



WEST VALLEY WATER DISTRICT
855 W. BASE LINE ROAD, RIALTO, CA 92376
PH: (909) 875-1804 FAX: (909) 875-1849

REGULAR BOARD MEETING
AGENDA

THURSDAY, OCTOBER 15, 2020
CLOSED SESSION - 6:00 PM • OPEN SESSION – 7:00 PM

BOARD OF DIRECTORS

Channing Hawkins, President
Kyle Crowther, Vice President
Dr. Michael Taylor, Director
Greg Young, Director
Dr. Clifford Young, Director

"In order to comply with legal requirements for posting of agendas, only those items filed with the District Secretary's office by noon, on Wednesday a week prior to the following Thursday meeting, not requiring departmental investigation, will be considered by the Board of Directors."

Teleconference Notice: In an effort to prevent the spread of COVID-19 (Coronavirus), and in accordance with the Governor's Executive Order N-29-20 and the order of the County of San Bernardino dated March 17, 2020, there will be no public location for attending this Board Meeting in person. Members of the public may listen and provide public comment via telephone by calling the following number and access code: Dial: (888) 475-4499, Access Code: 807-977-6383 or you may join the meeting using Zoom by clicking this link: <https://us02web.zoom.us/j/8079776383>. Public comment may also be submitted via email to the Public Affairs Manager, Naseem Farooqi at nfarooqi@wvwd.org. The webinar will also be available for public viewing by visiting www.wvwd.org. If you require additional assistance, please contact nfarooqi@wvwd.org.

OPENING CEREMONIES

Call to Order
Pledge of Allegiance
Opening Prayer
Roll Call of Board Members

ADOPT AGENDA

PUBLIC PARTICIPATION

Any person wishing to speak to the Board of Directors on matters listed or not listed on the agenda, within its jurisdiction, is asked to email Public Affairs Manager, Naseem Farooqi at nfarooqi@wrwd.org or you may join the meeting using Zoom by clicking this link: <https://us02web.zoom.us/j/8079776383> or telephone by calling the following number and access code: (888) 475-4499, Access Code: 8079776383. Each speaker is limited to three (3) minutes. Under the State of California Brown Act, the Board of Directors is prohibited from discussing or taking action on any item not listed on the posted agenda. Comments related to noticed Public Hearing(s) and Business Matters will be heard during the occurrence of the item.

PRESENTATION

- Update on Human Resources and Risk Manager Recruitment.

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the Board of Directors, Staff Member, or any member of the public request a specific item(s) be removed for separate action.

Consideration of:

1. Receive and File September 2020 Purchase Order Report. **(Page 6)**
2. Receive and File Treasurer Report September 2020. **(Page 11)**
3. Receive and File September 2020 Cash Disbursement Report. **(Page 13)**
4. Receive and File September 2020 Revenues & Expenditures Report. **(Page 29)**
5. Receive and File Transfer of Funds Report. **(Page 34)**
6. Holiday Closure for 2020. **(Page 39)**
7. ACWA's 2021 Membership Dues in the amount of \$25,255.00. **(Page 40)**
8. Consider an Amendment to the Tyler Agreement to Implement the Incode 10 Inventory Module. **(Page 43)**
9. Consider a Professional Services Agreement and Task Order No. 1 with Michael Baker International for the Professional Engineering Services for Development of Construction Bid Documents for Water Main Replacement, Construction Management, and Inspection Services for the Interstate 10 Cedar Avenue Interchange Improvement Project. **(Page 56)**
10. Approval of Payment to Leal Trejo APC, for Professional Services rendered through July 2020, Invoice No. 18119; \$25,680.00. **(Page 156)**
11. Approval of Payment to Tafoya Law Group, APC, for Professional Services rendered June 2020, Invoice No. 20-1006; \$23,492.83. **(Page 157)**

12. Approval of Payment to Tafoya Law Group, APC, for Professional Services rendered July 2020, Invoice No. 20-1007; \$23,345.20. **(Page 158)**
13. Approval of Payment to Ivie, McNeill & Wyatt, for Professional Services rendered August 2020, Invoice No. 743363; \$9,945.77 and September 2020, Invoice No. 743468; \$6,239.65 totaling \$16,185.42. **(Page 159)**

BUSINESS MATTERS

Consideration of:

REPORTS - LIMITED TO 5 MINUTES MAXIMUM (Presentations or handouts must be provided to Board Members in advance of the Board Meeting).

1. **Board Members**
2. **Legal Counsel**
3. **General Manager**

UPCOMING MEETINGS

1. October 20, 2020 - San Bernardino Valley Municipal Water District Regular Board Meeting at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408
2. November 3, 2020 - San Bernardino Valley Municipal Water District Regular Board Meeting at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408
3. November 5, 2020 - San Bernardino Valley Municipal Water District Board of Directors Workshop - Resources at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408
4. November 5, 2020 - West Valley Water District Regular Board of Directors Meeting at 7:00 p.m. (6:00 p.m. Closed Session), at District Headquarters
5. November 9, 2020 - West Valley Water District Human Resources Committee Meeting at 6:00 p.m., at District Headquarters
6. November 10, 2020 - San Bernardino Valley Municipal Water District Board of Directors Workshop - Engineering at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408
7. November 10, 2020 – West Valley Water District Safety & Technology Committee Meeting at 6:00 p.m. at District Headquarters
8. November 11, 2020 - West Valley Water District will be CLOSED in Observance of Veterans Day
9. November 12, 2020 - West Valley Water District External Affairs Committee Meeting at 6:00 p.m. at District Headquarters

10. November 12, 2020 - San Bernardino Valley Municipal Water District Workshop – Policy at 2:00 p.m., 380 E. Vanderbilt Way, San Bernardino, CA 92408
11. November 19, 2020 – West Valley Water District Regular Board of Directors Meeting at 7:00 p.m. (6:00 p.m. Closed Session), at District Headquarters
12. November 26, 2020 - West Valley Water District will be Closed in Observance of Thanksgiving
13. November 27, 2020 - West Valley Water District will be Closed in Observance of Thanksgiving

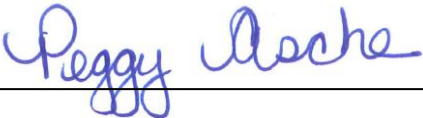
CLOSED SESSION

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION - Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Number of Cases: Four (4).
- CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Pursuant to Paragraph (1) of subdivision (d) of the Government Code Section 54956.9 Case Name: Kenny Hernandez v. West Valley Water District, Case No. CS1825805.
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Pursuant to Government Code Section 54957 Title(s): General Manager.
- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE – (Government Code Section 54957(b).): General Manager.

ADJOURN

DECLARATION OF POSTING:

I declare under penalty of perjury, that I am employed by the West Valley Water District and posted the foregoing Agenda at the District Offices on October 12, 2020.



Peggy Asche, Board Secretary

Please Note:

Material related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the District's office located at 855 W. Baseline, Rialto, during normal business hours. Also, such documents are available on the District's website at www.wvwd.org subject to staff's ability to post the documents before the meeting.

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, in order to attend or participate in the above-agendized public meeting should be directed to Peggy Asche, at least 72 hours in advance of the meeting to ensure availability of the requested service or accommodation. Ms. Asche may be contacted by telephone at (909) 875-1804 ext. 703, or in writing at the West Valley Water District, P.O. Box 920, Rialto, CA 92377-0920.



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: October 15, 2020
TO: Board of Directors
FROM: Clarence C. Mansell Jr., General Manager
SUBJECT: SEPTEMBER 2020 - PURCHASE ORDER REPORT

BACKGROUND:

The West Valley Water District (“District”) generated fifty-five (55) Purchase Orders (“PO”) in the month of September 2020 to various vendors that provide supplies and services to the District. The total amount issued to PO’s for the month of September 2020 was **\$963,991.14**. A table listing all PO’s for September 2020 is shown in **Exhibit A**.

FISCAL IMPACT:

There is no fiscal impact for producing the September 2020 Purchase Order Report.

STAFF RECOMMENDATION:

Receive and file the September 2020 Purchase Order Report.

Respectfully Submitted,

Clarence C. Mansell Jr, General Manager

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ATTACHMENT(S):

1. September 2020 Purchase Order Report

Exhibit A



West Valley Water District, CA

Purchase Order Summary Report

Purchase Order Detail

Issued Date Range 09/01/2020 - 09/30/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
21-0095	Cisco Renewal - SmartNet Maintenance 8X5XNBD 01151 - CONVERGEONE, INC	Outstanding West Valley Water District	9/1/2020 9/15/2020	0.00	13,607.04
21-0097	Online Training for Certification Renewals 02268 - US BANK-CAL CARD (AL)	Outstanding West Valley Water District	9/1/2020 9/15/2020	0.00	600.00
21-0098	Appropriative Pool Special Assessment Fee 00012 - CHINO BASIN WATERMASTER	Outstanding West Valley Water District	9/1/2020 9/15/2020	0.00	990.52
21-0099	Employment Exams 01725 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNI	Received West Valley Water District	9/2/2020 9/16/2020	0.00	1,040.50
21-0100	Underground Service Alert 00068 - UNDERGROUND SERVICE ALERT	Received West Valley Water District	9/2/2020 9/16/2020	0.00	594.10
21-0101	Safety Gear Vending Machine Restock 01421 - FASTENAL COMPANY	Completed West Valley Water District	9/8/2020 9/22/2020	0.00	568.90
21-0102	2" Meters for Inventory 01577 - IFLOW ENERGY SOLUTIONS INC	Outstanding West Valley Water District	9/9/2020 9/23/2020	0.00	18,628.63
21-0103	BENCH TOP REPAIR 00114 - HACH COMPANY	Outstanding West Valley Water District	9/9/2020 9/23/2020	0.00	386.50
21-0104	Solenoid Valves for drip oil on wells 00581 - VALVATE ASSOCIATES	Completed West Valley Water District	9/9/2020 9/23/2020	0.00	543.13
21-0105	Emergency Inspection of Switch at Roemer 02285 - POWER PLUS	Completed West Valley Water District	9/10/2020 9/24/2020	0.00	515.00
21-0106	Legal Bill 02287 - SMITH LAW OFFICES LLP	Completed West Valley Water District	9/10/2020 9/24/2020	0.00	11,086.25
21-0107	ROEMER FLOORS 01567 - MCMaster-CARR SUPPLY COMPANY	Completed West Valley Water District	9/9/2020 9/23/2020	0.00	509.38
21-0108	OPR 01567 - MCMaster-CARR SUPPLY COMPANY	Completed West Valley Water District	9/9/2020 9/23/2020	0.00	659.23
21-0109	MANUAL FORK LIFT 01567 - MCMaster-CARR SUPPLY COMPANY	Outstanding West Valley Water District	9/9/2020 9/23/2020	0.00	2,133.95
21-0110	BENCH TOP REPAIR 00114 - HACH COMPANY	Outstanding West Valley Water District	9/9/2020 9/23/2020	0.00	795.50
21-0114	Paving and Striping after Trailer Removal 01702 - HARDY & HARPER	Outstanding West Valley Water District	9/11/2020 9/25/2020	0.00	6,890.00
21-0115	Remove Electrical Conduits for Trailer 01278 - HYDRO INDUSTRIAL ELECTRIC CO.	Outstanding West Valley Water District	9/11/2020 9/25/2020	0.00	4,500.00
21-0116	Remove Alarm System from Trailer 01470 - CRB SECURITY SOLUTIONS	Outstanding West Valley Water District	9/11/2020 9/25/2020	0.00	1,754.69

Purchase Order Summary Report

Issued Date Range 09/01/2020 - 09/30/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
21-0117	POSTAGE BILLING 01052 - INFOSEND INC	Completed West Valley Water District	9/14/2020 9/28/2020	0.00	9,959.04
21-0118	Installation of Tubular Fencw after Trailer Remove 01745 - WESTBROOK FENCE INC	Outstanding West Valley Water District	9/14/2020 9/28/2020	0.00	9,200.00
21-0119	8" GATE VALVE 00748 - YO FIRE	Outstanding West Valley Water District	9/14/2020 9/28/2020	0.00	3,779.87
21-0120	Professional Services EDA Grant Support 01424 - CAROLLO ENGINEERS INC	Outstanding West Valley Water District	9/8/2020 9/22/2020	0.00	4,800.00
21-0121	Insurance Repairs to Fence at Well 11 01745 - WESTBROOK FENCE INC	Outstanding West Valley Water District	9/2/2020 9/16/2020	0.00	4,800.00
21-0122	Safety Gear Vending Machine Restock 01421 - FASTENAL COMPANY	Completed West Valley Water District	9/15/2020 9/29/2020	0.00	769.64
21-0123	New Computer Purchase 00326 - CDW GOVERNMENT INC	Outstanding West Valley Water District	9/15/2020 9/29/2020	0.00	4,236.29
21-0124	Vehicle Collision Repair Unit 209 02284 - R&F AUTO COLLISION CENTER	Completed West Valley Water District	9/15/2020 9/29/2020	0.00	1,488.84
21-0125	Molded Case Circuit Breaker for Well 54 00016 - CED CREDIT OFFICE	Outstanding West Valley Water District	9/15/2020 9/29/2020	0.00	2,155.00
21-0126	GARDAWORLD Past Due Invoices 01481 - GARDA CL WEST INC	Completed West Valley Water District	9/17/2020 10/1/2020	0.00	1,812.61
21-0127	Meters and MXUs for Inventory 00255 - AQUA-METRIC SALES CO	Outstanding West Valley Water District	9/17/2020 10/1/2020	0.00	15,078.13
21-0128	Well 41 ION Exchange Treatment Resin Media Install 00739 - EVOQUA WATER TECHNOLOGIES LLC	Outstanding West Valley Water District	9/17/2020 10/1/2020	0.00	179,122.28
21-0129	PROFESSIONAL SERVICES 01693 - EMPLOYMENT CHECK	Partially Received West Valley Water District	9/17/2020 10/1/2020	0.00	21,459.00
21-0130	Network Fleet Service 09/16/20 01514 - NETWORK	Completed West Valley Water District	9/21/2020 10/5/2020	0.00	6,465.96
21-0131	TURBIDITY METER 00114 - HACH COMPANY	Outstanding West Valley Water District	9/18/2020 10/2/2020	0.00	5,431.36
21-0132	TOC METER SERVICE CONTRACT 00114 - HACH COMPANY	Outstanding West Valley Water District	9/18/2020 10/2/2020	0.00	6,925.00
21-0133	Professional Consulting Services 01622 - ROB KATHERMAN CONSULTING	Partially Received West Valley Water District	9/22/2020 10/6/2020	0.00	35,000.00
21-0134	Environmental Research & Permit Services 00582 - TOM DODSON & ASSOCIATES	Outstanding West Valley Water District	9/22/2020 10/6/2020	0.00	5,000.00
21-0135	DECANT BACKWASH BASIN SLUDGE REMOVAL 02278 - BADGER DAYLIGHTING CORP	Outstanding West Valley Water District	9/18/2020 10/2/2020	0.00	5,643.75
21-0136	FILTER SURVEILLANCE 00467 - ERS INDUSTRIAL SERVICES INC.	Outstanding West Valley Water District	9/18/2020 10/2/2020	0.00	10,130.00

Purchase Order Summary Report

Issued Date Range 09/01/2020 - 09/30/2020

PO Number	Description Vendor	Status Ship To	Issue Date Delivery Date	Trade Discount	Total
21-0137	Emergency Replacement of VFD Drive at Well 54 01764 - SULZER ELECTRO-MECHANICAL SERVICES	Outstanding West Valley Water District	9/23/2020 10/7/2020	0.00	4,300.00
21-0138	Professional Services - Legal 02289 - LAW OFFICES OF GLENN WARD CALSADA	Outstanding West Valley Water District	9/24/2020 10/8/2020	0.00	25,000.00
21-0139	OPR GAC Booster 3 Pump Service 01124 - GENERAL PUMP COMPANY INC	Outstanding West Valley Water District	9/25/2020 10/9/2020	0.00	12,650.15
21-0140	Enterprise Lease Vehicles 09/03/20 00926 - ENTERPRISE FLEET MANAGEMENT INC	Outstanding West Valley Water District	9/28/2020 10/12/2020	0.00	4,694.01
21-0141	Trailer Tire Repair 02252 - INLAND ROAD SERVICE & TIRE	Outstanding West Valley Water District	9/28/2020 10/12/2020	0.00	770.26
21-0142	Traffic Cones 01555 - BC RENTALS, INC	Outstanding West Valley Water District	9/28/2020 10/12/2020	0.00	985.48
21-0143	Backhoe Repair 01700 - PG MECHANICAL	Outstanding West Valley Water District	9/28/2020 10/12/2020	0.00	800.00
21-0144	Operator Water Treatment Training Books 02268 - US BANK-CAL CARD (AL)	Outstanding West Valley Water District	9/29/2020 10/13/2020	0.00	1,930.50
21-0145	Ps 6-2 Emergency Generator 01528 - QUINN COMPANY	Outstanding West Valley Water District	9/29/2020 10/13/2020	0.00	494,006.81
21-0146	Cord Bags for Public Affairs Calendar Contest 00411 - ULINE	Outstanding West Valley Water District	9/30/2020 10/14/2020	0.00	919.76
21-0147	Forklift Repair 02268 - US BANK-CAL CARD (AL)	Outstanding West Valley Water District	9/30/2020 10/14/2020	0.00	7,709.48
21-0148	Tools for work at the Treatment Plant 00066 - GRAINGER INC	Outstanding West Valley Water District	9/30/2020 10/14/2020	0.00	1,506.10
21-0149	Sludge Removal from Decant Basin #1 01922 - BADGER DAYLIGHTING	Outstanding West Valley Water District	9/30/2020 10/14/2020	0.00	2,236.50
21-0150	Truck Service 00641 - CLA VAL CO	Outstanding West Valley Water District	9/30/2020 10/14/2020	0.00	2,904.08
21-0151	Trim Resident Trees Hanging on District Property 01473 - CALIFORNIA LANDSCAPE & DESIGN INC.	Outstanding West Valley Water District	9/30/2020 10/14/2020	0.00	1,080.00
21-0152	Trouble Shooting Communication Meridian Turn Out 00097 - TESCO CONTROLS INC	Outstanding West Valley Water District	9/30/2020 10/14/2020	0.00	2,000.00
21-0153	PENCILS FOR POSTER CALENDER CONTEST 02290 - 4IMPRINT, INC	Outstanding West Valley Water District	9/30/2020 10/14/2020	0.00	1,437.92

Purchase Order Count: (55)

Total Trade Discount: 0.00

Total: 963,991.14



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: October 15, 2020
TO: Board of Directors
FROM: Clarence C. Mansell Jr., General Manager
SUBJECT: TREASURER'S REPORT - SEPTEMBER 2020

DISCUSSION:

West Valley Water District ("District") engaged the Clifton Larson Allen LLP to prepare West Valley Water District's (WVWD) Investment report on a monthly basis. The District's investment policy is in uniformity with the State of California's Local Agency Investment Guidelines (Government Code Section 53601(b)). Report for the Month of September 2020 is presented to the Finance Committee for discussion.

FISCAL IMPACT:

None. Monthly Cost of \$2,500 was included in the FY 20-21 annual budget.

STAFF RECOMMENDATION:

That the Board of Directors receive and file the Treasurer's Reports for September 2020.

Respectfully Submitted,

Clarence C. Mansell Jr, General Manager

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ATTACHMENT(S):

1. Treasurer Report 09.20

West Valley Water District
Cash, Investment & Reserve Balances - September 30, 2020

Institution/Investment Type	August 2020 Balance	September 2020 Balance	RESERVE ACCOUNT	Minimum Balance	Target Balance	Maximum Balance
Funds Under Control of the District:			RESTRICTED FUNDS			
District Cash Drawers	\$ 4,300.00	\$ 4,300.00	2016A Bond	\$ 2.96	\$ 2.96	\$ 2.96
	\$ 4,300.00	\$ 4,300.00	Customer Deposit Accounts	\$ 3,337,842.76	\$ 3,337,842.76	\$ 3,337,842.76
Checking and Savings:			Capacity Charge Acct Balance	\$ 13,506,172.59	\$ 13,506,172.59	\$ 13,506,172.59
Chase - General Government Checking	\$ 4,305,154.04	\$ 4,086,606.96	CIP account in LAIF for capital purposes	\$ 3,000,000.00	\$ 3,000,000.00	\$ 3,000,000.00
Chase - Special Rebate Checking	\$ -	\$ -		\$ 19,844,018.31	\$ 19,844,018.31	\$ 19,844,018.31
Chase - UTC Routine Checking	\$ 556,656.81	\$ 5,000.56	CAPITAL RESERVE FUNDS			
Chase - UTC Non-Routine Checking	\$ 48,636.50	\$ 48,636.50	Capital Project Account - 100% FY 20-21	\$ 9,284,433.00	\$ 9,284,433.00	\$ 9,284,433.00
	\$ 4,910,447.35	\$ 4,140,244.02	Capital Project Account-80% FY 21-22	\$ 10,679,626.00	\$ 10,679,626.00	\$ 10,679,626.00
			Administrative & General Account	\$ 1,269,847.73	\$ 1,269,847.73	\$ 1,269,847.73
				\$ 21,233,906.73	\$ 21,233,906.73	\$ 21,233,906.73
State of California, Local Agency Investment Fund	\$ 17,287,002.84	\$ 17,287,002.84	LIQUIDITY FUNDS			
US Bank - Chandler Asset Mgmt	\$ 13,287,383.64	\$ 14,163,702.64	Rate Stabilization Account	\$ 782,806.31	\$ 2,348,418.93	\$ 3,914,031.55
CalTrust Pooled Investment Fund - Short Term	\$ 15,754,297.73	\$ 15,747,638.48	Operating Reserve Account	\$ 4,232,825.77	\$ 8,465,651.54	\$ 12,698,477.31
CalTrust Pooled Investment Fund - Medium Term	\$ 10,950,904.22	\$ 10,950,100.95	Emergency Account	\$ 1,322,963.08	\$ 2,645,926.16	\$ 3,968,889.24
U. S. Treasury Bills			Water Banking Account	\$ 125,000.00	\$ 625,000.00	\$ 1,250,000.00
Government Agencies (Federal Home Loan Bank)	\$ -	\$ -		\$ 6,463,595.16	\$ 14,084,996.63	\$ 21,831,398.10
			OTHER RESERVES			
Total	\$ 62,194,335.78	\$ 62,292,988.93	Self-Insurance Reserve	\$ 5,000,000.00	\$ 5,000,000.00	\$ 5,000,000.00
Funds Under Control of Fiscal Agents:				\$ 5,000,000.00	\$ 5,000,000.00	\$ 5,000,000.00
US BANK			OPERATING CASH			
2016A Bond - Principal & Payment Funds	\$ 0.74	\$ 0.74	Balance Available for Daily Operations	\$ 9,751,471.69	\$ 2,130,070.22	\$ (5,616,331.25)
2016A Bond - Interest Fund	\$ 2.22	\$ 2.22		\$ 9,751,471.69	\$ 2,130,070.22	\$ (5,616,331.25)
Total	\$ 2.96	\$ 2.96				
Grand Total	\$ 62,194,338.74	\$ 62,292,991.89	Grand Total	\$ 62,292,991.89	\$ 62,292,991.89	\$ 62,292,991.89
			UNRESTRICTED RESERVES	\$ 42,448,973.58		

I hereby certify that the investment activity for this reporting period conforms with the investment policy adopted by the West Valley Water District Board of Directors and the California Government Code Section 53601

I also certify that there are adequate funds available to meet the District's Budget.

Shamindra K. Manbahal
Chief Financial Officer



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: October 15, 2020
TO: Board of Directors
FROM: Clarence C. Mansell Jr., General Manager
SUBJECT: CASH DISBURSEMENTS REPORT - SEPTEMBER 2020

BACKGROUND:

The Board of Directors requested the Monthly Cash Disbursements Report to be presented to the Finance Committee for review and discussion before presenting these reports to the Board of Directors. The reports are being produced from the District's Financial System (System of Records) and will be presented to the Finance Committee on a monthly basis.

DISCUSSION:

Each month, the Accounting Department provides a complete listing of all disbursements for the previous month in an effort to promote fiscal responsibility and accountability over the expenditure of public funds. This process includes providing the Finance Committee, Board of Directors and ratepayers the opportunity to review expenses for supplies, materials, services, and payroll Disbursements. Payroll is processed bi-weekly and accounts payable is processed weekly. Information to justify each payment is available through the Accounting Department. For reference, Customer Refunds are credits due as a result of closing a water account.

FISCAL IMPACT:

None.

STAFF RECOMMENDATION:

That the Board of Directors receive and file the Monthly Cash Disbursements Reports for September 2020.

Respectfully Submitted,

Clarence C. Mansell Jr.

