



## Board of Directors

Russ Baggerly, Director  
Angelo Spandrio, Director  
Brian Brennan, Director

Pete Kaiser, Director  
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT  
Meeting to be held at the  
Casitas Board Room  
1055 Ventura Ave.  
Oak View, CA 93022  
October 09, 2019 @ 3:00 PM

Right to be heard: Members of the public have a right to address the Board directly on any item of interest to the public which is within the subject matter jurisdiction of the Board. The request to be heard should be made immediately before the Board's consideration of the item. No action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of §54954.2 of the Government Code and except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under section 54954.3 of the Government Code.

Special Accommodations: If you require special accommodations for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 649-2251, ext. 113. (Govt. Code Section 54954.1 and 54954.2(a)).

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. AGENDA CONFIRMATION
5. PUBLIC COMMENTS - Presentations on District related items that are not on the agenda - three minute limit
6. CONSENT AGENDA
  - 6.a. Minutes of the September 25, 2019 Board Meeting  
[9\\_25\\_2019\\_Minutes.pdf](#)

7. ACTION ITEMS

- 7.a. Review, Approve and Accept District Accounts Payable Report for 9/12/19 - 9/25/19.  
[Accounts Payable Report.pdf](#)
- 7.b. Approve and Authorize the General Manager to sign a Task Order for engineering design services to MKN and Associates, Inc. in the not to exceed amount of \$30,185.00 for the Heidelberger Pump Station and Tank Sites Slope Stabilization  
[Board Memo for Heidelberger Engineering Consultant Services.pdf](#)
- 7.c. Waive a minor irregularity and Award a contract to Tomar Construction, Inc. in the amount of \$182,000.00 for the District Office Remodel, Specification No. 19-422.  
[Board Award Memo Spec 19-422 Tomar \(1\).pdf](#)
- 7.d. Authorize and Approve an amendment to the Agreement for Professional Engineering Services with Kennedy Jenks Consultants, Inc. for preparation of the Casitas-Ventura State Water Project Interconnection Preliminary Design for a fee not to exceed \$249,225, an increase of \$9,280.  
[BoardMemo\\_20191009.pdf](#)
- 7.e. Approve Change Order No. 2 for the Ventura Street Water Main Replacement project (Specification #18-404) to Tierra Construction, Inc. in the amount of \$194,000.00 for Installation of 1,000' of 12" water main in Rincon Street and Ojai Avenue in the Ojai Water System.  
[Spec No 18-404 Change Order 2.pdf](#)

8. INFORMATION ITEMS

- 8.a. Finance Committee Minutes  
[Finance Minutes 092019.pdf](#)
- 8.b. Recreation Committee Minutes  
[Rec Minutes 100119.pdf](#)
- 8.c. Engineering Status Report  
[BoardMemo Eng Status Report.pdf](#)  
[Eng Status October\\_2019\\_8x11\\_Wht \(STARS\).pdf](#)
- 8.d. Consumption Report  
[Consumption Aug 2019 - 2020.pdf](#)
- 8.e. Investment Report  
[Investment Report 09-25-19.pdf](#)

9. GENERAL MANAGER COMMENTS

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

11. BOARD OF DIRECTOR COMMENTS PER GOVERNMENT CODE SECTION 54954.2(a)
12. CLOSED SESSION
  - 12.a. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code §54956.9(a) Santa Barbara Channelkeeper v. State Water Resources Control Board; City of San Buenaventura, San Francisco County Superior Court, Case No. CPF-14-513875.
13. ADJOURNMENT



Minutes of the Casitas Municipal  
Water District Board Meeting Held  
September 25, 2019

A meeting of the Board of Directors was held September 25, 2019 at the Casitas Municipal Water District located at 1055 Ventura Ave. in Oak View, California.

1. CALL TO ORDER

President Kaiser called the meeting to order at 3:00 p.m.

2. ROLL CALL

Directors Word, Spandrio, Brennan, Baggerly and Kaiser were present. Also present were Michael Flood, General Manager, Diana Impeartrice, Human Resources Manager and Attorney John Mathews. There were five staff members and several members of the public in attendance.

3. PLEDGE OF ALLEGIANCE

President Kaiser led the Pledge of Allegiance

4. AGENDA CONFIRMATION

One change; on item 7L the correct date to be considered is November 13, 2019. President Kaiser noted there are some resolutions to present later in the meeting when all recipients are present.

On the motion of Director Brennan, Seconded by Director Baggerly, the Agenda was confirmed with the noted change.

AYES: Directors: Word, Spandrio, Brennan, Baggerly  
NOES: Directors: None  
ABSENT: Directors: None

5. PUBLIC COMMENTS - Presentations on District related items that are not appearing on the agenda - three minute limit.

No public comments at this time.

6. CONSENT AGENDA

6.a. Minutes of the September 11, 2019 Board Meeting

On the motion of Director Word, Seconded by Director Baggerly, the Consent Agenda was approved by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser

NOES: Directors: None

ABSENT: Directors: None

7. ACTION ITEMS  
APPROVED

- 7.a. Review, Approve and Accept District Accounts Payable Reports for the period of 8/22/19 to 9/11/19.

On the motion of Director Brennan, seconded by Director Word, the accounts payable report was approved by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser

NOES: Directors: None

ABSENT: Directors: None

- 7.b. Resolution authorizing the issuance of 2019 Special Tax Bonds for the Casitas Municipal Water District Community Facilities District No. 2013-01 (Ojai), and approving related documents and actions.

- a. Supplement Agreement No. 1 to Fiscal Agent Agreement
- b. Preliminary Official Statement
- c. Bond Purchase Agreement

General Manager Michael Flood let them know Suzanne Harrell from Harrell and Associates was present to answer any questions. She provided a quick update on the interest rate change; when first discussing this project in August they were expecting an interest rate of 3.3%. Given what's happen with the economy they are now expecting 3.15%; what that means is instead of \$13,000,000 you'll be able to raise a little bit more than that somewhere between \$13,000,000 and \$13,400,000. Director Baggerly asked since the board would be responsible for this would she confirm they are doing it the correct way and she said she did. Director Word asked how Casitas would let customers know taxers were going up once the bonds are sold. The General Manager stated that the taxes are not going to go up and Director Baggerly asked him to repeat "taxes will not increase". Director Brennan stated this will allow Casitas to continue to provide clean and safe water. They all recognized what a great job the Engineering department is doing with all these projects and this will allow these to be funded. Approval of a., b., and c. were recommended to approve by Director Baggerly, seconded by Director Brennan and passed by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser

NOES: Directors: None

ABSENT: Directors: None

- 7.c. Approval of a Resolution instruction the Ventura County Watershed Protection District (VCWPD) to execute the California State Water Project Contract Extension (Amendment #14 to the VCWPD State Water Project Water Supply Contract) on behalf of Casitas Municipal Water District. Authorize the General Manager to sign Professional Services Agreements with IRJ Engineers Inc. and GHD Inc. for On-Call Electrical Engineering Services for Fiscal Year 2019-2020.

Chief Financial Officer Denise Collin showed Director Spandrio the dollar amounts.

On the motion of Director Brennan, seconded by Director Baggerly, the above recommendation was approved by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser  
NOES: Directors: None  
ABSENT: Directors: None

- 7.f. President Kaiser read the resolutions to the lifeguard staff Jesse Mendez, Reily Brown and Lily Curtis for their exemplary actions taken in the active drowning emergency of a 22 month old child on August 15, 2019. All Directors stood to honor them and thanked them for their heroic efforts. Aaron Wall thanked his staff for their life saving efforts and the rest of the staff that kept everything running.

- 7.d. Review and approve staff recommendation to set Casitas Municipal Water District reserve account amounts for 2019/2020 Fiscal Year.

On the motion of Director Baggerly, seconded by Director Word, the above recommendation was approved by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser  
NOES: Directors: None  
ABSENT: Directors: None

- 7.e. Approval of the Special Liability Insurance Program Renewal in the amount of \$70,697.47 to Alliant Insurance Services, Inc.

On the motion of Director Baggerly, seconded by Director Brennan (with the comment that the original quote was about \$4,000 - \$4,400 higher), to approve the recommendation by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser  
NOES: Directors: None  
ABSENT: Directors: None

- 7.g. Approve and authorize the General Manager to sign a Task Order for engineering services to Michael K. Nunley & Associates (MKN) in the not to exceed amount of \$68,658 for the Ojai Water System Transmission Main Optimization Study.

On the motion of Director Baggerly, seconded by Director Brennan to approve the recommendation by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser  
NOES: Directors: None  
ABSENT: Directors: None

- 7.h. Approve and Authorize the General Manager to sign a Task Order for engineering services to water Works Engineers (WWE) in the not to exceed amount of \$89,243 for the Casitas Dam Drainage Improvements.

On the motion of Director Brennan, seconded by Director Baggerly, to approve the recommendation by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser  
NOES: Directors: None  
ABSENT: Directors: None

- 7.i. Determine all bidders on pipeline projects undertaken by the District in 2020 must be pre-qualified prior to submitting bids.

On the motion of Director Baggerly, seconded by Director Brennan, to approve the recommendation by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser  
NOES: Directors: None  
ABSENT: Directors: None

- 7.j. Recommend approval of the purchase of a 2020 F250XL, 3/4 Ton 4x4 pickup for the Utility department from Vista Ford of Oxnard in the amount of \$36,883.42.

On the motion of Director Word, seconded by Director Spandrio, to approve the recommendation by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser  
NOES: Directors: None  
ABSENT: Directors: None

- 7.k. Recommend approval of the purchase of a 2020 F250, 3/4 Ton 4x4 pickup for the Distribution Department Supervisor from Vista Ford of Oxnard in the amount of \$42,212.67.

On the motion of Director Word, seconded by Director Brennan, to approve the recommendation by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser  
NOES: Directors: None  
ABSENT: Directors: None

- 7.l. Consideration and possible action on a change of meeting time and place within the District's boundaries for the October 23, 2019 regular meeting of the Board of Directors of the Casitas Municipal Water District.

The correct date is November 13, 2019 to hold a meeting in Ventura. The meeting will be held at 3:00 p.m. and the meeting would be held in Ventura. General Manager Michael Flood notified that it would be held in the Ventura City Council Chamber and there will be some challenges recording the meeting and streaming live. Director Spandrio is concerned the effectiveness of the meeting could be lost if we can't stream. Contact CAPS TV and Ventura Clerk's office concerning streaming.

On the motion of Director Brennan, seconded by Director Spandrio, to approve the recommendation by the following roll call vote:

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser  
NOES: Directors: None  
ABSENT: Directors: None

8. INFORMATION ITEMS  
APPROVED

On the motion of Director Brennan, seconded by Director Baggerly to approve receive and file on items 8.a. through 8.h.

AYES: Directors: Word, Spandrio, Brennan, Baggerly, Kaiser  
NOES: Directors: None  
ABSENT: Directors: None

- 8.a. Hydrologic Status Report for August 2019.
- 8.b. United Water Conservation District term sheet for purchase of Casitas MWD 2019 State Water Project Table A water supply.
- 8.c. Board Priority List Update
- 8 d. Executive Committee Minutes
- 8 e. Water Resources Minutes
- 8 f. Consumption Report



8 g. CFD 2013-1 Report

8 h. Investment Report

9. GENERAL MANAGER COMMENTS

Mr. Flood let them know that we have an Edison outage scheduled at the building tomorrow and we will be switching the building over to generators.

Regarding the permits; Mr. Flood, President Kaiser and Vice President Baggerly attended a meeting at Julia Brownley's office. Subsequent to the meeting they have received some good action. They have had contact with the offices of Dianne Feinstein, Hannah-Beth Jackson and Monique Limon. They are waiting for a permit from US Fish and Wildlife that is apparently stuck on somebody's desk.

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

Director Word attended AWA Special Issues session last week and they were discussing Proposition 1 Grant Funding. We had one project on the list, the Matilija Formation deep well, and it looks like we won't make phase 1 but should be included in phase 2 round of funding. Only 4 out of 10 projects were granted in phase 1 and one of those is the State Water Interconnection City of Ventura. The next AWA Special Issues session will be on October 15th, and it will be City of Ventura talking about the State Water Intertie.

Director Brennan attended the Ventura City Council workshop on September 16<sup>th</sup>, regarding water. Councilmember Weir stated by 2035 there will be some water issues. Attended the Ventura Water Commission last night.

President Kaiser talked about the great staff at Julia Brownley's office.

11. BOARD OF DIRECTOR COMMENTS PER GOVERNMENT CODE SECTION 54954.2 (a).

Director Word questioned if they have the AWA tour that will end at the dam on November 7<sup>th</sup>. My Flood confirmed it is set for that date. President Kaiser thanked Carol Belser and Joe Evans for taking him on the backroads tour and providing some background.

Attorney John Mathews reported no action on Closed Session item 12.a.; President Kaiser moved the meeting to closed session at 4:11 p.m.

12. CLOSED SESSION

- 12.a. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code §54956.9(a) Santa Barbara Channelkeeper v. State Water Resources Control Board; City of San Buenaventura, San Francisco County Superior Court, Case No. CPF-14-513875.
- 12.b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code §54956.9(a) California Water Impact Network v. City of San Buenaventura, Ventura Superior Court, Case No. 56-2019-00532905-CU-WM-VTA.

President Kaiser moved the meeting back to open session at 4:30 p.m. stating there was nothing to report.

13. ADJOURNMENT

President Kaiser adjourned the meeting at 4:30 p.m.

\_\_\_\_\_  
Brian Brennan, Secretary

**CASITAS MUNICIPAL WATER DISTRICT**  
**Payable Fund Check Authorization**  
**Checks Dated 09/12/19-09/25/19**  
**Presented to the Board of Directors For Approval October 9, 2019**

Check	Payee		Description	Amount
000912	Payables Fund Account	# 9759651478	Accounts Payable Batch 091819	\$315,364.75
000913	Payables Fund Account	# 9759651478	Accounts Payable Batch 092519	\$166,334.83
				\$481,699.58
000914	Payroll Fund Account	# 9469730919	Estimated Payroll 10/10/19	\$100,000.00
			Total	\$581,699.58

Publication of check register is in compliance with Section 53065.6 of the Government Code which requires the District to disclose reimbursements to employees and/or directors.

The above numbered checks, 000912-000914 have been duly audited is hereby certified as correct.

*Denise Collin*

*9/25/19*

Denise Collin, Chief Financial Officer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

CERTIFICATION

Payroll disbursements for the pay period ending 09/21/19  
Pay Date of 09/26/19  
have been duly audited and are  
hereby certified as correct.

Signed: Denise Collin 9/23/19  
Denise Collin

Signed: \_\_\_\_\_  
Signature

Signed: \_\_\_\_\_  
Signature

Signed: \_\_\_\_\_  
Signature



ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	9/18/2019			035558		
C-CHECK	VOID CHECK	V	9/18/2019			035559		

\* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	2			
VOID DEBITS		0.00		
VOID CREDITS		0.00		
		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			2	0.00	0.00	0.00
BANK:	TOTALS:		2	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00049	STATE OF CALIFORNIA							
I-T2 201909231588	State Withholding	D	9/25/2019	13,478.68		000000		13,478.68
00128	INTERNAL REVENUE SERVICE							
C-T3 201909241589	FICA Withholding	D	9/25/2019	43.65CR		000000		
C-T4 201909241589	Medicare Withholding	D	9/25/2019	10.21CR		000000		
I-T1 201909231588	Federal Withholding	D	9/25/2019	35,919.14		000000		
I-T3 201909231588	FICA Withholding	D	9/25/2019	35,852.52		000000		
I-T3 201909241589	FICA Withholding	D	9/25/2019	43.65		000000		
I-T4 201909231588	Medicare Withholding	D	9/25/2019	9,343.52		000000		
I-T4 201909241589	Medicare Withholding	D	9/25/2019	10.21		000000		81,115.18
00187	CALPERS							
I-PBP201909231588	PERS BUY BACK	D	9/25/2019	161.96		000000		
I-PEB201909231588	PEPRA EMPLOYEES PORTION	D	9/25/2019	7,171.06		000000		
I-PEM201909231588	PERS EMPLOYEE PORTION MGMT	D	9/25/2019	2,503.25		000000		
I-PER201909231588	PERS EMPLOYEE PORTION	D	9/25/2019	6,396.82		000000		
I-PRB201909231588	PEBRA EMPLOYER PORTION	D	9/25/2019	7,420.71		000000		
I-PRR201909231588	PERS EMPLOYER PORTION	D	9/25/2019	11,049.23		000000		34,703.03
04468	Michael Adams							
I-814953	Camping Cancellation - LCRA	R	9/18/2019	85.00		035463		85.00
00006	ADAMSON'S AUTOMOTIVE REPAIR							
I-008483	Abandoned Vehicle Tow - LCRA	R	9/18/2019	400.00		035464		400.00
00010	AIRGAS USA LLC							
I-9091721072	Perscription Safety Glasses-PL	R	9/18/2019	115.58		035465		
I-9964036348	Cylinder Rentals - PL	R	9/18/2019	255.43		035465		371.01
00012	ALL-PHASE ELECTRIC SUPPLY CO.							
I-5665-658255	Electrical Wire Reels - TP	R	9/18/2019	845.69		035466		845.69
04307	ALLIED INDUSTRIES INC.							
I-7876	Pipeline Locator - ENG	R	9/18/2019	6,997.42		035467		6,997.42
04469	Sandra Alvarez							
I-818264	Camping Cancellation - LCRA	R	9/18/2019	115.00		035468		115.00
03044	Amazon Capital Services							
C-1TH3-TN7M-DFK9b	Accrue Use Tax	R	9/18/2019	7.24CR		035469		
D-1TH3-TN7M-DFK9a	Accrue Use Tax	R	9/18/2019	7.24		035469		
I-1T7L-XHDN-GF9F	Ventilator Storage - MAINT	R	9/18/2019	186.07		035469		
I-1TH3-TN7M-DFK9	Rodent & Pest Killer - MAINT	R	9/18/2019	99.91		035469		285.98

