures in furtherance of GSP implementation within its service area. In addition, without limiting the foregoing, nothing herein shall be construed as authorizing the Authority to acquire a right to appropriate or otherwise receive surface water from Santa Margarita Lake, Lake Nacimiento or the Salinas River or to utilize infrastructure owned or operated by any Member or the FCWCD related thereto without their prior approval.

- 4.7 <u>Term.</u> This Agreement shall be effective as of the Effective Date and shall remain in effect until terminated in accordance with Section 8.2 or Section 8.3 of this Agreement.
- 4.8 <u>Role of Member Agencies</u>. Although it is anticipated that the Authority will hire its own staff, the Members will provide support to the Board of Directors by making information and meeting facilities available, Member resources permitting and subject to the execution of any necessary acknowledgement of confidentiality agreement(s) (e.g. with respect to confidential private well data). The Members will endeavor to respond quickly to any recommendations or requests made by the Board of Directors or its staff.
- 4.9 <u>Executive Director and Employees</u>. The Board may appoint an Executive Director or other designated manager ("Executive Director") or other employees.
 - a. The Executive Director's compensation shall be determined by the Board.
 - b. The Executive Director shall serve at the pleasure of the Board and shall be responsible to the Board for the proper and efficient administration of the Authority. The Executive Director shall have the powers designated by the Board.
 - c. The Executive Director shall serve until s/he resigns or the Board terminates her/his appointment.
 - d. The Board shall have the power to employ such other consultants or personnel as set forth in Section 4.5(h) above.

ARTICLE 5: MEMBERSHIP

- 5.1 <u>Members</u>. The Members of the Authority shall be:
 - a. City of El Paso de Robles;

- b. San Miguel Community Services District;
- c. County of San Luis Obispo;
- d. Shandon-San Juan Water District; and
- e. Estrella-El Pomar-Creston Water District

as long as they have not, pursuant to the provisions hereof, withdrawn from this Agreement.

- 5.2 <u>New Members</u>. Any local agency, as defined by SGMA, that is not a Member on the Effective Date of this Agreement may become a Member upon all of the following:
 - a. Amendment of the Agreement in accordance with Section 9.2;
 - b. Successful enactment / establishment within the service area of the local agency of any applicable fee(s) or charges on extraction that have been established by the Authority; and
 - c. The local agency is presumed to be the exclusive GSA within its service area as described in Water Code section 10723.8 and adoption of the GSP by the local agency.

ARTICLE 6: GOVERNANCE

- 6.1 <u>Board of Directors.</u> The business of the Authority will be conducted by a Board of Directors that is hereby established and that shall be initially composed of one primary representative appointed by each Member. Without amending this Agreement, the composition of the Board of Directors shall be altered from time to time to reflect the withdrawal of any Member or the admission of a Member pursuant to Section 5.2. Members of the Board of Directors are required to be members of the governing board of the appointing Member.
- 6.2 <u>Alternate Directors</u>. Each Member shall designate one alternate to serve in the absence of that Member's primary representative on the Board of Directors. Alternate Directors shall not vote or participate in any deliberations unless appearing as a substitute for a Director due to absence or conflict of interest. If the Director is not present, or if the Director has a conflict of interest which precludes participation by the Director in any decision-making process of the Board, the Alternate Director appointed to act in his/her place shall assume all rights of the Director and shall have the authority to act in his/her absence, including casting votes on matters

before the Board. Alternate Directors are required to be members of the governing board of the appointing Member.

- 6.3 <u>Statement of Economic Interests</u>. All primary members of the Board of Directors and all alternates shall file a Statement of Economic Interests (FPPC Form 700). Each Member shall notify the Authority in writing of its designated primary and alternate representatives on the Board of Directors.
- 6.4 <u>Term of Directors</u>. Each Member of the Board of Directors will serve until replaced by the appointing Member.
- 6.5 <u>Officers</u>. The Board of Directors shall elect a Chair, Vice Chair, and Secretary. Officers shall be elected at the first Board meeting, and thereafter at the first Board meeting following January 1st of each year.
 - a. <u>Chair</u>. The Chair shall preside at all meetings of the Board of Directors.
 - b. <u>Vice Chair</u>. The Vice Chair shall exercise all powers of the Chair in the Chair's absence or inability to act.
 - c. <u>Secretary</u>. The Secretary shall keep minutes of the Board of Director meetings.
- 6.6 <u>Powers and Limitations</u>. All the powers and authority of the Authority shall be exercised by the Board, subject, however, to the rights reserved by the Members as set forth in this Agreement.
- 6.7 <u>Quorum</u>. A majority of the Members of the Board of Directors will constitute a quorum.
- 6.8 <u>Voting</u>. On all matters considered by the Authority, each Director shall have one vote and action shall require a majority vote of the Board of Directors subject to the following matters, which shall require a 4/5 vote of the Board of Directors: (1) adjustment of the Authority's previously approved annual budget in an amount exceeding \$200,000; (2) decisions related to the imposition of mandatory limitations on groundwater extractions; and (3) decisions related to requiring Member contributions beyond those identified in Section 7.1 to cover the cost of any budgeted costs not covered by extraction fees.
- 6.9 <u>Meetings</u>. The Board shall provide for regular and special meetings in accordance with Chapter 9, Division 2, Title 5 of the Government Code (the "Ralph M. Brown Act" commencing at section 54950), and any subsequent amendments of those provisions.