Clarence C. Mansell Jr, General Manager

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ATTACHMENT(S):

1. 2020 September Cash Disbursements Board Report
2. 2020 September Cash Disbursements Payroll Board Report

WEST VALLEY WATER DISTRICTCASH DISBURSEMENT REPORT
SEPTEMBER 2020

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
4861	ARROWHEAD UNITED WAY	Ernest Montelongo	5.00	
4861	ARROWHEAD UNITED WAY	Gina Bertoline	4.00	
4861	ARROWHEAD UNITED WAY	Ernest Montelongo	5.00	
4861	ARROWHEAD UNITED WAY	Gina Bertoline	4.00	
4861	ARROWHEAD UNITED WAY	Ernest Montelongo	5.00	
4861	ARROWHEAD UNITED WAY	Gina Bertoline	4.00	
4862	CALIFORNIA LANDSCAPE & DESIGN INC.	Trim Mesquite Tree away from Light Pole at HQ	690.00	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	12.50	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	135.75	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	20.75	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	51.75	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	6.75	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	128.25	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	140.00	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	182.25	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	33.25	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-FBR	1,799.00	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4863	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4864	ENGINEERING RESOURCES INC	Task Order #2 Casmalia Water Line Replacement		528.00
4864	ENGINEERING RESOURCES INC	Egineering Resources Inc. - Zone 3		3,104.75
4865	GENERAL PUMP COMPANY INC	Align/Rotate Pump & Motor FBR	560.00	
4866	HACH COMPANY	PRODUCTION REP/MAINT	151.02	
4866	HACH COMPANY	FBR CHEMICALS	131.78	
4866	HACH COMPANY	FBR CHEMICALS	361.84	
4866	HACH COMPANY	FBR Service Contract	18,415.00	
4866	HACH COMPANY	ROEMER SUPPLIES	69.98	
4866	HACH COMPANY	ROEMER SUPPLIES	(923.18)	
4867	HASA INC.	WELL# 1 CHEMICALS	183.17	
4867	HASA INC.	WELL# 24 CHEMICALS	98.63	
4867	HASA INC.	WELL# 15 CHEMICALS	281.80	
4867	HASA INC.	WELL# 30 CHEMICALS	281.80	
4867	HASA INC.	WELL# 54 CHEMICALS	225.44	
4867	HASA INC.	WELL# 8 CHEMICALS	140.90	
4867	HASA INC.	WELL# 42 CHEMICALS	211.35	
4867	HASA INC.	WTP CHEMICALS	2,395.27	
4867	HASA INC.	ROEMER CHEMICALS	3,037.48	
4868	KRUEGER, WILLIAM E	D4 CERTIFICATION RENEWAL	85.00	
4869	MCMaster-CARR SUPPLY COMPANY	WTP SUPPLIES	16.10	
4869	MCMaster-CARR SUPPLY COMPANY	WELL 41 SUPPLIES	246.90	
4869	MCMaster-CARR SUPPLY COMPANY	WELL 41 SUPPLIES	36.12	
4869	MCMaster-CARR SUPPLY COMPANY	WELL 18 SAMPLE PORT	64.67	
4869	MCMaster-CARR SUPPLY COMPANY	FBR SUPPLIES FILTERS	399.63	
4869	MCMaster-CARR SUPPLY COMPANY	FBR SUPPLIES LAB MATS	166.41	
4869	MCMaster-CARR SUPPLY COMPANY	FBR SUPPLIES FOR FBR SMELL	328.80	
4869	MCMaster-CARR SUPPLY COMPANY	FBR SUPPLIES FOR FBR SMELL	75.17	
4869	MCMaster-CARR SUPPLY COMPANY	FBR LAB SUPPLIES	355.70	
4869	MCMaster-CARR SUPPLY COMPANY	FBR SUPPLIES	74.40	
4869	MCMaster-CARR SUPPLY COMPANY	FBR SUPPLIES MAG METER	249.95	
4869	MCMaster-CARR SUPPLY COMPANY	FBR CHLORINATION EQUIP	451.56	
4869	MCMaster-CARR SUPPLY COMPANY	FBR SUPPLIES	177.94	

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4869	MCMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES DAF METER	488.05	
4869	MCMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES DAF MOTOR VALVE	429.07	
4869	MCMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES NEW AIR LINE	440.77	
4869	MCMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES VALVE HOSES	394.59	
4869	MCMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES FOR CHEMICALS	425.73	
4869	MCMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES MCC	477.04	
4869	MCMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES BLOWER ROOM	335.09	
4869	MCMASTER-CARR SUPPLY COMPANY	Filter 1 Replacement FBR	575.66	
4869	MCMASTER-CARR SUPPLY COMPANY	Cleaning Tool for floor at OPR - Sanitary	1,734.95	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES PRE TREATMENT	371.58	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES	371.58	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES-DECANT	427.95	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES PRETREAT ELECTRICAL	411.51	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES	39.56	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES	116.05	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES OPR F1	305.15	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES SCADA	493.36	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES RTU	442.23	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES-CABINETS	465.02	
4869	MCMASTER-CARR SUPPLY COMPANY	WTP SUPPLIES-DECANT	257.48	
4871	MERLIN JOHNSON CONST INC.	Change Order #2 Well 41 ION Exchange Project		12,185.00
4872	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base for Backfill	111.13	
4872	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base for Backfill	106.74	
4872	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base for Backfill	45.06	
4872	RAMCO RECYCLED AGGREGATE MATERIALS	Disposal of Excavated Materials	250.00	
4872	RAMCO RECYCLED AGGREGATE MATERIALS	Disposal of Excavated Materials	250.00	
4872	RAMCO RECYCLED AGGREGATE MATERIALS	Disposal of Excavated Materials	125.00	
4872	RAMCO RECYCLED AGGREGATE MATERIALS	Disposal of Excavated Materials	320.00	
4872	RAMCO RECYCLED AGGREGATE MATERIALS	Disposal of Excavated Materials	125.00	
4873	SAFETY COMPLIANCE COMPANY	SAFETY MEETING	225.00	
4873	SAFETY COMPLIANCE COMPANY	SAFETY MEETING	200.00	
4874	VULCAN MATERIALS COMPANY	SHOP SUPPLIES-COLD MIX	3,719.64	
4875	SHARP EXTERMINATOR COMPANY	DISTRICT MAINTENANCE	185.00	
4876	BOOT BARN INC	SAFETY BOOTS-J CARILLO/R TEETER	200.00	
4876	BOOT BARN INC	SAFETY BOOTS-J CARILLO/R TEETER	159.92	
4877	CALIFORNIA LANDSCAPE & DESIGN INC.	Landscape Services for District	5,760.00	
4877	CALIFORNIA LANDSCAPE & DESIGN INC.	Landscape Services for District	1,540.00	
4878	CHANDLER ASSET MANAGEMENT	AUGUST SERVICES	1,112.97	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	172.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	69.00	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	34.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	34.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	344.00	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	448.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	827.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	204.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	69.00	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	204.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	344.00	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	34.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	172.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	69.00	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	34.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	69.00	

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4879	CRB SECURITY SOLUTIONS	District Security Alarms	448.50	
4879	CRB SECURITY SOLUTIONS	District Security Alarms	827.50	
4880	DC FROST ASSOCIATES INC	UV Preventative Maintenance Yearly Srvc Contract	4,868.50	
4881	DIAMOND ENVIRONMENTAL SERVICES LLC	PORTABLE RESTROOM RENTAL	112.71	
4882	ENGINEERING RESOURCES INC	WATERLINE & PUMP STN 4-3 AT LORD RANCH CO#2		8,022.50
4883	ERS INDUSTRIAL SERVICES INC.	RETENTION FOR INV#100476	(5,524.00)	
4883	ERS INDUSTRIAL SERVICES INC.	RETENTION FOR INV#100477	(125.66)	
4883	ERS INDUSTRIAL SERVICES INC.	RETENTION FOR INV#100483	(10,281.27)	
4883	ERS INDUSTRIAL SERVICES INC.	FBR Filter Underdrain Repair Project		110,480.00
4883	ERS INDUSTRIAL SERVICES INC.	FBR Filter Underdrain Repair Project		3,053.25
4883	ERS INDUSTRIAL SERVICES INC.	FBR Filter Underdrain Repair Project		205,625.37
4884	HASA INC.	ROEMER CHEMICALS	3,037.48	
4885	INFOSEND INC	MONTHLY SERVICE FEE-AUGUST 2020	400.00	
4886	MCMASTER-CARR SUPPLY COMPANY	PROD REP/MAINT	374.59	
4886	MCMASTER-CARR SUPPLY COMPANY	FBR SUPPLIES	486.36	
4886	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	302.16	
4886	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	300.16	
4886	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	88.02	
4886	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	429.72	
4886	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	197.11	
4886	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	461.84	
4886	MCMASTER-CARR SUPPLY COMPANY	ROEMER SUPPLIES	446.63	
4887	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base for Backfill	148.37	
4887	RAMCO RECYCLED AGGREGATE MATERIALS	Type 2 Base for Backfill	61.87	
4887	RAMCO RECYCLED AGGREGATE MATERIALS	Disposal of Excavated Materials	125.00	
4888	SAMBA HOLDINGS INC	HR SERVICES	103.20	
4889	STEPHENSON, JON	SPEAKERS FOR BOARD ROOM	328.85	
4890	YOUNG, CLIFFORD	CALPERS LTC-AUGUST 2020	527.91	
4891	ABF PRINTS INC	BUSINESS CARDS-TONY LOPEZ	48.49	
4892	BERTOLINE, GINA E	MISC OFFICE SUPPLIES	70.02	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	31.50	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	36.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	36.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-BLF	13.50	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	1,275.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	47.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	47.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	140.00	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	45.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	25.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	575.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	13.50	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	15.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	15.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	15.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	135.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	128.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	64.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WELLS	15.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	182.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	128.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	12.50	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES	182.25	

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4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	6.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	15.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-PECHLORATE	211.50	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	2,518.00	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	262.50	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	497.75	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	80.00	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	113.25	
4893	CLINICAL LAB OF SAN BERNARDINO INC	LAB FEES-WTP	30.00	
4895	CRB SECURITY SOLUTIONS	District Security Alarms	204.50	
4895	CRB SECURITY SOLUTIONS	District Security Alarms	344.00	
4895	CRB SECURITY SOLUTIONS	District Security Alarms	172.50	
4895	CRB SECURITY SOLUTIONS	District Security Alarms	69.00	
4895	CRB SECURITY SOLUTIONS	District Security Alarms	69.00	
4895	CRB SECURITY SOLUTIONS	District Security Alarms	34.50	
4895	CRB SECURITY SOLUTIONS	District Security Alarms	34.50	
4895	CRB SECURITY SOLUTIONS	District Security Alarms	827.50	
4895	CRB SECURITY SOLUTIONS	District Security Alarms	448.50	
4896	DAVID N M TURCH	Lobbyist Consulting Fees	12,500.00	
4897	FASTENAL COMPANY	Safety Gear Vending Machine Restock	568.90	
4897	FASTENAL COMPANY	Safety Gear Vending Machine Restock	769.64	
4897	FASTENAL COMPANY	MAINTENANCE SUPPLIES	387.99	
4897	FASTENAL COMPANY	MAINTENANCE SUPPLIES	388.37	
4897	FASTENAL COMPANY	GLOVES-COVID19	134.47	
4898	HASA INC.	WELL#1 CHEMICALS	169.08	
4898	HASA INC.	WELL#5 CHEMICALS	183.17	
4898	HASA INC.	WELL#8 CHEMICALS	225.44	
4898	HASA INC.	WELL#30 CHEMICALS	183.17	
4898	HASA INC.	WELL#15 CHEMICALS	317.02	
4898	HASA INC.	WELL#33 CHEMICALS	393.04	
4899	INFOSEND INC	POSTAGE BILLING	2,531.04	
4899	INFOSEND INC	POSTAGE BILLING	7,428.00	
4899	INFOSEND INC	PRINTING-AUG 2020 INSERTS	230.00	
4900	MCMaster-CARR SUPPLY COMPANY	WTP SUPPLIES	204.74	
4900	MCMaster-CARR SUPPLY COMPANY	WTP SUPPLIES	454.49	
4900	MCMaster-CARR SUPPLY COMPANY	ROEMER FLOORS	40.06	
4900	MCMaster-CARR SUPPLY COMPANY	ROEMER FLOORS	469.32	
4901	SAFETY COMPLIANCE COMPANY	SAFETY MEETING 8/25/20	225.00	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.51	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.40	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	43.12	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.76	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.06	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.63	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.16	

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4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.57	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.06	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.76	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.63	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.57	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.51	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.40	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.25	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.16	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.57	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.51	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.63	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.25	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.40	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.16	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.06	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.76	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.76	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.06	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.16	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	6.25	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.40	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.57	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.63	
4902	UNIFIRST CORPORATION	UNIFORMS-PRODUCTION	4.51	
4902	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	4.50	
4902	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	5.67	
4902	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	5.67	
4902	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	4.50	
4902	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	4.50	
4902	UNIFIRST CORPORATION	UNIFORMS-WATER QLTY	5.67	
4902	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	5.67	
4902	UNIFIRST CORPORATION	UNIFORMS-WATER QUALITY	4.50	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	5.21	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	4.73	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	5.73	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	5.73	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	4.73	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	4.73	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	5.73	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	4.73	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	5.73	
4902	UNIFIRST CORPORATION	UNIFORMS-FBR	5.83	
4902	UNIFIRST CORPORATION	JANITORIAL SERVICES-WTP	103.63	
4902	UNIFIRST CORPORATION	JANITORIAL SERVICES-WTP	97.16	
4902	UNIFIRST CORPORATION	JANITORIAL SERVICES-WTP	103.63	
4902	UNIFIRST CORPORATION	JANITORIAL SERVICES-WTP	104.93	
4902	UNIFIRST CORPORATION	UNIFORMS-WTP	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-WTP	5.73	
4902	UNIFIRST CORPORATION	UNIFORMS-WTP	4.62	
4902	UNIFIRST CORPORATION	UNIFORMS-WTP	5.83	

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4902	UNIFIRST CORPORATION	UNIFORMS-WTP	5.73	
4902	UNIFIRST CORPORATION	UNIFORMS-WTP	4.62	
4902	UNIFIRST CORPORATION	UNIFORMS-WTP	4.62	
4902	UNIFIRST CORPORATION	UNIFORMS-WTP	5.73	
4902	UNIFIRST CORPORATION	UNIFORMS-WTP	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-ROEMER	4.62	
4902	UNIFIRST CORPORATION	UNIFORMS-ROEMER	5.73	
4902	UNIFIRST CORPORATION	UNIFORMS-ROEMER	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.81	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	88.82	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.52	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.73	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.52	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	45.21	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.73	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.73	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.52	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.83	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.73	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	4.52	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.61	
4902	UNIFIRST CORPORATION	UNIFORMS-MAINTENANCE	5.81	
4902	UNIFIRST CORPORATION	UNIFORMS-METERS	5.81	
4902	UNIFIRST CORPORATION	UNIFORMS-METERS	5.77	
4902	UNIFIRST CORPORATION	UNIFORMS-METERS	5.75	
4902	UNIFIRST CORPORATION	UNIFORMS-METERS	5.62	
4902	UNIFIRST CORPORATION	UNIFORMS-METERS	5.56	
4902	UNIFIRST CORPORATION	UNIFORMS-METERS	4.42	

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78509	ACWA /JPIA	HEALTH INSURANCE	119,521.45	
78509	ACWA /JPIA	VISION	1,325.17	
78509	ACWA /JPIA	EE Adjustments	23,998.83	
78509	ACWA /JPIA	EE Adjustments	1,497.65	
78509	ACWA /JPIA	EE Adjustments	464.67	
78510	AT&T	CIRCUIT LINES-8310006816636	879.52	
78510	AT&T	CIRCUIT LINES-8310006816628	881.82	
78510	AT&T	OFFICE LINES	664.86	
78510	AT&T	OFFICE MAIN LINE	1,174.39	
78510	AT&T	SO SYSTEM OPERATIONS BLDG	658.67	
78511	BHI PLUMBING, HEATING AND AIR CONDI	Replace Sloan Diaphragm & ShutOff Valve	850.00	
78512	CALIFORNIA SPECIAL DIST ASSOC	Professional Developement Workshop	2,250.00	
78513	CHINO BASIN WATERMASTER	WATER RIGHTS ASSESSMENT	990.52	
78514	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	878.81	
78514	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	309.11	
78514	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	92.13	
78514	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	21.63	
78514	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	786.56	
78514	COLONIAL SUPPLEMENTAL INSURANCE	COLONIAL	287.42	
78515	COUNTY CLERK OF THE BOARD OF SUPERVISORS	NOTICE OF EXEMPTION ZONE 7 FILING FEE	50.00	
78516	EBIX, INC.	SUBSCRIPTION-HOPE HEALTH NEWSLETTERS	376.00	
78517	GHD INC	Professional Engineering Services Roemer Expansion		54,878.06
78518	GOLDEN METERS SERVICE INC.	4 Certified Meter Calibration	1,160.00	
78519	GRAINGER INC	PRODUCTION REP/MAINT	359.86	
78519	GRAINGER INC	PRODUCTION REP/MAINT	36.92	
78519	GRAINGER INC	FBR SUPPLIES	71.14	
78519	GRAINGER INC	FBR SUPPLIES	440.06	
78519	GRAINGER INC	FBR SUPPLIES	346.79	
78519	GRAINGER INC	FBR SUPPLIES	37.11	
78520	HOME DEPOT	ROEMER SUPPLIES	435.25	
78521	JOHNSON'S HARDWARE INC	PRODUCTION-REPAIRS/MAINT	87.72	
78521	JOHNSON'S HARDWARE INC	PRODUCTION-REPAIRS/MAINT	13.99	
78521	JOHNSON'S HARDWARE INC	PRODUCTION-REPAIRS/MAINT	16.78	
78522	LEGAL SHIELD	LEGALSHIELD	291.51	
78522	LEGAL SHIELD	LEGALSHIELD	14.45	
78522	LEGAL SHIELD	LEGALSHIELD	277.04	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	AD&D	0.70	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	DEPENDENT LIFE	4.80	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	LIFE INSURANCE	13.95	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY	21.27	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	AD&D	90.97	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	DEPENDENT LIFE	79.20	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	LIFE INSURANCE	1,819.40	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY	2,580.99	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	EE ADJUSTMENTS	(126.79)	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	EMPLOYEE AFTER-TAX	838.16	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	EMPLOYEE AFTER-TAX	3.40	
78523	MUTUAL OF OMAHA INSURANCE COMPANY	EMPLOYEE AFTER-TAX	834.64	
78524	NED'S OIL SALES INC	PRODUCTION-REPAIRS/MAINT	23.20	
78525	O'REILLY AUTO PARTS	PRODUCTION-REPAIRS/MAINT	33.37	
78526	RIALTO WATER SERVICES	ROEMER SEWER	67.17	
78527	ROYAL INDUSTRIAL SOLUTIONS	PRODUCTION-REPAIRS/MAINT	34.62	
78528	SB COUNTY AUDITOR/CONTROLLER OFFICE	LAFCO FEES-2020/2021	20,000.00	
78529	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE WELL 33	2,556.00	

WEST VALLEY WATER DISTRICTCASH DISBURSEMENT REPORT
SEPTEMBER 2020

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
78529	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE WELL#4A	420.00	
78529	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE WELL#15	420.00	
78529	SB COUNTY FIRE PROTECTION DISTRICT	PERMIT FEE WELL#5A	420.00	
78530	STATE OF CALIFORNIA FRANCHISE TAX	GARNISHMENT	390.79	
78530	STATE OF CALIFORNIA FRANCHISE TAX	GARNISHMENT	390.79	
78531	USA BLUEBOOK	FBR CHEMICALS	468.11	
78531	USA BLUEBOOK	FBR CHEMICALS	475.90	
78531	USA BLUEBOOK	FBR ODOR CONTROL	367.77	
78531	USA BLUEBOOK	FBR ODOR CONTROL	367.77	
78531	USA BLUEBOOK	Chemical Test Kits for OPR	505.52	
78575	AT&T	WTP TELEMETRY LINE	82.27	
78575	AT&T	WTP FIRE SVC	123.03	
78576	AT&T LONG DISTANCE	WTP LONG DISTANCE	23.17	
78577	BURRTEC WASTE INDUSTRIES INC	WTP DISPOSAL FEE	254.01	
78577	BURRTEC WASTE INDUSTRIES INC	HQ DISPOSAL FEE	693.19	
78578	COLTON PUBLIC UTILITIES	WELL 18A ELECTRIC	351.70	
78579	RIALTO WATER SERVICES	FBR WATER/SEWER	97.04	
78579	RIALTO WATER SERVICES	WELL #16 WATER	30.42	
78579	RIALTO WATER SERVICES	OFFICE WATER BILL	118.44	
78580	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	140,207.19	
78580	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	78,919.09	
78580	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	18,581.52	
78580	SO CALIFORNIA EDISON	BLF ELECTRICITY	157.65	
78580	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	21,712.61	
78580	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	10,541.50	
78580	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	1,231.77	
78580	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	182.61	
78580	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	2,118.64	
78580	SO CALIFORNIA EDISON	WTP ELECTRICITY	65,603.67	
78580	SO CALIFORNIA EDISON	ELECTRICITY-VARIOUS LOCATIONS	12,449.01	
78581	THE GAS COMPANY	WTP GAS	15.29	
78582	TIME WARNER CABLE	CABLE/INTERNET SVC	188.29	
78583	VERIZON WIRELESS PHONES	CELL PHONES/IPADS INTERNET	4,804.04	
78583	VERIZON WIRELESS PHONES	CELL PHONE	51.36	
78583	VERIZON WIRELESS PHONES	CELL PHONES/IPADS INTERNET	1,308.53	
78584	WESTBROOK FENCE INC	FENCE REPAIR AT WELL 11	4,800.00	
78597	CITY OF RIALTO	DEPOSIT REFUNDS-CONTINGENCY/VALVE BOX	120.00	
78597	CITY OF RIALTO	DEPOSIT REFUNDS-CONTINGENCY/VALVE BOX	2,600.00	
78598	AQUA-METRIC SALES CO	AMR METER REPLACEMENT	24,874.25	
78598	AQUA-METRIC SALES CO	SHIPPING RMA TO SENSUS	65.63	
78599	BAE SYSTEMS APPLIED INTELLIGENCE	EMAIL SERVICES-AUGUST 2020	2,857.60	
78599	BAE SYSTEMS APPLIED INTELLIGENCE	EMAIL SERVICES-SEPTEMBER 2020	2,869.09	
78600	BAVCO	WTR QLTY REP/MAINT	109.03	
78601	CEMEX INC	Sand for Backfills	424.46	
78602	CINTAS CORPORATION	JANITORIAL SERVICES COVID 19	295.95	
78603	CITY OF RIALTO	UTILITY USER TAX-AUGUST 2020	44,762.51	
78603	CITY OF RIALTO	UTILITY USER TAX-AUGUST 2020	(179.81)	
78604	CITY OF SAN BERNARDINO	LYTLE CREEK STREAM FLOW-AUGUST 2020	23,267.97	
78605	CORE & MAIN LP	INVENTORY STOCK	102.80	
78605	CORE & MAIN LP	METERS/AMRS SUPPLIES	431.00	
78606	DAC (DIGITAL ASSURANCE CERT LLC)	DAC ANNUAL FEES	2,500.00	
78607	DON PETERSON CONTRACTING, INC	Repairs to Chlorine Bldg Well 8A	10,075.00	
78608	EMPLOYEE RELATIONS	HR RECRUITMENT	20.00	
78609	EMPLOYMENT CHECK	HR PROFESSIONAL SERVICES	2,121.60	

WEST VALLEY WATER DISTRICTCASH DISBURSEMENT REPORT
SEPTEMBER 2020

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
78610	ESRI INC	GIS SOFTWARE MAINTENANCE	25,000.00	
78611	FAST SERVICE	SATELLITE PAYMENT-AUGUST 2020	248.00	
78612	GHD INC	Professional Engineering Services Roemer Expansion		49,792.77
78613	GRAINGER INC	PRODUCTION REP/MAINT	426.29	
78613	GRAINGER INC	PRODUCTION REP/MAINT	72.56	
78613	GRAINGER INC	PRODUCTION REP/MAINT	281.34	
78613	GRAINGER INC	FBR SUPPLIES	38.95	
78613	GRAINGER INC	FBR SUPPLIES	279.16	
78613	GRAINGER INC	FBR SUPPLIES	242.39	
78613	GRAINGER INC	PRODUCTION REP/MAINT	234.11	
78613	GRAINGER INC	WTP SUPPLIES	357.01	
78613	GRAINGER INC	WTP SUPPLIES	29.65	
78614	HUB CONSTRUCTION SPECIALTIES	WTR QLTY SUPPLIES	157.62	
78614	HUB CONSTRUCTION SPECIALTIES	MAINTENANCE SUPPLIES	104.08	
78615	INLAND DESERT SECURITY	ANSWERING SVC-RM3424	258.00	
78615	INLAND DESERT SECURITY	ANSWERING SVC-RM3422	551.45	
78616	INLAND WATER WORKS SUPPLY CO	FBR SUPPLIES	58.21	
78616	INLAND WATER WORKS SUPPLY CO	MAINTENANCE SUPPLIES	171.72	
78616	INLAND WATER WORKS SUPPLY CO	MAINTENANCE SUPPLIES	201.81	
78617	JOHN R BYERLY INC	Geotechnical Engineers		7,705.00
78618	JOHNSON'S HARDWARE INC	ROEMER SUPPLIES	89.40	
78618	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	30.19	
78618	JOHNSON'S HARDWARE INC	MAINTENANCE SUPPLIES	126.72	
78619	MCCALLS METERS INC	METERS/AMRS SUPPLIES	40.00	
78620	NED'S OIL SALES INC	PRODUCTION REP/MAINT	14.28	
78620	NED'S OIL SALES INC	PRODUCTION REP/MAINT	2.88	
78621	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	21.66	
78621	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	52.75	
78622	PACK N MAIL	SATELLITE PAYMENT-AUGUST 2020	235.00	
78623	PATTON SALES CORP	DISTRICT REPAIRS/MAINTENANCE	10.04	
78624	POWER PLUS	Emergency Inspection of Switch at Roemer	515.00	
78625	R&F AUTO COLLISION CENTER	Vehicle Collision Repair Unit 209	1,488.84	
78626	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	20.00	
78627	SC COMMERCIAL LLC	DISTRICT GASOLINE ORDER	2,716.55	
78627	SC COMMERCIAL LLC	DISTRICT GASOLINE ORDER	6,820.20	
78628	SDRMA (SPECIAL DISTRICT RISK	WORKERS COMP INSURANCE	30,748.25	
78629	SMITH LAW OFFICES LLP	LEGAL FEES	11,086.25	
78630	SPINITAR	IT SERVICES	445.00	
78631	STERLING WATER TECHNOLOGIES LLC	Roemer ACH SWT 2000 Coagulant	12,970.62	
78632	THE GAS COMPANY	HQ GAS BILL	14.30	
78633	TYLER TECHNOLOGIES INC	INCODE AR ASSISTANCE		125.00
78634	UNDERGROUND SERVICE ALERT	USA FEES	220.26	
78635	VALVATE ASSOCIATES	Solenoid Valves for drip oil on wells	543.13	
78636	ALL PRO ENTERPRISES INC.	JANITORIAL SUPPLIES	138.76	
78636	ALL PRO ENTERPRISES INC.	Bathroom Paper Goods	501.53	
78637	AT&T	TELEMETRY LINE	67.07	
78637	AT&T	OFFICE LINES	661.87	
78637	AT&T	OFFICE MAIN LINE	1,142.99	
78638	AT&T INTERNET	INTERNET SERVICES	90.95	
78639	AT&T MOBILITY	CELL PHONES	23.32	
78640	BHI PLUMBING, HEATING AND AIR CONDI	HQ REPAIRS/MAINT	435.00	
78641	CARLO, NICHOLAS	T2 CERTIFICATION	60.00	
78642	CINTAS CORPORATION	JANITORIAL SERVICES	218.13	
78643	CITY OF SAN BERNARDINO	BLF WATER	34.30	