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04470	Ashley Andrew Camping Cancellation - LCRA	R	9/18/2019	71.00		035470		71.00
00417	APPLIED INDUSTRIAL TECHNOLOGY Cartridge - EM	R	9/18/2019	39.60		035471		
	I-7017144421 Encoder Assembly - TP	R	9/18/2019	1,024.18		035471		1,063.78
00014	AQUA-FLO SUPPLY Fittings & Primer - PL	R	9/18/2019	109.62		035472		
	I-SI1413442 Pipe Cutter - PL	R	9/18/2019	94.92		035472		
	I-SI1415232 Solenoid - LCRA	R	9/18/2019	85.90		035472		
	I-SI1419724 Fittings, Valves, Clamps- LCRA	R	9/18/2019	144.01		035472		
	I-SI1421086 Fittings & Valve - LCRA	R	9/18/2019	139.77		035472		
	I-SI1425041 Broom & Shovel Handles - UT	R	9/18/2019	87.65		035472		
	I-SI1425672 Rubber Repair Kit - LCRA	R	9/18/2019	94.00		035472		
	I-SI1425689 Ball Valve - WP	R	9/18/2019	35.11		035472		
	I-SI1426436 Bushings - PL	R	9/18/2019	5.36		035472		796.34
04471	Lonnie Aquinaga Camping Cancellation - LCRA	R	9/18/2019	71.00		035473		71.00
04472	Melanie Ashbaugh Camping Cancellation - LCRA	R	9/18/2019	232.50		035474		232.50
01666	AT & T Acct#9391051740	R	9/18/2019	1,055.86		035475		1,055.86
01666	AT & T Local, Regional, Long Distance	R	9/18/2019	1,250.00		035476		1,250.00
00018	AT & T MOBILITY Acct#287290467941	R	9/18/2019	542.12		035477		542.12
03429	AT&T Acct#8310009376372	R	9/18/2019	1,302.40		035478		1,302.40
00030	B&R TOOL AND SUPPLY CO Tube Cutters - PL	R	9/18/2019	110.45		035479		
	I-1900936100 Gloves - PL	R	9/18/2019	56.25		035479		
	I-1900936175 Pipe Cutter, Chain, Cable - PL	R	9/18/2019	811.81		035479		978.51
00679	BAKERSFIELD PIPE & SUPPLY INC Ball Valve - TP	R	9/18/2019	486.90		035480		486.90



VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04473	Michael Bird							
I-855828	Camping Reduction - LCRA	R	9/18/2019	12.50		035481		12.50
03207	BMI PacWest Inc.							
I-012789	AC System Install - TP	R	9/18/2019	14,720.00		035482		
I-012840	AC Maintenance - DO	R	9/18/2019	559.00		035482		15,279.00
01062	BP Medical Supplies							
C-E322199b	Accrue Use Tax	R	9/18/2019	5.58CR		035483		
C-E324589b	Accrue Use Tax	R	9/18/2019	28.86CR		035483		
D-E322199a	Accrue Use Tax	R	9/18/2019	5.58		035483		
D-E324589a	Accrue Use Tax	R	9/18/2019	28.86		035483		
I-E322199	Sanizide Soap Refills - WP	R	9/18/2019	77.00		035483		
I-E324589	Rescue Masks - WP	R	9/18/2019	398.00		035483		475.00
04474	Richard Bradd							
I-786032	Camping Cancellation - LCRA	R	9/18/2019	130.00		035484		130.00
03059	Brenntag Pacific Inc.							
I-BPI979910	Chlorine for Ojai Sys. - TP	R	9/18/2019	1,318.20		035485		1,318.20
00463	Cal-Coast Machinery							
I-568286	Tractor Rental 8/11-9/10	R	9/18/2019	2,149.61		035486		
I-569429	Bolts, Washers, Nuts - MAINT	R	9/18/2019	211.45		035486		2,361.06
02593	Cal-Coast Machinery							
I-571767	Power Sweeper - LCRA	R	9/18/2019	8,614.61		035487		8,614.61
04395	Gil Campos							
I-816243	Camping Cancellation - LCRA	R	9/18/2019	115.00		035488		115.00
02836	Gonzalo Carbajal-Ramirez							
I-091219	Water Treatment Course 9/19	R	9/18/2019	162.53		035489		162.53
00055	CASITAS BOAT RENTALS							
I-Aug 19	Gas for Boats - LCRA	R	9/18/2019	561.56		035490		561.56
04475	Juana Cerrato							
I-787472	Camping Cancellation - LCRA	R	9/18/2019	130.00		035491		130.00
04476	Hannah Chamness							
I-806294	Camping Cancellation - LCRA	R	9/18/2019	55.00		035492		55.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02100 I-5830	Clean Lakes, Inc. Algae Treatment - LAB	R	9/18/2019	9,485.00		035493		9,485.00
00061 I-SB02093472	COMPUWAVE Toners - LCRA	R	9/18/2019	314.24		035494		314.24
00062 I-9009-795005 I-9009-795517 I-9009-796460 I-9009-796515	CONSOLIDATED ELECTRICAL Mechanical Lugs - EM Fiberglass Struts - TP Cement&Tape-EM, CM 9009-796460 Fittings, Conduit - TP	R R R R	9/18/2019 9/18/2019 9/18/2019 9/18/2019	160.82 268.18 45.27 63.20		035495 035495 035495 035495		537.47
03756 I-19-23365	County Fire Protection Fire Extinguisher Service -SAF	R	9/18/2019	3,173.73		035496		3,173.73
04322 I-814424	Lauriel Cover Camping Cancellation - LCRA	R	9/18/2019	95.00		035497		95.00
02716 I-40435482	Crop Production Services Herbicide - MAINT	R	9/18/2019	1,415.70		035498		1,415.70
04477 I-788079	Adrian Cruz Camping Cancellation - LCRA	R	9/18/2019	85.00		035499		85.00
04478 I-783078	Adrienne Cruz Camping Cancellation - LCRA	R	9/18/2019	123.00		035500		123.00
04479 I-772945	Mariana Cunningham Camping Cancellation - LCRA	R	9/18/2019	235.00		035501		235.00
00079 I-250101167	DANIELS TIRE SERVICE Tires for Backhoe - Unit 109	R	9/18/2019	2,441.18		035502		2,441.18
01764 I-DP1902723	DataProse, LLC UB Mailing 7/19	R	9/18/2019	3,346.19		035503		3,346.19
02480 I-1908159	David Taussig & Associates, In D18-00115 CFD Tax Admin	R	9/18/2019	671.56		035504		671.56
00740 I-10338535843	DELL MARKETING L.P. Monitors & Computers - ADM/LAB	R	9/18/2019	2,126.74		035505		2,126.74
02544 I-403900	Department of Justice Fingerprinting - DO	R	9/18/2019	32.00		035506		32.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00616	DICK CORE MARINE							
I-082219	Strainers for Barge - Unit 130	R	9/18/2019	254.44		035507		254.44
04113	Nicole Dudley							
I-792311a	Camping Cancellation - LCRA	R	9/18/2019	115.00		035508		115.00
03763	Alice Duque							
I-785724	Camping Cancellation - LCRA	R	9/18/2019	320.00		035509		320.00
00095	FAMCON PIPE & SUPPLY							
I-S1000010618.001	Hydrant, Bolts, Caps - UT	R	9/18/2019	1,784.64		035510		
I-S100008852.001	Adapters, Fittings, Kits - PL	R	9/18/2019	4,411.19		035510		
I-S100009722.001	2" Nut Assemblies - PL	R	9/18/2019	311.03		035510		
I-S100010620.001	Wench - UT	R	9/18/2019	150.15		035510		
I-S100011298.001	Pipe - PL	R	9/18/2019	2,509.65		035510		
I-S100011317.001	Pulling Cable - PL	R	9/18/2019	418.28		035510		
I-S100011801.001	Valve Box - PL	R	9/18/2019	348.56		035510		9,933.50
04480	Monica Fandino							
I-808307	Camping Cancellation - LCRA	R	9/18/2019	60.00		035511		60.00
04481	Noe Felix							
I-790393	Camping Cancellation - LCRA	R	9/18/2019	16.00		035512		16.00
00099	FGL ENVIRONMENTAL							
I-908726A	Manganese Monitoring 7/1/19	R	9/18/2019	45.00		035513		
I-909332A	Lake Nutrient Monitoring 7/16	R	9/18/2019	1,472.00		035513		
I-909824A	SA4 Packer Test 7/25/19	R	9/18/2019	244.00		035513		
I-909972A	Nitrate Monitoring 7/30/19	R	9/18/2019	43.00		035513		
I-910261A	Nitrate Monitoring 8/6/19	R	9/18/2019	61.00		035513		
I-910262A	Manganese Monitoring 8/6/19	R	9/18/2019	45.00		035513		
I-910263A	Special DBP Monitoring 8/5/19	R	9/18/2019	224.00		035513		2,134.00
00713	FLUID MANUFACTURING							
I-46895	Shower Timers - LCRA	R	9/18/2019	1,382.36		035514		
I-47005	Coin Acceptor - LCRA	R	9/18/2019	380.34		035514		1,762.70
01614	FORBESS CONSULTING GROUP, INC							
I-12294	Asbestos Sampling - ENG	R	9/18/2019	582.50		035515		582.50
01290	FORTNET SECURITY							
I-2260	Malware Defense - IT	R	9/18/2019	940.00		035516		940.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00103 I-94056	FRANK'S ROOTER & PUMPING Sewer Line Cleaning - GAR	R	9/18/2019	575.00		035517		575.00
00104 I-119164	FRED'S TIRE MAN Tires & Mounting - Unit 282	R	9/18/2019	197.54		035518		197.54
00106 I-f0250194	FRONTIER PAINT Paint for Office - WP	R	9/18/2019	130.27		035519		130.27
02720 I-10511946 I-20386783	Garda CL West, Inc. Armored Truck Service Excess Items - LCRA	R R	9/18/2019 9/18/2019	731.40 20.44		035520 035520		751.84
02417 I-5534	GardenSoft Garden Website License - CONSO	R	9/18/2019	625.00		035521		625.00
01292 I-3336	GEORGE YARDLEY CO Shower Rebuild Kit - LCRA	R	9/18/2019	322.06		035522		322.06
04482 I-806200	Eva Gomez Camping Cancellation - LCRA	R	9/18/2019	115.00		035523		115.00
03541 I-785796	Joe Gonzales Camping Cancellation - LCRA	R	9/18/2019	130.00		035524		130.00
04276 I-787679	Mary Jean Gonzalez Camping Cancellation - LCRA	R	9/18/2019	155.00		035525		155.00
00115 I-9276919603 I-9278011052 I-9278011060 I-9283483718 I-9288397608	GRAINGER, INC Reservoir Mixers - TP Gloves & Towels - EM Marking Paint - ENG Batteries - ADM Bungee Cords - MAINT	R R R R R	9/18/2019 9/18/2019 9/18/2019 9/18/2019 9/18/2019	2,700.93 133.24 117.38 40.55 66.99		035526 035526 035526 035526 035526		3,059.09
03856 I-116655	Granicus, LLC Website Annual Fees 8/19-8/20	R	9/18/2019	17,667.84		035527		17,667.84
02217 I-9554 I-9887	Greg Rents Concrete Mix - PL Spark Plugs, Gas, Cleaner - PL	R R	9/18/2019 9/18/2019	92.66 102.32		035528 035528		194.98
04483 I-796514	Joseph Gurganus Camping Cancellation - LCRA	R	9/18/2019	100.00		035529		100.00

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03700	HDR Engineering, Inc. I-1200208687 Camp Chafee Pipeline Phase 1	R	9/18/2019	1,815.00		035530		1,815.00
0437	HERC RENTALS INC I-30910731-001 Generator Rental 7/26/19	R	9/18/2019	1,793.86		035531		1,793.86
04484	Leonardo Hernandez I-831803 WP Ticket Refund - LCRA	R	9/18/2019	282.00		035532		282.00
04442	Zach Holt I-811878a Camping Cancellation - LCRA	R	9/18/2019	285.00		035533		285.00
0596	HOME DEPOT C-6222005 Faucet Return - WHS I-6971660 Bathroom Repair Parts - WHS I-8113600 Primer & Sander - WHS	R R R	9/18/2019 9/18/2019 9/18/2019	144.31CR 1,130.46 55.89		035534 035534 035534		1,042.04
04485	Philip Hopkins I-819414 Camping Cancellation - LCRA	R	9/18/2019	350.00		035535		350.00
0894	HOSE-MAN, INC. I-5263845-0001-05 Suction Hose Fitting - LCRA I-5263954-0001-05 Hose Repair - PL	R R	9/18/2019 9/18/2019	26.66 9.87		035536 035536		36.53
04486	Hayden Huller I-831939 Camping Cancellation - LCRA	R	9/18/2019	71.00		035537		71.00
0125	IDEXX DISTRIBUTION CORP I-3052788043 Quanti-Tray Packs - LAB	R	9/18/2019	258.35		035538		258.35
0127	INDUSTRIAL BOLT & SUPPLY I-202880-1 Bolts & Nuts - PL I-202880-2 Bolts - PL	R R	9/18/2019 9/18/2019	842.61 91.59		035539 035539		934.20
03506	ISCO Machinery, Inc. I-110888-0001 Dump Trunk Rental - PL	R	9/18/2019	5,355.00		035540		5,355.00
0131	JCI JONES CHEMICALS, INC I-800329 Chlorine - TP, CM 800366	R	9/18/2019	1,650.00		035541		1,650.00
04487	Kim Johnson I-831073 Camping Cancellation - LCRA	R	9/18/2019	390.00		035542		390.00

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01022 I-45293285	KELLY CLEANING & SUPPLIES, INC Janitorial Services 9/19- LCRA	R	9/18/2019	280.00		035543		280.00
02203 I-468820-3	KEYT TV TV Advertising - WP	R	9/18/2019	1,080.00		035544		1,080.00
03878 I-785647 I-785722	Michelle Kinnun Camping Cancellation - LCRA Camping Cancellation - LCRA	R R	9/18/2019 9/18/2019	160.00 160.00		035545 035545		320.00
04488 I-827075	Arlene La Brecque Camping Cancellation - LCRA	R	9/18/2019	71.00		035546		71.00
04489 I-794572	Donald Lee Camping Cancellation - LCRA	R	9/18/2019	105.00		035547		105.00
00360 I-00142-02-017365	LESLIE'S POOL SUPPLIES, INC Small Chemicals - WP	R	9/18/2019	545.36		035548		545.36
01270 I-Aug 19	SCOTT LEWIS Reimburse Expenses 8/19	R	9/18/2019	3,223.56		035549		3,223.56
02658 I-1485172 I-1485173	Liebert Cassidy Whitmore Matter # CA182-00001 8/19 Matter # CA182-00008	R R	9/18/2019 9/18/2019	682.00 3,094.00		035550 035550		3,776.00
04490 I-830564a I-830564b	John Lombard Camping Cancellation - LCRA Camping Cancellation - LCRA	R R	9/18/2019 9/18/2019	55.00 55.00		035551 035551		110.00
04491 I-783229	David Lopez Camping Cancellation - LCRA	R	9/18/2019	36.00		035552		36.00
04492 I-785714	Carlos Lozano Camping Cancellation - LCRA	R	9/18/2019	100.00		035553		100.00
04447 I-811381	Carolyn Magee Camping Cancellation - LCRA	R	9/18/2019	295.00		035554		295.00
04493 I-819598	Gloria Marcos Camping Cancellation - LCRA	R	9/18/2019	109.00		035555		109.00
00329 I-14225295	MCMASTER-CARR SUPPLY CO. Windsock - TP	R	9/18/2019	52.91		035556		52.91

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00151	MEINERS OAKS ACE HARDWARE							
	C-886058 Key Refund - LCRA	R	9/18/2019	1.94CR		035557		
	I-880087 Cement - PL	R	9/18/2019	10.73		035557		
	I-881965 Potting Soil - LCRA	R	9/18/2019	7.80		035557		
	I-882049 Concrete - UT	R	9/18/2019	60.02		035557		
	I-887994 Batteries, Bolts, Screws-MAINT	R	9/18/2019	8.19		035557		
	I-888042 Conduit - MAINT	R	9/18/2019	9.75		035557		
	I-888506 Tire Coat, Lubricant - PL	R	9/18/2019	23.63		035557		
	I-889214 Cords, Plugs, PVC - MAINT	R	9/18/2019	11.50		035557		
	I-890190 Floor Scraper & Gloves - EM	R	9/18/2019	40.17		035557		
	I-890241 Adapters,Wires,Caps,Clamps -EM	R	9/18/2019	97.22		035557		
	I-891075 Cable, Fittings, Switch - LCRA	R	9/18/2019	102.60		035557		
	I-892922 Insect Killer - EM	R	9/18/2019	49.09		035557		
	I-892989 Seal Tape & Angle - TP	R	9/18/2019	9.53		035557		
	I-893057 Rivets - LCRA	R	9/18/2019	52.41		035557		
	I-893072 Cement, Primer, Asphalt - LCRA	R	9/18/2019	36.72		035557		
	I-893273 Hitch, Oil, Mount - UT	R	9/18/2019	45.57		035557		
	I-893665 Trash Bags - TP	R	9/18/2019	19.28		035557		
	I-893727 Poly Tube & Adapter - PL	R	9/18/2019	38.80		035557		
	I-893756 Drain & Epoxy - PL	R	9/18/2019	11.88		035557		
	I-893793 Outlet Strip - EM	R	9/18/2019	17.54		035557		
	I-893843 Broom - WP	R	9/18/2019	10.44		035557		
	I-893863 Clamps & Bolts - EM	R	9/18/2019	17.17		035557		
	I-893894 Trimmer Line - LCRA	R	9/18/2019	15.00		035557		
	I-893897 Trimmer Line - LCRA	R	9/18/2019	15.00		035557		
	I-893918 Tape, Duster, Thread Seal - TP	R	9/18/2019	42.78		035557		
	I-894000 Tape Measures - MAINT	R	9/18/2019	37.05		035557		
	I-894271 Concrete - WP	R	9/18/2019	7.06		035557		
	I-894281 Bolts & Screws - LCRA	R	9/18/2019	12.82		035557		
	I-894355 Tape & Paint - WHS	R	9/18/2019	51.63		035557		859.44
03724	Michael K. Nunley & Associates							
	I-5696 Fish Screen Redesign - ENG	R	9/18/2019	4,365.11		035560		
	I-6011 OVPP Hydraulic Analysis - ENG	R	9/18/2019	4,348.40		035560		
	I-6051 Signal Tank Evaluations - ENG	R	9/18/2019	918.00		035560		
	I-6052 Fish Screen Alternative - ENG	R	9/18/2019	6,354.25		035560		
	I-6086 Running Ridge Zone Improv.-ENG	R	9/18/2019	17,314.53		035560		33,300.29
03444	Mission Linen Supply							
	I-510711478 Uniform Pants - TP	R	9/18/2019	32.16		035561		32.16
03701	MNS Engineers, Inc.							
	I-73375 Vegetative Removal Permits-ENG	R	9/18/2019	6,272.63		035562		
	I-73376 Sunset Pipeline Replace - ENG	R	9/18/2019	1,785.00		035562		
	I-73377 Wellfield Pipe Replace - ENG	R	9/18/2019	2,664.80		035562		
	I-73378 Grand Ave Optimization - ENG	R	9/18/2019	310.00		035562		
	I-73380 Canada & Emily PL - ENG	R	9/18/2019	622.50		035562		
	I-73381 12" Main Replace - ENG	R	9/18/2019	13,557.50		035562		25,212.43