- 6.10 <u>By-Laws</u>. The Board may adopt by-laws to supplement this Agreement. In the event of conflict between this Agreement and the by-laws, the provisions of this Agreement shall govern.
- 6.11 <u>Advisory Committees</u>. The Board of Directors may establish one or more advisory committees, technical committees or other committees for any purpose.
- 6.12 <u>Compensation</u>. No Director or member of an advisory committee shall be compensated by the Authority for preparation for or attendance at meetings of the Board or meetings of any committee created by the Board. Nothing in this Section 6.12 is intended to prohibit a Member from compensating its representatives on the Board or on a committee for attending such meetings.

ARTICLE 7: FINANCIAL PROVISIONS

7.1 <u>Contributions and Expenses.</u> It is anticipated that the vast majority of costs associated with the GSP implementation activities described herein will be funded through a fee(s) on all extractors within the Basin under Water Code section 10730 et seq. in effect not later than December 2025. Thus, the Members agree to contribute the Members' share of costs allocated under the Fiscal Year 2024-2025 PBCC budget previously approved by each of the Members under the terms of the MOA ("FY 2024-2025 PBCC Budget") to the Authority's initial and Fiscal Year 2025-2026 budgets. To the extent the FY 2024-2025 PBCC Budget is insufficient to cover Authority costs through December 2025 and additional funding has been approved by a 4/5 vote of the Board of Directors, the Members agree to contribute to the additional costs based on the same percentage shares approved by the Members in connection with the FY 2024-2025 PBCC Budget for costs through December 2025. Payment will be made

^{7.2 &}lt;u>Liability of Board and Officers</u>. The funds of the Authority may be used to defend, indemnify and hold harmless the Authority, and any Director, officer, employee, or agent for actions taken within the scope of the authority of the Authority. Nothing herein shall limit the right of the Authority to purchase insurance including, but not limited to, directors and officers liability insurance.

^{7.3} Repayment of Funds. No refund or repayment of the funds set forth in Section 7.1 above or otherwise approved by a 4/5 vote of the Board of Directors consistent with Section 6.8(3) above will be made to a Member ceasing to be a Member of this Agreement pursuant to a withdrawal described in Section 8.1 except as expressly required thereby.

- 7.4 <u>Budget</u>. The Authority's fiscal year shall run from July 1 through June 30. Each fiscal year, the Board shall adopt a budget for the Authority for the ensuing fiscal year. Within ninety (90) days of the Effective Date of this Agreement, the Board shall adopt an initial budget that is consistent with the FY 2024-2025 PBCC Budget. Thereafter, a budget shall be adopted no later than April 30 of the preceding fiscal year.
- 7.5 <u>Depositary</u>. [XX] is designated as the Treasurer and shall (i) be the depositary of the Authority, (ii) have custody of all funds of the Authority, and (iii) have the duties and obligations of the Treasurer as set forth in Government Code Sections 6505, 6050.1 and 6505.5. All funds of the Authority shall be held in separate accounts in the name of the Authority and shall not be commingled with funds of any Member or any other person or entity.
- 7.6 Accounting. Full books and accounts shall be maintained for the Authority in accordance with practices established by, or consistent with, those utilized by the Controller of the State of California for like public entities. The books and records of the Authority shall be open to inspection by the Members at all reasonable times, and by bondholders and lenders as and to the extent provided by resolution or indenture.
- 7.7 Auditor. [XX] is designated as the Auditor and shall have the duties and obligations as Auditor of the Authority as set forth in Government Code sections 6505 and 6505.5. The Auditor shall ensure strict accountability of all receipts and disbursements of the Authority and shall make arrangements with a qualified firm to perform an annual audit of the accounts and records of the Authority. Copies of such annual audit reports shall be filed with the State Controller and each Member within six (6) months of the end of the fiscal year under examination.
- 7.8 Expenditures. All expenditures within the designations and limitations of the applicable approved budget shall be made upon the approval of any officer so authorized by the Authority Board of Directors. The Treasurer shall draw checks or warrants or make payments by other means for claims or disbursements not within an applicable budget only upon the approval and written order of the Board. The Board shall requisition the payments of funds only upon approval or claims or disbursements and requisition for payment in accordance with policies and procedures adopted by the Board.