WEST VALLEY WATER DISTRICTCASH DISBURSEMENT REPORT
SEPTEMBER 2020

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
78644	DEPARTMENT OF CONSUMER AFFAIRS	PE LICENSE RENEWAL-C85410 BERTHA PEREZ	115.00	
78645	GARDA CL WEST INC	ARMORED TRANSPORT SVCS	534.27	
78645	GARDA CL WEST INC	ARMORED TRANSPORT SVCS	555.75	
78645	GARDA CL WEST INC	ARMORED TRANSPORT SVCS	583.53	
78645	GARDA CL WEST INC	ARMORED TRANSPORT SVCS	8.69	
78646	GRAYBAR ELECTRIC COMPANY INC	PRODUCTION REP/MAINT	60.83	
78647	GUTIERREZ, ROSA	VIRTUAL WATER EDUCATION SEMINAR 2020	125.00	
78648	INLAND EMPIRE UTILITIES AGENCY	SERVICE 12/01/19-12/31/19	3,140.80	
78648	INLAND EMPIRE UTILITIES AGENCY	SERVICE 01/01/20-01/31/20	4,460.81	
78648	INLAND EMPIRE UTILITIES AGENCY	SERVICE 03/01/20-03/31/20	4,460.80	
78648	INLAND EMPIRE UTILITIES AGENCY	SERVICE 04/01/20-04/30/20	4,460.80	
78648	INLAND EMPIRE UTILITIES AGENCY	SERVICE 05/01/20-05/31/20	4,460.80	
78648	INLAND EMPIRE UTILITIES AGENCY	SERVICE 06/01/20-06/30/20	4,460.80	
78648	INLAND EMPIRE UTILITIES AGENCY	SERVICE 07/01/20-07/31/20	4,460.80	
78649	INLAND WATER WORKS SUPPLY CO	PRODUCTION SUPPLIES	111.68	
78650	JOHNSON'S HARDWARE INC	SHOP SUPPLIES	21.53	
78651	LOWES	WTP REPAIR/MAINTENANCE	240.39	
78652	MCCALLS METERS INC	METERS/AMRS	40.00	
78653	MISAC	MEMBERSHIP 2020-2021	130.00	
78654	NETWORK	Network Fleet Service 09/16/20	6,465.96	
78655	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE UNIT#223	245.05	
78655	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE UNIT#224	158.41	
78655	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE UNIT#230	212.71	
78655	O'REILLY AUTO PARTS	VEHICLE MAINTENANCE UNIT#230	(18.00)	
78656	PR PRINTING	PRINTING RECEIPT BOOKS	454.79	
78657	ROAD READY REGISTRATION INC	TITLE TRANSFER FEE	188.00	
78658	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	20.00	
78658	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	20.00	
78658	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	20.00	
78658	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	20.00	
78658	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	20.00	
78658	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	20.00	
78658	SAN BERNARDINO COUNTY RECORDER	LIEN RELEASE	20.00	
78659	SITEONE LANDSCAPE SUPPLY LLC	HQ REPAIRS/MAINTENANCE	99.57	
78659	SITEONE LANDSCAPE SUPPLY LLC	HQ REPAIRS/MAINTENANCE	27.57	
78660	SO CAL LOCKSMITH / MARY K DUNSMORE	SHOP SUPPLIES	19.35	
78660	SO CAL LOCKSMITH / MARY K DUNSMORE	VEHICLE MAINTENANCE UNIT#213	95.88	
78661	SO CALIFORNIA EDISON	WELL #22 ELECTRIC	12.67	
78661	SO CALIFORNIA EDISON	WELL#17/19920 COUNTRY CLUB	2,965.55	
78661	SO CALIFORNIA EDISON	WELL#17/19920 COUNTRY CLUB	2,298.48	
78661	SO CALIFORNIA EDISON	WELL 11X ELECTRIC	42.15	
78662	USA BLUEBOOK	CHEMICALS	404.02	
78663	VERIZON CONNECT NWF INC	CONTRACTS/LICENSES-AUG 2020	679.98	
DFT0001094	US BANK-CAL CARD (PEGGY)	MEALS/TRAINING/OFFICE SUPP/VEHICLE MAINT	125.00	
DFT0001094	US BANK-CAL CARD (PEGGY)	MEALS/TRAINING/OFFICE SUPP/VEHICLE MAINT	25.00	
DFT0001094	US BANK-CAL CARD (PEGGY)	MEALS/TRAINING/OFFICE SUPP/VEHICLE MAINT	25.00	
DFT0001094	US BANK-CAL CARD (PEGGY)	MEALS/TRAINING/OFFICE SUPP/VEHICLE MAINT	25.00	
DFT0001094	US BANK-CAL CARD (PEGGY)	MEALS/TRAINING/OFFICE SUPP/VEHICLE MAINT	616.00	
DFT0001094	US BANK-CAL CARD (PEGGY)	MEALS/TRAINING/OFFICE SUPP/VEHICLE MAINT	592.60	
DFT0001094	US BANK-CAL CARD (PEGGY)	MEALS/TRAINING/OFFICE SUPP/VEHICLE MAINT	88.78	
DFT0001094	US BANK-CAL CARD (PEGGY)	MEALS/TRAINING/OFFICE SUPP/VEHICLE MAINT	420.00	
DFT0001094	US BANK-CAL CARD (PEGGY)	MEALS/TRAINING/OFFICE SUPP/VEHICLE MAINT	25.00	
DFT0001095	US BANK-CAL CARD (AL)	Actuator Solenoid Valve for FBR	159.45	
DFT0001095	US BANK-CAL CARD (AL)	Actuator Solenoid Valve for FBR	1,162.23	
DFT0001095	US BANK-CAL CARD (AL)	COFFEE MAKERS AND AIRPOTS	2,084.97	

WEST VALLEY WATER DISTRICT

CASH DISBURSEMENT REPORT
 SEPTEMBER 2020

EFT/Check #	Vendor Name	Description	O & M Amount	CIP Amount
DFT0001095	US BANK-CAL CARD (AL)	COFFEE MAKERS AND AIRPOTS	145.46	
DFT0001095	US BANK-CAL CARD (AL)	COFFEE MAKERS AND AIRPOTS	145.00	
DFT0001095	US BANK-CAL CARD (AL)	TRAINING/PERMITS/PRINTING/OFFICE SUPPLIES	313.93	
DFT0001095	US BANK-CAL CARD (AL)	TRAINING/PERMITS/PRINTING/OFFICE SUPPLIES	175.00	
DFT0001095	US BANK-CAL CARD (AL)	COVID-19 KN95 Masks	4,380.00	
DFT0001095	US BANK-CAL CARD (AL)	TRAINING/PERMITS/PRINTING/OFFICE SUPPLIES	80.00	
DFT0001095	US BANK-CAL CARD (AL)	TRAINING/PERMITS/PRINTING/OFFICE SUPPLIES	150.00	
DFT0001095	US BANK-CAL CARD (AL)	TRAINING/PERMITS/PRINTING/OFFICE SUPPLIES	543.56	
DFT0001095	US BANK-CAL CARD (AL)	TRAINING/PERMITS/PRINTING/OFFICE SUPPLIES	323.79	
DFT0001096	US BANK-CAL CARD (RICKEY)	OFFICE SUPPLIES/GAS	30.00	
DFT0001096	US BANK-CAL CARD (RICKEY)	OFFICE SUPPLIES/GAS	77.49	
DFT0001096	US BANK-CAL CARD (RICKEY)	CONTRACTS/LICENSING-ZOOM COVID19	376.89	
DFT0001096	US BANK-CAL CARD (RICKEY)	CONTRACTS/LICENSING-ZOOM COVID19	351.90	
DFT0001097	US BANK-CAL CARD (YOLANDA)	TRAINING/RECRUITMENT/OFFICE SUPP/WELLNESS	59.25	
DFT0001097	US BANK-CAL CARD (YOLANDA)	TRAINING/RECRUITMENT/OFFICE SUPP/WELLNESS	16.15	
DFT0001097	US BANK-CAL CARD (YOLANDA)	TRAINING/RECRUITMENT/OFFICE SUPP/WELLNESS	511.15	
DFT0001097	US BANK-CAL CARD (YOLANDA)	TRAINING/RECRUITMENT/OFFICE SUPP/WELLNESS	100.00	
DFT0001097	US BANK-CAL CARD (YOLANDA)	TRAINING/RECRUITMENT/OFFICE SUPP/WELLNESS	47.01	
SUBTOTALS			948,814.81	455,499.70
GRAND TOTAL			1,404,314.51	

**WEST VALLEY WATER DISTRICT
PAYROLL GROSS WAGES
FISCAL YEAR 2020 - 2021**

Report Month	Description	From	To	Gross Wages Paid
July 2020	Pay Period #14	06/13/20	06/26/20	261,597.02
July 2020	Monthly Pay Period #7	06/01/19	06/30/19	7,810.34
July 2020	Manual Check	06/27/20	07/02/19	1,706.34
July 2020	Manual Check	06/27/19	07/06/19	832.04
July 2020	Pay Period #15	06/27/20	07/10/20	272,469.48
July 2020	Pay Period #16	07/11/20	07/24/20	270,538.64
	Total for July 2020			814,953.86
August 2020	Monthly Pay Period #8	07/01/20	07/31/20	6,961.39
August 2020	Pay Period #17	07/25/20	08/07/20	271,635.85
August 2020	Manual Check	08/08/20	08/20/20	42,094.20
August 2020	Manual Check	08/08/20	08/20/20	3,081.90
August 2020	Pay Period #18	08/08/20	08/21/20	271,942.01
	Total for August 2020			595,715.35
September 2020	Manual Check	08/22/20	09/02/20	585.60
September 2020	Monthly Pay Period #9	09/01/20	09/30/20	6,961.39
September 2020	Pay Period #19	08/22/20	09/04/20	267,659.14
September 2020	Pay Period #20	09/05/20	09/18/20	264,909.70
September 2020	Manual Check	09/19/20	09/24/20	43,096.15
	Total for September 2020			583,211.98

**WEST VALLEY WATER DISTRICT
EFT AND PAYROLL ITEMS
SEPTEMBER 2020**

Date	Item	Check No. or EFT	Amount
09/02/20	Manual Check	8003	507.37
09/03/20	Monthly Pay Period #9	none	
09/10/20	Pay Period #19	8004-8007	9,079.75
09/24/20	Pay Period #20	8008-8010	6,895.61
09/24/20	Manual Check	8011-8012	14,704.65
Total Checks			31,187.38
09/02/20	Federal Tax Withheld Social Security & Medicare	EFT	117.01
09/02/20	State Tax Withheld	EFT	6.02
09/03/20	Monthly Pay Period #9 Direct Deposits	EFT	6,081.54
09/03/20	Federal Tax Withheld Social Security & Medicare	EFT	1,391.83
09/03/20	State Tax Withheld and State Disability Insurance	EFT	20.56
09/10/20	Pay Period #19 Direct Deposits	EFT	175,411.21
09/10/20	Federal Tax Withheld Social Security & Medicare	EFT	65,466.47
09/10/20	State Tax Withheld and State Disability Insurance	EFT	12,263.99
09/10/20	Lincoln Deferred Compensation Withheld	EFT	12,599.03
09/10/20	Lincoln - Employer Match Benefit	EFT	3,250.00
09/10/20	Nationwide Deferred Compensation Withheld	EFT	2,181.42
09/10/20	Nationwide - Employer Match Benefit	EFT	575.00
09/10/20	Nationwide - 401a Employer Match Benefit	EFT	200.00
09/10/20	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	23,191.06
09/10/20	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	15,773.10
09/10/20	California State Disbursement	EFT	638.31
09/14/20	CalPERS GASB 68 Reporting Services Fee	EFT	700.00
09/24/20	Pay Period #20 Direct Deposits	EFT	175,895.52
09/24/20	Federal Tax Withheld Social Security & Medicare	EFT	64,129.21
09/24/20	State Tax Withheld and State Disability Insurance	EFT	12,619.40
09/24/20	Lincoln Deferred Compensation Withheld	EFT	12,408.95
09/24/20	Lincoln - Employer Match Benefit	EFT	3,275.00
09/24/20	Nationwide Deferred Compensation Withheld	EFT	2,181.42
09/24/20	Nationwide - Employer Match Benefit	EFT	575.00
09/24/20	Nationwide - 401a Employer Match Benefit	EFT	200.00
09/24/20	CalPERS Retirement - Classic (EPMC and ER contribution)	EFT	23,459.88
09/24/20	CalPERS Retirement - 2nd Tier (EE and ER contribution)	EFT	14,934.93
09/24/20	California State Disbursement	EFT	638.31
09/24/20	Federal Tax Withheld Social Security & Medicare	EFT	12,085.53
09/24/20	State Tax Withheld and State Disability Insurance	EFT	2,080.71
09/24/20	Lincoln Deferred Compensation Withheld	EFT	17,528.99
09/24/20	Lincoln - Employer Match Benefit	EFT	75.00
Total EFT			661,954.40
Grand Total Payroll Cash			693,141.78



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: October 15, 2020
TO: Board of Directors
FROM: Clarence C. Mansell Jr., General Manager
SUBJECT: MONTHLY REVENUE & EXPENDITURES REPORTS - SEPTEMBER 2020

BACKGROUND:

The Board of Directors requested the Monthly Financial Status Report to be presented to the Finance Committee for review and discussion before presenting these reports to the Board of Directors. The reports are being produced from the District's Financial System (System of Records) and will be presented on a monthly basis.

DISCUSSION:

The Monthly Financial Status Reports summarizes the District's revenue categories as well as expenditures for all Departments. The original total budget includes the adopted budget. Current total budget includes the adopted budget plus any budget amendments or adjustments made during the year. Period activity column represents activity for the reporting periods. Fiscal activity column represents the year to date activity or transactions that have been recorded in the general ledger from the beginning of the fiscal year July 1 through January 31. The encumbrance column represents funds encumbered with a purchase order that's not spent but committed. The percent column represents the percentage of the current budget that has been received (Revenue) or utilized (Expenditure).

FISCAL IMPACT:

That the Board of Directors receive and file the Monthly Financial Status Reports for September 2020.

STAFF RECOMMENDATION:

That the Board of Directors receive and file the Monthly Financial Status Reports for September 2020.

Respectfully Submitted,

Clarence C. Mansell Jr.

Clarence C. Mansell Jr, General Manager

sm

ATTACHMENT(S):

1. 2020 Sept Monthly Financial Report



West Valley Water District, CA

Budget Report Group Summary

For Fiscal: 2020-2021 Period Ending: 09/30/2020

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Revenue							
4000 - Water consumption sales	15,656,126.20	15,656,126.20	2,368,703.98	6,323,577.85	0.00	-9,332,548.35	40.39 %
4010 - Water service charges	6,299,071.01	6,299,071.01	772,190.62	1,998,544.93	0.00	-4,300,526.08	31.73 %
4020 - Other operating revenue	3,043,643.97	3,043,643.97	386,329.49	746,526.51	0.00	-2,297,117.46	24.53 %
4030 - Property Taxes	1,773,000.00	1,773,000.00	0.00	-0.03	0.00	-1,773,000.03	0.00 %
4040 - Interest & Investment Earnings	337,500.00	337,500.00	0.00	483.03	0.00	-337,016.97	0.14 %
4050 - Rental Revenue	30,000.00	30,000.00	2,954.62	8,863.86	0.00	-21,136.14	29.55 %
4060 - Grants and Reimbursements	0.00	0.00	1,335.06	11,210.06	0.00	11,210.06	0.00 %
4080 - Other Non-Operating Revenue	10,820.00	10,820.00	0.00	7,083.34	0.00	-3,736.66	65.47 %
Revenue Total:	27,150,161.18	27,150,161.18	3,531,513.77	9,096,289.55	0.00	-18,053,871.63	33.50 %

Budget Report

For Fiscal: 2020-2021 Period Ending: 09/30/2020

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
Expense							
5110 - Source Of Supply	1,660,958.00	1,660,958.00	28,719.29	51,987.26	990.52	1,607,980.22	3.19 %
5210 - Production	3,293,040.00	3,293,040.00	366,038.20	834,989.10	22,749.68	2,435,301.22	26.05 %
5310 - Water Quality	689,330.00	689,330.00	33,507.93	112,315.25	1,165.00	575,849.75	16.46 %
5320 - Water Treatment - Perchlorate	272,500.00	272,500.00	25,124.19	54,288.07	3,858.71	214,353.22	21.34 %
5350 - Water Treatment - FBR/FXB	2,095,343.32	2,095,343.32	76,178.32	240,850.10	54,636.38	1,799,856.84	14.10 %
5390 - Water Treatment - Roemer/Arsenic	1,798,960.00	1,798,960.00	178,000.90	342,371.53	126,639.01	1,329,949.46	26.07 %
5410 - Maintenance - T & D	2,322,909.00	2,322,909.00	90,285.32	284,859.45	360,545.48	1,677,504.07	27.78 %
5510 - Customer Service	1,156,520.00	1,156,520.00	57,930.38	216,712.48	0.00	939,807.52	18.74 %
5520 - Meter Reading	991,555.00	991,555.00	48,965.46	152,675.49	24,925.91	813,953.60	17.91 %
5530 - Billing	507,950.00	507,950.00	28,694.53	78,484.86	0.00	429,465.14	15.45 %
5610 - Administration	1,980,910.00	1,980,910.00	82,975.31	224,679.68	71,699.80	1,684,530.52	14.96 %
5615 - General Operations	2,217,094.00	2,217,094.00	60,134.37	666,151.32	171,232.31	1,379,710.37	37.77 %
5620 - Accounting	828,088.00	828,088.00	51,963.17	140,272.39	0.00	687,815.61	16.94 %
5630 - Engineering	1,414,710.00	1,414,710.00	82,983.08	251,870.58	3,272.00	1,159,567.42	18.03 %
5640 - Business Systems	1,145,298.00	1,145,298.00	62,528.86	157,107.74	37,158.84	951,031.42	16.96 %
5645 - GIS	227,200.00	227,200.00	34,728.24	54,759.38	0.00	172,440.62	24.10 %
5650 - Board Of Directors	269,900.00	269,900.00	16,088.17	48,857.04	0.00	221,042.96	18.10 %
5660 - Human Resources/Risk Management	826,979.00	826,979.00	45,795.88	136,620.98	23,650.90	666,707.12	19.38 %
5680 - Purchasing	629,574.30	629,574.30	137,643.05	199,003.19	0.00	430,571.11	31.61 %
5710 - Public Affairs	1,027,136.00	1,027,136.00	42,821.64	116,708.94	242,407.68	668,019.38	34.96 %
5720 - Grants & Rebates	41,000.00	41,000.00	189.10	3,079.60	0.00	37,920.40	7.51 %
6200 - Interest Expense	978,450.00	978,450.00	0.00	-248,142.84	0.00	1,226,592.84	-25.36 %
Expense Total:	26,375,404.62	26,375,404.62	1,551,295.39	4,120,501.59	1,144,932.22	21,109,970.81	19.96 %
Report Surplus (Deficit):	774,756.56	774,756.56	1,980,218.38	4,975,787.96	-1,144,932.22	3,056,099.18	494.46 %

Budget Report

For Fiscal: 2020-2021 Period Ending: 09/30/2020

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)
100 - Water Operations Fund	774,756.56	774,756.56	1,980,218.38	4,975,787.96	-1,144,932.22	3,056,099.18
Report Surplus (Deficit):	774,756.56	774,756.56	1,980,218.38	4,975,787.96	-1,144,932.22	3,056,099.18



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: October 15, 2020
TO: Board of Directors
FROM: Clarence C. Mansell Jr., General Manager
SUBJECT: FUNDS TRANSFER - SEPTEMBER 2020

DISCUSSION:

In February 2020, Resolution No. 2020-8 was adopted authorizing the General Manager, Board President/Directors, and Chief Accountant, as authorized signers to access LAIF. Due to the limited access the CFO is unable to transfer funds from the District's general J.P. Morgan Chase account to investment accounts. This limitation restricts the District to maximize interest earnings because the CFO cannot imitate these transfers without Board approval. To maximize interest earnings, the CFO should be authorized to transfer funds between accounts as needed.

At the August 20, 2020 Board of Directors meeting, WVWD Board of Directors approve and authorize the Chief Financial Officer to transfer funds in/out of the District's Chase account to/from the District's investment accounts to take advantage of potential interest earnings. At this meeting the WVWD Board also requested that the CFO provides a detailed report to the Board of all transfers on a monthly basis and include this report in the monthly financial reports presented to the Board.

FISCAL IMPACT:

Potential interest earnings on funds invested/transferred.

STAFF RECOMMENDATION:

That the Board of Directors receive and file the Funds Transfer Report for September 2020.

Respectfully Submitted,

Clarence C. Mansell Jr, General Manager

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ATTACHMENT(S):

1. Transfer 09.20 Backup
2. Fund Transfer Detail - September 2020



WEST VALLEY WATER DISTRICT
ACCOUNT NUMBER: 001051000598

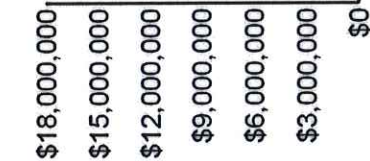
Page 1 of 17
September 1, 2020 to September 30, 2020

MARKET VALUE SUMMARY

	Current Period 09/01/20 to 09/30/20	Year-to-Date 01/01/20 to 09/30/20
Beginning Market Value	\$13,287,383.64	\$12,752,001.52
Taxable Interest	33,925.22	217,677.67
Fees and Expenses	-110.73	-983.04
Cash Receipts	858,735.00	858,735.00
Long Term Gains/Losses	4,137.50	20,976.16
Short Term Gains/Losses		5,473.50
Change in Investment Value	-20,367.99	309,821.83
Ending Market Value	\$14,163,702.64	\$14,163,702.64

Current Period 09/01/20 to 09/30/20

Change: 876,319.00



Beginning
MV

\$13,287,383.64

Ending
MV

\$14,163,702.64



JPMorgan Chase Bank, N.A.
P O Box 182051
Columbus, OH 43218-2051

September 01, 2020 through September 30, 2020

Account Number: **000000129801368**

00023126 DRE 703 210 27520 NNNNNNNNNNN 1 000000000 60 0000

WEST VALLEY WATER DISTRICT
855 W BASE LINE RD
RIALTO CA 92376-3103

CUSTOMER SERVICE INFORMATION

Web site: **www.Chase.com**
Service Center: **1-877-425-8100**
Deaf and Hard of Hearing: **1-800-242-7383**
Para Espanol: **1-888-622-4273**
International Calls: **1-713-262-1679**



We're discontinuing the Visa Benefits Package on Chase business debit cards

Effective December 1, 2020, we'll no longer offer the Visa Benefits Package (such as Purchase Security and Warranty Manager) on eligible Chase business debit cards. Benefits you may have with this package will remain in effect for eligible purchases made prior to December 1. This doesn't affect any benefit packages on Chase business credit cards.

CHECKING SUMMARY

Chase Analysis Business Checking

	INSTANCES	AMOUNT
Beginning Balance		\$556,656.81
Deposits and Additions	1	307,078.75
Electronic Withdrawals	1	-858,735.00
Ending Balance	2	\$5,000.56

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
09/22	Book Transfer Credit B/O: Raytheon Technologies Corporation Farmington CT 06032-2569 US Trn: 0549100266Jo	\$307,078.75
Total Deposits and Additions		\$307,078.75

ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
09/30	09/30 Fedwire Debit Via: US Bank Minnesota/091000022 A/C: U.S. Bank Trust Services St. Paul, MN, 55107 US Ref: Transfer To Chandler Account/Time/13:00 Imad: 0930B1Qgc03C016340 Trn: 3856100274Jo	\$858,735.00
Total Electronic Withdrawals		\$858,735.00

Your service charges, fees and earnings credit have been calculated through account analysis.

DAILY ENDING BALANCE

DATE	AMOUNT
09/22	\$863,735.56
09/30	5,000.56

Fund Transfer Detail September 2020

Description	Amount
UTC Routine Beg Bal	863,735.56
<i>Transfer Out to Chandler Account</i>	858,735.00
UTC Routine Ending Bal	5,000.56
US Bank- Chandler Asset Management Beg Bal	13,287,383.64
<i>Transfer In from UTC Routine Account</i>	858,735.00
US Bank- Chandler Asset Management Ending Bal	14,163,702.64

Ending Balances	Amount
UTC Routine	5,000.56
US Bank- Chandler Asset Management	14,163,702.64



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: October 15, 2020
TO: Board of Directors
FROM: Clarence C. Mansell Jr., General Manager
SUBJECT: DISTRICT HOLIDAY CLOSURE- 2020

DISCUSSION:

Last year, the Board of Directors approved district closure during the week of Christmas and return after the New Year. In recognition of the loyal and dedicated service provided by District employees throughout 2020, management staff proposes that employees again be granted the full week off from Christmas to New Year's holiday (12/23 – 01/01). Essential water treatment, supply and meter reading services will be maintained by the operations staff per the standard operating procedures appropriate for night, weekend and holiday operations. All staff will return to normal work schedules on Monday, January 4, 2020.

FISCAL IMPACT:

The FY 20-21 Budget includes salary and benefits for all staff for the entire Fiscal Year, therefore the District will not incur any additional cost for the requested holiday closure.

STAFF RECOMMENDATION:

That the Board of Directors approve staff recommendation for the District Closure as discussed above.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Clarence C. Mansell Jr.".