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04494	Laura Muasher							
I-800229	Camping Cancellation - LCRA	R	9/18/2019	85.00		035563		85.00
04495	Diane Navarro							
I-823536	Camping Cancellation - LCRA	R	9/18/2019	285.00		035564		285.00
04496	Dominic Ng							
I-827944	Camping Cancellation - LCRA	R	9/18/2019	32.00		035565		
I-833973	Camping Cancellation - LCRA	R	9/18/2019	11.00		035565		43.00
03508	NTT Industrial Supply, Inc.							
I-4096	Elbow - PL	R	9/18/2019	42.76		035566		42.76
01570	Ojai Auto Supply							
I-471402	Door Handle - Unit 47	R	9/18/2019	42.89		035567		
I-471487	Battery - UT	R	9/18/2019	114.22		035567		
I-471859	Diesel Exhaust Fluid - GAR	R	9/18/2019	27.43		035567		
I-472332	Wiper Blades - Unit 18	R	9/18/2019	17.44		035567		201.98
00912	OJAI BUSINESS CENTER, INC							
I-14618a	Laminating,Copies,Shipping-OM	R	9/18/2019	45.06		035568		
I-14618b	Shipment - LAB	R	9/18/2019	81.13		035568		126.19
00165	OJAI LUMBER CO, INC							
I-1908-937867	Lumber - LCRA	R	9/18/2019	141.27		035569		141.27
01464	OJAI PRINT WORKS							
I-3323	Vehicle Decals - Unit 95	R	9/18/2019	423.64		035570		423.64
00602	OJAI TRUE VALUE							
I-52395	Bug Bait,Clorox,Sunscreen-LCRA	R	9/18/2019	24.52		035571		24.52
00168	OJAI VALLEY NEWS							
I-300032124	Public Heaing Notice 8/30/19	R	9/18/2019	30.00		035572		
I-300032220	Public Hearing Notice 9/6/19	R	9/18/2019	20.00		035572		50.00
00169	OJAI VALLEY SANITARY DISTRICT							
I-21548	Cust # 52921	R	9/18/2019	57.45		035573		57.45
04497	Tami Paar							
I-328593	Camping Cancellation - LCRA	R	9/18/2019	77.50		035574		77.50
04498	Mo Pace							
I-805003	Camping Cancellation - LCRA	R	9/18/2019	109.00		035575		109.00



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04499	Donald Pascual							
I-823952	Camping Cancellation - LCRA	R	9/18/2019	65.00		035576		65.00
00188	PETTY CASH							
I-0911119	Replenish Petty Cash - LCRA	R	9/18/2019	719.03		035577		719.03
02187	Pitney Bowes Inc							
I-1013859921	Postage Tape Strips - ADM	R	9/18/2019	63.80		035578		63.80
00627	PORT SUPPLY							
I-5934014	Rope & Chain for Anchor - TP	R	9/18/2019	232.71		035579		232.71
03194	Elaine Portner							
I-832834	Camping Cancellation - LCRA	R	9/18/2019	100.00		035580		100.00
00184	POWERSTRIDE BATTERY CO, INC							
I-V600533	Battery - Unit 11	R	9/18/2019	128.69		035581		128.69
02833	Praxair, Inc							
I-91119866	Liquid Oxygen - TP	R	9/18/2019	2,162.17		035582		
I-91486266	Liquid Oxygen - TP	R	9/18/2019	2,137.83		035582		
I-91643410	Liquid Oxygen - TP	R	9/18/2019	2,327.79		035582		
I-91696668	Liquid Oxygen - TP	R	9/18/2019	2,322.54		035582		
I-91735027	Liquid Oxygen - TP	R	9/18/2019	2,414.66		035582		11,364.99
01439	PRECISION POWER EQUIPMENT							
I-2343	Chain - MAINT	R	9/18/2019	46.30		035583		
I-2344	Chain - MAINT	R	9/18/2019	65.27		035583		111.57
00042	PSR ENVIRONMENTAL SERVICE, INC							
I-9445	Gas Tank Inspection - DO	R	9/18/2019	230.00		035584		
I-9446	Gas Tank Inspection - LCRA	R	9/18/2019	230.00		035584		460.00
03554	J. Harris Industrial Water Tre							
I-1743167	Water Softner Service - WP	R	9/18/2019	135.00		035585		135.00
00732	QUINN RENTAL SERVICES							
I-10358704	Excavator Rental 7/2-8/2	R	9/18/2019	2,742.82		035586		2,742.82
00306	Rincon Consultants, Inc.							
I-14468	Arborist @ Ojai Pipe - ENG	R	9/18/2019	3,010.00		035587		3,010.00
00313	ROCK LONG'S AUTOMOTIVE							
I-27427	Oil Service - Unit 44	R	9/18/2019	174.65		035588		
I-27439	Smog Inspection - Unit 80	R	9/18/2019	44.75		035588		219.40

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03049	Rock Solid Hazmat Safety Train Fall Protection Training - SAF	R	9/18/2019	700.00		035589		700.00
04500	Edward Rodriguez Camping Cancellation - LCRA	R	9/18/2019	130.00		035590		130.00
04501	Rachel Romero Camping Cancellation - LCRA	R	9/18/2019	60.00		035591		60.00
04502	Renee Russell-Godinez Camping Cancellation - LCRA	R	9/18/2019	230.00		035592		230.00
01109	SALVADOR LOERA TRANSPORTATION							
	I-15546 Fill Sand - PL	R	9/18/2019	380.78		035593		
	I-15547 Fill Sand - PL	R	9/18/2019	380.78		035593		
	I-15781 Rock - TP	R	9/18/2019	750.00		035593		
	I-15782 Fill Sand - PL	R	9/18/2019	380.28		035593		
	I-15783 Fill Sand - PL	R	9/18/2019	381.75		035593		
	I-15784 Plaster Sand - TP	R	9/18/2019	604.51		035593		2,878.10
02837	Sam Hill & Sons, Inc. Sunset Place PL Replace - ENG	R	9/18/2019	33,236.70		035594		33,236.70
04503	Stefhany Sanchez Camping Cancellation - LCRA	R	9/18/2019	130.00		035595		130.00
02756	SC Fuels Gasoline - DO	R	9/18/2019	3,693.11		035596		3,693.11
04504	Eric Schalla Camping Cancellation - LCRA	R	9/18/2019	85.00		035597		85.00
04505	Gina Sebring Camping Cancellation - LCRA	R	9/18/2019	71.00		035598		71.00
04304	Signa Mechanical Sewer Pump Replace - LCRA	R	9/18/2019	819.43		035599		819.43
04507	Cerise Smith Camping Cancellation - LCRA	R	9/18/2019	85.00		035600		85.00
04506	Jem Somo Camping Cancellation - LCRA	R	9/18/2019	85.00		035601		85.00

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00215 I-091119a	SOUTHERN CALIFORNIA EDISON Acct#2397969643	R	9/18/2019	31,343.00		035602		31,343.00
04383 I-091119	Ryan O'Dell Remove Bee Hive - MAINT	R	9/18/2019	625.00		035603		625.00
02731 I-53457	Superior AED AED Replacement - EM	R	9/18/2019	253.11		035604		253.11
01696 I-4063 I-4065	SUPERIOR MACHINE Pipe Cutting - TP Flange Face - TP	R R	9/18/2019 9/18/2019	100.00 100.00		035605 035605		200.00
04326 I-794243a	Eliana Tomlin Camping Cancellation - LCRA	R	9/18/2019	127.00		035606		127.00
00364 I-142415	TRI-COUNTY OFFICE FURNITURE Office Furniture - HR	R	9/18/2019	974.34		035607		974.34
04508 I-813442	Bethafe Tulagan Camping Cancellation - LCRA	R	9/18/2019	65.00		035608		65.00
02323 I-091319	Mitch Tull 1102WC180000002 9/3-9/16	R	9/18/2019	1,899.68		035609		1,899.68
01662 I-025-263059 I-025-270392	TYLER TECHNOLOGIES, INC. Maintenance Contracts FY 19/20 Monthly UB Online Fees 9/19	R R	9/18/2019 9/18/2019	3,561.72 153.00		035610 035610		3,714.72
00185 I-LA751826	Univar USA Inc Bulk Chemicals - WP	R	9/18/2019	1,904.93		035611		1,904.93
04509 I-826971	Aaron Valance Camping Cancellation - LCRA	R	9/18/2019	30.00		035612		30.00
04513 I-783286	David Valdez Camping Reduction - LCRA	R	9/18/2019	38.00		035613		38.00
03902 I-817342	Jennifer Van Loo Camping Cancellation - LCRA	R	9/18/2019	115.00		035614		115.00
00238 I-2019/2020 Casitas	Ventura County Special Distric Annual Member Dues 19-20	R	9/18/2019	150.00		035615		150.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00254	VENTURA LOCKSMITHS							
	I-HM0911197 Keys & Key Ring - EM	R	9/18/2019	26.88		035616		
	I-JSR062819-4 Keys - UT	R	9/18/2019	11.85		035616		
	I-S826191 Battery Packs - LCRA	R	9/18/2019	85.93		035616		
	I-SR0903194 Duplicate Keys - EM	R	9/18/2019	41.86		035616		166.52
00258	VENTURA STEEL, INC							
	I-228140 Tubing & Flat Steel - EM	R	9/18/2019	60.06		035617		
	I-228209 Antenna Bracket - EM	R	9/18/2019	37.54		035617		97.60
09955	VENTURA WHOLESALE ELECTRIC							
	I-244319 Plugs - TP	R	9/18/2019	30.17		035618		
	I-245999 Outside Lights - MAINT	R	9/18/2019	203.39		035618		
	I-246413 Cover, Receptacle, Box - UT	R	9/18/2019	79.74		035618		313.30
00245	CITY OF VENTURA							
	I-082819 State Water Interconnect Study	R	9/18/2019	4,755.30		035619		4,755.30
01131	COUNTY OF VENTURA							
	I-090919 IRWM Program Services	R	9/18/2019	5,000.00		035620		5,000.00
01283	Verizon Wireless							
	I-9837366461 Monthly Cell Charges - DO	R	9/18/2019	3,646.22		035621		3,646.22
04510	Baldemar Viveros							
	I-799794 Camping Cancellation - LCRA	R	9/18/2019	100.00		035622		100.00
02583	WageWorks							
	I-INV1640760 FSA Monthly Admin Fee	R	9/18/2019	175.00		035623		175.00
04511	Blanca Waldo							
	I-783231 Camping Cancellation - LCRA	R	9/18/2019	123.00		035624		123.00
00663	WAXIE SANITARY SUPPLY							
	I-78529036 Janitorial Supplies - ADM	R	9/18/2019	58.72		035625		58.72
00630	WESCO							
	I-303080 Ave 2 Pump Vault Sealing - EM	R	9/18/2019	1,540.58		035626		1,540.58
00330	WHITE CAP CONSTRUCTION SUPPLY							
	I-10011027006 Traffic Safety Vests - PL	R	9/18/2019	75.40		035627		75.40
04512	Amy Zindroski							
	I-845749 WP Ticket Refund - LCRA	R	9/18/2019	61.00		035628		61.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
L I-000201909131586	BROWN, THOMAS TS REFUND	R	9/18/2019	336.00		035629		336.00
L I-000201909131585	LUGO, SANDRA TS REFUND	R	9/18/2019	51.00		035630		51.00
L I-000201909131587	TOWNLEY, RACHEL TS REFUND	R	9/18/2019	42.00		035631		42.00
00029 I-3110116	AMERICAN TOWER CORP Tower Rent-Red Mtn.Rincon Peak	R	9/25/2019	2,102.62		035632		2,102.62
01666 I-000013647463	AT & T Acct#9391035541	R	9/25/2019	494.05		035633		494.05
04036 I-Aug 19	Brian Brennan Reimburse Mileage 8/19	R	9/25/2019	64.96		035634		64.96
03738 I-6/13804976-1	California Managed Imaging Claim1102WC200000001 DOS 7/2	R	9/25/2019	9.17		035635		9.17
00511 I-6/13882151-1	Centers for Family Health 1102WC200000002 DOS 7/25	R	9/25/2019	105.78		035636		
I-6/13885423-1	1102WC200000002 DOS 7/23	R	9/25/2019	61.90		035636		167.68
01483 I-6/13804976-1	CORVEL CORPORATION Bill Review	R	9/25/2019	9.61		035637		
I-6/13833379-1	Bill Review	R	9/25/2019	9.50		035637		
I-6/13839605-1	Bill Review	R	9/25/2019	9.50		035637		
I-6/13844954-1	Bill Review	R	9/25/2019	9.50		035637		
I-6/13881952-1	Bill Review	R	9/25/2019	9.50		035637		
I-6/13881986-1	Bill Review	R	9/25/2019	9.50		035637		
I-6/13882151-1	Bill Review	R	9/25/2019	12.38		035637		
I-6/13885423-1	Bill Review	R	9/25/2019	13.63		035637		
I-6/13894212-1	Claim 1102WC180000001	R	9/25/2019	137.39		035637		
I-C00205996832	Claim 1102WC180000002	R	9/25/2019	636.00		035637		856.51
00086 I-1637	E.J. Harrison & Sons Inc Acct#500546088	R	9/25/2019	2,533.75		035638		2,533.75
00086 I-1654	E.J. Harrison & Sons Inc Acct#500766090	R	9/25/2019	685.94		035639		685.94

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03980	Gustavo Muro Jr. Reimburse Expenses 8/19	R	9/25/2019	69.34		035640		69.34
04515	Ojai Emergency Physicians Corp 1102WC200000001 DOS 7/2/19	R	9/25/2019	316.68		035641		316.68
03707	Ojai Valley Community Hospital 1102wc200000001 DOS 7/2/19	R	9/25/2019	1,070.59		035642		1,070.59
00215	SOUTHERN CALIFORNIA EDISON Acct#2266156405	R	9/25/2019	651.19		035643		
	I-092419a Acct#2237011044	R	9/25/2019	14.11		035643		
	I-092419b Acct#2157697889	R	9/25/2019	8,517.53		035643		9,182.83
00216	Southern California Gas Co. Acct#00801443003	R	9/25/2019	119.57		035644		
	I-092519b Acct#18231433006	R	9/25/2019	32.06		035644		151.63
02643	Take Care by WageWorks Reimburse Med/Dep. Care	R	9/25/2019	100.00		035645		
	I-9486924 Reimburse Med/Dep Care	R	9/25/2019	10.85		035645		
	I-9649312 Reimburse Med/Dep Care	R	9/25/2019	35.33		035645		
	I-9653755 Reimburse Med/Dep Care	R	9/25/2019	1,733.18		035645		1,879.36
03206	U.S. Bank Global Corporate Tru Admin Fees 4/1/19-3/31/20	R	9/25/2019	1,040.00		035646		1,040.00
09775	VENTURA ORTHOPEDICS MEDICAL GR 1102WC180000002 DOS 8/5/19	R	9/25/2019	759.19		035647		
	I-6/13881986-1 1102WC180000002 DOS 7/29/19	R	9/25/2019	215.56		035647		974.75
01283	Verizon Wireless Monthly Cell Charges - LCRA	R	9/25/2019	648.48		035648		648.48
00270	Wells Fargo Bank Storage Container - MAINT	R	9/25/2019	3,821.28		035649		
	I-091019b Health/Safety Training - MGMT	R	9/25/2019	360.00		035649		
	I-091019c Water Distribution Book - TP	R	9/25/2019	71.50		035649		4,252.78
04010	CALIFORNIA STATE DISBURSEMENT 200000001181291	R	9/25/2019	386.30		035650		386.30
00102	FRANCHISE TAX BOARD Payroll Deduction	R	9/25/2019	50.00		035651		50.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00124	ICMA RETIREMENT TRUST - 457							
	I-DCI201909231588 DEFERRED COMP FLAT	R	9/25/2019	1,438.64		035652		
	I-DI%201909231588 DEFERRED COMP PERCENT	R	9/25/2019	317.90		035652		1,756.54
00985	NATIONWIDE RETIREMENT SOLUTION							
	I-CUN201909231588 457 CATCH UP	R	9/25/2019	230.77		035653		
	I-DCN201909231588 DEFERRED COMP FLAT	R	9/25/2019	6,875.39		035653		
	I-DN%201909231588 DEFERRED COMP PERCENT	R	9/25/2019	366.57		035653		7,472.73
00180	S.E.I.U. - LOCAL 721							
	I-COP201909231588 SEIU 721 COPE	R	9/25/2019	47.00		035654		
	I-UND201909231588 UNION DUES	R	9/25/2019	824.25		035654		871.25

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	190	352,402.69	0.00	352,402.69
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	129,296.89	0.00	129,296.89
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00		
		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			193	481,699.58	0.00	481,699.58
BANK: AP	TOTALS:		193	481,699.58	0.00	481,699.58
REPORT TOTALS:			193	481,699.58	0.00	481,699.58

**Casitas Municipal Water District**  
**Reimbursement Disclosure Report (1)**  
**Fiscal Year 2018/19**  
**July 1, 2019-June 30, 2020**