ARTICLE 8: CHANGES TO MEMBERSHIP, WITHDRAWAL AND TERMINATION

8.1 Withdrawal of Members.

8.1.1. <u>Automatic Withdrawal</u>. A Member shall be deemed to have unilaterally withdrawn from this Agreement at the time it ceases to exist as a GSA provided that said withdrawal shall not be effective unless and until another Member(s) elects to include the

withdrawing Member's service area within their boundaries such that fees can continue to be collected therein. However, this requirement shall not apply if the Member ceases to be a GSA because its service area is no longer subject to SGMA.

- 8.1.2. Voluntary Withdrawal. A Member may, in its sole discretion, unilaterally choose to withdraw from the Authority, effective upon ninety (90) days' prior written notice to the Authority provided that the withdrawing Member shall remain obligated to pay a percentage share of costs as outlined in the current Authority annual budget incurred, accrued or encumbered up to the date the withdrawing Member provides notice of withdrawal in an amount equal to the percentage of fees collected within the withdrawing Member's service area. The withdrawing Member will thereafter be solely responsible for funding SGMA compliance and GSP implementation within its service area. Notwithstanding the foregoing or anything in this Agreement to the contrary, the Authority shall not rely on funding from any Member that does not concur with (i) an approved annual budget, (ii) an amendment to the budget, or (iii) a Member contribution described in Section 6.8(3) above, and the non-concurring Member shall not be liable for any costs that are incurred, accrued or encumbered following the non-concurring Member's vote against an approved annual budget, amendment to the budget, or Member contribution, provided the non-concurring Member notices its intent to withdraw from the Authority in the manner provided for in this Section 8.1.2 within thirty (30) days of the Authority's approval of any annual budget, amendment to the budget, or Member contribution.
- 8.2 <u>Automatic Termination</u>. This Agreement will automatically terminate on June 30, 2026 if the Authority has not yet established a fee or fees to fund its activities as described above. However, nothing herein shall be construed as preventing the Members or a subset thereof from entering into a subsequent agreement related to Basin management and implementation of the GSP. In the event of automatic termination under this Section 8.2, each of the Members shall remain obligated to pay the contributions described in Section 7.1 or otherwise approved by a 4/5 vote of the Board of Directors consistent with Section 6.8(3) above accrued or encumbered prior to the date of termination.
- 8.3 <u>Termination</u>. This Agreement and the Authority may be terminated by the written consent of four of the five Members subject to the terms and conditions herein. Approval of a Member is valid only after that Member's governing body approves the termination at a public meeting. Neither individual Directors nor individual members of the Members' governing boards have the authority, express or implied, to terminate this Agreement. In the event of termination under this Section 8.3, each of the Members shall remain obligated to pay the contributions described in Section 7.1 above or otherwise approved by a 4/5 vote of the Board of Directors consistent with Section 6.8(3) above accrued or encumbered prior to the date of termination.

- 8.4 <u>Disposition of Property upon Termination</u>. Upon termination of this Agreement, the assets of the Authority shall be transferred to the Authority's successor, provided that a public entity will succeed the Authority, or in the event that there is no successor public entity, to the Members in proportion to the contributions made by each Member. If the successor public entity will not assume all of the Authority's assets, the Board shall distribute the Authority's assets between the successor entity and the Members in proportion to the obligation described in Section 7.1 above or as otherwise approved by a 4/5 vote of the Board of Directors consistent with Section 6.8(3) above.
- 8.5 <u>Use of Data and GSP</u>. Upon withdrawal or termination, any Member shall be entitled to use any data or other information developed by the Authority during its time as a Member after signing and subject to an acknowledgement of confidentiality agreement with the Authority, FCWCD, County and any other Member or agency that provided confidential data to the Authority that prohibits the Member from disclosing confidential information, including but not limited to private well data, or privileged communications, including, but not limited to, attorney-client communications, or from otherwise making a disclosure in contravention of applicable law or agreement and that requires the Member to indemnify the providing parties from any breach of this prohibition.

ARTICLE 9: MISCELLANEOUS PROVISIONS

- 9.1 <u>Indemnification</u>. The Authority shall hold harmless, defend and indemnify the Members, and their agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property arising out of the activities of the Authority, or its agents, officers and employees under this Agreement. These indemnification obligations shall continue beyond the Term of this Agreement, as defined in Section 4.7 above, as to any acts or omissions occurring before or under this Agreement or any extension of this Agreement.
- 9.2 <u>Amendments</u>. This Agreement may be amended from time to time by the consent of the Members. Minor Amendments may be made by consent of a majority of the Members, whereas all other amendments shall require unanimous consent of all Members. A "Minor Amendment" is one that does not change the overall substance of this Agreement and does not affect the rights and/or obligations of any or all of the Members; all other amendments shall be considered "Major Amendments." Approval of a Member is valid only after that Member's governing body approves the amendment at a public meeting. Neither individual Directors nor individual members of the Members' governing boards have the authority, express or implied, to amend, modify, waive or in any way alter this Agreement or the terms and conditions hereof. To provide non-concurring Members an opportunity to withdraw from the Authority, any amendment

to this Agreement shall be binding on all Members thirty (30) days after the required concurrence has been obtained.