Clarence C. Mansell Jr, General Manager

sm



Bringing
Water
Together

MEMORANDUM

TO: ACWA Public Water Agency Members

FROM: Dave Eggerton, Executive Director

DATE: September 25, 2020

SUBJECT: ACWA's 2021 Membership Dues

The ACWA Board of Directors today approved a two-year budget for 2021 and 2022 that protects the Association's ability to continue delivering important services for our membership at a very high level while continuing to reduce OPEB liabilities and strengthen the long-term fiscal health of the organization. Weighing the economic impacts of the ongoing pandemic, the Board reduced the previously planned dues increase for 2021 from 2% to 1%. For 2022, dues are planned to increase by 2%.

The Board approved the budget based on the recommendation of the ACWA Finance Committee and following a thorough review of the Association's expenses and revenue and a lengthy discussion at a budget workshop. Like so many of our members and other businesses, ACWA's revenue, particularly in the area of events, has taken a significant hit this year. With the Board's leadership in adopting this budget, I can confidently say ACWA will continue to deliver high level, effective services for our members, including strong advocacy in Sacramento and Washington D.C., top-notch conferences, informational webinars, toolkits and many other services to support and assist our members during these unprecedented times.

As a reminder, ACWA's financial strategy is guided by a five-year plan first developed in 2017 and updated during each budget process. The general approach of the plan has been to maintain modest dues increases each year to pay-off ACWA's unfunded OPEB liability for retiree healthcare by 2023 (which we are still on track to achieve) and avoid the need for any unplanned spikes in membership dues in the future.

ACWA's dues are based on the operations and maintenance (O&M) expenses for individual public agency members, which vary from year to year. If there was an increase or decrease in your agency's O&M expenses, the actual dollar increase associated with your agency's membership dues may vary based on that change. If you have questions related to your agency's dues calculation, please contact ACWA's Finance Manager Dan Gumpert at (916) 441-4545 or via email at dang@acwa.com.

To view ACWA's full 2021 dues schedule, please visit acwa.com.



RECEIVED
M. Blount
OCT 06 2020

2.7.a

Bringing
Water
Together

Date: September 25, 2020

West Valley Water District
PO Box 920
Rialto, CA 92377

2021 Annual Agency Dues	\$25,255.00
	<hr/>
Total Amount Due	\$25,255.00

Thank you for your continued support with ACWA. Please remit payment by **January 31, 2021**.

ACH Payment Information: Wells Fargo Bank
Routing #: 121042882
Checking Acct #: 6071344052

*****MEMBERSHIP DUES*****MEMBERSHIP DUES*****MEMBERSHIP DUES*****

**Association of California Water Agencies
2021 Member Dues Calculation**

Date: September 25, 2020

Name: West Valley Water District

(1) Operating Expenses \$29,632,239.00

(2) All Other Expenses

(3) Total Expenses **\$29,632,239.00**

<<< LESS >>>

(4) Purchased Power

(5) Water Purchases \$1,740,717.00

(6) Groundwater Replenishment

(7) Depreciation \$6,022,835.00

(8) Fixed Assets

(9) Total Adjusted Expenses **\$21,868,687.00**

<<< LESS >>>

(10) Pumping \$3,189,444.00

(11) Total Expenses Adjusted For Pumping **\$18,679,243.00**

(12) Line 11 times 2

(13) Dues O&M (lessor of line 9 or 12) \$21,868,687.00

DUES AMOUNT **\$25,255.00**

*** THIS IS NOT A BILL – PLEASE DO NOT PAY FROM THIS WORKSHEET ***



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: October 15, 2020
TO: Board of Directors
FROM: Clarence C. Mansell Jr., General Manager
SUBJECT: CONSIDER AN AMENDMENT TO THE TYLER AGREEMENT TO IMPLEMENT THE INCODE 10 INVENTORY MODULE

BACKGROUND:

West Valley Water District (the “District”) uses Enterprise Resource Planning (ERP) software to integrate many of its core business processes and functions into one system. At its September 6, 2018 meeting, the Board authorized staff to execute an agreement with Tyler Technologies (“Tyler”) to implement Incode 10 as a replacement for the old ERP. Exhibit A of the agreement provided an Investment Summary, which included an Inventory Control Module and a Work Orders Module, **(Attachment A)**. The decision was subsequently made to implement Maximo as the District’s new Enterprise Asset Management system (EAM). As a result, the Tyler Agreement was amended on March 3, 2019 to remove the Inventory Control Module and the Work Orders Module, **(Attachment B)**. In considering the FY 2020-2021 Budget, the Board discontinued the Maximo implementation. As a result, the District’s inventory is currently maintained manually.

DISCUSSION:

During the FY 18-19 Audit, our auditors noted the District did not have an internal control system in place to accurately monitor inventory usage, **(Attachment C)**. Lack of internal control over inventory means that inventory items are not tracked systematically. Pursuant to the Standards for Internal Control, Principle 18 – Assets Fraud Risk, management should consider the potential for fraud when identifying, analyzing, and responding to risks. Fraud includes misappropriation of assets. Inadequate internal control over inventory may lead to unauthorized usage of inventory and misstatements in the financial statement. In addition, the lack of controls over physical inventory provides an opportunity for misappropriation of assets.

		Quoted Prices		
		Original	Updated	Increase
	License	4,950	5,500	550
	Implementation	4,000	4,160	160
	Total	8,950	9,660	710
	Annual Maintenance	1,238	1,375	137

FISCAL IMPACT:

No Fiscal Impact. There was a slight increase in the price on the update quote, (**Attachment D**), compared to the original quote. However, no additional funding is required because this module was included in the original agreement and sufficient funding remains to cover the cost.

STAFF RECOMMENDATION:

Consider approval of an amendment to the Tyler Agreement to implement the Inventory Control Module.

CM:js

ATTACHMENT(S):

1. Attachment A - Tyler Agreement_Investment Summary
2. Attachment B - Amendment to Tyler Agreement 20190303
3. Attachment C - Internal Control Over Inventory
4. Attachment D - Inventory Module Quote

Staff Report – Attachment A



Exhibit A

Investment Summary

The following Investment Summary details the software, products, and services to be delivered by us to you under the Agreement. This Investment Summary is effective as of the Effective Date. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

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Quoted By: Kip Winget
 Quote Expiration: 12/25/2018
 Quote Name: West Valley Water District-Fin,CIS,CRM
 Quote Number: 2018-52720
 Quote Description:

Sales Quotation For
 Jon Stephenson
 West Valley Water District
 PO Box 920
 Rialto , CA 92377-0920
 Phone: +1 (909) 875-1804
 Email: jsteph@wvwd.org

Tyler Software and Related Services

Description	License	Impl Hours	Impl Cost	Data Conversion	Module Total	Maintenance	
Financial Management Suite							
Core Financials	\$20,995	100	\$12,500	\$6,250	\$39,745	\$5,249	
Purchasing	\$5,280	28	\$3,500	\$0	\$8,780	\$1,320	
Fixed Assets	\$2,228	16	\$2,000	\$0	\$4,228	\$557	
Inventory Control	\$4,950	32	\$4,000	\$0	\$8,950	\$1,238	
Project Accounting	\$4,395	16	\$2,000	\$0	\$6,395	\$1,099	
Customer Relationship Management Suite							
Utility CIS System	\$40,995	196	\$24,500	\$9,000	\$74,495	\$10,249	
Mobile Service Orders	\$2,000	8	\$1,000	\$0	\$3,000	\$500	
Third Party Printing Interface	\$8,500	4	\$500	\$0	\$9,000	\$2,125	
Cashiering	\$12,000	56	\$7,000	\$0	\$19,000	\$3,000	
Work Orders	\$19,525	100	\$12,500	\$0	\$32,025	\$4,881	
Misc. Accounts Receivable	\$6,050	12	\$1,500	\$0	\$7,550	\$1,513	
Tyler Content Manager							
Tyler Content Manager Standard Edition (TCM SE)	\$7,153	32	\$4,000	\$0	\$11,153	\$1,788	
Personnel Management Suite							
Personnel Management (Includes Position Budgeting)	\$10,995	92	\$11,500	\$4,000	\$26,495	\$2,749	
NeoGov Applicant Tracking Interface	\$1,100	4	\$500	\$0	\$1,600	\$275	
	<i>Sub-Total:</i>		\$146,166	\$87,000	\$19,250	\$252,416	\$36,543
	<i>Less Discount:</i>		\$7,310				
	TOTAL:	696	\$138,856	\$87,000	\$19,250	\$245,106	\$36,543

Tyler Software and Related Services - Annual

Description	One Time Fees			Annual Fee	
	Impl. Hours	Impl. Cost	Data Conversion		
Personnel Management Suite					
Employee Self Service (Employee Portal)	16	\$2,000	\$0	\$0	
ESS Time & Attendance (Number of FTE Employees) (100)	28	\$3,500	\$0	\$1,300	
Tyler Hosted Applications					
Utility Billing Online Component	0	\$0	\$0	\$4,128	
Notifications for Utility Billing	0	\$0	\$0	\$0	
IVR Solution for Utility Billing	0	\$0	\$0	\$0	
Tyler U	0	\$0	\$0	\$1,462	
Tyler Network Services					
Basic Network Services	0	\$0	\$0	\$998	
Disaster Recovery Services	0	\$0	\$0	\$4,111	
	<i>Sub-Total:</i>	44	\$5,500	\$0	\$11,999
	TOTAL:	44	\$5,500	\$0	\$11,999

Other Services

Description	Quantity	Unit Price	Extended Price	Maintenance
Project Management	1	\$5,000	\$5,000	\$0
Business Process Review -Financials	24	\$125	\$3,000	\$0
Business Process Review -Utility Billing	24	\$125	\$3,000	\$0
Online Application -Set up fee	1	\$800	\$800	\$0
	TOTAL:		\$11,800	\$0

Summary	One Time Fees	Recurring Fees
Total Tyler Software	\$138,856	\$36,543
Total Tyler Annual	\$0	\$11,999
Total Tyler Services	\$123,550	\$0
Total Third Party Hardware, Software and Services	\$0	\$0
Summary Total	\$262,406	\$48,542



Detailed Breakdown of Conversions (Included in contract total)

Description	Hours	Unit Price	Programming Fee	Extended Price
Financial Management Suite				
General Ledger - Conversion	8	\$125	\$1,500	\$2,500
General Ledger - Legacy.Historical Views	4	\$125	\$500	\$1,000
Accounts Payable Conversion			\$1,750	\$1,750
Accounts Payable - Legacy.Historical Views Conversion	4	\$125	\$500	\$1,000
Customer Relationship Management Suite				
Utility Billing Legacy/Historical Views-Conversion	4	\$125	\$1,000	\$1,500
Utility Billing -Conversion	12	\$125	\$6,000	\$7,500
Personnel Management Suite				
Personnel Management -Payroll Conversion	4	\$125	\$2,000	\$2,500
Personnel Management -Payroll - Legacy.Historical Views Conversion	4	\$125	\$1,000	\$1,500
Total:				\$19,250

- Notice- Travel Expenses are Not Included and are billed as incurred based on Federal IRS Per Diem Standards
- Core Financials includes general ledger, budget prep, bank recon, AP, Express, CellSense, a standard forms pkg, output director, positive pay, secure signatures (qty 2).
 - Utility CIS System includes collections, tax lien process and import, utility payment import, a standard forms pkg., output director and one Utility handheld meter-reader interface.
 - Cashiering supports credit/debit cards via ETS, includes PCI Compliant, a cash collection interface, a cashiering receipt import)
 - Incode Utility Billing Online Component displays the current status (late, cut off etc), the action needed to avoid penalty, current balance, deposits on file (optional), last payment date, last payment amount, payment arrangements on file, last bill amount, last bill date, bill due date, contracts on file and status, transaction history (online payments). Payment packet is created to be imported to utility system. Address information includes legal description, precinct, school district, and services at address(subject to data availability). Includes consumption history by service (including graphs), request for service (optional), information change request (optional), security -SSL (secure socket layer). Note that the customer pays \$.85 fee per successfully completed payment transaction.
 - General Ledger conversions include Chart of Accounts - additional fee for historical views is included above.
 - Accounts Payable conversions include Vendor Master Only - additional fee for historical views is included above.
 - Personnel Management/Payroll conversions include employee master, deductions/taxes, retirement, current leave totals, current direct deposit - additional fee for historical views is included above.
 - Utility Billing conversions include contacts/properties/accounts, service meter info - meter inventory, transaction/consumption/read history (2 Years), metered services (1 metered service), non-metered service (up to 2 services). Additional fee for historical views is included above.
 - Incode IVR Solution for Utility Billing-The payment packet is created in Cashiering, the IVR system gives the customer an account balance, the customer makes the payment by phone, and the account manager is updated with the payment record. NOTE: Customer pays \$1.25 per successfully completed payment transaction.



Staff Report – Attachment B

Amendment to Contract ID# 2018-52720



AMENDMENT

This amendment ("Amendment") is made this 3 day of March, 2019 by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and the West Valley Water District whose address is PO Box 920, Rialto, CA 92377 ("Client").

WHEREAS, Tyler and the Client are parties to an agreement dated September 12, 2018 ("Agreement"); and

WHEREAS, Tyler and Client desire to amend the terms of the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and the Client agree as follows:

1. The Inventory Control and Work Orders Software is hereby removed from the Agreement as of the execution date of this Amendment.

Component Description	License	Maintenance	Related Services
Inventory Control	\$ 4,702	\$ 1,238	\$ 4,000
Work Orders	\$ 18,289	\$ 4,881	\$ 12,500
Total	\$ 22,991	\$ 6,119	\$ 16,500

- a. Upon such date, Client's license for such software is terminated, as are Tyler's obligations to support, maintain, and update such software. Should Client wish to again license and/or use such software, Client shall first pay Tyler the then-current license fee(s) for the software, as well as fees for any required services, support or 3rd party products
2. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.
 3. All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.

By: Janet Joiner
DocuSigned by:
 035F0AC64B0746D

Name: Janet Joiner

Title: Vice President, Finance-LGD Division

Date: 3/7/2019

West Valley Water District

By: Clarence C. Mansell, Jr. 03-06-19

Name: Clarence C. Mansell, Jr.

Title: General Manager

Date: 03-06-19

Staff Report – Attachment C

West Valley Water District
Matters on Internal Control (Continued)
For the Year Ended June 30, 2019

Finding 2019-005 Internal Control over Inventory (Significant Deficiency)

Condition:

During our audit, we noted the District did not have an internal control system in place to accurately monitor inventory usage. The majority of the employees in the Engineering/Operations Department can access the inventory warehouse with an assigned key fob. Inventory taken by employees to be used in District projects are not tracked systematically.

Criteria:

Pursuant to the Standards for Internal Control, Principle 10 – Design Control Activities, management should design appropriate types of control activities for the entity’s internal control system. Control activities help management fulfill responsibilities and address identified risk responses in the internal control system. Control activities include physical control over vulnerable assets, access restrictions to and accountability for resources and records, appropriate documentation of transactions and internal control.

Pursuant to the Standards for Internal Control, Principle 18 – Assess Fraud Risk, management should consider the potential for fraud when identifying, analyzing, and responding to risks. Fraud includes misappropriation of assets.

Cause:

The District did not have adequate internal control over physical inventory.

Effect:

Inadequate internal control over inventory may lead to unauthorized usage of inventory and misstatements in the financial statement. In addition, the lack of controls over physical inventory provides an opportunity for misappropriation of assets.

Recommendation:

We recommend the District to strengthen its control over inventory.

Management Response:

Management agrees there needs to be better controls over the access of the inventory room as well as tracking the inventory. A new tracking system called Maximo will be implemented in the near future and physical access will be restricted to those only needing to access the inventory room.

Staff Report – Attachment D



Quoted By: Kip Winget
 Quote Expiration: 2/5/2021
 Quote Name: West Valley Water District, Inv.
 Quote Number: 2020-117404
 Quote Description:

Sales Quotation For

Jon Stephenson
 West Valley Water District
 PO Box 920
 Rialto , CA 92377-0920
 Phone: 19098751804 xt. 303
 Email: jsteph@wwwd.org

Tyler Software and Related Services

Description	License	Impl Hours	Impl Cost	Data Conversion	Module Total	Maintenance
Financial Management Suite						
Inventory Control	\$5,500	32	\$4,160	\$0	\$9,660	\$1,375
<i>Sub-Total:</i>	<i>\$5,500</i>		<i>\$4,160</i>	<i>\$0</i>	<i>\$9,660</i>	<i>\$1,375</i>
TOTAL:	\$5,500	32	\$4,160	\$0	\$9,660	\$1,375

Summary

	One Time Fees	Recurring Fees
Total Tyler Software	\$5,500	\$1,375
Total Tyler Services	\$4,160	\$0
Total Third Party Hardware, Software and Services	\$0	\$0
Summary Total	\$9,660	\$1,375

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
 - Fees for hardware are invoiced upon delivery;
 - Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
 - Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
 - Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite.
 - Expenses associated with onsite services are invoiced as incurred.
- Travel Expenses will be billed as incurred according to Tyler's standard business travel policy.



**BOARD OF DIRECTORS
STAFF REPORT**

DATE: October 15, 2020
TO: Board of Directors
FROM: Clarence C. Mansell Jr., General Manager
SUBJECT: **CONSIDER A PROFESSIONAL SERVICES AGREEMENT AND TASK ORDER NO. 1 WITH MICHAEL BAKER INTERNATIONAL FOR THE PROFESSIONAL ENGINEERING SERVICES FOR DEVELOPMENT OF CONSTRUCTION BID DOCUMENTS FOR WATER MAIN REPLACEMENT, CONSTRUCTION MANAGEMENT, AND INSPECTION SERVICES FOR THE INTERSTATE 10 CEDAR AVENUE INTERCHANGE IMPROVEMENT PROJECT**

BACKGROUND:

The West Valley Water District (“District”) requested proposals for qualified and experienced engineering firms to provide professional engineering services for the Development of Construction Bid Documents for Water Main Replacement, Construction Management, and Inspection Services for the Interstate 10 Cedar Avenue Interchange Improvement Project (“I-10 Cedar Avenue Interchange Improvement”). The I-10 Cedar Avenue Interchange Improvement Project is required by the San Bernardino County Transportation Authority (“SBCTA”) and San Bernardino County, in cooperation with the California Department of Transportation (“Caltrans”) and the Federal Highway Administration, to improve the I-10/Cedar Avenue interchange in the unincorporated community of Bloomington. The proposed project will widen the Cedar Avenue Overcrossing Bridge (“Cedar Avenue Bridge OC”), Union Pacific Railroad (“UPRR”)/Cedar Avenue Overhead Bridge (“Cedar Avenue Bridge OH”), Cedar Avenue, and modify the existing entrance and exit ramps to improve the turning maneuverability and storage capacity. The widening of the I-10 Cedar Avenue Interchange Improvement Project is of critical importance to SBCTA and WVWD to reduce traffic congestion at the interchange. Construction is scheduled to begin in August 2021.

WVWD’s water facilities are located within SBCTA’s proposed improvements along Cedar Avenue between Bloomington Avenue and Orange Street. Approximately 2,600 linear feet of 12-inch water main and 1,300 linear feet of 8-inch water main will need to be replaced. On the Cedar Avenue Bridge OC and OH, the 8-inch water main is in a 16-inch steel casing and the 12-inch water main is in a 20-inch steel casing and as part of the bridge widening project, will need to be replaced. WVWD has prior water rights and has existing agreements with the State of California. This Project will be funded by SBCTA and will be required to coordinate all Work with SBCTA for review and approval. A Caltrans permit and a UPRR permit will be required. Work requires relocating the existing water main, meters, valves, and a fire hydrant. The I-10 Cedar Avenue Interchange Improvement Project will be constructed in two (2) stages; Stage 1 will be constructed first and Stage 2 will follow. Stage 1 will include all Work on the easterly side of Cedar Avenue from

Bloomington Avenue to Orange Street. Stage 2 will include all Work on the westerly side of Cedar Avenue from Bloomington Avenue to Orange Street. Attached as **Exhibit A** is the I-10 Cedar Avenue Interchange Improvement Project Exhibit.

WVWD will be the lead agency on the project Management and the selection and retention of the consultant for the professional services. Performance of services under the consultant contract shall be subject to the technical direction of WVWD, with input and consultation from SBCTA. Staff is coordinating agreements for this project which includes a Utility Agreement between SBCTA and WVWD and will be executed at a future date. A copy of this Draft Utility Agreement is included in **Exhibit B**. SBCTA shall pay the actual and necessary cost of the I-10 Cedar Avenue Interchange Improvement Project and reimburse WVWD.

DISCUSSION:

District Staff posted the Request for Proposal (“RFP”) on PlanetBids and sent out the RFP to seven (7) consulting firms. On October 1, 2020, the District received (2) proposals in response to the RFP from two (2) consulting firms – Engineering Resources of Southern California, Inc. (“ERSC”) and Michael Baker International (“MBI”).

The written proposals were reviewed by a committee comprised of District Staff and were evaluated based on the following criteria:

- Past performance and qualifications of the proposal team members on similar projects.
- Familiarity with and capacity to handle all aspects of the work.
- Ability to complete the project within an expedited time frame.
- The proposed project approach, scope, manner, and thoroughness in which it is presented in the proposal.
- Firm’s experience, staff availability, and financial responsibility.
- Consultant fees.

The two (2) proposals which were received were similar in qualifications and technical expertise. Each of their proposed costs for engineering design services for the project are shown below:

Consultant	Cost
ERSC	\$407,310.00
MBI	\$355,884.00

In order to determine the best value for the District, Staff first ensured that all proposals received met the minimum requirements in the scope of work by conducting a systematic proposal evaluation. Based on technical qualifications, overall evaluation, and costs, Staff concluded that MBI provided the best value for the District’s needs for the I-10 Cedar Project. The firm’s design approach and overall understanding of the project’s goals, further aided in the selection process for the RFP. Attached as **Exhibit C** is the District Professional Services Agreement and **Exhibit D** is the Task Order No. 1 with MBI which includes the submitted Proposal.

FISCAL IMPACT:

The cost to perform the I-10 Cedar Avenue Interchange Improvement Project as proposed by MBI is \$355,884.00 and additional funds will be required to cover the Caltrans and UPRR permit for a total not to exceed \$360,884.00. This item was included in the Fiscal Year 2020/21 Capital Improvement Budget under the W19055 I-10 Cedar Avenue Interchange Project and additional funds will be needed. The District's Capital Improvement Project W19008 Zone 8 - Reservoir 8-3 has funds available to transfer. The funds will be reimbursed to the W19008 Project once the Utility Agreement is executed with SBCTA. A summary of the requested budget transfer is as follows:

CIP FY 2020-2021 Project Name	Current Budget	Contract Cost	Transfer From/To	Remaining Budget
W19008 Zone 8 - Reservoir 8-3	\$3,922,500.00	\$0.00	(\$312,955.00)	\$3,609,545.00
W19055 I-10 Cedar Avenue Interchange Project	\$47,929.00	\$360,884.00	\$312,955.00	\$0.00

STAFF RECOMMENDATION:

It is recommended that the Board of Directors approve a Professional Services Agreement and Task Order No. 1 with MBI for the W19055 I-10 Cedar Avenue Interchange Improvement Project as proposed by MBI for the amount of \$355,884.00 plus the additional \$5,000.00 for permit fees for a total cost of \$360,884.00 and authorize the General Manager to execute the necessary documents.