<u>Date paid</u>	<u>Board of Director/Employee</u>	<u>Description</u>	<u>Amount Paid</u>
7/3/2019	Gonzalo Carbajal-Ramirez	D2 Certification Fee	125.00
7/3/2019	Scott Lewis	Airfare to CMWD 5/15-5/17	704.00
7/3/2019	Scott Lewis	Hotel 5/15-5/17	179.48
7/3/2019	Scott Lewis	Car Rental 5/15-5/17	277.84
7/3/2019	Scott Lewis	Airfare to CMWD 6/9-6/14	539.99
7/3/2019	Scott Lewis	Hotel 6/9-6/14	547.45
7/3/2019	Jordan Switzer	Lab Analyst Grade 1 Fee	120.00
7/3/2019	Jordan Switzer	Water Treatment Course Fee	163.53
7/10/2019	Brian Brennan	Reimburse Mileage 6/19	156.8
7/10/2019	Scott Lewis	Airfare Change Fee	197.4
7/10/2019	Scott Lewis	Car Rental 6/9-6/14	416.17
7/10/2019	Scott Lewis	Hotel 6/14-6/15	148.97
7/10/2019	Traci Ozuna	Craft Supplies for Jr. Ranger Program	182.20
7/25/2019	Stuart Birdsey	Thermal Paper	271.49
7/25/2019	Luis Mejia	Trucking School Training	295.00
7/25/2019	Gustavo Muro Jr.	Hotel for ESRI Conference	827.46
7/25/2019	Dylan Palmer	Safety Boots	102.31
7/31/2019	Joe Evans	Portable Radios	134.01
7/31/2019	Chelbi Kelley	Hotel for Audit Water Course	160.27
7/31/2019	Chelbi Kelley	Mileage for Audit Water Course	135.72
7/31/2019	Scott MacDonald	D4 Certification Renewal	105.00
7/31/2019	Greg Romey	Lunch For Safety Trainings	373.29
7/31/2019	Brian Taylor	CEU Reimbursement	125.00
8/7/2019	Lindsay Cao	CEWA Renewal Fee	192.00
8/7/2019	Gonzalo Carbajal-Ramirez	Safety Boot Stipend	170.00
8/14/2019	Kevin Champlin	Safety Boot Stipend	170.00
8/14/2019	Ramiro Garcia	Safety Boot Stipend	170.00
8/14/2019	Vincent Godinez	Safety Boot Stipend	170.00
8/14/2019	Gerardo Herrera	Safety Boot Stipend	170.00
8/14/2019	Eric Lara	Safety Boot Stipend	170.00
8/14/2019	Mario Mariscal	Safety Boot Stipend	170.00
8/14/2019	Levi Maxwell	Safety Boot Stipend	170.00
8/14/2019	Luis Mejia	Safety Boot Stipend	170.00
8/14/2019	David Pope	Safety Boot Stipend	170.00
8/14/2019	David Pope	Reimburse Mileage 8/19	230.84
8/14/2019	David Pope	Hotel for Pesticide Exam	200.93
8/14/2019	Edgar Ramos	Safety Boot Stipend	170.00
8/14/2019	Michael Robles	Safety Boot Stipend	170.00
8/14/2019	Luke Soholt	County Possessory Taxes for Dam Tender House	424.23
8/14/2019	Brian Taylor	Safety Boot Stipend	170.00
9/4/2019	Kevin Champlin	Water Treatment Book	140.00
9/4/2019	Greg Romey	AC Pipe Wrap	101.29
9/4/2019	Greg Romey	Vehicle Taxes	201.00
9/4/2019	Greg Romey	Utility Cabinet	144.39
9/4/2019	Greg Romey	Trackers for Keys	171.60
9/11/2019	Michael Robles	Distribution Course Fee	163.53
9/18/2019	Gonzalo Carbajal-Ramirez	Water Treatment Course Fee	162.53
9/18/2019	Scott Lewis	Airfare to CMWD 8/18-8/30	587.99
9/18/2019	Scott Lewis	Hotel 8/18-8/30	1132.88
9/18/2019	Scott Lewis	Car Rental 8/18-8/30	732.89
9/18/2019	Scott Lewis	Airport Parking	195.00

1) Reimbursement Disclosure Report prepared pursuant to California Government Code 53065.5



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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS

**FROM:** MICHAEL L. FLOOD, GENERAL MANAGER

**SUBJECT:** TASK ORDER FOR ENGINEERING DESIGN SERVICES FOR  
HEIDELBERGER PUMP STATION AND TANK SITES SLOPE  
STABILIZATION

**DATE:** 10/9/19

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**RECOMMENDATION:**

Approve and Authorize the General Manager to sign a Task Order for engineering design services to MKN and Associates, Inc. in the not to exceed amount of \$30,185 for the Heidelberg Pump Station and Tank Sites Slope Stabilization.

**BACKGROUND AND DISCUSSION:**

The Heidelberg Tank site and the Heidelberg Pump Station site are located north of the City of Ojai. Both of these sites are located next to steep, actively eroding slopes and all that protects each site from rocks and debris is chain link fencing which cannot resist lateral loading.

The project includes design of site improvements including erosion protection and debris diversion measure for both sites.

The scope of work includes:

- Evaluate existing sites to determine boundary of property and ownership of adjacent parcels;
- Develop schematic design and preliminary geotechnical report including design alternatives; and
- Prepare plans and technical specifications for public bidding.

MKN and Associates, Inc. (MKN) is one of the on-call engineering firms currently under contract. At the District's request, MKN submitted a proposal to provide engineering consultant services in the amount not to exceed \$30,185. The scope of services includes site review and investigation, schematic design, and contract document development.

**BUDGET IMPACT:**

Funds in the amount of \$75,000 for this project are included in the budget for fiscal year 2019-20.

Attachment: Proposal from MKN and Associates, Inc.



MKN & Associates, Inc.  
56 E. Main Street, Suite 104  
Ventura, CA 93001  
661 857 4745

September 23, 2019

Mr. Virgil Clary, P.E.  
Casitas Municipal Water District  
1055 N. Ventura Avenue  
Oak View, CA 93022  
*(Submitted Electronically)*

**SUBJECT: Proposal for Heidelberg Tank Site & Pump Station Slope Stabilization**

Dear Virgil,

Michael K. Nunley & Associates, Inc. (MKN) is pleased to provide the attached Scope of Services for design of slope stabilization and protection measures at the Heidelberg Tank site and Pump Station. The Casitas Municipal Water District (District) is concerned about the stability of the slope surrounding the site and would like to install protective measures to prevent damage to the tank and pump station. The scope of work for this project will include review of the site conditions, development of a preliminary design report, and submission of plans and specifications to the District for bidding.

**PROJECT UNDERSTANDING**

The District currently owns the Heidelberg Tank and Pump Station both located in the County of Ventura, north of the City of Ojai. The two sites are located next to a steep, actively eroding slopes. A chain link fence protects each site from large rocks and debris. Soil and rocks have been retained by the chain link fences but were not designed to resist a lateral load.

This project will include design of site improvements including appropriate erosion protection and debris diversion measures for the two locations. MKN will contract with our sub-consultant, Yeh & Associates, Inc. (Yeh) to determine a feasible alternative for mitigating the effects of the nearby slope instability and provide the most cost-effective solution to protect the sites.

Our understanding of the required Scope of Work follows:

- Evaluate existing site to determine approximately boundary of the properties and ownership of adjacent parcels;
- Develop a schematic design and Preliminary Geotechnical Report including recommended design alternative; and
- Develop plans and specifications to be utilized by the District for hiring a Contractor.

## **SCOPE OF WORK**

### **Task 1: Site Review and Investigation**

MKN will review available record drawings and parcel maps to determine the approximate position of property lines at the Heidelberger Tank site and Pump Station Site. No survey is proposed for this project, but MKN may recommend acquiring survey information after the preliminary design is developed. MKN will work with District staff and Yeh to collect information pertaining to the stability of the slope surrounding the site and other data required for the geotechnical evaluation.

### **Task 2: Schematic Design Plan**

MKN, along with Yeh, will prepare a brief cover letter with schematic design plan; preliminary geotechnical report; and preliminary cost estimate. Recommendations for routine maintenance will be addressed in the letter. The draft letter will be submitted to the District for review and MKN will attend one (1) review meeting. Upon receiving written comments on the draft submittal, MKN will incorporate comments into a revised cost opinion and draft plans and specifications.

### **Task 3: Plans and Project Specifications**

Based on the recommendations from the Schematic Design Plan letter, MKN will prepare site plans and project specifications to be utilized for bidding and construction purposes. Draft site plans and project specifications will be submitted to the District for review and comment. MKN will attend one (1) review meeting as required by the District. Upon receiving written comments on the draft site plans and project specifications, MKN will prepare final documents for bidding and construction.

## **ASSUMPTIONS**

- Bidding phase services and construction phase services can be provided under separate contract;
- Casitas to provide upfront documents for bidding and record drawings for the Heidelberger Tank Site;
- Boundary and topographic survey are not included as part of this project, but can be added for additional fee; and
- All project meetings will be at District facilities.

## **DELIVERABLES**

- Draft Schematic Design Plan letter
- Draft and Final Plans and Specifications

**FEE AND SCHEDULE**

Draft letter to be submitted to Casitas five (5) weeks after a signed task order has been received.  
Final letter to be submitted one week after receipt of Casitas comments.

MKN proposes to complete this work on a time and materials basis with a budget not to exceed \$30,185 per the attached budget spreadsheet and our fee schedule from the Agreement. Hourly rates may be revised annually. Thank you for providing MKN with the opportunity to provide professional services for your project. If you have any questions regarding this proposal, please let me know.

Sincerely,

A handwritten signature in blue ink, appearing to read "Adam Bugielski", with a long horizontal flourish extending to the right.

Adam Bugielski, PE  
Senior Engineer

Attachments:

- Budget Spreadsheet
- Yeh & Associate Proposal

Heidelberg Tank & Pump Station Site Slope Stabilization

	Project Director	Principal Engineer	Senior Project Engineer	Project Engineer	Senior Scientist	Water Resources Planner	GIS Specialist	Assistant Engineer II	Assistant Engineer I	GIS Technician	Supervising Drafter	Design Technician II	Design Technician I	Administrative Assistant	Total Hours (MKN)	Subtotal Labor (MKN)	ODCs (MKN)	Yeh & Associates, Inc. (Subconsultant)	Total Cost
<b>Task 1 - Site Review and Investigation</b>			6					5							11	\$ 1,700	\$ 51		\$ 1,751
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>\$ 1,700</b>	<b>\$ 51</b>	<b>\$ -</b>	<b>\$ 1,751</b>
<b>Task 2 - Schematic Design Plan</b>	1		8					30				30			69	\$ 8,410	\$ 252	\$ 5,225	\$ 13,887
<b>Subtotal</b>	<b>1</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>69</b>	<b>\$ 8,410</b>	<b>\$ 252</b>	<b>\$ 5,225</b>	<b>\$ 13,887</b>
<b>Task 301 - Plans and Project Specifications</b>	2		8					30			4	30			74	\$ 9,050	\$ 272	\$ 5,225	\$ 14,547
<b>Subtotal</b>	<b>2</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>74</b>	<b>\$ 9,050</b>	<b>\$ 272</b>	<b>\$ 5,225</b>	<b>\$ 14,547</b>
<b>TOTAL BUDGET</b>	<b>3</b>	<b>0</b>	<b>22</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>154</b>	<b>\$ 19,160</b>	<b>\$ 575</b>	<b>\$ 10,450</b>	<b>\$ 30,185</b>

Billing Rates	\$/hr
Project Director	200
Principal Engineer	185
Senior Project Engineer	175
Project Engineer	152
Senior Scientist	152
Water Resources Planner	142
GIS Specialist	135
Assistant Engineer II	130
Assistant Engineer I	110
GIS Technician	112
Supervising Drafter	110
Drafter/Design Technician II	97
Drafter/Design Technician I	90
Administrative Assistant	60

Mileage to be reimbursed at IRS rate of \$0.58/mile



September 23, 2019

Proposal No. 219-364

Michael K. Nunley & Associates, Inc.  
530 Paulding Circle, Suite B  
Arroyo Grande, California 93420  
Attn: Adam Bugielski, P.E.

**Subject: Proposal for Geotechnical Services, Casitas Municipal Water District Heidelberg Water Tank and Pump Station Slopes, Foothill Road, Ojai, California**

Dear Mr. Bugielski:

Yeh and Associates, Inc. is pleased to submit this proposal prepared in response to your request and Yeh's subsequent site visit on August 9, 2019 to provide preliminary geotechnical services to evaluate slope erosion and slope instability and rockfall potential of two sites: Heidelberg Pump Station and Heidelberg Water Tank.

- **Heidelberg Pump Station:** Evaluate mitigation options for existing and ongoing slope instability, erosion, and raveling on the slope behind the Casitas Municipal Water District's (CMWD) Heidelberg Pump Station Facility located on Foothill Road in Ojai, California. The slope instability appears to predominantly consist of surficial raveling of the rock slope that has resulted in ongoing accumulation of loose rock and soil between the toe of the slope and the chain link perimeter fence that surrounds the facility. Several feet of rockfall has accumulated and damaged the perimeter fence.
- **Heidelberg Water Tank:** Evaluate the potential for rockfall and erosion on the slope behind the Casitas Municipal Water District's (CMWD) Heidelberg Water Tank Facility located on Foothill Road in Ojai, California. Slope erosion is the predominant cause of ongoing soil runoff into the facility and the accumulation of soil within the water tank overflow culvert. CMWD has placed wooden planks along the northwest corner of the facility's chain link perimeter fence to divert the soil runoff. The diversion measure has resulted in ongoing accumulation of loose soil between the toe of the slope and the chain link perimeter fence. We observed several boulders on the ground surface upslope of the facility that may pose a rockfall hazard to the facility. The boulders may be susceptible to erosional undermining or mobilization by strong ground motion.

Yeh will provide preliminary geotechnical services to develop recommendations for slope instability, rockfall and erosion mitigation measures and typical management practices for these hazards. Yeh will discuss alternatives with MKN/CMWD and prepare a preliminary geotechnical report presenting our recommendations. The following presents our proposed scope of services, estimated fee, and schedule based on our understanding of the project.

**Scope of Services:**

1. Consult with MKN to initiate the project, review background information provided by MKN and Casitas Municipal Water District that may be pertinent to the geotechnical evaluation, and review the site conditions with the client.
2. Yeh will perform a field reconnaissance to evaluate the slope conditions relative to the potential for erosion, rockfall and slope instability, observe the general surface drainage conditions and site topography, and collect other field data pertinent to the preliminary evaluation including rock bedding and structural discontinuities.
3. Prepare a *Preliminary Geotechnical Report* that will summarize the evaluation findings and present preliminary recommendations for slope instability, rockfall and erosion mitigation measures, and typical management practices for these hazards relative to both the pump station and tank sites. The report will be submitted in portable document format (pdf) for review by the client. The report will provide a summary of the following:
  - Site geology;
  - Site reconnaissance surface observations;
  - Predominant cause(s) of the observed slope instability and erosion; and
  - Mitigation alternatives and typical management practices for slope instability and erosion.

**Fee Estimate:**

Services will be provided on a lump sum basis. Our estimated fee based on our current fee schedule is attached to this proposal. Yeh will not exceed the estimated amount without prior authorization of MKN.

**Schedule:**

Work will be coordinated with MKN. Field work can typically be scheduled within about one week after receiving authorization to proceed, and site access. The draft *Preliminary Geotechnical Report* can be submitted within about four weeks after the completion of the field work. The final report can be submitted within about two weeks after receiving comments on the draft report.



We appreciate the opportunity to be of service. Please contact Loree Berry at 805-481-9590 or [lberry@yeh-eng.com](mailto:lberry@yeh-eng.com) if you have questions or require additional information.

Sincerely,

**YEH AND ASSOCIATES, INC.**



**Loree A. Berry P.E.73221**

Senior Project Manager

Attachments: Fee Estimate Worksheet  
Yeh 2019 Professional Services Fee Schedule





**FEE ESTIMATE WORKSHEET**

**Heidelberger Water Tank and Pump Station Slopes Evaluation  
Geotechnical Services**

PREPARED BY: N.Simon

DATE: September 23, 2019

PROJECT No.: 219-364

CLIENT: MKN and Associates

WORK ACTIVITY	Principal Engineer or Geologist	Sr. Project Specialist	Sr. Project Manager	Project Manager	Sr. Project Engineer or Geologist	Project Engineer or Geologist	Staff Engineer or Geologist	Engineer Intern	HOURS	COSTS
<b>Geotechnical Services:</b>										
1 Initiation / Review Existing Data			4						4	
2 Site access / coordination			2			2			4	
3 Field Reconnaissance						9	9		18	
4 Draft - Preliminary Geotechnical Report		4	8			20	16		48	
5 Final - Preliminary Geotechnical Report			2			4			6	
<b>SUBTOTALS</b>	<b>0</b>	<b>4</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>35</b>	<b>25</b>	<b>0</b>	<b>80</b>	<b>\$ 9,520</b>
Other direct costs and unit charges .....										\$ -
<b>SUBTOTAL - ODC's</b>										<b>\$ -</b>
RATE, PER HOUR (2019)	\$ 185	\$ 175	\$ 170	\$ 155	\$ 140	\$ 110	\$ 90	\$ 60		
<b>ESTIMATED TOTAL FEE</b>										<b>\$ 9,520</b>

**STANDARD FEE SCHEDULE**

EFFECTIVE JANUARY 2019

**Professional Services:**

<u>Classification</u>	<u>Basic Rate</u>
Principal.....	\$185/hr
Senior Project Manager .....	\$170/hr
Senior Project Specialist.....	\$175/hr
Project Manager .....	\$155/hr
Senior Project Engineer or Geologist .....	\$140/hr
Project Engineer or Geologist .....	\$110/hr
Staff Engineer or Geologist .....	\$90/hr
Engineer or Geologist Intern.....	\$60/hr
Resident Construction Engineer .....	\$160/hr
Construction Manager .....	\$140/hr
Construction Observer 3 .....	\$115/hr
Construction Observer 2 .....	\$105/hr
Construction Observer 1 .....	\$95/hr
Technician Leader or Supervisor .....	\$115/hr
Laboratory Supervisor.....	\$95/hr
Technician 3 .....	\$85/hr
Technician 2 .....	\$70/hr
Technician 1 .....	\$55/hr
CAD Designer .....	\$120/hr
CAD Technician.....	\$75/hr
Administrative Assistant .....	\$70/hr

\*\*Overtime rates for Construction Inspection, Technicians and Office Staff is 1.5 x rates shown.  
Rates do not include prevailing wage rates for field services. Prevailing wages will be determined on a project-by-project basis.  
Laboratory tests are quoted on separate schedule or cost plus 10 percent for outside laboratory testing when applicable.  
Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of \$350 per hour.