- 9.3 <u>Binding on Successors</u>. Except as otherwise provided in this Agreement, the rights and duties of the Members may not be assigned or delegated without the written consent of four of the five Members. Any approved assignment or delegation shall be consistent with the terms of any contracts, resolutions, indemnities and other obligations of the Authority then in effect. This Agreement shall inure to the benefit of, and be binding upon, the successors and assigns of the Members hereto.
- 9.4 Notice. Any notice or instrument required to be given or delivered under this Agreement may be made by: (a) depositing the same in any United States Post Office, postage prepaid, and shall be deemed to have been received at the expiration of 72 hours after its deposit in the United States Post Office; (b) transmission by facsimile copy to the addressee; (c) transmission by electronic mail; or (d) personal delivery. On the signature page of this Agreement, each party shall provide contact information for the purpose of notification and said contact information can be updated by written notice to each Member in accordance with this Section 9.4.
- 9.5 <u>Counterparts</u>. This Agreement may be executed by the Members in separate counterparts, each of which when so executed and delivered shall be an original. All such counterparts shall together constitute but one and the same instrument.
- 9.6 <u>Choice of Law</u>. This Agreement shall be governed by the laws of the State of California.
- 9.7 <u>Severability</u>. If one or more clauses, sentences, paragraphs or provisions of this Agreement is held to be unlawful, invalid or unenforceable, it is hereby agreed by the Members that the remainder of the Agreement shall not be affected thereby. Such clauses, sentences, paragraphs or provisions shall be deemed reformed so as to be lawful, valid and enforced to the maximum extent possible.
- 9.8 <u>Headings</u>. The paragraph headings used in this Agreement are intended for convenience only and shall not be used in interpreting this Agreement or in determining any of the rights or obligations of the Members to this Agreement.
- 9.9 <u>Construction and Interpretation</u>. This Agreement has been arrived at through negotiation and each Member has had a full and fair opportunity to revise the terms of this Agreement. As a result, the normal rule of construction that any ambiguities are to be resolved against the drafting Member shall not apply in the construction or interpretation of this Agreement.

9.10 <u>Entire Agreement</u>. This Agreement constitutes the entire agreement among the Members and supersedes all prior agreements and understandings, written or oral. This Agreement may only be amended by written instrument executed by all Members. By entering into this Agreement, the Members agree that they are hereby unanimously terminating the MOA pursuant to Section 9.1. of the MOA and the existence of the PBCC.

IN WITNESS WHEREOF, the parties hereto have caused the Agreement to be executed on the day and year set opposite the name of the parties:

CITY OF EL PASO DE ROBLES
By:
Date:
Contact information:
APPROVED AS TO FORM AND LEGAL EFFECT:
By:
Its:
Date:
SHANDON SAN JUAN WATER DISTRICT
By:
Date:
Contact information:
APPROVED AS TO FORM AND LEGAL EFFECT:
By:

Its:
Date:
COUNTY OF SAN LUIS OBISPO
By:
Date:
Contact information:
APPROVED AS TO FORM AND LEGAL EFFECT:
By:
Its:
Date:
SAN MIGUEL COMMUNITY SERVICES DISTRICT
By:
Date:
Contact information:
APPROVED AS TO FORM AND LEGAL EFFECT:
By:
Its:
Date:
ESTRELLA-EL POMAR-CRESTON WATER DISTRICT

 $jr\ v1 \hbox{\{CW142392.1\}}$

By:
Date:
Contact information:
APPROVED AS TO FORM AND LEGAL EFFECT:
By:
Its:
Date:



 $jr\ v1 \hbox{\{CW142392.1\}}$

SUBJECT:
CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code, § 54957.6)
Agency designated representatives: District General Manager and General Counsel
Employee Organization: San Miguel Employees' Association (SMEA) (Pg.530)

SUGGESTED ACTION: Discussion

DISCUSSION:
FISCAL IMPACT:
Unknown

PREPARED BY: Kelly Dodds

AGENDA ITEM: 13.2

SUBJECT: CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation Pursuant to Government Code Section 54956.9 (d)(1) Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039 and* Case: *Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212* (Pg.531)

SUGGESTED ACTION: Discussion		
DISCUSSION:		
FISCAL IMPACT: No additional cost for this time.		
PREPARED BY: Kelly Dodds		