BP:pa

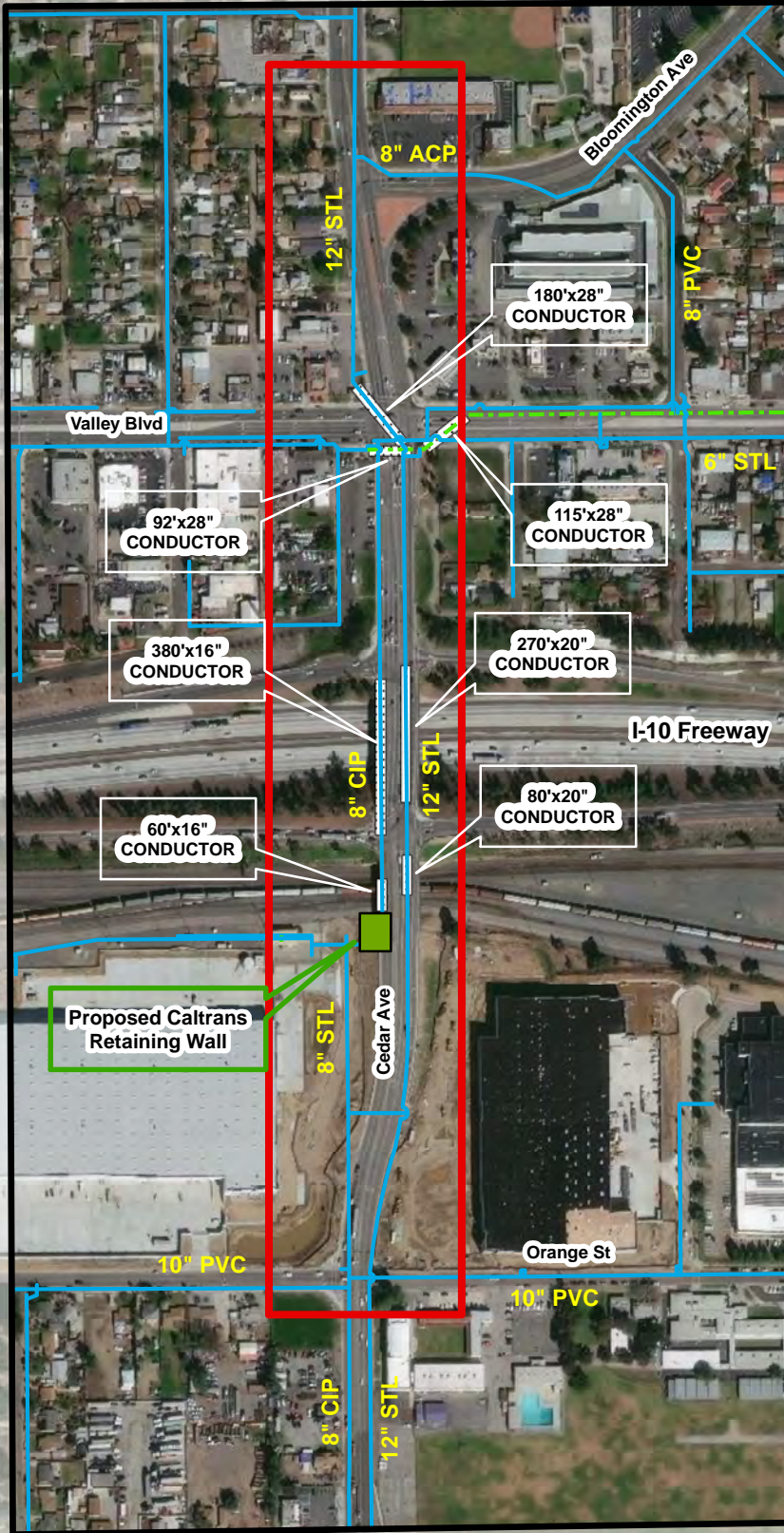
ATTACHMENT(S):

1. Exhibit A - I-10 Cedar Avenue Interchange Improvement Project Exhibit
2. Exhibit B - Draft Utility Agreement between SBCTA and WVWD
3. Exhibit C – Professional Services Agreement for Development of Construction Bid Documents for Water Main Replacement, Construction Management, and Inspection Services for I-10 Cedar Avenue Interchange
4. Exhibit D - Task Order No. 1 with Michael Baker International

MEETING HISTORY:

10/14/20 Engineering, Operations and Planning Committee REFERRED TO BOARD

EXHIBIT A



Legend

- Distribution Main
- - - Transmission Main
- Conductor
- Project Location
- Project Zone
- WWWD Boundary

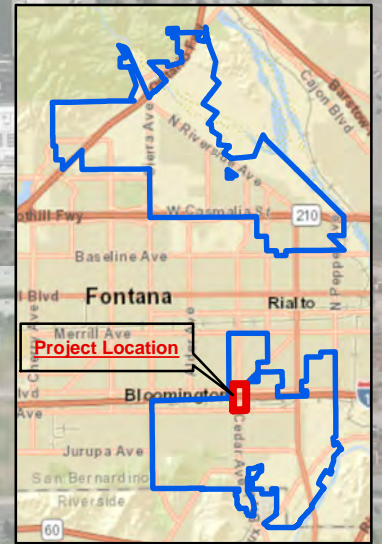


Exhibit A Project # W19055



I-10 Cedar Avenue Interchange Improvement Project

0 200 400

EXHIBIT B

SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY

UTILITY AGREEMENT

RW 13-05 (REV 12/2016)

DISTRICT 08	COUNTY San Bernardino	ROUTE 10	POST MILE 08-SBD-10-PM 17.8/19.3	Project ID 0800000579
FEDERAL AID NUMBER RSTPL-6208(028)			OWNER'S PLAN NUMBER XXXXXXXXXXXXXX	
FEDERAL PARTICIPATION				
On the project <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			On the Utilities <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	

UTILITY AGREEMENT NO. 24753**DATE**

San Bernardino County Transportation Authority hereinafter called SBCTA, in cooperation with Caltrans and the County of San Bernardino proposes to widen Cedar Avenue Overcrossing (Bridge No. 54-0035), UPRR/Cedar Avenue Overhead (Bridge No. 54C-103), Cedar Avenue, and modify the existing entrance and exit ramps to improve the turning maneuverability and storage capacity. On Cedar Avenue, the project limits extend from Bloomington Avenue north of the freeway to approximately 400 feet south of Slover Avenue. The project limits on I-10 begin at 0.7 miles (PM 17.8) west of the Cedar Avenue centerline and end at 0.8 miles (PM 19.3) east of the Cedar Avenue centerline, including eastbound auxiliary lanes for the entrance and exit ramps. In addition, Slover Avenue will be improved approximately 656 feet east and west of the centerline of Cedar Avenue.

Name: West Valley Water District**ADDRESS: 855 W. Baseline Road, Rialto, CA 92377**

hereinafter called "OWNER", owns and maintains **certain water facilities including but not limited to a 12-inch and 6 inch water line located within Cedar Ave. in the County of San Bernardino** within the limits of SBCTA's Project which requires relocation, protection and/or adjustment in order to accommodate SBCTA's Project. The facility(ies) to be relocated, protected and/or adjusted are more particularly described in the **Plan No. xxxxxxxxxxxxxx**. to accommodate SBCTA's project. It is hereby mutually agreed that:

I. WORK TO BE DONE

In accordance with Notice to Owner No. 24753, date **2020**, OWNER shall relocate water facilities located within the project area. All work shall be performed substantially in accordance with OWNER's Plan No. **XXXXXXXXXX** dated **2020** consisting of **1 sheet(s)**, a copy of which is on file at SBCTA's Office, at 1170 W 3rd St, San Bernardino, CA 92410. Deviations from the OWNER's plan described above initiated by either SBCTA or OWNER, shall be agreed upon by both parties hereto under a Revised Notice to Owner. Such Revised Notices to Owner, approved by SBCTA and agreed to/acknowledged by OWNER, will constitute an approved revision of the OWNER's plan described above and are hereby made a part hereof. No work under said deviation shall commence prior to written execution by OWNER of the Revised Notice to Owner. Changes in the scope of the work will require an amendment to this Agreement in addition to the revised Notice to Owner.

II. LIABILITY FOR WORK

The existing facilities are lawfully maintained in their present location and qualify for relocation at SBCTA's expense under the provisions of Section §703 of the Streets and Highways Code.

III. PERFORMANCE OF WORK

OWNER agrees to cause the herein described work to be performed by a contract with the lowest qualified bidder, selected pursuant to a valid competitive bidding procedure, and to furnish or cause to be furnished all necessary labor, materials, tools, and equipment required therefore, and to prosecute said work diligently to completion.

Use of personnel requiring lodging and meal "per diem" expenses will not be allowed without prior written authorization by SBCTA's representative. Requests for such authorization must be contained in OWNER's estimate of actual and necessary relocation costs. Accounting Form FA-1301 is to be completed and submitted for all non-

UTILITY AGREEMENT (Cont.)

RW 13-05 (REV 12/2016)

UTILITY AGREEMENT NO. 24753

SBCTA personnel travel per diem. OWNER shall include an explanation why local employee or contract labor is not considered adequate for the relocation work proposed. Per Diem expenses shall not exceed the per diem expense amounts allowed under the State's Department of Personnel Administration travel expense guidelines.

Work performed by OWNER's contractor is a public work under the definition of Labor Code Section 1720(a) and is therefore subject to prevailing wage requirements.

Work performed directly by OWNER's employees falls within the exception of Labor Code Section 1720(a)(1) and does not constitute a public work under Section 1720(a)(2) and is not subject to prevailing wages. OWNER shall verify compliance with this requirement in the administration of its contracts referenced above.

IV. PAYMENT FOR WORK

SBCTA shall pay its share of the actual and necessary cost of the herein described work within 45 days after receipt of OWNER's itemized bill, signed by a responsible official of OWNER's organization and prepared on OWNER's letterhead, compiled on the basis of the actual and necessary cost and expense. The OWNER shall maintain records of the actual costs incurred and charged or allocated to the project in accordance with recognized accounting principles.

It is understood and agreed that SBCTA will not pay for any betterment or increase in capacity of OWNER's facilities in the new location and that OWNER shall give credit to SBCTA for the accrued depreciation of the replaced facilities and for the salvage value of any material or parts salvaged and retained or sold by OWNER.

Not more frequently than once a month, but at least quarterly, OWNER will prepare and submit detailed itemized progress bills for costs incurred, not to exceed OWNER's recorded costs as of the billing date less estimated credits applicable to completed work. Payment of progress bills, not to exceed the amount of this Agreement, may be made under the terms of this Agreement. Payment of progress bills which exceed the amount of this Agreement may be made after receipt and approval by SBCTA of documentation supporting the cost increase and after an Amendment to this Agreement has been executed by the parties to this agreement.

The OWNER shall submit a final bill to SBCTA within 360 days after the completion of the work described in Section I above. If SBCTA has not received a final bill within 360 days after notification of completion of OWNER's work described in Section I of this Agreement, and SBCTA has delivered to OWNER fully executed Easement Deeds, Consent to Common Use or Joint Use Agreements for OWNER's facilities (if required), SBCTA will provide written notification to OWNER of its intent to close its file within 30 days. OWNER hereby acknowledges, to the extent allowed by law, that all remaining costs will be deemed to have been abandoned. If SBCTA processes a final bill for payment more than 360 days after notification of completion of OWNER's work, payment of the late bill may be subject to allocation and/or approval by SBCTA's Board of Directors.

The final billing shall be in the form of a detailed itemized statement of the total costs charged to the project, less the credits provided for in this Agreement, and less any amounts covered by progress billings. However, SBCTA shall not pay final bills which exceed the estimated cost of this Agreement without documentation of the reason for the increase of said cost from the OWNER and approval of documentation by SBCTA. Except, if the final bill exceeds the OWNER's estimated costs solely as the result of a revised Notice to Owner as provided for in Section I, a copy of said revised Notice to Owner shall suffice as documentation. In either case, payment of the amount over the estimated cost of this Agreement may be subject to allocation and/or approval by SBCTA's Board of Directors.

In any event if the final bill exceeds 125% of the estimated cost of this Agreement, an Amended Agreement shall be executed by the parties to this Agreement prior to the payment of the OWNER'S final bill. Any and all increases in costs that are the direct result of deviations from the work described in Section I of this Agreement shall have the prior concurrence of SBCTA.

Detailed records from which the billing is compiled shall be retained by OWNER for a period of three years from the date of the final payment and will be available for audit by State and/or Federal auditors. In performing work under this Agreement, OWNER agrees to comply with the Uniform System of Accounts for Public Utilities found at 18 CFR Parts 101, 201, et al., to the extent they are applicable to OWNER doing work on the project that is the subject of this Agreement, the contract cost principles and procedures as set forth in 48 CFR, Chapter 1, Subpart E, Part 31, et seq.,

UTILITY AGREEMENT (Cont.)

RW 13-05 (REV 12/2016)

UTILITY AGREEMENT NO. 24753

23 CFR, Chapter 1, Part 645, and 2 CFR Part 200, et al. If a subsequent State and/or Federal audit determines payments to be unallowable, OWNER agrees to reimburse SBCTA upon receipt of SBCTA billing. If OWNER is subject to repayment due to failure by SBCTA to comply with applicable laws, regulations, and ordinances then SBCTA will ensure that OWNER is compensated for actual cost in performing work under this Agreement.

V. GENERAL CONDITIONS

All costs accrued by OWNER as a result of SBCTA's request of **August 15, 2019** to review, study and/or prepare relocation plans and estimates for the project associated with this Agreement may be billed pursuant to the terms and conditions of this Agreement.

If SBCTA's Project which precipitated this Agreement is canceled or modified so as to eliminate the necessity of work by OWNER, SBCTA will notify OWNER in writing and SBCTA reserves the right to terminate this Agreement by Amendment. The Amendment shall provide mutually acceptable terms and conditions for terminating the Agreement.

All obligations of SBCTA under the terms of this Agreement are subject to the acceptance of this Agreement of the Agreement by SBCTA's Board of Directors.

OWNER shall submit a Notice of Completion to SBCTA within 30 days of the completion of the work described herein.

Where OWNER has prior rights in areas which will be within the highway right of way and where OWNER's facilities will remain on or be relocated on STATE highway right of way, a Joint Use Agreement or Consent to Common Use Agreement shall be executed by the parties.

It is understood that said highway is a Federal aid highway and accordingly, 23 CFR, Chapter 1, Part 645 is hereby incorporated into this Agreement.

In addition, the provisions of 23 CFR 635.410, Buy America, are also incorporated into this agreement. The Buy America requirements are further specified in Moving Ahead for Progress in the 21st Century (MAP-21), section 1518; 23 CFR 635.410 requires that all manufacturing processes have occurred in the United States for steel and iron products (including the application of coatings) installed on a project receiving funding from the FHWA.

OWNER understands and acknowledges that this project is subject to the requirements of the Buy America law (23 U.S.C., section 313) and applicable regulations, including 23 CFR 635.410 and FHWA guidance. OWNER hereby certifies that in the performance of this agreement, for products where Buy America requirements apply, it shall use only such products for which it has received a certification from its supplier, or provider of construction services that procures the product certifying Buy America compliance. This does not include products for which waivers have been granted under 23 CFR 635.410 or other applicable provisions or excluded material cited in the Department's guidelines for the implementation of Buy America requirements for utility relocations issued on December 3, 2013.

If, in connection with OWNER's performance of the Work hereunder, SBCTA provides to OWNER any materials that are subject to the Buy America Rule, SBCTA acknowledges and agrees that SBCTA shall be solely responsible for satisfying any and all requirements relative to the Buy America Rule concerning the materials thus provided (including, but not limited to, ensuring and certifying that said materials comply with the requirements of the Buy America Rule).

SBCTA further acknowledges that OWNER, in complying with the Buy America Rule, is expressly relying upon the instructions and guidance (collectively, "Guidance") issued by Caltrans and its representatives concerning the Buy America Rule requirements for utility relocations within the State of California. Notwithstanding any provision herein to the contrary, OWNER shall not be deemed in breach of this Agreement for any violations of the Buy America Rule if OWNER's actions are in compliance with the Guidance.

THE ESTIMATED COST TO SBCTA FOR THE ABOVE DESCRIBED WORK IS **XXXXXXX.XX**

EXHIBIT C



West Valley Water District

AGREEMENT FOR PROFESSIONAL SERVICES

With

Michael Baker International

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AGREEMENT FOR PROFESSIONAL SERVICES

This AGREEMENT FOR PROFESSIONAL SERVICES (“Agreement”) effective as of this 15th day of October, 2020 (“Effective Date”) is by and between West Valley Water District (“District”) and Michael Baker International (“Consultant”). The District and Consultant may be collectively referred to as the “Parties” and individually as a “Party.”

RECITALS

A. The Parties desire to enter into this Agreement for the purpose of setting forth the terms and conditions upon which Consultant shall provide certain services to District.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

Section 1. Term of Agreement.

(a) Subject to subsection (b) below, the term of this Agreement will be for a period of one (1) year commencing on the Effective Date and terminating one (1) year after the Effective Date.

(b) This Agreement shall renew automatically for continuous one (1) year periods for no more than two (2) additional years, unless either Party, prior to the end of the existing one (1) year period, delivers written notice to the other Party, that the Agreement shall not be extended.

Section 2. Scope and Performance of Services.

2.1 (a) District may, from time to time, by written instructions from the general manager or assistant general manager of the District (“Authorized Representative”) issue task orders (“Task Orders”) to the Consultant. The Task Order shall be in such form and content as shall be set forth on Exhibit “A” attached hereto and by this reference incorporated herein. The Task Order shall set forth: (i) the scope of services to be performed by Consultant; (ii) the compensation to be paid to Consultant; and (iii) the time to complete the Task Order. The provisions of this Agreement shall apply to all such Task Orders.

(b) For each Task Order, Consultant shall confer, as requested, with District representatives to review progress of work elements, adherence to work schedule, coordination of work, scheduling of review and resolution of problems which may develop.

2.2 Consultant will furnish all of the labor, technical, administrative, professional and other personnel, all supplies and materials, equipment, printing,

vehicles, transportation, office space and facilities, and all tests, testing and analyses, calculation, and all other means whatsoever, except as otherwise expressly specified in this Agreement, necessary or proper to perform and complete the services required of Consultant under this Agreement.

- 2.3** Consultant's designated representative(s) who are authorized to act on its behalf and to make all decisions in connection with the performance of services under this Agreement are listed in Exhibit "B" attached hereto and by this reference incorporated herein ("Key Personnel").
- 2.4** Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this Agreement in a thorough, competent and professional manner. Notwithstanding Section 3 below, in the event Consultant utilizes the services of subcontractors or sub-consultants, Consultant assumes sole and complete responsibility for the performance of the subcontractor or sub-consultant to the specifications provided hereunder for Consultant's work, and no adjustment will be made to Consultant's requirements under this Agreement for timely completion of services, complete performance of services, or delivery of products or deliverables in a timely fashion, and no adjustment will be made to performance deadlines, or compensation due to Consultant, due to or arising from issues Consultant may have with any subcontractor or sub-consultant. Consultant will at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described in this Agreement. In meeting its obligations under this Agreement, Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of Consultant under this Agreement.

Consultant warrants it will perform its engineering and design under the Task Order, as more particularly described in Exhibit A ("Task Order") in accordance with the current standards of care and diligence normally practiced by recognized engineering and design firms in performing services of a similar nature. Further, Consultant warrants that the engineering and design performed has been performed in accordance with the then current standards of care and diligence normally practiced by recognized engineering and design firms in performing services of a similar nature. If within one (1) year after substantial completion of the engineering and design work it is shown that there is an error in that work as a result of the Consultant's failure to meet those standards and the District has notified the Consultant in writing of any such error within that period, Consultant shall re-perform such engineering and design work within the original scope of such services, as may be necessary to remedy such error. All costs incurred by Consultant in performing such corrective services shall be the sole responsibility of the Consultant and such costs shall not be reimbursable in any way.

Section 3. Additional Services and Changes in Services

- 3.1 Consultant will not be compensated for any services rendered in connection with its performance of this Agreement that are in addition to or outside of those set forth in the Task Orders, unless such additional services are authorized in advance and in writing by District.
- 3.2 If Consultant believes that additional services are needed to complete a Task Order, Consultant will provide the Authorized Representative with written notification describing the proposed additional services, the reasons for such services, and a detailed proposal regarding cost.
- 3.3 District may order changes to a Task Order, consisting of additions, deletions, or other revisions, and the compensation to be paid Consultant will be adjusted accordingly. All such changes must be authorized in writing, and executed by Consultant and District. The cost or credit to District resulting from changes in a Task Order will be determined by the written agreement between the Parties.

Section 4. Familiarity with Services and Site

- 4.1 By executing this Agreement, Consultant warrants that Consultant shall, prior to undertaking a Task Order:
 - (a) investigate and consider the services to be performed;
 - (b) carefully consider how and within what time frame the services should be performed;
 - (c) understand the facilities, difficulties, and restrictions attending performance of the services under a Task Order; and
 - (d) possesses all licenses required under local, state or federal law to perform the services contemplated by a Task Order, and maintain all required licenses during the performance of such Task Order.
- 4.2 If services involve work upon any site, Consultant warrants that Consultant has or will investigate the site and will be fully acquainted with the conditions there existing, before commencing its services under a Task Order. Should Consultant discover any latent or unknown conditions that may materially affect the performance of services, Consultant will immediately inform District of such fact and will not proceed except at Consultant's own risk until written instructions are received from the District.

Section 5. Compensation and Payment.

- 5.1 Subject to any limitations set forth in this Agreement, District agrees to pay Consultant the amounts shown in a Task Order.
- 5.2 Each month during the existence of a Task Order, Consultant shall furnish District with an original invoice for all services performed and expenses incurred during the preceding month in accordance with the fee schedule set forth in the Task Order. The invoice must detail charges by the following categories: labor (by subcategory), reimbursable costs, subcontractor contracts and miscellaneous expenses. The invoice must list, as applicable, the hours worked and hourly rates for each personnel category, the tasks performed, the percentage of the task completed during the billing period, the cumulative percentage completed for each task, and the total cost of the services.
- 5.3 District will independently review each invoice submitted by Consultant to determine whether the work performed and expenses incurred are in compliance with this Agreement. In the event that no charges or expenses are disputed, the invoice will be approved and paid. In the event any charges or expenses are disputed by District, the original invoice will be returned by District to Consultant for correction and resubmission.
- 5.4 Except as to any charges for work performed or expenses incurred by Consultant that are disputed by District, District will use its best efforts to cause Consultant to be paid within thirty (30) days of receipt of Consultant's invoice.
- 5.5 No payment or partial payment to Consultant shall constitute acceptance of any work completed by Consultant or waive any claims by the District for any reason whatsoever.

Section 6. Required Documentation Prior to Performance.

- 6.1 Consultant will not perform any services under this Agreement until:
 - (a) Consultant furnishes proof of insurance ("Insurance") as required under Exhibit "C" attached hereto and by this reference incorporated herein; and
 - (b) Consultant provides District with a Taxpayer Identification Number.
- 6.2 The District will have no obligation to pay for any services rendered by Consultant in advance of receiving written authorization to proceed for each Task Order, and Consultant acknowledges that any such services are at Consultant's own risk.

Section 7. Project Documents.

- 7.1 All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer programs, files and other documents (collectively, "Project Documents") prepared, developed or discovered by Consultant in the course of providing services under this Agreement will become the sole property of District and may be used, reused or otherwise disposed of by District without the permission of Consultant. Consultant will take such steps as are necessary to perfect or protect the ownership interest of District in such Project Documents. Upon completion, expiration or termination of this Agreement, Consultant shall turn over to District all such original Project Documents in its possession; provided, however, that Consultant may retain copies of Project Documents.
- 7.2 Except as necessary for the performance of services under this Agreement, no Project Documents prepared under this Agreement, will be released by Consultant to any other person or entity without District's prior written approval. All press releases, including graphic display information to be published, must be approved and distributed solely by District, unless otherwise agreed to in writing by District.

Section 8. Consultant's Books and Records.

- 8.1 Consultant shall maintain any and all documents and records demonstrating or relating to Consultant's performance of services under this Agreement. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, or other documents or records evidencing or relating to work, services, expenditures and disbursements charged to District under this Agreement. Any and all such documents or records must be maintained in accordance with generally accepted accounting principles and must be sufficiently complete and detailed so as to permit an accurate evaluation of the services provided by Consultant under this Agreement. Any and all such documents or records must be maintained for three (3) years following the final payment for each Task Order.
- 8.2 Any and all records or documents required to be maintained by this section must be made available for inspection, audit and copying, at any time during regular business hours, upon written request by District or its designated representatives. Copies of such documents or records must be provided directly to District for inspection, audit and copying when it is practical to do so; otherwise, unless an alternative is mutually agreed upon, such documents and records must be made available at Consultant's address indicated for receipt of notices in this Agreement.

- 8.3** Where District has reason to believe that any of the documents or records required to be maintained by this section may be lost or discarded due to dissolution or termination of Consultant's business, District may, by written request, require that custody of such documents or records be given to a person or entity mutually agreed upon and that such documents and records thereafter be maintained by such person or entity at Consultant's expense. Access to such documents and records shall be granted to District, as well as to its successors-in-interest and authorized representatives.

Section 9. Status of Consultant.

- 9.1** Consultant is and will at all times remain a wholly independent contractor and not an officer or employee of District. Consultant has no authority to bind District in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against District, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by District.
- 9.2** The personnel performing the services under this Agreement on behalf of Consultant will at all times be under Consultant's exclusive direction and control. Neither District, nor any elected or appointed boards, officers, officials, employees or agents of District, will have control over the conduct of Consultant or any of Consultant's officers, subcontractors or sub-consultants, employees or agents, except as provided in this Agreement. Consultant warrants that it will not at any time or in any manner represent that Consultant or any of Consultant's officers, employees or agents are in any manner officials, officers, employees or agents of District.
- 9.3** Neither Consultant, nor any of Consultant's officers, employees or agents, will obtain any rights to retirement, health care or any other benefits which may otherwise accrue to District's employees. Consultant expressly waives any claim to any such rights or benefits.

Section 10. Compliance with Applicable Laws.

Consultant shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement.

Section 11. Conflicts of Interest.

Consultant covenants that neither Consultant, nor any officer, principal nor employee of its firm, has or will acquire any interest, directly or indirectly, that would conflict in any manner with the interests of District or that would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that neither Consultant, nor any officer, principal or employee of its firm will make, participate in the making, or in any way attempt to use the position of Consultant to influence any decision of the District in which Consultant knows or has reason to know that Consultant, or any officer, principal or employee of Consultant has a financial interest as defined in Government Code section 87103.

Section 12. Confidential Information; Release of Information.

- 12.1** All information gained or work product produced by Consultant in performance of this Agreement will be considered confidential to the full extent permitted by law, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than District without prior written authorization from an Authorized Representative, except as may be required by law.
- 12.2** Consultant, its officers, employees, or agents, shall not, without prior written authorization from an Authorized Representative or unless requested by the District counsel, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order will not be considered "voluntary" provided Consultant gives District notice of such court order or subpoena.
- 12.3** If Consultant, or any officer, employee, or agent of Consultant, provides any information or work product (including Project Documents) in violation of this Agreement, then District shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorneys' fees related to any unauthorized disclosure by consultant or, caused by or incurred as a result of Consultant's conduct.
- 12.4** Consultant shall promptly notify District should, Consultant, its officers, employees, or agents be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the services performed under this Agreement. District retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with District and to provide District with the opportunity to review any response to discovery requests provided by

Consultant. However, this right to review any such response does not imply or mean the right by District to control, direct, or rewrite such response.

Section 13. Indemnification.

Consultant covenants and agrees that, during the term of this Agreement, any injury suffered as a result of Consultant's services shall be the sole responsibility of Consultant and its successors and assigns and District shall not be liable to Consultant, or any other person or persons whatsoever for any such injury, loss or damage to persons or property unless caused by the negligence or intentional acts of District or its Representatives (as solely defined below). Consultant shall defend, indemnify and hold District, its officers, directors and Representatives ("District Indemnitees") harmless from and against any and all claims, costs, liabilities, debts, demands, suits, actions, causes of action, obligations, proceedings, damages, judgments, liens and expenses of whatever nature, including attorneys' fees and disbursements (collectively, "Claims") which may be made against the District Indemnitees arising out of or in connection with (a) the retention by District of Consultant's services; (b) the performance of or failure to perform, the work covered by this Agreement which is caused or occasioned by any act, action, neglect on the part of Consultant, or its Representatives, in the performance of this Agreement and the work to be done under this Agreement; (c) the death and/or injury to any person or damage to any property (real or personal) and/or economic loss which may be caused or is claimed to have been caused, by the negligence, act or omission of Consultant or its Representatives or its or their property; (d) any violation or alleged violation by Consultant of any law or regulation now or hereafter enacted; and (e) any breach by Consultant of its obligations under this Agreement. The foregoing indemnity shall not apply to the extent any such Claims are ultimately established by a court of competent jurisdiction to have been caused by the negligence or willful misconduct of the District Indemnitees or any of them. District shall make all decisions with respect to its representation in any legal proceeding concerning this section. If Consultant fails to do so, District shall have the right, but not the obligation, to defend the same and charge all of the direct or incidental Claims of such defense, including attorneys' fees and costs, to Consultant and to recover the same from Consultant. The term "Representatives" shall mean employees, representatives, agents, contractors, subcontractors or any other persons directly or indirectly employed by any one of the foregoing or reasonably under the control of any of the foregoing or for whose acts any of the foregoing may be liable.