**Other Direct Charges:**

Subcontracted services, copying and rented equipment .....	Cost Plus 10%
Travel, subsistence, and expenses .....	Cost Plus 10%
Vehicle.....	\$ 80/day
Automobile Mileage.....	\$ 0.55/mile

**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD, GENERAL MANAGER  
**SUBJECT:** AWARD OF CONTRACT FOR DISTRICT OFFICE REMODEL, SPEC NO. 19-422  
**DATE:** OCTOBER 9, 2019

**RECOMMENDATION:**

It is recommended the Board of Directors:

- Waive a minor irregularity and Award a contract to Tomar Construction, Inc. in the amount of \$182,000.00 for the District Office Remodel, Specification No. 19-422.

**BACKGROUND AND DISCUSSION:**

The project includes three work areas:

- Area 1 – Offices. Convert the General Manager (GM) and Assistant General Manager (AGM) offices into three offices (GM, AGM and Chief Financial Officer) and a conference room.
- Area 2 – Board Room. Create an emergency exit door at the southeast corner of the Board Room.
- Area 3 – Vestibule. Modify the vestibule leading from the Board Room to the hallway to meet Americans with Disabilities Act requirements.

The project was released for bidding on September 3, 2019. The District held a mandatory job walk attended by five potential bidders. Four addenda were issued during the bid period. Bids were opened on October 1, 2019. The District received bids from Anderson Construction Company (Anderson), SBS Corporation (SBS), and Tomar Construction, Inc. (Tomar).

A bid summary is shown in Table 1. The bid schedules from each bidder are included as attachments. The architect’s estimate was \$140,000, which did not include asbestos abatement.

**Table 1 – Bid Summary**

<b>Bid Item</b>	<b>Description</b>	<b>Anderson Construction Co.</b>	<b>SBS Corporation</b>	<b>Tomar Construction, Inc</b>
1	Perform all work in Project Area 1 - Offices	\$150,016.00	\$176,327.00	\$148,000.00
2	Perform all work in Project Area 2 – Board Room	\$37,653.00	\$54,523.00	\$27,000.00
3	Perform all work in Project Area 3 - Vestibule	\$22,011.00	\$6,375.00	\$7,000.00
<b>Total</b>		<b>\$209,680.00</b>	<b>\$237,225.00</b>	<b>\$182,000.00</b>

Tomar was the apparent lowest bidder, however, they did not acknowledge Addendum No. 4 in their Bid Proposal. An email was received from Tomar (attached) after bids were opened acknowledging Addendum No. 4 and confirming their bid. Two bid protests were received from SBS, one for Tomar and one for Anderson. The basis of SBS' protest for Tomar's bid was the lack of acknowledging Addendum No. 4. Their letters are provided as attachments. As mentioned, Tomar stands by their bid and this is considered a minor irregularity which can be waived. SBS' protest of Anderson's bid becomes irrelevant if the bid from Tomar is accepted.

Tomar is a licensed B General Building Contractor based in Santa Paula, CA. The subcontractors listed on their bid have active licenses for the specialty work they will be performing. Asbestos abatement is needed for mastic in floor and ceiling tiles and caulking material. The project duration is 60 days from Notice to Proceed.

**FINANCIAL IMPACT:**

The budget for fiscal year 2019-20 includes \$150,000 for the District Office Remodel as the project originally included only the work in Area 1 – Offices.

Attachments: Bid Schedules (3)  
email dated 10/01/19  
Protest letters

**PROPOSAL**  
**District Office Remodel**  
**Specification No. 19-422**

TO: Casitas Municipal Water District  
 1055 Ventura Avenue  
 Oak View, California 93022

The undersigned proposes to furnish all materials and labor, and provide all necessary tools and machinery for the completion of the above referenced project and specification, and to perform and complete all the work in the manner set forth, described, and shown in the specifications or on the drawings for the work and in the form of agreement.

The bidder agrees that, upon receipt of written notice of the acceptance of this proposal within seven (7) days after the opening of the bids, bidder will execute the contract in accordance with the proposal as accepted and furnish the required bonds and will secure the required insurance, all within seven (7) days from the date of mailing of said notice of acceptance to them at their address as given below; and that, upon failure to do so within said time, then the proposal guarantee accompanying this proposal shall become the property of the Casitas Municipal Water District as liquidated damages for such failure, and shall be deposited as monies belonging to the Casitas Municipal Water District. If said bidder shall execute the contract, furnish the required bonds, and secure the required insurance, the proposal guarantee check or bond shall be returned to them within five (5) days thereafter.

The bidder declares that they have read the Notice Inviting Bids and the Instructions to Bidders, and agrees to all the stipulations contained therein; that they have examined the site of the work, the form of agreement, the specifications and the drawings therein referred to; that they propose and agree, in the event their bid as submitted in the attached Bid Schedule be accepted, to enter into a contract to perform all the work mentioned in the agreement and the specifications, and to complete the same within the time stipulated therein; and that they will accept in full payment therefore the amount named in said Bid Schedule.

The bidder further declares that the surety or sureties named in the space provided below have agreed to furnish bonds in the form and amounts set forth in the Instructions to Bidders, in the event the contract is awarded on the basis of this proposal.

Dated: 10-01-2019

By: \_\_\_\_\_

(Corporate Seal)

Title: CEO / President

Telephone No. 805-910-8300

Corporation organized under  
the laws of the State of

Bidder's post office address:

California

3313 Calle de Debesa

Camarillo, Ca. 93010

Contractor's License Number:

B440725

Names and addresses of all members of the

Date of Expiration: 09/01/2020

partnership, or names and titles of all officers of

Surety or Sureties agreeing to furnish bond:

the corporation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Notes:

- 1- Contract format to be acceptable to Anderson Construction, Inc. and Casitas Municipal Water District.
- 2- Savings exist if all three components construction can be performed at 1- time.
- 3- Excludes permits and fees.
- 4- Excludes providing audited financial statement

**BID SCHEDULE**  
**District Office Remodel**  
**Specification No. 19-422**

Schedule of prices for all work, materials and site cleanup for the above-mentioned project and specification in accordance with these specifications. Any item not specifically mentioned shall be considered incidental to the item to which it pertains. The bidder shall list prices for all bid items. Bids received which do not list prices in succession shall be rejected. Quantity and unit are listed for initial contract items list.

Bid Item #	Quantity & Unit	Description & Price in Words	Unit Price	Amount \$
1	1 LS	Perform all work in Project Area 1 – Offices for the lump sum of price of _____ one hundred fifty thousand and sixteen dollars _____ Dollars	Lump Sum	\$ 150,016.00
2	1 LS	Perform all work in Project Area 2 – Board Room for the lump sum price of _____ thirty seven thousand six hundred fifty three.00 _____ Dollars	Lump Sum	\$ 37,653.00
3	1 LS	Perform all work in Project Area 3 – Vestibule for the lump sum price of _____ twenty two thousand and eleven dollars .00 _____ Dollars	Lump Sum	\$ 22,011.00

**TOTAL BID AMOUNT (Item 1 - 3) \$** 209,680.00 (Figures)

Two hundred nine thousand six hundred eighty dollars and zero cents. (Words)

The above quantities are based on a lump sum price, measurement and payment for each bid item per Part D of these General Specifications. The contract award will be based on **Bid Items 1-3**. Bidder will not be released on account of errors. When a discrepancy occurs between the written price and the number listed, the written price shall govern. The Bidder understands that the District reserves the right to reject any or all bids, and to waive any informalities in the bidding. Pursuant to and in compliance with the Notice Inviting Bids and the other documents relating thereto, the undersigned bidder, being fully familiar with the terms of the Contract Documents, local conditions affecting the performance of the contract, the character, quality, quantities, and scope of the work, and the cost of the work at the place where the work is to be done, hereby proposes and agrees to perform within the time stipulated in the contract, including all of its component parts and everything required to be performed, and to furnish any and all of the labor, material, tools, equipment, transportation, services, permits, utilities, and all other items necessary to perform the contract and complete in a conformity with the plans and specifications and other contract documents, including **Addenda Nos. 1, 2, 3, and 4**, for the prices hereinafter set forth.

Date: 10-01-2019

**BIDDER:** Anderson Construction, Inc.

By: Justin Louie

Title: Project Manager

License No. B440725 Expiration Date: 09/20/2020

License Classifications: General Contractor DIR No. #PW-LR-1000453310

Telephone. No: 805-910-8303 Cell No: 805-910-8303

Fax No: n/a Email: JustinI@andercon.net

Address: 3313 Calle de Debesa

Camarillo, Ca. 93010

(CORPORATE SEAL)





**PROPOSAL**  
**District Office Remodel**  
**Specification No. 19-422**

TO: Casitas Municipal Water District  
 1055 Ventura Avenue  
 Oak View, California 93022

The undersigned proposes to furnish all materials and labor, and provide all necessary tools and machinery for the completion of the above referenced project and specification, and to perform and complete all the work in the manner set forth, described, and shown in the specifications or on the drawings for the work and in the form of agreement.

The bidder agrees that, upon receipt of written notice of the acceptance of this proposal within seven (7) days after the opening of the bids, bidder will execute the contract in accordance with the proposal as accepted and furnish the required bonds and will secure the required insurance, all within seven (7) days from the date of mailing of said notice of acceptance to them at their address as given below; and that, upon failure to do so within said time, then the proposal guarantee accompanying this proposal shall become the property of the Casitas Municipal Water District as liquidated damages for such failure, and shall be deposited as monies belonging to the Casitas Municipal Water District. If said bidder shall execute the contract, furnish the required bonds, and secure the required insurance, the proposal guarantee check or bond shall be returned to them within five (5) days thereafter.

The bidder declares that they have read the Notice Inviting Bids and the Instructions to Bidders, and agrees to all the stipulations contained therein; that they have examined the site of the work, the form of agreement, the specifications and the drawings therein referred to; that they propose and agree, in the event their bid as submitted in the attached Bid Schedule be accepted, to enter into a contract to perform all the work mentioned in the agreement and the specifications, and to complete the same within the time stipulated therein; and that they will accept in full payment therefore the amount named in said Bid Schedule.

The bidder further declares that the surety or sureties named in the space provided below have agreed to furnish bonds in the form and amounts set forth in the Instructions to Bidders, in the event the contract is awarded on the basis of this proposal.

Dated: 9-29-19

SBS Corporation

(Corporate Seal)

By:   
David Alatorre

Title: President

Telephone No. (805) 494-4363 ext 405

Corporation organized under  
the laws of the State of  
California

Bidder's post office address:

Contractor's License Number:  
742782

Date of Expiration: 08/31/2020

Surety or Sureties agreeing to furnish bond:

Millenium Corporate Solutions  
20335 Ventura Blvd., #426  
Woodland Hills, CA 91364

Names and addresses of all members of the  
partnership, or names and titles of all officers of  
the corporation:

David Alatorre, President  
Cheryl Alatorre, Secretary  
2409 Avenida de la Rosa  
Camarillo, CA 93012

**BID SCHEDULE**  
**District Office Remodel**  
**Specification No. 19-422**

Schedule of prices for all work, materials and site cleanup for the above-mentioned project and specification in accordance with these specifications. Any item not specifically mentioned shall be considered incidental to the item to which it pertains. The bidder shall list prices for all bid items. Bids received which do not list prices in succession shall be rejected. Quantity and unit are listed for initial contract items list.

Bid Item #	Quantity & Unit	Description & Price in Words	Unit Price	Amount \$
1	1 LS	Perform all work in Project Area 1 – Offices for the lump sum of price of <u>One Hundred Seventy Six Thousand Three Hundred Twenty Seven + <sup>00</sup>/<sub>100</sub></u> Dollars	Lump Sum	\$176,327.
2	1 LS	Perform all work in Project Area 2 – Board Room for the lump sum price of <u>Fifty Four Thousand Five Hundred Twenty Three + <sup>00</sup>/<sub>100</sub></u> Dollars	Lump Sum	\$54,523.
3	1 LS	Perform all work in Project Area 3 – Vestibule for the lump sum price of <u>Six Thousand Three Hundred Seventy Five + <sup>00</sup>/<sub>100</sub></u> Dollars	Lump Sum	\$6,375.

TOTAL BID AMOUNT (Item 1 - 3) \$ 237,225.00 (Figures)

Two Hundred Thirty Seven Thousand Two Hundred Twenty Five + <sup>00</sup>/<sub>100</sub> (Words)

The above quantities are based on a lump sum price, measurement and payment for each bid item per Part D of these General Specifications. The contract award will be based on **Bid Items 1-3**. Bidder will not be released on account of errors. When a discrepancy occurs between the written price and the number listed, the written price shall govern. The Bidder understands that the District reserves the right to reject any or all bids, and to waive any informalities in the bidding. Pursuant to and in compliance with the Notice Inviting Bids and the other documents relating thereto, the undersigned bidder, being fully familiar with the terms of the Contract Documents, local conditions affecting the performance of the contract, the character, quality, quantities, and scope of the work, and the cost of the work at the place where the work is to be done, hereby proposes and agrees to perform within the time stipulated in the contract, including all of its component parts and everything required to be performed, and to furnish any and all of the labor, material, tools, equipment, transportation, services, permits, utilities, and all other items necessary to perform the contract and complete in a conformity with the plans and specifications and other contract documents, including **Addenda Nos. 1, 2, 3, and 4**, for the prices hereinafter set forth.

Date: October 1, 2019

**BIDDER:** SBS Corporation

By:   
 David Alatorre

Title: President

License No. 742782 Expiration Date: 08/31/2020

License Classifications: B DIR No. 1000061187

Telephone No: (805) 494-4363 Cell No: (818) 943-4755

Fax No: (805) 494-4340 Email: dalatorre@sbscorp.us

Address: 2409 Avenida de la Rosa

Camarillo, CA 93012

(CORPORATE SEAL)

**PROPOSAL**  
**District Office Remodel**  
**Specification No. 19-422**

TO: Casitas Municipal Water District  
 1055 Ventura Avenue  
 Oak View, California 93022

The undersigned proposes to furnish all materials and labor, and provide all necessary tools and machinery for the completion of the above referenced project and specification, and to perform and complete all the work in the manner set forth, described, and shown in the specifications or on the drawings for the work and in the form of agreement.

The bidder agrees that, upon receipt of written notice of the acceptance of this proposal within seven (7) days after the opening of the bids, bidder will execute the contract in accordance with the proposal as accepted and furnish the required bonds and will secure the required insurance, all within seven (7) days from the date of mailing of said notice of acceptance to them at their address as given below; and that, upon failure to do so within said time, then the proposal guarantee accompanying this proposal shall become the property of the Casitas Municipal Water District as liquidated damages for such failure, and shall be deposited as monies belonging to the Casitas Municipal Water District. If said bidder shall execute the contract, furnish the required bonds, and secure the required insurance, the proposal guarantee check or bond shall be returned to them within five (5) days thereafter.

The bidder declares that they have read the Notice Inviting Bids and the Instructions to Bidders, and agrees to all the stipulations contained therein; that they have examined the site of the work, the form of agreement, the specifications and the drawings therein referred to; that they propose and agree, in the event their bid as submitted in the attached Bid Schedule be accepted, to enter into a contract to perform all the work mentioned in the agreement and the specifications, and to complete the same within the time stipulated therein; and that they will accept in full payment therefore the amount named in said Bid Schedule.

The bidder further declares that the surety or sureties named in the space provided below have agreed to furnish bonds in the form and amounts set forth in the Instructions to Bidders, in the event the contract is awarded on the basis of this proposal.

Dated: 10/1/19

(Corporate Seal)

By: Marilyn Fikaras

Title: Secretary / CFO

Telephone No. (805) 525-6500

Corporation organized under

Bidder's post office address:

the laws of the State of

California

120 S. Calavo St #B  
Santa Paula, CA 93060

Contractor's License Number:

693713

Names and addresses of all members of the

Date of Expiration: July 31, 2020

partnership, or names and titles of all officers of

Surety or Sureties agreeing to furnish bond:

the corporation:

The Ohio Casualty Ins.  
17771 Lowan, Suite 100  
Irvine, Ca. 92614

Annanase Fikaras. President  
John Fikaras. Vice President  
Marilyn Fikaras. CFO/Secretary

**BID SCHEDULE**  
**District Office Remodel**  
**Specification No. 19-422**

Schedule of prices for all work, materials and site cleanup for the above-mentioned project and specification in accordance with these specifications. Any item not specifically mentioned shall be considered incidental to the item to which it pertains. The bidder shall list prices for all bid items. Bids received which do not list prices in succession shall be rejected. Quantity and unit are listed for initial contract items list.

Bid Item #	Quantity & Unit	Description & Price in Words	Unit Price	Amount \$
1	1 LS	Perform all work in Project Area 1 – Offices for the lump sum of price of _____ Dollars	Lump Sum	\$ 148,000
2	1 LS	Perform all work in Project Area 2 – Board Room for the lump sum price of _____ Dollars	Lump Sum	\$ 27,000
3	1 LS	Perform all work in Project Area 3 – Vestibule for the lump sum price of _____ Dollars	Lump Sum	\$ 7,000

**TOTAL BID AMOUNT (Item 1 - 3) \$** 182,000 **(Figures)**

One hundred eighty two thousand

**(Words)**

The above quantities are based on a lump sum price, measurement and payment for each bid item per Part D of these General Specifications. The contract award will be based on **Bid Items 1-3**. Bidder will not be released on account of errors. When a discrepancy occurs between the written price and the number listed, the written price shall govern. The Bidder understands that the District reserves the right to reject any or all bids, and to waive any informalities in the bidding. Pursuant to and in compliance with the Notice Inviting Bids and the other documents relating thereto, the undersigned bidder, being fully familiar with the terms of the Contract Documents, local conditions affecting the performance of the contract, the character, quality, quantities, and scope of the work, and the cost of the work at the place where the work is to be done, hereby proposes and agrees to perform within the time stipulated in the contract, including all of its component parts and everything required to be performed, and to furnish any and all of the labor, material, tools, equipment, transportation, services, permits, utilities, and all other items necessary to perform the contract and complete in a conformity with the plans and specifications and other contract documents, including **Addenda Nos. 1, 2, 3, and** \_\_\_\_\_, for the prices hereinafter set forth.