Section 14. Insurance.

Consultant agrees to obtain and maintain in full force and effect during the term of this Agreement the Insurance coverages listed in Exhibit "C." All Insurance policies

shall be subject to approval by District as to form and content. These requirements are subject to amendment or waiver if so approved in writing by an Authorized Representative.

Section 15. Assignment.

- 15.1** The expertise and experience of Consultant are material considerations for this Agreement. District has an interest in the qualifications of and capability of the persons and entities that will fulfill the duties and obligations imposed upon Consultant under this Agreement. Consultant may not assign or transfer this Agreement or any portion of this Agreement or the performance of any of Consultant's duties or obligations under this Agreement without the prior written consent of District. The District can withhold its approval/consent in its sole and absolute discretion. Any attempted assignment will be null and void, and will constitute a material breach of this Agreement entitling District to any and all remedies at law or in equity, including summary termination of this Agreement.
- 15.2** Consultant must obtain District's prior written approval before utilizing any subcontractors to perform any services under this Agreement, which approval may be withheld in District's sole and absolute discretion. This written approval must include the identity of the subcontractor and the terms of compensation. Approval by District does not imply any agreement to or endorsement by the District as to the competency or capability of any proposed subcontractor or sub-consultant, and District reserves any and all rights against both Consultant and such subcontractor or sub-consultant, for any failure to perform or other breach of any of the provisions of this Agreement, or the standards of performance defined herein, and no waiver is intended or to be implied by District's approval of any subcontractor or sub-consultant.

Section 16. Termination of Agreement.

- 16.1** District may terminate this Agreement, with or without cause, at any time by written notice of termination to Consultant. In the event such notice is given, Consultant shall cease immediately all work in progress.
- 16.2** Upon termination of this Agreement, all property belonging exclusively to District which is in Consultant's possession must be returned to District. Consultant shall promptly deliver to District a final invoice for all outstanding services performed and expenses incurred by Consultant as of the date of termination. Compensation for work in progress not based on an hourly rate will be prorated based on the percentage of work completed as of the date of termination.

- 16.3** Consultant acknowledges District's right to terminate this Agreement as provided in this section, and hereby waives any and all claims for damages that might otherwise arise from District's termination of this Agreement.

Section 17. Notices.

- 17.1** All written notices required or permitted to be given under this Agreement will be deemed made when received by the other Party at its respective address as follows:

To District: West Valley Water District
855 West Base Line Road
P. O. Box 920
Rialto, CA 92377
Attention: Clarence C. Mansell, Jr.
General Manager

(Tel.) 909-875-1804
(Fax) 909-875-1849

To Consultant: Michael Baker International
40810 County Center Drive, Ste. 200
Temecula, CA 92591
Attention: Momcilo Savovic, P.E., Principal

(Tel.) 951-676-8042
(Fax) 951-676-7240

**** Please send all invoices by:**

Email: apinvoices@wvwd.org

or

**Mail: West Valley Water District
Accounts Payable
P.O. Box 190
Rialto, CA 92377**

- 17.2** Notice will be deemed effective on the date personally delivered or transmitted by facsimile. If the notice is mailed, notice will be deemed given three (3) days after deposit of the same in the custody of the United States

Postal Service, postage prepaid, for first class delivery, or upon delivery if using a major courier service with tracking capabilities.

- 17.3** Any Party may change its notice information by giving notice to the other Party in compliance with this section.

Section 18. General Provisions.

- 18.1 Authority to Execute.** Each Party represents and warrants that all necessary action has been taken by such Party to authorize the undersigned to execute this Agreement and to bind it to the performance of its obligations hereunder.
- 18.2 Binding Effect.** Subject to Section 15, this Agreement is binding upon the heirs, executors, administrators, successors and assigns of the Parties, including any subcontractors or sub-consultants of Consultant.
- 18.3 Entire Agreement.** This Agreement, including the attached Exhibits "A" through "C," is the entire, complete, final and exclusive expression of the Parties with respect to the matters addressed in this Agreement and supersedes all other agreements or understandings, whether oral or written, between Consultant and District prior to the execution of this Agreement.
- 18.4 Modification of Agreement.** No amendment to or modification of this Agreement will be valid unless made in writing and approved by Consultant and approved in writing by the Board of Directors of the District, or in writing by the General Manager, if such power has been delegated to General Manager. The Parties agree that this requirement for written modifications cannot be waived and that any attempted waiver will be void.
- 18.5 Facsimile Signatures.** Amendments to this Agreement will be considered executed when the signature of a Party is delivered by facsimile transmission. Such facsimile signature will have the same effect as an original signature.
- 18.6 Waiver.** Waiver by any Party to this Agreement of any term, condition, or covenant of this Agreement will not constitute a waiver of any other term, condition, or covenant. Waiver by any Party of any breach of the provisions of this Agreement will not constitute a waiver of any other provision, or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by District of any services by Consultant will not constitute a waiver of any of the provisions of this Agreement.
- 18.7 Interpretation.** This Agreement will be interpreted, construed and governed according to the laws of the State of California. Each Party has had the opportunity to review this Agreement with legal counsel. The Agreement will be construed simply, as a whole, and in accordance with its

fair meaning, and without resort to rules regarding draftsmanship. It will not be interpreted strictly for or against either Party.

- 18.8 Severability.** If any provision of this Agreement shall be ruled invalid, illegal or unenforceable, the Parties shall: (a) promptly negotiate a substitute for the provisions which shall to the greatest extent legally permissible, effect the intent of the Parties in the invalid, illegal or unenforceable provision, and (b) negotiate such changes in, substitutions for or additions to the remaining provisions of this Agreement as may be necessary in addition to and in conjunction with subsection (a) above to give effect to the intent of the Parties without the invalid, illegal or unenforceable provision. To the extent the Parties are unable to negotiate such changes, substitutions or additions as set forth in the preceding sentence, and the intent of the Parties with respect to the essential terms of the Agreement may be carried out without the invalid, illegal or unenforceable provisions, the balance of this Agreement shall not be affected, and this Agreement shall be construed and enforced as if the invalid, illegal or unenforceable provisions did not exist.
- 18.9 Venue.** The Parties agree any action or proceeding to enforce or relating to this Agreement shall be brought exclusively in the federal court located in Riverside County, California or state court located in San Bernardino County, California and the Parties hereto consent to the exercise of personal jurisdiction over them by such courts for purposes of any such action or proceeding.
- 18.10 Disputes.** If any disputes should arise between the Parties concerning the work to be done under this Agreement, the payments to be made, or the manner of accomplishment of the work, Consultant shall nevertheless proceed to perform the work as directed by District pending settlement of the dispute.
- 18.11 Cooperation.** Consultant shall cooperate in the performance of work with District and all other agents.
- 18.12 Time of Essence.** Time shall be of the essence as to all dates and times of performance contained in this Agreement.
- 18.13 Counterparts.** This Agreement may be signed and delivered in any number of counter parts, each of which, when signed and delivered, shall be an original, but all of which shall together constitute one and the same Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed effective as of the day and year first above written.

DISTRICT:

**WEST VALLEY WATER DISTRICT,
a public agency of the State of California**

By _____
Clarence C. Mansell, Jr., General Manager

By _____
Peggy Asche, Board Secretary

APPROVED AS TO FORM:

TAFOYA LAW GROUP, APC

By _____
Robert Tafoya

CONSULTANT:

Michael Baker International _____

By _____

Name _____

Its _____

EXHIBIT A
TASK ORDER

SAMPLE

TASK ORDER NO. 1

This Task Order ("Task Order") is executed this ____ day of _____, 2020 by and between West Valley Water District, a public agency of the State of California ("District") and _____ ("Consultant").

RECITALS

- A. On or about _____, 2020 District and Consultant executed that certain Agreement for Professional Services ("Agreement").
- B. The Agreement provides that the District will issue Task Orders from time to time, for the provision of certain services by Consultant.
- C. Pursuant to the Agreement, District and Consultant desire to enter into this Task Order for the purpose of setting forth the terms and conditions upon which Consultant shall render certain services to the District.

NOW, THEREFORE, THE PARTIES HERETO HEREBY AGREE AS FOLLOWS:

1. Consultant agrees to perform the services set forth on Exhibit "1" attached hereto and by this reference incorporated herein.
2. Subject to any limitations in the Agreement, District shall pay to Consultant the amounts specified in Exhibit "2" attached hereto and by this reference incorporated herein. The total compensation, including reimbursement for actual expenses, may not exceed the amount set forth in Exhibit "2," unless additional compensation is approved in writing by the District.
3. Consultant shall perform the services described in Exhibit "1" in accordance with the schedule set forth in Exhibit "3" attached hereto and by this reference incorporated herein. Consultant shall commence work immediately upon receipt of a notice to proceed from the District. District will have no obligation to pay for any services rendered by Consultant in advance of receipt of the notice to proceed, and Consultant acknowledges that any such services are at Consultant's own risk.
4. The provisions of the Agreement shall apply to this Task Order. As such, the terms and conditions of the Agreement are hereby incorporated herein by this reference.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have caused this Task Order to be executed effective as of the day and year first above written.

DISTRICT:

**WEST VALLEY WATER DISTRICT,
a public agency of the State of California**

Clarence C. Mansell Jr., General Manager

Peggy Asche, Board Secretary

CONSULTANT:

Vendor Name Here _____

By _____

Name _____

Its _____

By _____

Name _____

Its _____

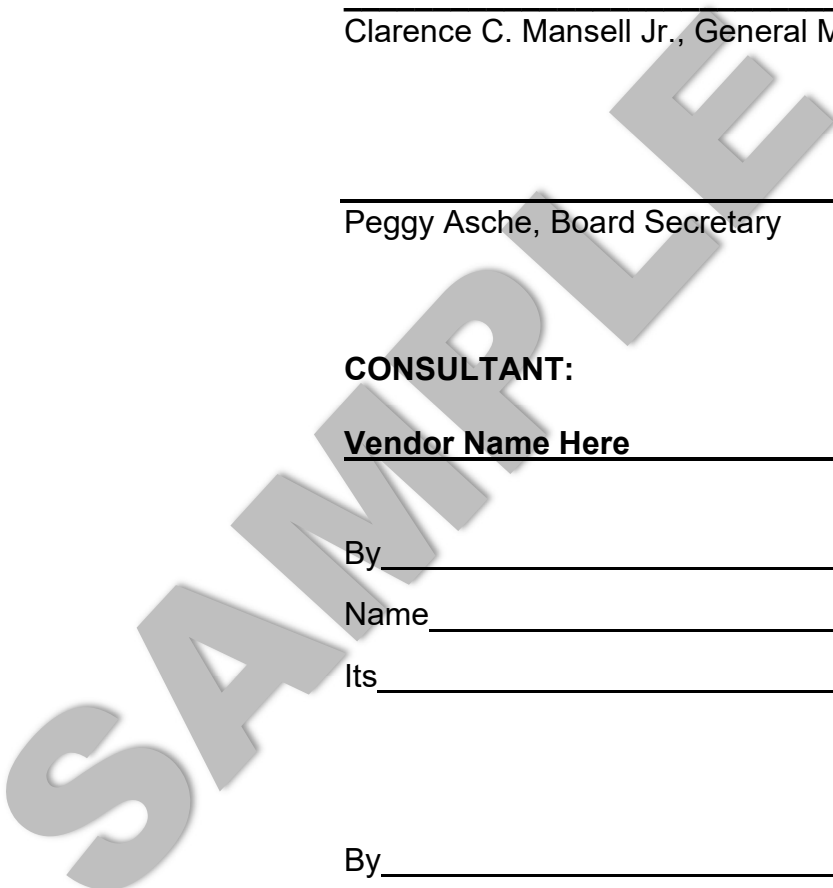


EXHIBIT "1"
TO
TASK ORDER NO. 1
SCOPE OF SERVICES

SAMPLE

EXHIBIT "2"
TO
TASK ORDER NO. 1
COMPENSATION

SAMPLE

EXHIBIT "3"
TO
TASK ORDER NO. 1
SCHEDULE

SAMPLE

EXHIBIT B
KEY PERSONNEL

KEY PERSONNEL

1. Consultant's designated representative(s) who are authorized to act on its behalf and to make all decisions in connection with the performance of services under this Agreement are:

Momcilo Savovic, P.E., Principal In Charge
Miles Costanza, P.E., Project Manager
John Nagle, P.E., QA/QC

2. Consultant shall exercise reasonable efforts to keep such key personnel employed in connection with the project as long as reasonably necessary to fulfill obligations under this Agreement. Consultant shall provide appropriate notice to the District prior to key personnel removal or replacement. Consultant shall submit the resume of the personnel nominated to fill the positions listed in the Request for Proposal ("RFP") to the District for review. Key personnel, included in the RFP, are the following:

Momcilo Savovic, P.E., Principal In Charge
Miles Costanza, P.E., Project Manager
John Nagle, P.E., QA/QC
Kevin Saleh, P.E., Technical Review
Troy Edwards, P.E., Project Engineer
Pat Hanify, P.E., Constructability Review and Construction Management
Aaron Singer, E.I.T., Construction Inspector/Field Engineering
John Martin., Construction Inspector
Robert "Butch" Smarzich, Construction Inspector
Sal Sheikh, P.E., Structural Design
John Duquette, P.L.S., Survey Construction Staking

EXHIBIT C
INSURANCE

INSURANCE

A. **General Requirements.** Before commencing the performance of services under this Agreement, and at all other times this Agreement is effective, Consultant must procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits (combined single)</u>
Commercial General Liability:	\$1,000,000
Business Automobile Liability	\$1,000,000
Professional Liability	\$1,000,000
Workers Compensation	Statutory Requirement

B. **Commercial General Liability Insurance.** The amount of insurance set forth above must be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. The insurance must be on an “occurrence” not a “claims made” basis.

C. **Business Automobile Insurance.** Automobile coverage must be written on forms subject to the written approval of District.

D. **Professional Liability Insurance.** This coverage must be on an “occurrence” basis, including coverage for contractual liability. The Professional Liability Insurance required by this Agreement must be endorsed to be applicable to claims based upon, arising out of or related to services performed under this Agreement.

E. **Workers Compensation.** Consultant must have a State of California approved policy form providing the statutory benefits required by law with employer’s liability limits of no less than \$1,000,000 per accident for all covered losses, or Consultant must provide evidence of an approved self-insurance program.

F. **Additional Insureds.** Each Commercial General Liability Insurance policy and Business Auto Insurance policy must provide that the District, its officials, officers, employees, agents and volunteers are “additional insureds” under the terms of the policy, and must provide that an act or omission of one the insureds will not reduce or avoid coverage to the other insureds.

G. **Deductibles and Self-Insured Retention.** Any deductibles or self-insured retentions applicable to the insurance policies required under this Agreement must be declared to and approved by District. In no event may any required insurance policy have a deductible, self-insured retention or other similar policy provision in excess of \$50,000 without prior written approval by District in its sole discretion. At the option of District, either the insurer will reduce or eliminate such deductibles or self-insured retentions with respect to the District’s additional insureds or Consultant will procure a bond guaranteeing payment of any losses, damages, expenses, costs or settlements up to the amount of such deductibles or self-insured retentions.

- H. **Primary Insurance.** Each of the insurance policies maintained by Consultant under this Agreement must state that such insurance will be deemed “primary” so that any insurance that may be carried by District will be deemed excess to that of Consultant. This endorsement must be reflected on forms as determined by District.
- I. **Certificates of Insurance and Endorsements.** Prior to commencing any services under this Agreement, Consultant must file with the District certificates of insurance and endorsements evidencing the existence of all insurance required by this Agreement, along with such other evidence of insurance or copies of policies as may reasonably be required by District. These certificates of insurance and endorsements must be in a form approved by the Legal Counsel. Consultant must maintain current certificates and endorsements on file with District during the term of this Agreement reflecting the existence of all required insurance. Each of the certificates must expressly provide that no material change in the policy, or termination thereof, will be effective except upon 30 days’ prior written notice to District by certified mail, return receipt requested. The delivery to District of any certificates of insurance or endorsements that do not comply with the requirements of this Agreement will not waive the District’s right to require compliance.
- J. **Insurance Rating.** All insurance required to be maintained by Consultant under this Agreement must be issued by companies licensed by or admitted to conduct insurance business in the State of California by the California Department of Insurance and must have a rating of A or better and Class VII or better by the latest edition of A.M. Best’s Key Rating Guide.
- K. **Aggregate Limits.** The aggregate limits for each insurance policy required under this Agreement must apply separately and solely to the services performed under this Agreement. If the required policies do not have an endorsement providing that the aggregate limit applies separately to the services being performed, or if defense costs are included in the aggregate limit, then the required aggregate limits must be increased to an amount satisfactory to District.
- L. **Waiver of Subrogation Rights.** Consultant and each insurer providing any insurance required by this Agreement must waive all rights of subrogation against District, its officials, officers, employees, agents and volunteers, and each insurer must issue a certificate to the District evidencing this waiver of subrogation rights.
- M. **Failure to Maintain Required Insurance.** If Consultant, for any reason, fails to obtain and maintain the insurance required by this Agreement, District may obtain such coverage at Consultant’s expense and deduct the cost of such insurance from payments due to Consultant under this Agreement or may terminate the Agreement.
- N. **Effect of Coverage.** The existence of the required insurance coverage under this Agreement shall not be deemed to satisfy or limit Consultant’s indemnity obligations under this Agreement. Consultant acknowledges that the insurance coverage and policy limits set forth in this Agreement constitute the minimum coverage and policy limits required. Any insurance proceeds available to District

in excess of the limits and coverage required by this Agreement, and which is applicable to a given loss, must be made available to District to compensate it for such losses.

EXHIBIT D

TASK ORDER NO. 1

Development of Construction Bid Documents for Water Main Replacement, Construction Management, and Inspection Services

This Task Order (“Task Order”) is executed this 15th day of October, 2020 by and between West Valley Water District, a public agency of the State of California (“District”) and Michael Baker International (“Consultant”).

RECITALS

- A. On or about October 15th, 2020 District and Consultant executed that certain Agreement for Professional Services (“Agreement”).
- B. The Agreement provides that the District will issue Task Orders from time to time, for the provision of certain services by Consultant.
- C. Pursuant to the Agreement, District and Consultant desire to enter into this Task Order for the purpose of setting forth the terms and conditions upon which Consultant shall render certain services to the District.

NOW, THEREFORE, THE PARTIES HERETO HEREBY AGREE AS FOLLOWS:

1. Consultant agrees to perform the services set forth on Exhibit “1” attached hereto and by this reference incorporated herein.
2. Subject to any limitations in the Agreement, District shall pay to Consultant the amounts specified in Exhibit “2” attached hereto and by this reference incorporated herein. The total compensation, including reimbursement for actual expenses, may not exceed the amount set forth in Exhibit “2,” unless additional compensation is approved in writing by the District.
3. Consultant shall perform the services described in Exhibit “1” in accordance with the schedule set forth in Exhibit “3” attached hereto and by this reference incorporated herein. Consultant shall commence work immediately upon receipt of a notice to proceed from the District. District will have no obligation to pay for any services rendered by Consultant in advance of receipt of the notice to proceed, and Consultant acknowledges that any such services are at Consultant’s own risk.
4. The provisions of the Agreement shall apply to this Task Order. As such, the terms and conditions of the Agreement are hereby incorporated herein by this reference.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have caused this Task Order to be executed effective as of the day and year first above written.

DISTRICT:

**WEST VALLEY WATER DISTRICT,
a public agency of the State of California**

Clarence C. Mansell Jr., General Manager

Peggy Asche, Board Secretary

CONSULTANT:

MICHAEL BAKER INTERNATIONAL

By _____

Name _____

Its _____

By _____

Name _____

Its _____

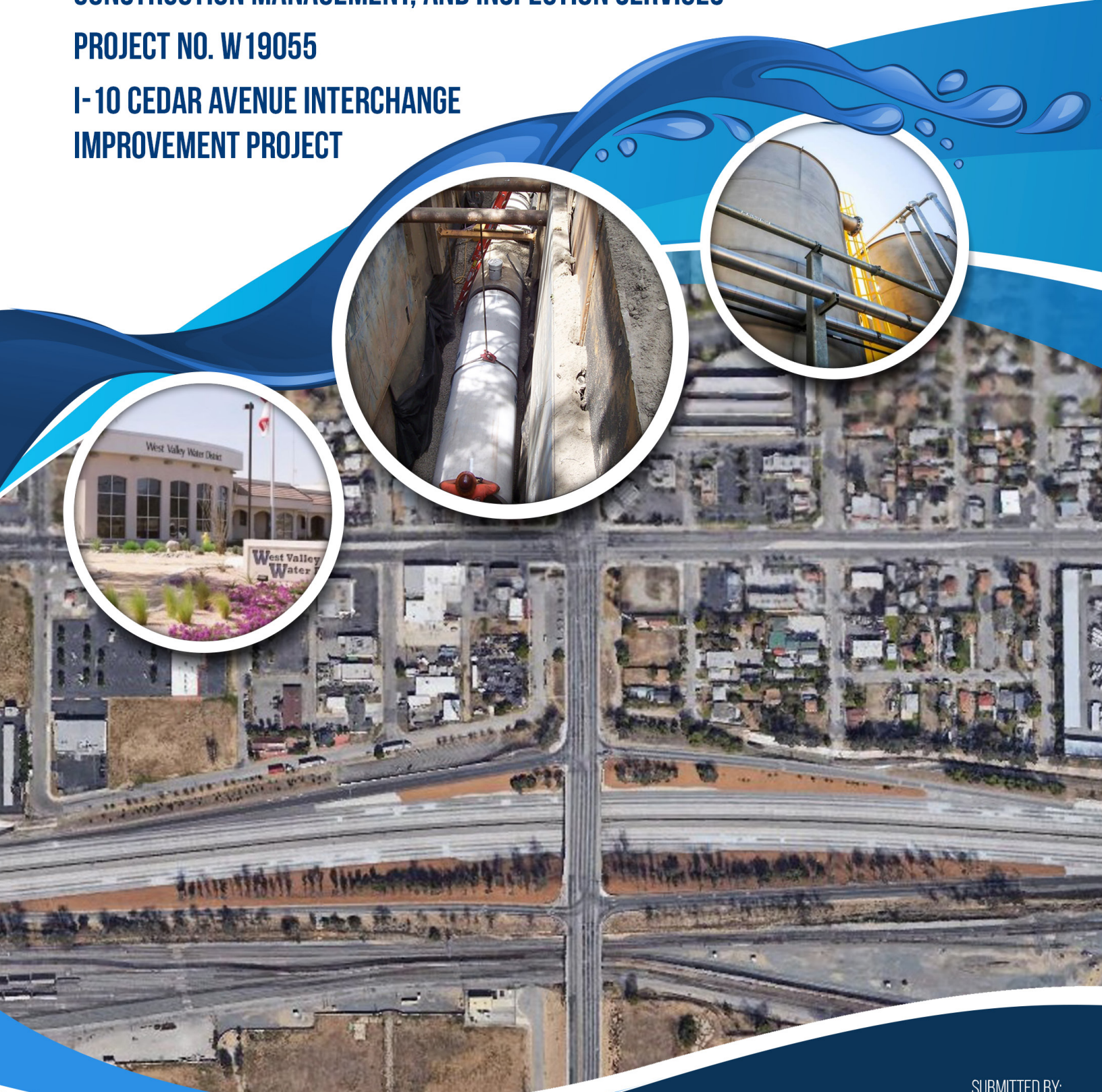
EXHIBIT "1"**TO****TASK ORDER NO. 1****SCOPE OF SERVICES****Scope:**

- 1. Engineering Design Services for the Development of Construction Bid Documents for Water Main Replacement, Construction Management, and Inspection Services per the attached proposal dated October 1, 2020.**

DEVELOPMENT OF CONSTRUCTION BID DOCUMENTS FOR WATER MAIN REPLACEMENT, CONSTRUCTION MANAGEMENT, AND INSPECTION SERVICES

PROJECT NO. W19055

I-10 CEDAR AVENUE INTERCHANGE IMPROVEMENT PROJECT



SUBMITTED BY:

SUBMITTED TO:
WEST VALLEY WATER DISTRICT

**Michael Baker
INTERNATIONAL**

1. COVER LETTER



October 1, 2020

Mr. Al Robles, Purchasing Supervisor
West Valley Water District
855 W Baseline Rd.
Rialto, CA 92376

**Re: Request for Proposal for Development of Construction Bid Documents for Water Main Replacement, Construction Management, and Inspection Services
Project No. W19055 I-10 Cedar Avenue Interchange Improvement Project**

Dear Mr. Robles:

Michael Baker International, Inc. (Michael Baker) is pleased to have this opportunity to present our proposal to the West Valley Water District (WVWD) to provide engineering services for the I-10 Cedar Avenue Interchange Improvement Project. The District needs a consulting firm that understands the key project issues and has the expertise to guide the project to completion within budget and on time. We have assembled an exceptionally qualified team that is ready to deliver cost-effective and quality design package and able to meet the District's schedule. Michael Baker understands and supports the District objectives and offers the following benefits:

- ❖ **A Team with Expertise in Similar Projects:** The Michael Baker team is comprised of individuals who provide diverse expertise in each of the disciplines required for successful completion of the project. These include a Project Manager and Project Engineer who have recently executed projects involving water line relocations across Caltrans bridges, have successfully executed agreements with UPRR for clients, and a structural engineer with deep experience working with Caltrans bridge designs.
- ❖ **An Experienced Project Manager:** Miles Costanza, PE, serve as project manager for this project based on his combination of technical expertise and project management track record. Miles brings over 11 years of experience in water, wastewater, and water reuse, planning, design, and construction management in both the private and public sectors.
- ❖ **The Right Staff Available to Meet Your Schedule:** We understand the critical need for an expedited schedule with this project, and we have the available staff with the right expertise to begin work immediately and meet your schedule. In addition to our Pipeline Design staff, our team includes professionals from our in-house structural engineering and construction management departments. The result is a multi-discipline team with the right project experience who also have experience working on projects together. We believe team synergy is critical to the success of fast-track projects such as yours.
- ❖ **In-House Services:** All design, construction management, and inspection work will be performed in-house by Michael Baker team members, ensuring fast communication and easy of coordination, ensuring a fast and efficient design for WVWD.