Date: 10/1/19

**BIDDER:** Tamar Construction, Inc.

By: Marilyn Fisher

Title: SECRETARY/CFO Marilyn Thomas  
License No. 693713 Expiration Date: July 31, 2020

(CORPORATE SEAL)

License Classifications: A + B DIR No. 1000420024

Telephone. No: (805) 525-6900 Cell No: (805) 704-3374

Fax No: (805) 525-6905 Email: TJConstructionVA@Yahoo

Address: 120 S. Calavo St # B  
Santa Paula, CA. 93060





Julia Aranda <jaranda@casitaswater.com>

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## District Office Remodel - Spec No. 19-422

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**Tomar Construction** <tjconstructionvta@yahoo.com>  
Reply-To: Tomar Construction <tjconstructionvta@yahoo.com>  
To: Julia Aranda <jaranda@casitaswater.com>

Tue, Oct 1, 2019 at 1:01 PM

Good afternoon Julia,

In regard to this morning's bid for the above referenced project, TOMAR CONSTRUCTION INC acknowledges addendum 4, stands by the original bid amount and confirms that is is correct.

Thank you, Marilyn Fkiaras

### **Tomar Construction Inc.**

120 S. Calavo Street, Suite B  
Santa Paula, CA 93060  
[tjconstructionvta@yahoo.com](mailto:tjconstructionvta@yahoo.com)  
office (805) 525-6500  
fax (805) 525-6565



October 2, 2019

Julia Aranda, PE  
Casitas Municipal Water District  
1055 Ventura Ave  
Oak View, California 93022

**REF: BID PROTEST**  
**Bid No. 19-422**  
**District Office Remodel**

Dear Ms. Aranda:

Please be advised, SBS Corporation is hereby protesting the bid submitted by Tomar Construction, Inc. License No. 693713 for the above referenced project which bid opening took place October 1, 2019. While reviewing the proposal from Tomar Construction we find that they did not acknowledge addendum 4 as required in the bid form. As noted on each addendum "Acknowledge receipt of this Addendum in the space provided in the Bid Schedule. Failure to do so may subject the Bidder to disqualification".

Based on the information noted, we are requesting the Casitas Municipal Water District disqualify and reject the bid of Tomar Construction. and award the contract to the next most qualified bidder.

Sincerely,

A handwritten signature in black ink, appearing to read "David Alatorre", is written over a horizontal line. The signature is fluid and cursive.

David Alatorre



October 2, 2019

Julia Aranda, PE  
Casitas Municipal Water District  
1055 Ventura Ave  
Oak View, California 93022

**REF: BID PROTEST**  
**Bid No. 19-422**  
**District Office Remodel**

Dear Ms. Aranda:

Please be advised, SBS Corporation is hereby protesting the bid submitted by Anderson Construction, License No. 440725 for the above referenced project which bid opening took place October 1, 2019. While reviewing the Subcontractor list included with their bid, it was noted there is no subcontractor listed to perform the Abatement scope of work.

Per Public Contract Code Section 4000, the Subletting and Subcontracting Fair Practices Act states in Section 4106, "if a prime contractor fails to specify a subcontractor or if a prime contractor specifies more than one subcontractor for the same portion of work to be performed under the contract in excess of one-half of 1 percent of the prime contractor's total bid, the prime contractor agrees that he or she is fully qualified to perform that portion himself or herself, and that the prime contractor shall perform that portion himself or herself."

The abatement work as described in the Limited Asbestos and testing Abatement report provided by Environmental Consulting Services and incorporated into your bid package as Addenda #1 & 3 and the report further states "Any disturbance of this material should be done by trained asbestos workers using proper controls to avoid worker exposure or release of asbestos fibers. All identified ACM that will be disturbed as part of future renovation activities must be managed in accordance with current federal, state and local regulations.

State required Licensure requires that "A. The Contractor shall be licensed by the State of California, Contractors State License Board and be registered to perform asbestos related work

with the Division of Occupational Safety and Health, Department of Industrial Relations and at minimum, a contractor shall hold the following license classifications: 1. ASB – Asbestos Certification.

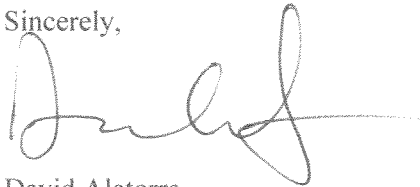
Anderson Construction is not an asbestos contractor, nor does it list having any certifications as required by the Labor Code, 6501.5, which states “any employer or contractor who engages in asbestos-related work, as defined in Section 6501.8, and which involves 100 square feet or one of surface area of asbestos-containing material shall register with the division.” Further, the Health and Safety Code, Chapter 10.35, Section 7058.7 (a) states: No contractor shall engage in a removal or remedial action, as defined in subdivision (d), unless the qualifier for the license has passed an apparent hazardous substance certification examination.”

Although Chapter 10.35, Section 25914.3, further states, “Notwithstanding any other provision of law, a contractor who is not certified pursuant to Section 7058.6 of the Business and Professions Code may bid on a project involving asbestos related work so long as the asbestos related work is performed by a contractor who is registered pursuant to Section 6501.5 of the Labor Code and certified pursuant to Section 7058.6 of the Business and Professions Code” Anderson Construction, because they are not able to perform this work themselves, would have had to name a subcontractor to have a responsive bid. They did not.

In summary, Anderson Construction. did not list anyone for the asbestos scope of work nor do they hold the proper Certification to perform the work themselves and the area is over 100 sf per the report of Environmental Consulting Services.

Based on the above, we are requesting the Casitas Municipal Water District disqualify and reject the bid of Anderson Construction. and award the contract to the next most qualified bidder.

Sincerely,



David Alatorre

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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL L. FLOOD, GENERAL MANAGER  
**SUBJECT:** APPROVE AMENDMENT TO PROFESSIONAL SERVICES  
AGREEMENT FOR CASITAS-VENTURA STATE WATER PROJECT  
(SWP) INTERCONNECTION PRELIMINARY DESIGN  
**DATE:** 10/09/19

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**RECOMMENDATION:**

It is recommended the Board of Directors authorize an amendment to the agreement for professional engineering consulting services with Kennedy Jenks Consultants, Inc. for preparation of the Casitas-Ventura State Water Project Interconnection Preliminary Design for a fee not to exceed \$249,255, an increase of \$9,280.

**BACKGROUND AND DISCUSSION:**

The Board authorized an agreement with Kennedy Jenks Consultants, Inc. (KJ) in February 2019 for the Casitas-Ventura State Water Project (SWP) Interconnection Preliminary Design. KJ has completed several draft Technical Memos, including a hydraulic analysis. The current hydraulic analysis includes evaluation of a single pump station. District staff are interested in a dual pump station concept to keep operating pressures of the pipeline lower. KJ will provide this analysis for an estimated fee of \$9,280.00 and include in a revised Technical Memo. The contract duration will also be extended from December 31, 2019 to March 31, 2020.

**BUDGET IMPACT:**

The fiscal year 2019-20 budget includes \$500,000 for this project.

Attachment: Letter Proposal from Kennedy Jenks dated September 23, 2019.



23 September 2019

Ms. Julia Aranda, PE  
 Engineering Manager  
 Casitas Municipal Water District  
 1055 Ventura Ave  
 Oak View CA 93022

Subject: Proposal for Additional Engineering Services  
 Casitas-Ventura SWP Preliminary Design

Dear Ms. Aranda:

As requested, Kennedy/Jenks Consultants (Kennedy Jenks) is pleased to provide this proposal for additional hydraulic analysis services for the Casitas-Ventura SWP Preliminary Design. The additional services include the following scope.

## **Scope of Services**

### **Task 8 - Interconnection Pipeline, Pumping and Control Reservoir Facility Sizing**

#### **Task 8.1A – In-Series Pumping Alternative**

Kennedy Jenks will perform a hydraulic evaluation to determine the feasibility of pumping in series to incrementally boost pressure from the Olive-Ramona Interconnection to the control reservoir. The hydraulic evaluation will be an expansion of the previous hydraulic analysis performed under Task 8.1. The hydraulic evaluation will include the development of a hydraulic profile for the in-series pumping alternative. The objective of the evaluation will be to determine an in-series pumping approach that will allow the District to reuse the existing pipeline, based on the available existing pipe class information. Kennedy Jenks will provide a recommendation on the feasibility of reusing the existing pipeline from the Olive-Ramona Interconnection for the in-series pumping alternative. The evaluation will include the development of a system curve of the in-series pumping alternative. Kennedy Jenks will provide a preliminary pump selection and will identify up to two (2) potential intermediate pump station locations.

#### **Proposed Fee**

Kennedy Jenks proposes to perform the additional services described above on a time and material basis in accordance with the existing agreement between Kennedy Jenks and the District for an estimated fee of \$9,280. This would increase our current authorization from \$239,975 to \$249,255.

We appreciate the opportunity to provide engineering services to the District. Please contact us if you have any questions or need additional information.



Ms. Julia Aranda  
Casitas Municipal Water District  
23 September 2019  
Page 2

Very truly yours,

Kennedy/Jenks Consultants, Inc.

A handwritten signature in blue ink, appearing to read 'William C. Yates', written over a faint blue line.

William C. Yates, PE  
Project Manager

Enclosure

cc: Aurora Gonzales, Rod Houser, Roy Yu





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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL L. FLOOD, GENERAL MANAGER  
**SUBJECT:** APPROVE CHANGE ORDER NO. 2 FOR VENTURA STREET  
WATER MAIN REPLACEMENT (SPECIFICATION NO. 18-404)  
**DATE:** 10/09/19

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**RECOMMENDATION:**

The Board of Directors approve Change Order No. 2 for the Ventura Street Water Main Replacement project (Specification No. 18-404) to Tierra Construction, Inc in the amount of \$194,100.00.

**BACKGROUND AND DISCUSSION:**

On September 5, 2019, the District experienced a catastrophic water main break on the 6-inch cast iron pipeline along Ojai Avenue near Topa Topa Drive in the Ojai Water System. As a result of the break, pavement across a section of Highway 150 (Ojai Avenue) was impacted, causing Caltrans to engage the District for replacement of the affected section.

Concurrently, design is in progress for a 12-inch replacement pipeline in Ojai Avenue. Since the District would need to excavate the same section of pavement in 2020 in order to replace the section of water main, District staff designed a new section of 12-inch water main to accommodate the new pipeline and bypass a congested intersection at Ojai Avenue and El Paseo Avenue. A drawing is attached for reference.

The two pipeline contractors currently doing projects were asked to provide quotes for the pipeline installation. The two quotes received are as follows:

Tierra Construction Inc	\$194,100.00
Sam Hill and Sons	\$221,999.00

Change Order No. 1 was issued to Tierra in August for a deductive amount of \$23,495.00. The new contract amount is as follows:

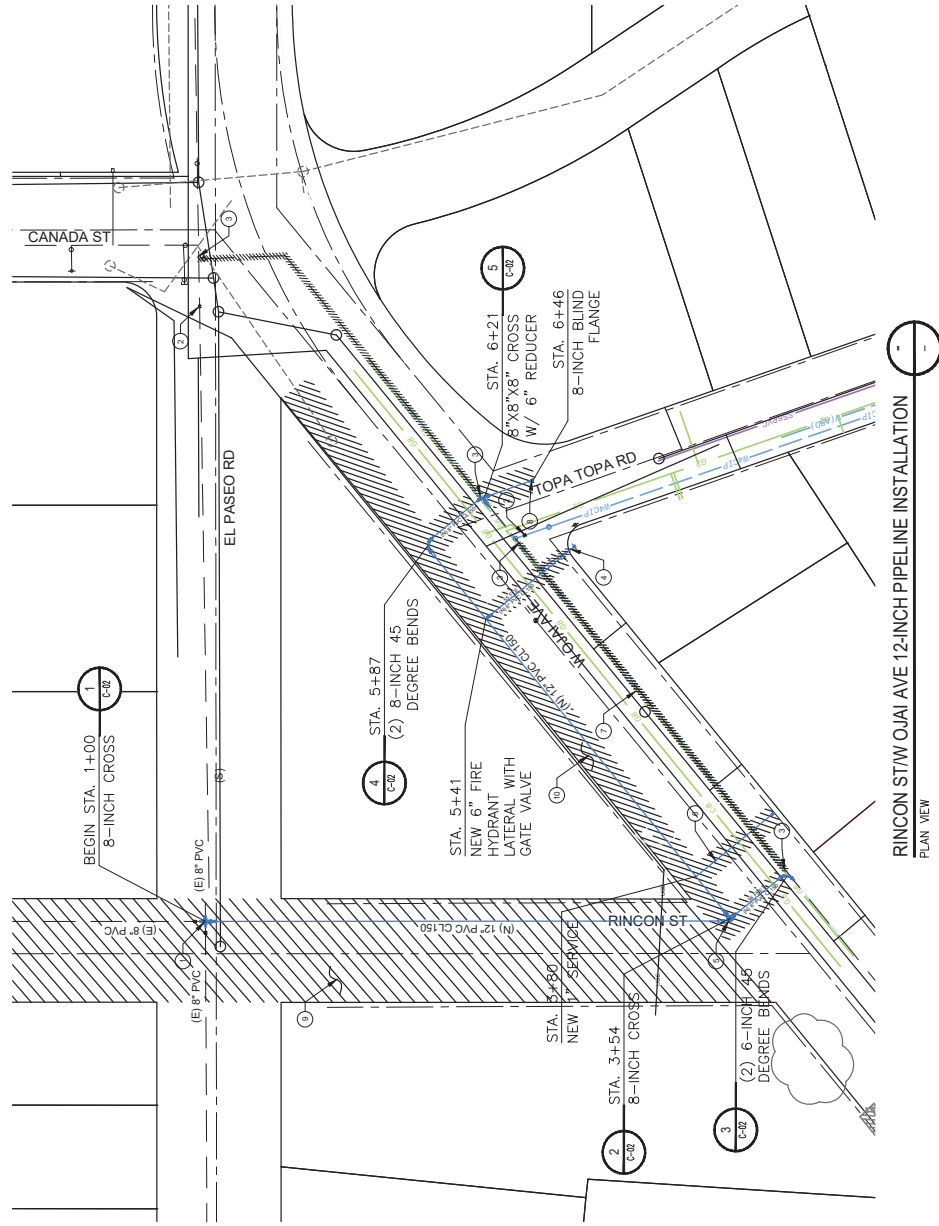
Original Contract	\$715,062.00
Change Order No. 1	(\$23,495.00)
Change Order No. 2	\$194,100.00
Revised Contract Amount	\$885,667.00

Additionally, the City of Ojai has awarded a paving contract to C.A. Rasmussen for city-wide paving, which includes Rincon Street. The District and the City are coordinating the work to install the pipeline in Rincon Street prior to the paving. The District has also requested a quote from C.A. Rasmussen to perform the paving in Ojai Avenue and this will be coordinated with the City for payment.

**BUDGET IMPACT:**

The current contract amount for the Ventura Street project is \$715,062.00 and the fiscal year 19-20 budget is \$850,000.00. The fiscal year 19-20 budget for the West and East Ojai Avenue project is \$2,000,000, from which this change order will be funded.

Attachments: Rincon Street and Ojai Avenue 12-inch pipeline  
Tierra Construction Inc quote  
Sam Hill and Sons quote

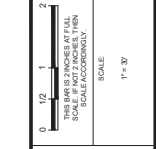


RINCON ST/W OJAI AVE 12-INCH PIPELINE INSTALLATION  
PLAN VIEW

- CONSTRUCTION NOTES:**
1. REPLACE 8-INCH TEE WITH 8-INCH CROSS. SEE DETAIL 1 ON SHEET C-02.
  2. EXISTING 8-INCH GATE VALVE.
  3. CUT, CAP, AND ABANDON EXISTING PIPELINE PER DISTRICT SPECIFICATIONS.
  4. PROTECT EXISTING HYDRANT IN PLACE. REPLACE 6\"/>

- GENERAL NOTES:**
1. ALL WORK SHALL BE PERFORMED PER DISTRICT STANDARD SPECIFICATIONS AND DETAILS.
  2. CONTRACTOR TO POTHOLE PROPOSED CONNECTIONS TO EXISTING CMMWD PIPELINES.
  3. CONTRACTOR TO ENSURE ALL PARTS REQUIRED FOR ALIGNMENT ARE INCLUDED.
  4. FOR WORK IN RINCON STREET, CONTRACTOR SHALL PROVIDE BACKFILL TO SUBGRADE PER DISTRICT SPECIFICATIONS. RUBBERIZED HOT MIX ASPHALT BY OTHERS (1 1/2').
  5. FOR WORK IN OJAI AVENUE, CONTRACTOR SHALL PROVIDE BACKFILL TO SUBGRADE PER CALTRANS STANDARDS. PAVING BY OTHERS.

**PRELIMINARY - NOT FOR CONSTRUCTION**  
**CASITAS MUNICIPAL WATER DISTRICT**  
 PROJECT NUMBER: XXX  
 DRAWING NUMBER: C-01  
 SHEET NUMBER: 1 OF 2



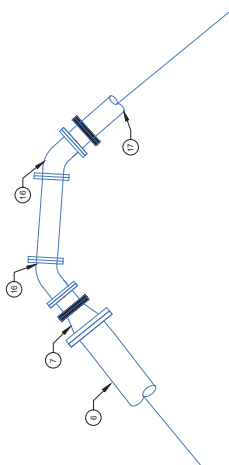
DESIGNED:	XXX
DRAWN:	VC
CHECKED:	XXX
QA/QC:	XXX
CONSTRUCTION:	XXX



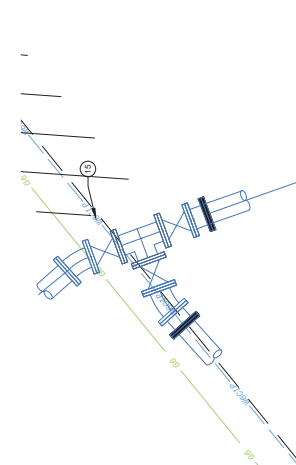
REV	DATE	BY	DESCRIPTION

- CONSTRUCTION NOTES:**
- ① REPLACE 8-INCH TEE WITH 6-INCH CROSS.
  - ② EXISTING 8-INCH PIPELINE.
  - ③ NEW 8-INCH GATE VALVE.
  - ④ NEW 12-INCH GATE VALVE.
  - ⑤ NEW 12-INCH PVC CL150 PIPING.
  - ⑥ NEW 8"X12" REDUCER.
  - ⑦ NEW 22.5 DEGREE BEND.
  - ⑧ NEW 12" CROSS.
  - ⑨ NEW 6-INCH PVC CL150 PIPING.
  - ⑩ NEW 12"X6" REDUCER.
  - ⑪ NEW 12-INCH BLIND FLANGE.
  - ⑫ NEW 6-INCH 45 DEGREE BEND.
  - ⑬ TIE-IN TO EXISTING 6-INCH CAST IRON MAIN.
  - ⑭ CUT, CAP, AND ABANDON EXISTING PIPELINE.
  - ⑮ NEW 8-INCH 45 DEGREE BEND.
  - ⑯ NEW 8-INCH PVC CL150 PIPING.

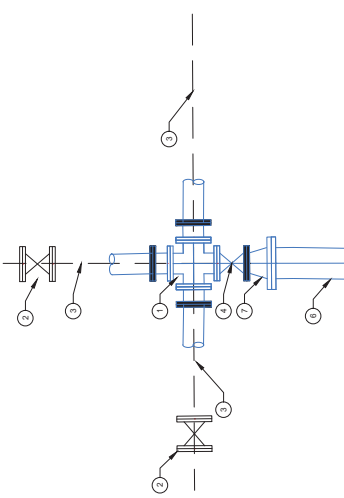
- GENERAL NOTES:**
1. ALL WORK SHALL BE PERFORMED PER DISTRICT STANDARD SPECIFICATIONS AND DETAILS.
  2. CONTRACTOR TO FORTHOLE PROPOSED CONNECTIONS TO EXISTING CMWD PIPELINES. CONTRACTOR TO ENSURE ALL PARTS REQUIRED FOR ALIGNMENT ARE INCLUDED.
  3. FOR WORK IN RINCON STREET AND TOPA TOPA ROAD, CONTRACTOR SHALL PROVIDE BACKFILL TO SUBGRADE PER DISTRICT SPECIFICATIONS. RUBBERIZED HOT MIX ASPHALT BY OTHERS (1-7).
  4. FOR WORK IN OJAI AVENUE, CONTRACTOR SHALL PROVIDE BACKFILL TO SUBGRADE PER CALTRANS STANDARDS. PAVING BY OTHERS.



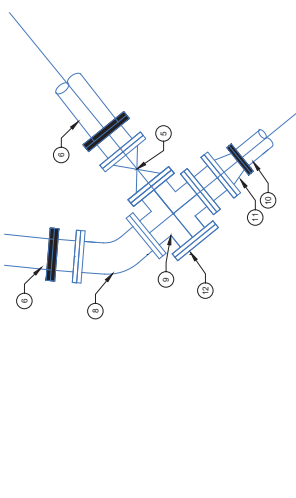
**STA 5+87 - W OJAI AVE/TOPA RD BEND**  
PLAN VIEW



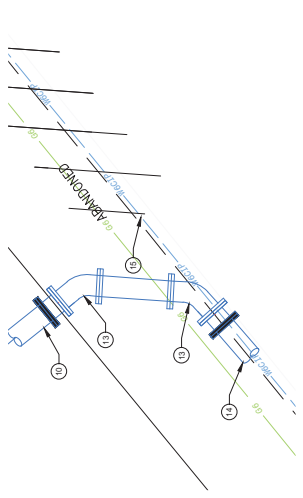
**STA 6+21 - W OJAI AVE/TOPA RD TEE**  
PLAN VIEW



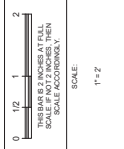
**STA 1+00 - EL PASEO RD/RINCON ST CROSS**  
PLAN VIEW



**STA 3+54 - RINCON ST/W OJAI AVE CROSS**  
PLAN VIEW



**RINCON ST/W OJAI AVE CONNECTION**  
PLAN VIEW



SCALE:  
1" = 2'

DESIGNED: XXX  
DRAWN: VC  
CHECKED: XXX  
QA/QC: XXX  
CONSTRUCTION: XXX



REV	DATE	BY	DESCRIPTION

**PRELIMINARY - NOT FOR CONSTRUCTION**  
CASITAS MUNICIPAL WATER DISTRICT  
PROJECT NUMBER: XXX  
DRAWING NUMBER: C-02  
SHEET NUMBER: 2 OF 2

LIC# 416114  
 DIR# 1000008320

Phone: (805) 964-8747  
 Fax: (805) 964-4438

**Proposal:** 2019 088  
**Date:** 10/01/2019

<b>To:</b>	<b>Project:</b>
<b>CASITAS MUNICIPAL WATER DISTRICT</b> <b>Attn: Virgil Clary</b> 1055 N. Ventura Ave Oak View, CA 93022	<b>Rincon Street and W. Ojai Ave</b>  <b>Water Main Replacement</b>

This duly licensed company or individual **TIERRA CONTRACTING, INC. (License No. 416114)** Hereinafter called Contractor, agrees to construct in a good and workmanlike manner for Owner, furnishing all labor, material, tools and equipment therefore, the work as noted herein for the unit prices as set for the below:

**SCOPE OF WORK**

**Rincon Street and W. Ojai Ave – Water Main Replacement**

Construct approx. 478lf of new 12in water main, 62lf of 8in water main, 79lf of 6in water main, and 50lf of 2in copper service line per Casitas Municipal Water District Standards, project plans, and Cal Trans requirements.

Proposal includes: Traffic control (Flagging where required), sawcut existing asphalt, remove and offhaul asphalt for trench work, excavate and install new water main with laterals, pressure test / chlorinate new water main and laterals, tie into existing water system, cut / cap existing pipe at Canada St intersection, place cold mix asphalt in trenches, and offhaul excess trench spoils.

- Traffic Control / Flagging (including Caltrans ROW) = \$ 24,409**
- Pothole Existing Utilities (including Caltrans ROW and HP Gas) = \$ 5,675**
- Install New 12in Water Main – 250lf @ \$118 = \$ 29,500**
- Install New 12in Water Main (Caltrans ROW) – 228lf @ \$185 = \$ 42,180**
- Install New 8in Water Main (Caltrans ROW) – 62lf @ \$172 = \$ 10,664**
- Install New 6in Water Main (Caltrans ROW) – 36lf @ \$168 = \$ 3,672**
- Install New Fire Hydrant w/ Lateral (Caltrans ROW) – 1ea = \$ 8,500**
- Construct 2in Lateral (Caltrans ROW) – 1 ea = \$ 4,200**
- Tie-in to Ex. Water Main Incl. Excavation of Ex. Main – 1ea @ \$10,000 = \$ 10,000**
- Tie-in to Ex. Water Main Incl. Excavation of Ex. Main (Caltrans ROW) – 2ea @ \$14,500 = \$ 29,000**
- Cut & Cap Existing Water Main (Caltrans ROW) – 1ea @ \$8,500 = \$ 8,500**
- Water Line Undercrossing (HP Gas) (Caltrans ROW) – 3ea @ \$4,500 = \$ 13,500**
- Place Cold Mix in Trenches Level with Existing = \$ 4,300**
- Total Cost = \$194,100**

Tierra Contracting, Inc.  
5484 Overpass Rd  
Santa Barbara, CA 93111

# PROPOSAL



LIC# 416114  
DIR# 1000008320

**Note:** Per Casitas Water, Tierra has not included asphalt replacement or concrete ribbon gutter replacement. All trenches will be left flush with the existing asphalt surface using cold-mix.

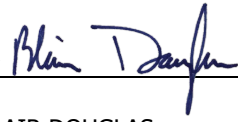
**General Bid Excludes:** Connection Fees, Plans, Landscaping, Soil Testing, Additional Move-ins, Responsibility for damage to all unknown/unmarked existing onsite utilities, Winterization of Project (Sediment Control-Strawbale Barriers around Catchbasins), Storm Water Protection Plan, all costs associated with contaminated soil or ground water.

**Acceptance:**

Tierra Contracting is hereby authorized to furnish and install the above equipment and materials at the price and under the terms and conditions as set forth above:

\_\_\_\_\_  
Owner  
By \_\_\_\_\_ Date

TIERRA CONTRACTING, INC.

By   
\_\_\_\_\_  
BLAIR DOUGLAS



Lic. # 648594

P.O. Box 5670  
 Ventura, CA 93005  
 Phone: (805) 644-6278  
 Fax: (805) 644-2813

<b>To:</b> Casitas Municipal Water District	<b>Contact:</b> Julia Aranda
<b>Address:</b> 1055 N. Ventura Ave. Oak View, CA 93022	<b>Phone:</b> (805) 649-2251
<b>Project Name:</b> Rincon Street & West Ojai Ave. 12-Inch Pipeline	<b>Bid Number:</b>
<b>Project Location:</b> Rincon Street & W Ojai Ave, Ojai, CA	<b>Bid Date:</b> 10/3/2019

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	Mobilization	1.00	LS	\$14,636.00	\$14,636.00
2	Trench Plates For Caltrans ROW (One (1) Additional Week Rental After Completion Of Mainline Trenching Work Included)	1.00	LS	\$7,988.00	\$7,988.00
3	Provide Sheeting, Shoring, And Bracing	1.00	LS	\$3,194.00	\$3,194.00
4	Existing Water Main Abandonments	1.00	LS	\$15,475.00	\$15,475.00
5	12" CL 235 DR-18 C-900 PVC (Includes Counter Sinking Trench Plates Caltrans ROW)	490.00	LF	\$169.00	\$82,810.00
6	8" CL 235 DR-18 C-900 PVC (Includes Counter Sinking Trench Plates Caltrans ROW)	60.00	LF	\$189.00	\$11,340.00
7	6" CL 235 DR-18 C-900 PVC (Includes Counter Sinking Trench Plates Caltrans ROW)	40.00	LF	\$186.00	\$7,440.00
8	Connection At El Paseo & Rincon Street (Detail #1)	1.00	LS	\$14,569.00	\$14,569.00
9	Connection & Rincon & W. Ojai Ave. (Detail #3)	1.00	LS	\$10,896.00	\$10,896.00
10	Connection & W. Ojai Ave & Topa Topa (Detail #5)	1.00	LS	\$15,649.00	\$15,649.00
11	Pressure Test & Chlorinate	1.00	LS	\$9,389.00	\$9,389.00
12	1" Water Service Lateral Extension (Connect To Existing W/Compression Coupling)	1.00	EACH	\$3,490.00	\$3,490.00
13	Reconnect Existing Hydrant W/Coupling	1.00	EACH	\$7,846.00	\$7,846.00
14	Traffic Control (Caltrans ROW - Sam Hill & Sons Set Up & Tear Down - No Plans)	1.00	LS	\$15,707.00	\$15,707.00
15	Traffic Control (City Of Ojai ROW - Includes Traffic Plans)	1.00	LS	\$1,570.00	\$1,570.00
<b>Total Price for above Items:</b>					<b>\$221,999.00</b>

**Total Base Bid Price: \$221,999.00**

**Alternates**

16	Caltrans Traffic Control Plans (If Required)	1.00	LS	\$1,984.00	\$1,984.00
17	Caltrans Traffic Control (If Certified Contractor Is Required - Excludes Plans)	1.00	LS	\$22,853.00	\$22,853.00

**Total Price for above Alternates Items: \$24,837.00**

**Notes:**

- Included:** Excavation, fillsand bedding and shade as required, slurry backfill to finish surface on City of Ojai ROW, Countersink trench plates and leave for others to remove and pave on Caltrans ROW, one (1) additional week rental included on trench plate rental for Caltrans ROW, compaction, haul off removed spoils, haul off removed AC pavement, one move-in, shoring as required, set all boxes to finish grade at time of install of mainline and valves, schedule inspections for our work, Traffic Control Plan for City of Ojai, Plates for Caltrans ROW, Cones for slurrified trenches to surface in City of Ojai ROW, Traffic control in Caltrans ROW by Sam Hill & Sons (see alternates for Certified).



Lic. # 648594

P.O. Box 5670  
 Ventura, CA 93005  
 Phone: (805) 644-6278  
 Fax: (805) 644-2813

<b>To:</b> Casitas Municipal Water District	<b>Contact:</b> Julia Aranda
<b>Address:</b> 1055 N. Ventura Ave. Oak View, CA 93022	<b>Phone:</b> (805) 649-2251 <b>Fax:</b>
<b>Project Name:</b> Rincon Street & West Ojai Ave. 12-Inch Pipeline	<b>Bid Number:</b>
<b>Project Location:</b> Rincon Street & W Ojai Ave, Ojai, CA	<b>Bid Date:</b> 10/2/2019

- **Excluded:** Permits (Caltrans City of Ojai or other) , fees, bonds, engineering, staking, compaction tests, grading, dewatering, rock for trench stabilization, construction water meter/source, striping, grinding, AC overlay, SWPPP, slurry seal, video inspection, handling or disposal of hazardous materials, conflicts with existing utilities, cylinder testing of concrete, landscaping, irrigation, electrical, wiring, work on/around live electrical, limited working hours (8 hrs constitutes a full work day), night work, replacement of removed asphalt pavement, removal or replacement of concrete below AC pavement, removal of trench plates for paving operation, stacking of removed trench plates by paving contractor, Caltrans Rider or double permit, flagmen, native american oversight & delays arising from oversight, City of Ojai environmental requirements or delays arising from requirements, u-sections, removal or AC water pipe.
- Price is good for 30 days from date of quote.
- Trench plate rental beyond the one (1) week additional provided from completion of mainline trenching can be transferred to Casitas Water or charged on a T&M basis plus 15% MU.
- Rock or hard material that cannot be trenched in a productive manner by a 580 or 590 Backhoe, will be removed & disposed of on a T & M Basis.
- **DIR #1000008073**
- Proposal is Non-Divisible; All Items are to be accepted in order to effect line item pricing.
- Trench to be 1-1.5 Sack Slurry to road grade for paving contractor to grind as necessary. Trenches under the Jurisdiction of the City of Ojai (Rincon Street, El Paseo Rd. Canada St. Topa Topa Rd.) will be coned off for protection until slurry backfill has hardened for traffic. Caltrans ROW Streets (Ojai Ave.) will have plates countersunk for paving contractor.
- Dirt to be hauled off to Lake Casitas recreational area. Concrete and Asphalt will be hauled off to approved facilities.
- 12" Water Main in Caltrans ROW to be placed paralell with the Northwestern curb and gutter. If alignment shift is required that effects work area, additional costs will be charged on a T&M basis.
- Casitas Water Preliminary - Not For Construction plan only provides ROW lines. Changes to bid set plans are subject to revised pricing.

<p><b>ACCEPTED:</b>          The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b>  <b>Sam Hill &amp; Sons, Inc.</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> Steven T Moreno</p>
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**CASITAS MUNICIPAL WATER DISTRICT**

**MINUTES**  
**Finance Committee**

DATE: October 3, 2019  
TO: Board of Directors  
FROM: General Manager, Michael Flood  
Re: Finance Committee Meeting of September 20, 2019, at 1000 hours.

**RECOMMENDATION:**

It is recommended that the Board of Directors receive and file this report.

**BACKGROUND AND OVERVIEW:**

1. **Roll Call.**

Director Jim Word  
Director Peter Kaiser  
General Manager, Michael Flood  
Chief Financial Officer, Denise Collin

2. **Public Comments.**

None.

3. **Board/Management comments.**

CFO Collin indicated that the reserve account information is ready for Board review and action but wasn't ready in time for this Finance Committee agenda. She requested that it be allowed to go to the Board on September 28<sup>th</sup> for review and action.

Director Word noted that he would not be available for the next Finance Committee meeting (October 18<sup>th</sup>).

GM Flood indicated that he would work on rescheduling the meeting for later in the month.

4. **Review of the Financial Statements for July, 2019.**

CFO Collin reviewed the Financial Statements with the Committee including areas of revenues and expenditures for both the District and the Lake Casitas Recreation Area. She also noted that standby charges are working as designed in that they help cover fixed costs when water sales are low like they have been.

Director Word commented on the importance of enhanced revenues such as the water transfer with San Gorgonio Pass Water Agency.

Director Kaiser commented on overtime at the Lake Casitas Recreation Area.

5. **Review of the June, 2019 Consumption Report.**

CFO Collin reviewed the Consumption Report with the Committee noting that consumption was down significantly from the previous year.

Director Word mentioned that this year's cool and wet weather had a definite impact on the low level of water sales.

6. **Review Request for Proposal for a Water Rates Study**

CFO Collin presented the Request for Proposals to the Committee noting that a number of possible respondents had already been identified and ready to be sent out.

Director Kaiser asked that review of wholesale customer water rates be added in the section titled "Major Objectives".

GM Flood indicated that he would add that to the document and it would be sent out in the next few days.

7. **Recommendation to renew the Special Liability Insurance Program (SLIP) for coverage effective 9/29/19 to 9/29/20.**

GM Flood reviewed the proposed coverage policy with the Committee and noted that the increase had actually been about \$8,000.00 less than had been previously quoted. He also mentioned that the District would send out a request for proposals next year for this coverage.

The Committee asked that this be forwarded to the Board for review.

8. **Recommendation for the purchase of a 2020 F250XL, ¾ Ton 4x4 pickup for the Utility Department from Vista Ford of Oxnard in the amount of \$36,883.42.**

GM Flood described the operational needs for this vehicle and that it would replace an aging vehicle. The vehicle that it's replacing would be transferred to the Recreation Department.