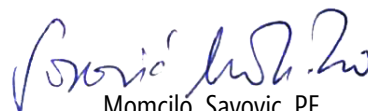
Once again, we appreciate the opportunity to submit propose our services and look forward to discussing our scope of work with you in detail. The proposal will be valid is ninety (90) days from the date of submittal and we acknowledge addendum No. 1 dated September 21, 2020. We are committed to delivering your project within the scheduled timeframe. If you should have any questions, please do not hesitate to contact Miles Costanza or by email at miles.costanza@mbakerintl.com.

Respectfully submitted,

MICHAEL BAKER INTERNATIONAL



Miles Costanza, PE
Project Manager



Momcilo, Savovic, PE
Principal In Charge

2. BACKGROUND ON FIRM



2. FIRM BACKGROUND

Place Holder for Tab

2. FIRM BACKGROUND

Michael Baker is composed of a wide bench of resources and is ready and available to provide the District with an industry-leading design for this project.

Michael Baker International, Inc. (Michael Baker), a leading provider of engineering and consulting services, has been partnering with communities since 1940 to solve their most complex infrastructure challenges with a legacy of expertise, experience, innovation, and integrity.

For over 75 years, **Michael Baker** has been delivering innovative solutions for every component of the water cycle utilizing our inhouse multi-discipline approach. Supported by more than 3,400 employees in nearly 100 offices in the U.S., we work diligently to solve the water and wastewater challenges of our federal, state, regional, municipal, and private sector clients. From master planning and concept development, through design, permit acquisition, and construction management, we deliver practical and cost-effective solutions for the planning, financing, design, and construction management of water and wastewater conveyance, treatment, storage, and pumping facilities.

Michael Baker's team of professionals offers expertise in environmental services, land use planning, urban design, public outreach, landscape architecture, GIS, transportation and traffic planning and engineering; storm water and water quality engineering; civil, structural, mechanical, and electrical engineering; survey and mapping; water and wastewater engineering; and construction management services.

Michael Baker has improved how we manage and execute design projects. The project manager and staff go out walk the project sites to look for obstructions, construction challenges, and to get a feel for the neighborhood. This extra step doesn't add to the project schedule and improves the end design. On these visits, we've located irrigation structures and other improvements not on utility locate requests or not apparent in survey data. When we find any challenges, or sensitive areas, we reach out to stakeholders to keep them informed and involved when appropriate. *Many of our designs that went to construction were constructed successfully with very minimal to almost no change orders.*

In addition to design, we focus on Construction Management and Inspection services to support a project from inception to construction. Our updated approach stresses focus on what's best for the project, and the client benefits while minimizing cost by looking at the project life cycle from capital cost to operation and maintenance cost, while taking into consideration the available project budget.

For potholing support, we've teamed with Boudreau Pipeline Corporation to provide supplemental pothole locations is needed. Boudreau has extensive experience throughout the Inland Empire and is able to bring cost-effective support to the project.

Michael Baker staff also routinely provides bidding phase support preparing advertisement package, contracts, pre-bid conference, addenda, and bid reviews. We have successfully coordinated Per-Construction Conferences, Public Outreach, Weekly meetings, RFIs, Inspection Schedule, Day to Day Operations, As-Builts, Pay Apps and Project Closeouts throughout the Inland Empire and Southern California.

Pipeline Design Expertise

Michael Baker has worked on behalf of local agencies in the planning and design of water resources facilities, including design of over 1,000 pipelines as part of highway, roadway, and bridge projects or as independent projects. We have provided pipeline design to the U.S. Army Corps of Engineers, State of California, water districts, and cities throughout Southern California. The firm provides a full range of professional services from analysis, to concept, through planning, design, and construction support and management services.

California Offices:

Camarillo, California
Carlsbad, California
Long Beach, California
Los Angeles, California
Oakland, California
Ontario, California
Palm Desert, California
Rancho Cordova, California
San Diego, California
Santa Ana, California
Temecula, California
Walnut Creek, California

Water Resources Services

- Water, Wastewater and Recycled
- Water Master Planning
- Transmission and Distribution
- Pipelines
- Pumping Stations
- Water Storage Facilities
- Treatment Plants
- Seawater and Brackish
- Groundwater Water Desalination
- SCADA/I&C
- Wells
- Water System Appraisal
- Corrosion Engineering
- Dams and Levees

Support Services:

- General Civil Engineering
- Structural Engineering
- Bridge Design
- Transportation Engineering
- Traffic Control Engineering
- Electrical Engineering
- Stormwater Management
- Water Quality
- Watershed Management
- Surveying and Mapping
- Regulatory Permitting
- CEQA/NEPA Compliance
- Geographic Information Systems
- Construction Management and Inspection
- Visual Analysis

Related services include hydraulic analysis, surge analysis, condition assessment, pipeline rehabilitation, cathodic protection services, alignment studies, and pipe material selection. Our Water/Wastewater Engineering Department consists of highly experienced professionals dedicated to serving the needs of our clients with innovative and creative concepts, while being mindful of practical and cost-effective solutions.

Our technical expertise and commitment to excellent project delivery has won us national recognition by Engineering News Record (ENR). In California, we are currently ranked 5th in Water Supply and 6th in Bridge Design, a category in which we consistently rank in the top 2% of firms nationwide. Our pipeline engineers and bridge engineers are located together in the same office and have worked together on numerous similar projects.



Bridge Design Expertise

A long-term commitment to excellence in bridge design, construction, and preservation is a major part of Michael Baker's dedication to transportation infrastructure. Michael Baker's bridge design expertise is known nationally. The firm has established a commitment of responding to the toughest challenges with innovative and sustainable bridge designs. Michael Baker's bridges range from small box culverts and retaining walls to major, complex river crossings, including trusses, arches, box girders, and cable-stayed bridges. For seven decades, the firm has demonstrated leadership by promoting advancements in bridge design and construction, such as the use of high-performance materials and Accelerated Bridge Construction (ABC) techniques. Our ABC expertise has included bridge launching, bridge slide-ins, use of precast and prefabricated elements, and several of the first and the largest Self-Propelled Modular Transport (SPMT) bridge moves in the U.S. Our technical expertise and commitment to excellent project delivery has won us national recognition by Engineering News Record (ENR). In California, we are currently ranked 5th in Water Supply and 6th in Bridge Design, a category in which we consistently rank in the top 2% of firms nationwide. Our pipeline engineers and bridge engineers are located together in the same office and have worked together on numerous similar projects.

Experience of The Key Personnel

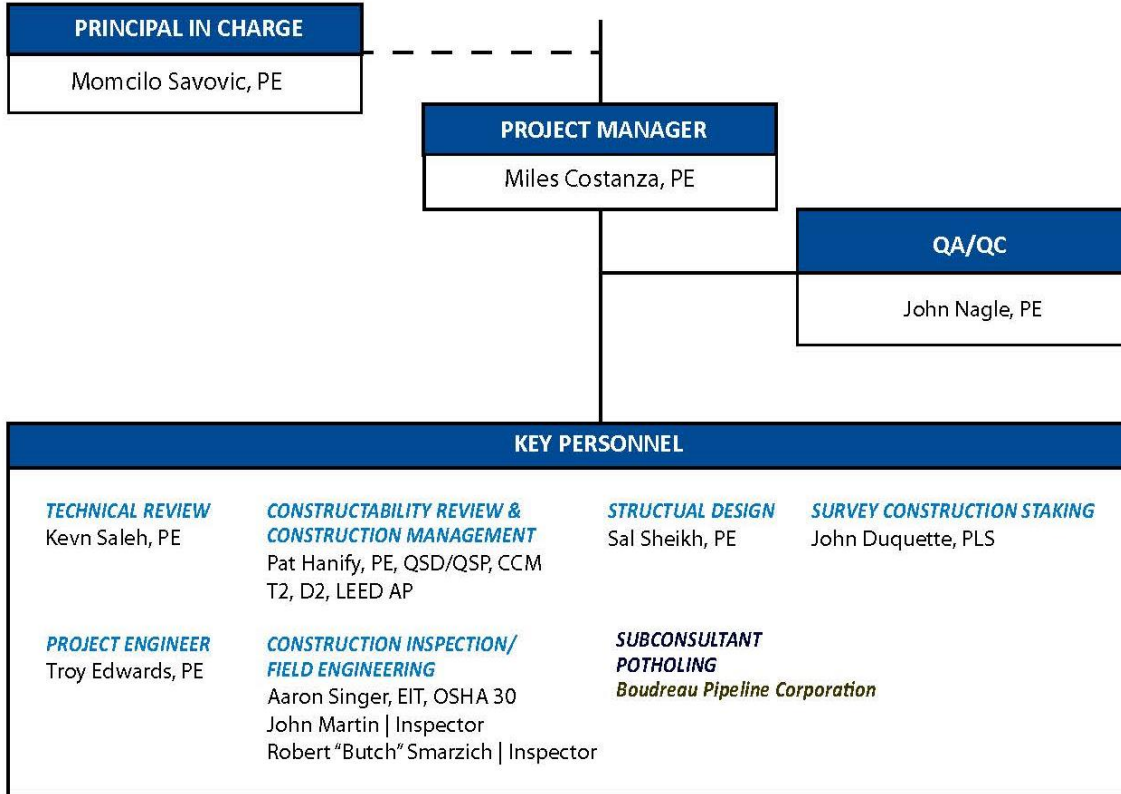
Our staffing approach is about your successes, reaching your goals, and achieving your mission, and that approach begins with a true understanding of the District's needs as it relates to this contract. Our team of infrastructure engineering, surveying, and maintenance experts have the District's policy and performance expertise, understand the importance of this contract and its wide reaching implications, including its impact to the community and the safety of the public, and the speed at which quality services must be delivered.

Team Organization

Michael Baker has the in-house capabilities required to meet the District's project needs. The selected Michael Baker team is flexible and will provide turn-key, innovative, and cost reducing solutions for District. The Michael Baker team will provide a high level of performance to the District, completing the required services within the project schedule for deliverables. On the following pages are an Organization Chart and a brief summary of each proposed team member. Resumes of each team member are included in the Appendix to this proposal.

A Client-Focused Approach Based on What's Best for WVWD. Our team of dedicated local professionals will always put the needs of the District and the public first and we will provide the highest quality standard in each task.

Organization Chart



Statement of Experience and Qualifications of Project Assigned Personnel

Key Personnel



Momcilo Savovic, PE, Principal In Charge

Mr. Savovic has more than 33 years of national and international experience in consulting engineering with experience including infrastructure design, evaluation and assessment; project management; organizational assessments/facilitation services; planning; and construction management. Mr. Savovic provided process/mechanical assessments for a variety of water treatment and conveyance systems, including water networks, water mains, potable, and recycled water pump stations, wells, reservoirs, and treatment plants. His responsibilities have included field investigations; condition assessments; preparation of plans, specifications, and cost estimates; hydraulic analyses; equipment selection; and onsite construction management services.

Mr. Savovic is a Registered Professional Engineer in the states of California and Washington, as well as Alberta, Canada. He is also an AAEE (American Academy of Environmental Engineers) board-certified environmental engineer and CMAA (Construction Management Association of America) Certified Construction Manager (CCM).



Miles Costanza, PE, LEED AP, Project Manager

Mr. Costanza has 14 years of professional engineering experience in water and wastewater treatment, pump stations, storage tanks, piping, and condition assessment. **He recently completed designs for water line relocations as part of Caltrans bridge replacements for bridges crossing the California State Route 60 that included 8", 12" 16" and 18" water lines. He has also completed multiple applications and executed agreements for waterline crossings with UPRR.** He has a proven record of experience in producing detailed designs, plans, specifications, and in construction management in the water and wastewater industry. He has led teams consisting of contractors, structural engineers, geotechnical engineers, electrical engineers, and corrosion engineers.



John Nagle, PE, QA/QC

Mr. Nagle has practiced in the field of civil engineering for over 30 years and has extensive experience in planning, designing, and providing construction support services for major water and wastewater facilities. He has been responsible for the preparation of numerous construction plans, specifications, and cost estimates for water and sewer pipelines, water pumping stations, wastewater lift stations, wells, and reservoirs. He has also prepared master plans for both municipal and private-sector clients for potable water, sanitary sewer, and recycled water systems.



Kevin Saleh, PE, Technical Review

Mr. Saleh has over 24 years of experience as a civil engineer. His professional experience includes planning, design, construction management, and construction support services for a variety of public works projects, with specific areas of practice in water and wastewater. His relevant experience includes water distribution and treatment facilities, pumping facilities, treatment plant projects/processes, reservoirs, pressure reducing and surge facilities.

**Salahuddin Sheikh, PE, Structural Design**

Mr. Sheikh has over four decades of experience related to bridges, water resources, public works, transportation, and environmental engineering for public and private sectors. Projects include bridges, flood control channels, water and wastewater treatment plants, reservoirs, pump stations, lift stations, well facilities, culverts and encasements, soundwalls and retaining walls. In the past 20 years, **he has prepared bridge special provisions for over 100 bridge projects including seismic retrofits, bridge widenings, bridge rehabilitation, and new or replacement bridges.**

**Troy Edwards, PE, Project Engineer**

Mr. Edwards is a civil engineer with seven years of experience. **He has designed several pipeline projects in bridge crossings and is familiar with tailoring the design for different bridge and girder types such as bulb-tee girders and box girders. Mr. Edwards has recent experience with a very similar project that included an 18" steel water main replacement over the I-215 freeway in Colton, CA.** He specializes in engineering design in Michael Baker's Water Resources Department and is experienced in the planning, analysis, and design of municipal water facilities. Mr. Edwards is involved in numerous distribution and transmission main projects for a broad range of diameters, site conditions, and pipe materials. He also has experience with hydraulic analysis, master planning, and water supply assessments. His projects have been for water agencies, the City of Colton, the City of San Buenaventura, and for other municipal clients.

**John Duquette, Survey Construction Staking**

Mr. Duquette has 30 years of professional surveying experience with a broad background in boundary and right of way analysis and calculations for transportation and road improvement projects for a variety of public agencies.

**Pat Hanify, PE, Constructability Review and Construction Management**

Mr. Hanify manages the Michael Baker Construction Management Department in the Inland Empire. His responsibilities include the processing and reviewing RFIs, CCOs, RFQs, shop drawings, and submittals. He also reviews baseline CPM schedules, progress payments, and bid documents; upholds code requirements; conducts progress meetings and organizes meeting minutes; coordinates daily operations with Contractors; performs field inspections and materials testing; documents projects utilizing record drawings, digital photography, observation reports

and quantities; coordinates with various agencies, utilities, and residents, ensures traffic control and site safety; and maintains public relations. His degree in engineering—coupled with his design experience in public works and water resources—gives him with a solid foundation for CM and inspection work. He has managed multiple projects for pipeline projects including those within Caltrans and Railroad Right of Way, he has also managed several projects for WWWD.

**Aaron Singer, Construction Inspection / Field Engineering**

Mr. Singer has been assisting with project management for Michael Baker Construction Management Department. His responsibilities include support with processing and in reviewing RFI's, CCO's, RFQ's, shop drawings and submittals. His work outside of Michael Baker providing design and field support in the commercial construction, transportation, and land development sectors has prepared him with a solid foundation for Construction Management and Inspection work. Aaron has provided field engineering and inspection services for multiple pipeline and public works projects in addition to the inspection and field engineering he has provided on multiple WWWD projects.

Subconsultant: Boudreau Pipeline Corporation (Potholing)

POTHOLING (Optional): Boudreau Pipeline Corporation Boudreau Pipeline was founded by Alan Boudreau in 1996 and has grown to more than 80 employees. As a subsurface utility engineering (SUE) company, specializing in wet utility contracting, Boudreau Pipeline truly understands the value of gathering good underground utility data prior to construction. Their goal as an SUE provider is to eliminate delays and extra costs associated with existing underground substructures. Boudreau Pipeline specializes in utility designating, locating (vacuum excavation) and mapping.

3. STATEMENT OF UNDERSTANDING AND APPROACH



3. PROJECT UNDERSTANDING AND APPROACH

TECHNICAL APPROACH/METHODOLOGY

A major contributing factor to the success of Michael Baker's team methodology and approach to projects is the development of a thorough understanding of existing and proposed project conditions and the District's goals for the project. It is customary for Michael Baker to develop this understanding during the preparation of the proposal through data collection and review; comprehensive identification of all key issues and providing a preliminary evaluation of the key issues. Michael Baker's goal in implementing this methodology is to effectively set up the proposed team for immediate project kick-off if/when selected, to hit the ground running from Day One of the project.

Project Understanding and Approach

West Valley Water District has facilities located within SBCTA's proposed improvements along Cedar Avenue between Bloomington Avenue and Orange Street. Approximately 2,600 linear feet of 12-inch water main and 1,300 linear feet of 8-inch water main will need to be replaced to accommodate the street and bridge improvements.

This project will be executed in two Phases:

Phase 1 – This phase will accommodate the Bridge Widening, which will be constructed in two separate stages

Phase 2 – This phase will accommodate the Street Improvements to the north and south sides of the bridge.

On the Cedar Avenue Bridge OC and OH, the 8-inch water main is in a 16-inch steel casing and the 12-inch water main is in a 20-inch steel casing. As part of the bridge widening project, the existing 8-inch and 12-inch water mains will need to be replaced. Steel casing will need to be installed all along within Caltrans right-of-way ("ROW") including the Cedar Avenue Bridge OC and OH. Michael Baker understands that WVWD has prior water rights and has existing agreements with the State of California. During the project, we will coordinate work with SBCTA for review and approval and obtain a Caltrans permit, and a Union Pacific Railroad ("UPRR") permit. On the South side of the Cedar Avenue Bridge, We will coordinate the water line designs with Caltrans' retaining wall to avoid utility conflicts.

Beyond the bridge in the area indicated for street improvements, Michael Baker will coordinate with Caltrans, SBCTA, UPRR, and other stakeholders to ensure that the waterlines are relocated to areas consistent with improvement plans developed by other agencies.



Key Issues

Michael Baker has thoroughly reviewed the RFP, and enclosed documents. This information, and our experience on similar projects was utilized to develop the key issues which we believe are key to the success of the project. The following key issues have been identified for this important waterline replacement project:

Key Issue #1: Project Schedule

The District has requested that the pipeline design be of substantial completion on an extremely aggressive schedule for a project that will require multi-agency coordination and reviews. Based on Addendum 1, Phase 1 is indicated to be completed within one-hundred twenty (120) days (giving 81 total working days), and Phase 2 to be completed within one-hundred forty one (141) days (giving 96 working days) of the anticipated start date. Michael Baker's project team is based in the Temecula, Ontario, and Santa Ana offices, and our team has exceptional experience in pipeline replacement and bridge crossing projects. With multiple offices, Michael Baker has redundant staff capacity that can begin work immediately upon award of contract. Michael Baker understands the importance of this project and will work

tirelessly to meet the schedule goals, while producing a quality pipeline replacement design. We will leverage our experience and diverse talent pool to resolve issues quickly, begin agency coordination early, and fast-track the projects as efficiently as possible.

Key Issue #2: Bridge Crossings and Coordination

The replacement of Cedar Avenue OC and OH is assumed to be a two-span girder supported bridge on multi-column intermediate bent and end abutments. The new 8" and 12" diameter waterlines inside 16" and 20" diameter steel casings are to be installed on the west and east sides of the bridges (respectively). The pipelines will be supported by pipe hangers and rollers between the girders on the bridge deck. The support assembly will also be restrained laterally and longitudinally. The pipeline will pass through openings in the bent cap and abutment backwall conforming to Caltrans Standard Plan B7-10.

Coordination with the bridge designer is important on these projects in order to meet various design requirements, especially in the Caltrans ROW. For example, past similar projects have used precast bulb tee girders for the new bridges which makes the anchoring of roller support assemblies a critical coordination item. Anchoring locations must be relatively precise and cannot be too close to the bottom or top of the bulb tee girders due to reinforcing requirements. Steel pipe casings cannot be curved and the profile must be precisely laid out with specific support locations and depths from the bridge deck in order for proper installation. Michael Baker is experienced with the precise coordination required to obtain plan approval.

Furthermore, the overall geometry of the bridge can become important when evaluating the pipeline replacement design. Vertical curves in bridge replacements can pose a challenge to installing pipe with casings in a new bridge. Although significant vertical curves in the bridge profile are not anticipated for this project, Michael Baker has experience obtaining design exceptions with Caltrans when installing a steel casing was determined to not be feasible. Considering overpasses are usually high points within a given pipeline reach, Michael Baker typically recommends locating air release and vacuum valves outside of the bridge sections where possible for better maintenance access. In other words, the pipeline high point does not necessarily have to match the bridge high point if it allows the District to have easier access to pipeline appurtenances and works with other design constraints mentioned previously.

Key Issue #3: Selection and Location of Flexible Expansion Joints

To effectively protect the proposed hanging pipeline from stresses caused by ground motion and to accommodate movement in the pipe due to seismic displacement in the bridge, flexible expansion joints will be installed at both ends of the pipelines for each bridge crossing. Based on the bridge seismic displacement determined from the bridge design, the flexible expansion joints will be sized accordingly to accommodate the anticipated movement. As has been our experience with similar projects, typically vertical displacement is minimal, and the design of these joints is governed by the expected lateral and transverse displacement. Product options by leading manufactures (i.e. EBAA Iron) can negate thrust forces generated from the flexible expansion joints for smaller displacements (up to 4" +/- in any direction for the pipe sizes in this project). However, with larger seismic displacement products may not be available with the "force balancing" feature and thrust forces would need to be considered for the pipeline and bridge designs. Michael Baker is experienced in both design cases and can provide the appropriate design recommendations to the District.

In general, flexible expansion joints should be located as close as possible to the bridge abutment in order to function properly. The selected location and design must provide the means to effectively isolate the pipeline within the ground from the pipeline within the bridge so the two sections can move independently of each other during a seismic event. On similar projects, the exact location of the flexible expansion joint has been dictated by both the availability of access from the bridge deck as well as District preference. In past projects, access from the bridge deck (via a removable panel or similar) was not permitted. Therefore, typically the flexible expansion joint can be placed within the bridge section immediately after the abutment wall and supported by hangers, similar to the pipeline. For easier maintenance access to the District and to better accommodate pipeline encasements within the bridge section, Michael Baker recommends installing the flexible expansion joints within vaults in the approach slab as close as possible to the abutment wall, if project constraints allow.

Key Issue #4: Water Main Separation Requirements

From the potholing information provided in Exhibit B there are several conflicts (both vertical and horizontal) identified with existing waterlines due to proposed storm drains. Per the current State Water Resources Control Board Department of Drinking Water (SWRCB-DDW) requirements, waterlines are to be installed 1 foot vertically and 4 feet horizontally (from pipe OD to OD) from storm drain pipelines. If these requirements cannot be met by either the new waterline to be constructed or proposed utilities crossing an existing or proposed waterline, a waiver request must be submitted to the SWRCB-DDW defining the reasons the standards cannot be met via another alternative and demonstrate and upgrade to the proposed pipeline for a similar standard of protection to public health. Michael Baker has extensive experience processing these waiver requests with the SWRCB-DDW should one be required for the waterline relocations as a part of this project.

Key Issue #5: UPRR Coordination

UPRR standard agreement is based on pipelines installed underneath of the tracks. However, these waterlines will be installed on an approach bridge going over the tracks. The standard UPRR 'Exhibit A' that identified the depth beneath the tract and the horizontal distances of t ablow grade casing cannot be used for coordination with UPRR.

Michael Baker reached out to UPRR during the proposal development and was advised to submit the application with a figure in replacement of 'UPRR Exhibit A' to begin the review process. Based on our experience with UPRR, we believe this could cause a revise and resubmit status of the application, with instruction on how to proceed. Due to the unique nature of this crossing, UPRR processing and coordination could be longer than the standard 45 days processing period.

Approach to Construction Management

Michael Baker will perform comprehensive construction management services throughout the entirety of a project and will provide technical and administrative management services for a project. Michael Baker will provide coordination and oversight of all activities related to the construction of the project, maintain close liaison with WVWD's designated staff, and copy the WVWD staff on all correspondence. Michael Baker will provide professional construction management services including but not limited to Pre-Construction, Construction Management, Records, Construction Reports, and Project Administration in accordance with the requirements of the Scope-of-Work.



Michael Baker will serve as an extension of the District's staff. Our construction management team has extensive experience overseeing the construction of water infrastructure from the perspective of a public utility. We have the right background to understand and represent the District's interests and work diligently to manage the project budget and construction quality.

Role of the Construction Management Team

The primary role of your CM team is to represent the District by protecting District's investment, managing the project risks associated with change order costs and potential delays, and guiding the Contractor through the startup and commissioning process to deliver the four typical metrics of every successful project:

1. On Time. Manage the schedule so the project is delivered within the planned timeframe, including any verified extensions, from breaking ground to commissioning.
2. On Budget. Manage the construction process and change orders to deliver the project within the budget, the planned contingency, and without claims.
3. Quality. Implement a quality assurance process to deliver good workmanship, long-lasting value, and a well-constructed plant Operations staff readily accepts.
4. Safely Built. Deliver the project constructed in a safe manner by the Contractor, with no recordable accidents.