The Committee asked that this item be forwarded to the Board for consideration.

9. **Recommendation for the purchase of a 2020 F250, ¾ Ton 4x4 pickup for the Distribution Department Supervisor in the amount of \$42,212.67.**

GM Flood described the operational needs for this vehicle and that it would be an additional vehicle for the Distribution Maintenance Department (Pipeline). This vehicle is being ordered with a diesel engine due to the towing needs of the department.

The Committee asked that this item be forwarded to the Board for consideration

**CASITAS MUNICIPAL WATER DISTRICT**

**MINUTES**  
**Recreation Committee**

DATE: October 3, 2019  
TO: Board of Directors  
FROM: General Manager, Michael Flood  
Re: Recreation Committee Meeting of October 1, 2019, at 1000 hours.

**RECOMMENDATION:**

It is recommended that the Board of Directors receive and file this report.

**BACKGROUND AND OVERVIEW:**

1. **Roll Call.**

Director Brian Brennan  
Director Angelo Spandrio  
General Manager, Michael Flood  
Park Services Manager, Carol Belser  
Division Officer, Joe Evans  
Park Ranger, Traci Ozuna

2. **Public Comments.**

None

3. **Board/Management comments.**

PSM Belser commented that the grant funds pool has been expanded by the Bureau of Reclamation.

Director Brennan asked that an item on grant funding be included on a future Recreation Committee agenda.

Director Spandrio indicated that grant funding for a future venue study and design should be considered.

4. **Review Monthly Recreation Report**

PM Belser gave an update on the activities at the LCRA including attendance, the Junior Ranger program, and getting ready for next year.

PR Ozuna provided a verbal report to the Committee regarding kids programs at the LCRA and the possibility of a Junior Ranger camp in the future.

Director Brennan noted that it would be good to explore some programs that would have a local focus.

5. **Review and Discussion of Recreation Department (LCRA) Administrative Overhead.**

GM Flood presented a cost estimate of the LCRA's impact on the District's finances as well as the District's impact on the LCRA's finances. This included not only the categories mentioned at the last meeting but also some others that staff had identified in their continuing discussion of the matter.

GM Flood also indicated that there should be some direction from the Committee on whether to charge the full cost of Invasive Species Management (Quagga) to the LCRA or possibly split the cost.

GM Flood indicated that this accounting calculation change could be considered for inclusion to the budget in the mid-year budget review in January 2020 or the FY 2021 budget and that as currently considered, the change would not affect the District's bottom-line calculation.

The Committee asked staff to split the Invasive Species Management (Quagga) cost between the District and the LCRA and bring back the result to the next meeting.

GM Flood then recommended that, going forward, the Committee begin to consider reviewing LCRA rates with a view toward closing any deficits and funding future capital and facilities renewal costs.

6. **Report on Recreation Committee's Inquiry on Lake Casitas Recreation Area Music Concerts for Revenue Generation.**

DO Evans presented information on this item including the current infrastructure available at the site, events that have been held in the past, insurance and revenue sharing arrangements and details of other venues in the local area.

Director Spandrio asked questions about how the insurance requirements had been arrived at and how the Committee could get the consideration of an enhanced venue facility moving forward.

Director Brennan asked questions about becoming a wedding venue and provided comments on a similar project in the City of Camarillo. He also indicated that staff should review similar projects in the area for information.

The Committee then asked that staff begin consideration of a Request for Proposals (RFP) for a LCRA Masterplan or possibly an RFP for study of an enhanced venue.

PSM Belser indicated that work would begin on an RFP and that funding of the study could be looked at the mid-year budget review or in the Fiscal Year 2021 budget.

GM Flood indicated that revenue enhancement at the LCRA had become a priority for the Board of Directors thus a special request for funding of a study could be brought to them at any time.

Director Spandrio asked that an update on this item be provided to the Board of Directors in November.

7. **Review of Incidents and Comments**

Division Officer Evans presented the incident statistics for August 2019.

**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD, GENERAL MANAGER  
**SUBJECT:** MONTHLY ENGINEERING STATUS REPORT  
**DATE:** 10/09/19

**RECOMMENDATION:**

It is recommended the Board receive and file the Monthly Engineering Project Status Report for October 2019.

**DISCUSSION:**

The status of Water Security and Infrastructure Improvements projects for October 2019 is provided below and in the attachment.

Project	Anticipated Committee / Date	Anticipated Board Date / Action
<b>WATER SECURITY PROJECTS</b>		
<b>Comprehensive Water Resources Plan</b>	10/15/19 Water Resources	TBD
<ul style="list-style-type: none"> <li>• TMs received for: Lake Casitas Supply Analysis, Water Demand Estimates, Water Supply Analysis, and Policy Recommendations. Under review.</li> <li>• Stantec preparing conceptual cost estimates for potential projects; Tech Memo expected in October</li> <li>• Tech Memo on funding alternatives expected in October</li> </ul>		
<b>Casitas-Ventura State Water Project Interconnection</b>	TBD	10/09/19 Amendment
<ul style="list-style-type: none"> <li>• Tech Memo No. 2 on water quality reviewed with Kennedy Jenks (KJ)</li> <li>• Tech Memo No. 5 on hydraulics analysis reviewed with KJ</li> <li>• Additional hydraulic analysis pending for dual pump station alternative</li> </ul>		
<b>Ojai Wellfield Rehabilitation/ Replacement</b>	TBD	TBD
<ul style="list-style-type: none"> <li>• San Antonio #4 construction scheduled to start mid-October</li> <li>• Pump test on Mutual #5 completed; new pump, motor and column to be installed mid-October</li> <li>• Well replacement specifications behind schedule; out to bid in October</li> </ul>		
<b>Matilija Formation Deep Wells</b>	TBD	TBD
<ul style="list-style-type: none"> <li>• Technical Advisory Committee draft report received and under review</li> <li>• Submitted project for Prop 1, Round 1 Implementation Grant; final project selection for WCVV 10/9/19</li> </ul>		
<b>Ventura-Santa Barbara Counties Intertie</b>	TBD	TBD
<ul style="list-style-type: none"> <li>• Revising Benefit-Cost Analysis using FEMA BCA Tool per request of Cal OES</li> </ul>		
<b>Robles Diversion Fish Screen Alternatives Feasibility Study</b>	TBD	TBD
<ul style="list-style-type: none"> <li>• Implementing Alternatives 1 and 2 from Prototype Test Plan</li> <li>• Informal consultation with National Marine Fisheries Service (NMFS) initiated</li> </ul>		

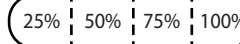
<b>Project</b>	<b>Anticipated Committee / Date</b>	<b>Anticipated Board Date / Action</b>
<b>Robles Forebay Restoration</b>	TBD	TBD
<ul style="list-style-type: none"> <li>Ongoing permit coordination with USACE, CDFW, RWQCB, USBR, NMFS</li> <li>Construction delayed pending receipt of permits</li> </ul>		
<b>INFRASTRUCTURE IMPROVEMENTS</b>		
<b>Ojai Water System Improvements</b>	10/15/19 Water Resources	10/23/19 Change Order/Task Order
<ul style="list-style-type: none"> <li>Sunset Place and Ventura Street Pipeline Replacement projects under construction; expect completion in early November</li> <li>Wellfield, Grand Avenue and Central Ojai Pipeline to be released for bidding in October</li> <li>Rincon Street Bypass Piping to be completed as change order to existing pipeline project (WRC and Board)</li> <li>Ojai Water System Transmission Main Optimization Study awarded to MKN</li> <li>Heidelberger Pump Plant and Tank Site Stabilization Task Order for MKN pending (Board)</li> </ul>		
<b>Rincon Pump Plant Electrical Upgrade</b>	TBD	TBD
<ul style="list-style-type: none"> <li>Contractor performing trenching for conduit installation</li> </ul>		
<b>De La Garrigue and Rice Road Bridges</b>	TBD	10/23/19 Award contract for construction
<ul style="list-style-type: none"> <li>Pre-bid meeting held; bids due 10/08/19</li> </ul>		
<b>Robles Canal Panel Maintenance FY19-20</b>	TBD	10/23/19 Final Acceptance
<ul style="list-style-type: none"> <li>Panels completed; Contractor addressing punch list items</li> </ul>		
<b>Paving FY 19-20</b>	TBD	TBD
<ul style="list-style-type: none"> <li>Second list of patching underway, approximately 10 sites</li> </ul>		
<b>Rincon Main (Ayers Creek Crossing) Pipeline Replacement</b>	TBD	TBD
<ul style="list-style-type: none"> <li>30% design expected early October</li> </ul>		
<b>PCCP Pipe Inspection/Valve Replacement</b>	TBD	TBD
<ul style="list-style-type: none"> <li>USBR coordinating internal inspection of Casitas Gravity Main to be performed 04/06/20-04/10/20</li> <li>Staff preparing specifications for simultaneous valve replacements</li> </ul>		
<b>Matilija Pipeline Replacement</b>	TBD	10/23/19 Task Order
<ul style="list-style-type: none"> <li>Expecting proposal from WWE for preliminary design to replace existing 20-inch pipeline with 8-inch pipeline</li> </ul>		
<b>Casitas System Master Plan</b>	TBD	12/11/19 Agreement
<ul style="list-style-type: none"> <li>RFQ/P posted. Pre-proposal meeting held 09/25/19</li> <li>Proposals due 10/25/19</li> </ul>		

Attachment: Monthly Status Report



# Engineering Project Status October 2019

★ Indicates Change



Casitas Water System  
Ojai Water System  
Lake Casitas Recreation Area



NOT YET STARTED

CONSULTANT SELECTION

PLANNING

DESIGN

BIDDING

CONSTRUCTION

Water Security

Infrastructure Improvements

NOT YET STARTED	CONSULTANT SELECTION	PLANNING	DESIGN	BIDDING	CONSTRUCTION
		Robles Vertical Well Test Bore	Well Replacement		Robles Forebay Restoration
		Comprehensive Water Water Resources Plan	Robles Diversion Fish Screen Prototype Testing		San Antonio #4 Well Rehabilitation ★
		Casitas-Ventura SWP Interconnection Preliminary Design			
		Ventura-Santa Barbara Counties Intertie			
Casitas Dam Hollow Jet Valve Replacement	Matilija Pipeline Replacement ★	Emergency Generators Rincon, Avenue 1 and Avenue 2 Pump Plants	Rincon on Lake (Pipeline Replacement) ★	District Office Remodel ☆	Rincon Pump Plant Electrical Upgrade ★
LCRA Sewer Study	MWWTP Corrosion Assessment	Camp Chaffee Pipeline Replacement ☆	West Ojai Pipeline Replacement	De La Garrigue Bridge Replacement ☆	FY19-20 Asphalt Paving
LCRA Playground Resurfacing	Robles Facility Gantry Crane and Entry Ramp ☆	Ojai East Reservoir Recoating ☆	West and East Ojai Avenue Pipeline	Rice Road Bridge Replacement ☆	FY19-20 Robles Canal Maintenance ☆
	MWWTP Water Quality Improvements ☆	Signal Booster Zone Alternatives Analysis ★	Running Ridge Zone Hydraulic Improvements	Emily St, Canada St, Grand Ave Pipeline and Mutual Wellfield Optimization	Timber Cutoff Wall Repair
	Pleasant Ave and Daly Rd Pipeline Improvements ★	Ojai 12-Inch Pipeline	Diesel Tank Pad Design ☆	Facility Paving ☆	Sunset Place Pipeline ★
	Ave 1 PP Surge Design ★	Main and Signal Zone Intertie ★	Gorham Well #1 VFD ★	Maintain LCRA Roads ★	Valve and Appurtenance Replacement (Ventura St) ★
	Ojai Water System Wellfield VFD Study ★	Heidelberger Pump Station and Tank Site Stabilization ★	Fall Protection Improvements		
	Casitas System Master Plan ★	Ojai Water System Transmission Main Optimization Study ★	MWWTP Sludge Bed Rehab ★		
	MWWTP and San Antonio Wellfield Building Improvements ★	Security Cameras			
		Emergency Exit Road			
		Boat Inspection Facility ★			



**Consumption Report**

**Water Sales FY 2019-2020 (Acre-Feet)**

Classification	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Month to Date		
													2019 / 2020	2018 / 2019	
													Total	Total	
AD Ag-Domestic	333	374												707	855
AG Ag	195	256												450	630
C Commercial	110	135												245	237
DI Interdepartmental	28	23												51	65
F fire	0	0												0	0
I Industrial	3	4												7	3
OT Other	24	28												52	50
R Residential	235	269												505	518
RS - P Resale Pumped	32	33												65	228
RS - G Resale Gravity	97	194												291	591
TE Temporary	1	1												2	4
<b>Total</b>	<b>1,058</b>	<b>1,317</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,375</b>	<b>3,182</b>
<b>CMWD</b>	<b>893</b>	<b>1,110</b>													
<b>OJAI</b>	<b>165</b>	<b>207</b>													
<b>Total 2018 / 2019</b>	<b>1,686</b>	<b>1,495</b>	<b>1,282</b>	<b>1,302</b>	<b>1,019</b>	<b>418</b>	<b>334</b>	<b>224</b>	<b>247</b>	<b>678</b>	<b>526</b>	<b>695</b>		<b>N/A</b>	<b>9,905</b>



**CASITAS MUNICIPAL WATER DISTRICT  
TREASURER'S MONTHLY REPORT OF INVESTMENTS  
09/25/19**

Type of Invest	Institution	CUSIP	Date of Maturity	Original Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	US Treasury IPS	912828MF4	1/15/2020	\$1,041,021	\$1,182,777	1.375%	11/18/2015	6.66%	110
*TB	Federal Home Loan Bank	3130A0EN6	12/10/2021	\$547,735	\$513,525	2.875%	5/9/2016	2.89%	795
*TB	Federal Home Loan Bank	3130AIXJ2	6/14/2024	\$941,144	\$893,266	2.875%	8/2/2016	5.03%	1699
*TB	Federal Home Loan Bank	3130A3DL5	9/8/2023	\$1,587,180	\$1,544,835	2.375%	10/13/2016	8.70%	1423
*TB	Federal Home Loan Bank	3130A5R35	6/13/2025	\$773,773	\$762,376	2.875%	2/19/2016	4.29%	2058
*TB	Federal Home Loan Bank	3130A5VW6	7/10/2025	\$1,025,110	\$1,058,580	2.700%	5/10/2017	5.96%	2085
*TB	Federal Home Loan Bank	3130ADNW8	2/14/2020	\$998,230	\$1,003,890	3.400%	1/16/2013	5.66%	139
*TB	Federal National Assn	31315P2J7	5/1/2024	\$809,970	\$776,990	3.300%	5/25/2016	4.38%	1656
*TB	Farmer MAC	31315PYF0	5/2/2028	\$512,355	\$532,195	2.925%	11/20/2017	3.00%	3097
*TB	Federal Farm CR Bank	31331VWN2	4/13/2026	\$940,311	\$878,327	5.400%	5/9/2016	4.95%	2358
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$476,582	\$443,315	3.375%	7/14/2016	2.50%	1423
*TB	Farmer MAC	3133EEPH7	2/12/2029	\$480,251	\$513,195	2.710%	11/20/2017	2.89%	3377
*TB	Federal Farm CR Bank	3133EGWD3	9/29/2027	\$694,629	\$705,014	2.200%	11/17/2016	3.97%	2884
*TB	Federal Farm CR Bank	3133EGZW8	10/25/2024	\$833,918	\$826,896	1.980%	10/25/2016	4.66%	1830
*TB	Federal Home Loan Bank	3133XFKF2	6/11/2021	\$743,109	\$597,134	5.625%	9/8/2014	3.36%	616
*TB	Federal National Assn	3135G0K36	4/24/2026	\$2,532,940	\$2,576,950	2.125%	7/6/2010	14.52%	2369
*TB	Federal National Assn	3135G0ZR7	9/6/2024	\$1,488,050	\$1,466,382	2.625%	5/25/2016	8.26%	1781
*TB	Federal Home Loan MTG Corp	3137EADB2	1/13/2022	\$683,584	\$674,876	2.375%	5/1/2016	3.80%	828
*TB	US Treasury Note	912828WE6	11/15/2023	\$770,037	\$801,728	2.750%	12/13/2013	4.52%	1490
<b>Total in Gov't Sec. (11-00-1055-00&amp;1065)</b>				<b>\$17,879,931</b>	<b>\$17,752,251</b>			<b>99.98%</b>	
<b>Total Certificates of Deposit: (11.13506)</b>				<b>\$0</b>	<b>\$0</b>			<b>0.00%</b>	
**	<b>LAIF as of: (11-00-1050-00)</b>		N/A	<b>\$470</b>	<b>\$470</b>	2.57%	Estimated	<b>0.00%</b>	
***	<b>COVI as of: (11-00-1060-00)</b>		N/A	<b>\$2,962</b>	<b>\$2,962</b>	2.57%	Estimated	<b>0.02%</b>	
<b>TOTAL FUNDS INVESTED</b>				<b>\$17,883,363</b>	<b>\$17,755,683</b>			<b>100.00%</b>	
Total Funds Invested last report				\$17,883,360	\$17,708,676				
Total Funds Invested 1 Yr. Ago				\$20,884,504	\$19,815,913				
****	<b>CASH IN BANK (11-00-1000-00) EST.</b>			<b>\$4,705,263</b>	<b>\$4,705,263</b>				
	<b>CASH IN Custodial Money Market</b>			<b>\$3</b>	<b>\$3</b>	0.30%			
<b>TOTAL CASH &amp; INVESTMENTS</b>				<b>\$22,588,629</b>	<b>\$22,460,949</b>				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$23,702,174	\$22,633,582				

- \*CD CD - Certificate of Deposit
- \*TB TB - Federal Treasury Bonds or Bills
- \*\* Local Agency Investment Fund
- \*\*\* County of Ventura Investment Fund
- Estimated interest rate, actual not due at present time.
- \*\*\*\* Cash in bank

No investments were made pursuant to subdivision (i) of Section 53601, Section 53601.1 and subdivision (i) Section 53635 of the Government Code.  
All investments were made in accordance with the Treasurer's annual statement of investment policy.