Managing the Schedule

Schedule is a key driver with any Project. We will diligently work with the District, Designer, and Contractor to identify potential delays before they arise and look to implement schedule reducing strategies. Our team will make sure that the Contractor provides their Look Ahead Schedules. The Look Ahead Schedule will include activity IDs, activity descriptions, and activity float values that correlate to the baseline schedule. Schedule will be updated prior to every progress meeting and communicated to all involved Subcontractors, inspectors, operation, and management staff. Reviewing the monthly schedule update will reflect the Contractor's schedule performance and forecast dates of key activities and milestones. It will also show the critical activities leading to the achievement date of key milestones. Reviewing the schedule with the Contractor will help facilitate practical solutions to enhance the construction schedule, identify issues that could potentially impact the schedule, and mitigate schedule delays when encountered. Our team's experience working with Contractors gives us a unique perspective into the Contractor's scheduling process and will provide valuable insight and practical knowledge to help facilitate proactive solutions to any schedule-related challenges.

CM Safety Approach

Safety is the priority of our team. The selected Contractors will be responsible for site safety, but our job will be to review and help to oversee the safety procedures developed by the Contractor. Michael Baker's internal SLAM Safety Program will be the centerpoint of our safety approach: Stop, Look, Assess, and Manage risks. Michael Baker's Regional Construction Services Team includes more than 20 Cal-OSHA Certified and safety trained professionals all with an excellent safety record. Safety is our top priority, with the commitment of the Executive Management at Michael Baker, our staff is prepared to monitor construction site safety.

Document Control System

Michael Baker utilizes password-protected, web-based, project specific Document Tracking System web-site (BOX.com). The BOX system is available to allow the District, and all project team members, to obtain up-to-date construction management and inspection information including: Plans and Specifications, NPDES Permit and SWPPP Compliance Reporting and Documentation, Daily Reports, Submittals, RFI's, Punch Lists, Materials Tickets and Test Reports, Meeting Minutes, and Images seamlessly 24 hours a day. Use of these technologies allows Michael Baker the ability to perform nearly every conceivable construction management task, efficiently and economically.

Ultimately, our team's overarching role is to make sure the District receives the full value of its investment in the construction contract and the CM oversight.

Contract Compliance Procedures

Expediting and processing RFIs, submittal reviews, clarifications, change orders, and contract closeout activities are critical to all projects. The best opportunity to control and protect against change orders is during the processing of these documents and prior to the contractor mobilizing to site. Our approach is to review and respond to as many of the RFIs and submittals as possible in the field, before involving the Design/Reviewing Engineer. Clearly there are RFIs that only the Design Engineer can address, and in such cases we will immediately transmit such RFIs to the Design Engineer for review. In our experience, many RFIs can be addressed by simply pointing the General Contractor to the appropriate section of the Contract Documents. Part of our responsibility is to monitor and vet both the RFIs and responses for clarity, time impacts, scope changes, repeated questions, design intent changes, quality changes, cost changes, contract term changes, criticality, constructibility, response times, owner preferences, and solutions.

Proactive Dispute Avoidance & Resolution Leads to Fewer Claims

As the District's Construction Manager, Michael Baker will be the central conduit for communication between the Contractor, the District, and other jurisdictional parties. Our role is integral to managing requests for modifications in the Drawings and Specifications. Regardless of the good work that the consultant who prepared the contract documents has done, there will be differing site conditions, operational complications, equipment compatibility issues, conflicts or problems with the contract documents, and scope changes throughout construction of the project that will necessitate changes. Michael Baker applies a systematic approach to change order management so that contract changes are handled efficiently and fairly.

Experience has taught us that the best way to resolve a conflict is to avoid it in the first place. Michael Baker will take actions to avoid disputes including:

- Help the District to allocate risks clearly and fairly based on the Contract Documents
- Perform contract obligations on-time and maintain complete records
- Define problems quickly and work diligently to contain the condition and minimize impacts
- Cooperate with other team members and remain flexible

If conflicts do arise, Michael Baker will lead efforts to resolve the issues outside of litigation. We will apply our experience and expertise within the framework established in the Contract Documents to work towards an acceptable outcome.

Michael Baker will give the District a clear picture of the substance and implications surrounding a potential change so that the District can make a well-informed decision.

The greatest opportunity to drive a project to success comes in the preconstruction phase. Our value to the client and the team comes from our "lessons learned" and our construction management systems to collect and manage information.

4. SCOPE OF WORK



4. SCOPE OF WORK

After careful review of the RFP document and Addendum No.1, Michael Baker has prepared a scope of work for this project. Task items below follow the numbering of Task items in the RFP as closely as possible but have been adjusted where necessary in order to complete the Project. Therefore, the scope of work for this proposal and the included fee estimate is based on the scope of work provided herein.

Michael Baker has included sufficient time and budget in this proposal to manage the entire project from start to finish including progress, budget, and schedule oversight for all in-house and sub-consultant work.

Task 1 – Development of Construction Bid Documents

Task 1.1 – WWD Coordination and Document Review

The Michael Baker team will review the proposed bridge design drawings, available as-built drawings, atlas maps, geotechnical reports, and all other relevant available documents provided by the District, to become familiar with the project needs and requirements. It is assumed that the District will provide all documents for review at the time of the kickoff meeting.

Michael Baker will also perform a site walk of the project area to observe and photograph the existing conditions and surrounding area.

Task 1.2 – Surveying

The RFP indicates that Caltrans completed a survey and the AutoCAD file will be available to Michael Baker to use for the project. Michael Baker has not included any additional topographic or field verifications survey and has assumed that all required information will be available in the survey files provided. Efforts associated with task will be to procure and process the provided data files for use with this project.

Task 1.3 - Conduct Existing Utility Research

Utility Investigation

Michael Baker will research existing utilities using a Dig-Alert web search for known utility purveyors along the pipeline corridors. Michael Baker will notify in writing each utility purveyor (as listed above) of the District's proposed plans and request copies of record drawings or atlas maps of existing and proposed facilities within the project boundary. We will prepare a Utility Notification Log to track utility company responses including contact information and dates of all outgoing and incoming correspondence. Utilizing the record drawings provided by the utility purveyors, existing facilities will be plotted in the CAD files.

Utilities will be placed in the project CAD files based on locations provided by the utility owner and as indicated in the Caltrans survey files. Vertical locations of utilities will be shown based on information available in the Caltrans survey files, utility record drawings, or at typical design depths if no information is available.

Site Walk

A site walk will be performed to become more familiar with the project area and to observe the area for any potential conflicts, including existing utility improvements, and to help verify utilities identified on record drawings.

Task 1.4 Geotechnical Services

The RFP indicates that Caltrans completed a geotechnical investigation and report that will be available to Michael Baker to use for the project. Michael Baker has not included any additional geotechnical investigations and has assumed that all required information will be available in the report provided. Efforts associated with task will be to review the report and incorporate recommendations into the project.

Task 1.5 Potholing

Up to five (5) potholes are included in the scope of work. This includes vacuum excavation, backfill with native material, and a surface repair using a cold patch of the hole at the surface. This also includes San Bernardino County permit procurement, Caltrans District 8 Permit Procurement, and traffic control plan for the pothole work. This does not include an encroachment for the UPRR right of way, and does not include railroad insurance, flagger, or other requirements for pothole locations within or impacting the UPRR right of way. Proposal pricing specifically excludes removal, protection and/or restoration of existing landscape, irrigation, trees, roots, hardscape, paving and/or other existing or proposed improvement not specifically included by name elsewhere in this proposal. Traffic Control if specifically included as a part of this proposal is per "WATCH" and excludes K-Rail, CMS, Traffic Control Plan, Special Signs, Special and/or Restricted Work Hours and any other special requirements if not specifically included by name. All paving is bid using temporary AC Cold Mix to a thickness of +/-4" to be maintained and/or replaced by others during the street improvements project. Proposal excludes removal of USA markings, permanent paving, concrete work, and or overlay.

The pothole fee indicated on the fee schedule accounts for 5 pothole locations, at a unit price of \$950/each. However, the unit price for pothole location is dependent on fixed mobilization costs and may increase if the work cannot be performed in a single mobilization.

Task 1.6 Permits

Michael Baker will identify and prepare a list of all applicable permits required for the construction of the replacement waterlines. These will include but are not limited to the County of San Bernardino, Caltrans, and UPRR.

Michael Baker will prepare necessary permit applications, exhibits, and supporting documentation as required by the governing agency and under direction from WVWD to obtain UPRR, County, and Caltrans approval of the design documents.

During pre-construction activities, the Contractor will obtain all construction related permits identified by the design team, and all other required permits to be identified by the Contractor. Permit assistance will be provided as identified in Task 2 for construction permits.

Probable permits and durations:

- Union Pacific Railroad Crossing Agreement: 45 days to process the design application; another 45 days to fully execute agreement; and up to 30 days for construction permitting.
- Caltrans Design Reviews: 60% and 90% submittals with two-week review periods, and potentially another approval review at the 100% design submittal.
- Caltrans design exception requests are assumed to not be required and may take an additional 2-3 weeks beyond the standard review time if required.
- County encroachment permits shall be applied for during pre-construction and are expected to take up to 3 weeks, depending on the completeness of the contractor's application package.
- Waterboard submittal will be discussed with the District during the project. Title 22 exceptions are not anticipated.

Task 1.7 Preliminary Design

Michael Baker will prepare a 30% conceptual design indicating the recommended pipeline alignment, water system connection points, and attachment types to the bridge. The design will also include pipe materials, joint types, and coating of the pipelines for both buried service lines and lines within the bridge. The 30% design will be summarized in a technical Memorandum and will include exhibits of the preliminary design.

Task 1.8 - Prepare Plans, Specifications, and Engineer's Opinion of Probable Cost

Michael Baker will provide detailed design plans and technical specifications in accordance with WVWD's AutoCAD standards, design standards, standard drawings, and standard technical specifications. The bid proposal sections (front ends) will be provided by WVWD. Michael Baker will develop special provisions, special conditions, and additional technical specifications beyond the WVWD standard specifications as appropriate.

Plans and specifications will be provided in hard copy and digital electronic format in accordance with WVWD design standards. The plan set will include plan and profile sheets for the new water pipeline, and all details necessary for the construction of the proposed replacements. Drawings will be prepared in the latest version of AutoCAD on a standard 24-inch by 36-inch sheet size. Plan and profile sheets will be scaled at 1"=40' horizontal and 1"=4' vertical scale. Anticipated sheet lists for Phase 1 and Phase 2 are shown below.

As part of this task, Michael Baker will review the Caltrans bridge drawings and prepare structural calculations and analysis for supporting the pipeline along the bridge based on the Caltrans design. The calculations can be submitted to the District as an attachment to the final Technical Memorandum upon request.

Phase I: Cedar Avenue Bridge Widening	
Sheet 1	Title Sheet
Sheet 2	Layout, Sheet Index, & Abbreviations
Sheet 3	General Notes
Sheet 4	Cedar Ave Bridge 8-inch Water Plan and Profile
Sheet 5	Cedar Ave Bridge 12-inch Water Plan and Profile
Sheet 6	Pipe Support & Casing Details
Sheet 7	Flexible Joint Vault Section & Details
Sheet 8	Existing Utility Demo
Sheet 9	Connection Details
Sheet 10	Standard Details

Phase II: Cedar Avenue Street Improvements	
Sheet 1	Title Sheet
Sheet 2	Layout, Sheet Index, & Abbreviations
Sheet 3	General Notes
Sheet 4	Orange Street to I-10 Bridge 8-inch Water Plan and Profile
Sheet 5	Orange Street to I-10 Bridge 12-inch Water Plan and Profile
Sheet 6	I-10 Bridge to Bloomington Ave 8-inch Plan and Profile
Sheet 7	I-10 Bridge to Bloomington Ave 12-inch Plan and Profile
Sheet 8	Existing Utility Demo
Sheet 9	Connection Details
Sheet 10	Standard Details

Task 1.9 - Prepare Construction Schedule and Cost Opinion

Michael Baker will prepare a detailed itemized construction schedule using MS Project for the major work items and anticipated construction duration for the water line work. Separate schedules will be developed for Phase 1 and Phase 2 projects.

Michael Baker will prepare an Engineer's estimate of probable cost for Phase 1 and Phase 2 of the projects. The costs will be based on similar past projects and published industry data tables.

Task 1.10 Meetings

During the project, Michael Baker will attend up attend ten (10) progress meetings with WVWD. One (1) internally with WVWD at kick-off, three (3) with Caltrans, one (1) at 30% conceptual design, one (1) at 60% design review, one (1) at 90% design review, and three (3) to coordinate responses to any Caltrans, Union Pacific Railroad ("UPRR"), and/or San Bernardino County review comments. When applicable, meetings will be held through a video conference call. If necessary, meetings will be held at West Valley Water District office located at 855 W. Baseline Road, Rialto, CA 92376, or at Caltrans District 8 offices at 464 W 4th St, San Bernardino, CA 92401. Michael Baker will provide a meeting agenda for each meeting and prepare meeting notes for distribution within three (3) working days of each meeting.

Task 1.11 Coordination of Deliverables

Michael Baker will coordinate with West Valley Water District ("WVWD") to submit all plans to Caltrans, UPRR, and San Bernardino County as necessary per their requirements. Michael Baker will coordinate responses to all Caltrans, UPRR, and San Bernardino County review comments with WVWD and incorporate agreed upon changes resulting from review comments into the plans until the Permit is approved.

Task 1.12 Bid Support Services

Michael Baker will assist the District during the bid period for the project. Our Project Manager will attend in the pre-bid meeting. The contractor's RFIs and RFCs will be answered, and an Addendum will be issued. For budgeting purposes, we have assumed that there will be ten (10) RFI's during the bid phase.

Task 2 - Construction Management Services

Michael Baker will provide construction management services to cover all major aspects of the Work as identified in the Task 2 scope items.

Task 2.1 Schedule Review

Michael Baker will review the progress schedule, schedule of Shop Drawing submissions, and schedule of values prepared by the Contractor and consult with WVWD's Project Engineer concerning their acceptability.

Task 2.2 Meetings

Michael Baker will schedule and attend a pre-construction meeting at the project site, arrange a schedule of bi-weekly progress meetings and other meetings as required in consultation with WVWD's Project Engineer and notify those expected to attend in advance. Michael Baker will prepare meeting agendas, attend meetings, and maintain and circulate copies of minutes.

Task 2.3 Liaison

Michael Baker will serve as WVWD's liaison with the Contractor, working principally through the Contractor's superintendent to assist him in understanding the intent of the Contract Documents. Michael Baker will also assist in obtaining additional details or information, when required at the job site for proper execution of the Work. Michael Baker will alert the Contractor directly and through his superintendent, to any known hazards involved in accepting or acting upon instructions from WVWD or others, except instructions transmitted through WVWD's Project Engineer or himself.

Task 2.4 Shop Drawings and RFIs

Michael Baker will review and approve Shop Drawing submittals per the Plans and Specifications. Michael Baker will advise WVWD's Project Engineer and the Contractor or his superintendent immediately of the commencement of any Work requiring a Shop Drawing submission if the submission has not been approved by WVWD's Project Engineer. Michael Baker will also respond to ten (10) Request for Information (RFIs) during project construction.

A total of 15 hours is included for shop drawing review, which includes at total 15 shop drawing submittals/resubmittals a budget of 1 hour for each submittal. A total of 10 hours are included for up to 10 responses to RFIs with a budget of 1 hour for each RFI.

Task 2.5 Review of Work, Rejection of Defective Work, Inspections and Tests

Michael Baker will conduct on-site observations of the Work in progress to assist WVWD's Project Engineer in determining that the Project is proceeding in accordance with the Contract Documents and that completed Work appears to conform to the requirements of the Contract Documents.

Michael Baker will report to WVWD's Project Engineer whenever they believe that any Work is unsatisfactory, faulty or defective or does not conform to the requirements of the Contract Documents, or does not meet the requirements of any inspections, tests or approval required to be made; and advise WVWD's Project Engineer when they believe the Work should be corrected or rejected or should be uncovered for observation or requires special testing or inspection.

The inspector will be on-site full time for an estimated 130 working days or 180 calendar days. The CM will be on-site for an estimate 24 hours in support of the inspector for this work.

When on-site, Michael Baker will verify that tests, equipment and systems start-ups and operating and maintenance instructions are conducted as required by the Contract Documents and in the presence of the required personnel, and that the Contractor maintains adequate records thereof; observe record and report to WVWD's Project Engineer appropriate details relative to the test procedures and start-ups.

Michael Baker will accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the outcome of these inspections and report to WVWD's Project Engineer.

2.6 Interpretation of Contract Documents.

Michael Baker will assist with the interpretation of contract documents and transmit to the Contractor with WVWD's Project Engineer's clarifications and interpretations of the Contract Documents.

2.7 Modifications.

Michael Baker will consider and evaluate the Contractor's suggestions for modifications in Plans or Specifications and report them with recommendations to WVWD's Project Engineer. Michael Baker will perform Change Order Analysis and make recommendations to WVWD's Project Engineer.

Task 2.8 Records

Michael Baker will maintain orderly files for correspondence, reports of job meetings, shop drawings and samples submissions, reproductions of original Contract Documents including all addenda, change orders, field orders, additional Drawings issued subsequent to the execution of the Agreement, WVWD's Project Engineer clarifications and interpretations of the Contract Documents, progress reports, and other Project-related documents.

The records will include an issue log and change order log, data relative to questions of extras or deductions, decisions, observations in general and specific observations in more detail as in the case of observing test procedures.

Names, addresses and telephone numbers of all the Contractors, Subcontractors, and major Suppliers of equipment and materials will be kept in the project records.

Record files may consist of a combination of electronic and hard copy documents.

Task 2.9 Reports

Michael Baker will provide periodic reports as required of progress of the Work and the Contractor's compliance with the approved progress schedule and schedule of Shop Drawing submissions. The reports will be accompanied with photographic documentation of project progress. The report and photographs will be submitted in digital format no later than two days following the review of the work performed and will be submitted to WVWD's Project Engineer.

During Construction, Michael Baker will consult with WVWD's Project Engineer in advance of scheduled major tests, inspections or start of important phases of the Work to determine the inspection schedule.

2.10 As-builts

Michael Baker will review and verify Contractor's redline as-builts against any know changes and observations and provide to WVWD's Project Engineer with an original hard and scanned copy of the redlines.

2.11 Payment Requisitions

Michael Baker will receive, review and confirm pay requests and forward them with recommendations to WVWD's Project Engineer. Michael Baker will review the applications for payment with the Contractor for compliance with the established procedure for their submission and forward them with recommendations to WVWD's Project Engineer, noting particularly their relation to the schedule of values, Work completed and materials and equipment delivered at the site, including final retention, substantially complete and recommended filing of Notice of Completion. Michael Baker has assumed that a maximum of eight (8) pay applications will be reviewed during the project.

2.12 Guarantees, Certificates, Maintenance and Operation Manuals.

During the course of construction, Michael Baker will verify that guarantees, certificates, maintenance and operation manuals and other data required to be assembled and furnished by the Contractor are applicable to the items actually installed; and deliver this material to WVWD's Project Engineer for review prior to final acceptance of the Project.

2.13 Completion.

Michael Baker will prepare a punch list of items observed items requiring correction before WVWD issues a Certificate of Substantial Completion. The punch list will be provided to the Contractor.

Michael Baker will conduct a final inspection in the company of WVWD's Project Engineer, Inspector, and Contractor and prepare a final list of items to be corrected. Michael Baker will verify that all items on the final list appear to have been corrected and make recommendations to WVWD's Project Engineer concerning acceptance.

2.14 Limitations

Except upon written instructions of WVWD's Project Engineer, Michael Baker will not:

- Authorize any deviation from the Contract Documents or approve any substitute materials or equipment.
- Undertake any of the responsibilities of the Contractor, Subcontractors, or Contractor's superintendent.
- Expedite Work for the Contractor.
- Advise on or issue directions relative to any aspect of the means, methods, techniques, sequences or procedures of construction unless such is specifically called for in the Contract Documents.
- Advise on or issue directions as to safety precautions and programs in connection with the Work.
- Authorize the Owner to occupy the Project in whole or in part.
- Participate in specialized field or laboratory tests.

Task 3 - Construction Inspection Services

Michael Baker will provide full-time presence of construction inspection staff to provide comprehensive observation and Inspection of the Contractor's work. Michael Baker will cover all major construction aspects of the work which can affect the quality and the long-term performance of the project. Michael Baker will provide and have at the project site all necessary equipment, tools, and supplies needed to carry out the required duties.

Inspection services fee included in this proposal are based on a project duration of one hundred and eighty (180) calendar days, which is assumed to be 130 working days. The actual time will be based on the Construction documents and the Contractor's performance. Additional fee will be required if the project duration extends beyond 180 days.

Michael Baker staff understands risks associated with construction site and will wear personal protective equipment, including appropriate headgear, footwear and reflectorized vest when on the project site.

At a minimum, Michael Baker will perform the following tasks as part of their construction inspection services:

- Review plans and specifications and other construction related documents.
- Photograph project prior, during and after construction.
- Interpret plans, specifications and regulations and ensure that contractors are following their contracts.
- Provide inspection to ensure projects are constructed according to project plans and specifications.
- Provide continuous inspection of the Work of the Contractor at the site when being performed.
- Maintain daily logs showing site and weather conditions; traffic control measures taken by the contractors: labor, equipment and materials used; quantity of work performed; and major incidents/safety violations.
- Daily logs submitted to the Construction Manager upon project completion.

- Provide accurate measurements of work completed by contractors in accordance with contract document Review and evaluate proposed change orders and render recommendations to the Construction Manager.
- Monitor contractor's compliance with established safety regulations.
- Observe public safety and convenience.
- Coordinate with contractor access to adjacent businesses/residents during construction.
- Review soil compaction and materials testing.
- Ensure that contractors do not install materials without approved material testing.
- All failed tests will be noted and the Contractor notified that corrective measures are required.
- Issue preliminary and final punch lists including schedule for punch list completion.
- Upon project completion, conduct final inspection and project close-out.
- Prepare and submit as-built plans to the Construction Manager.
- Review and process Contractors request for final payment and release of retention.
- Deliver project files to the Construction Manager.
- Assist the Construction Manager with preparing monthly progress pay estimates including quantity measurement and calculations, documenting Contractor work performance and project events, keeping records of extra work performance, implementing minor changes in the work, implementing revisions to the plans and specifications, and developing estimates for contract change orders, and review of any extra work invoice.

Additionally, the inspection staff will coordinate and work closely with the construction management and construction support staff to complete the following tasks:

- Review the progress schedule, schedule of Shop Drawing submissions, and schedule of values prepared by the Contractor and consult with the Construction Manager concerning their acceptability.
- Verify schedules are on track with project milestones.
- Attend pre-construction meeting.
- Arrange a schedule of progress meetings and other meetings as required in consultation with the Construction Manager.
- Serve as WVWD's liaison with the Contractor, working principally through the Contractor's superintendent and assist him in understanding the intent of the Contract Documents.
- Assist in obtaining additional details or information, when required at the job site for proper execution of the Work.
- Alert the Contractor directly and through his superintendent, to the known hazards involved in accepting or acting upon instructions from WVWD or others, except instructions transmitted through the Construction Manager, WVWD's Project Engineer himself.
- Receive and record date of receipt of Shop Drawings which have been approved by the Construction Manager and WVWD's Project Engineer.
- Advise the Construction Manager and the Contractor or his superintendent immediately of the commencement of any Work requiring a Shop Drawing or sample submission if the submission has not been approved by the Construction Manager. Review of Work, Rejection of Defective Work, Observation of Inspections and Tests.
- Conduct on-site observations of the Work in progress to assist the Construction Manager in determining that the Project is proceeding in accordance with the Contract Documents and that completed Work will conform to the requirements of the Contract Documents.
- Report to the Construction Manager whenever they believe that any Work is unsatisfactory, faulty or defective or does not conform to the requirements of the Contract Documents, or does not meet the requirements of any inspections, tests or approval required to be made; and advise the Construction Manager when they believe the Work should be corrected or rejected or should be uncovered for observation, or requires special testing or inspection.
- Verify that tests, equipment and systems start-ups and operating and maintenance instructions are conducted as required by the Contract Documents and in the presence of the required personnel, and that the Contractor maintains adequate records thereof; observe record and report to the Construction Manager appropriate details relative to the test procedures and start-ups.

- Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the outcome of these inspections and report to the Construction Manager.
- Transmit to the Contractor the Construction Manager clarifications and interpretations of the Contract Documents.
- Consider and evaluate the Contractor's suggestions for modifications in the Plans or Specifications and report them with recommendations to the Construction Manager. Perform Change Order Analysis and make recommendations to the Construction Manager.
- Consult with the Construction Manager in advance of scheduled major tests, inspections or start of important phases of the Work.
- Review and verify Contractor's redline as-builts.
- During the course of the Work, verify that guarantees, certificates, maintenance and operation manuals and other data required to be assembled and furnished by the Contractor are applicable to the items actually installed.

Inspection Documents

The construction inspection staff will maintain orderly files for correspondence, reports of job conferences, shop drawings and samples submissions, reproductions of original Contract Documents including all addenda, change orders, field orders, additional Plans issued subsequent to the execution of the Agreement, the Construction Manager clarifications and interpretations of the Contract Documents, progress reports, and other Project-related documents. Record files may consist of a combination of electronic and hard copy documents.

Michael Baker field staff will Keep daily inspection sheets including taking pictures, recording hours on the job site, weather conditions, data relative to questions of extras or deductions, list of visiting officials, daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures each day they are on-site. Copies will be sent to the Construction Manager.

Michael Baker will record names, addresses and telephone numbers of all the Contractors, Subcontractors, and major Suppliers of equipment and materials.

Reports

Michael Baker will furnish periodic reports as required of progress of the Work and the Contractor's compliance with the approved progress schedule and schedule of Shop Drawing submissions. The reports will be accompanied with photographic documentation of project progress. Report and photographs will be submitted in digital format. Reports will be provided no later than two days following the review of the work performed and shall be submitted to the Construction Manager.

Payment Requisitions

Michael Baker will review applications for payment with the Contractor for compliance with the established procedure for their submission and forward them with recommendations to the Construction Manager, noting particularly their relation to the schedule of values, Work completed and materials and equipment delivered at the site, including final retention, substantially complete and recommended filing of Notice of Completion.

Completion

Before WVWD issues a Certificate of Substantial Completion, Michael Baker will submit to the Contractor a list of observed items requiring correction. Michael Baker will Conduct final inspection in the company of WVWD's Project Engineer, Construction Manager, and Contractor and prepare a final list of items to be corrected. Upon contractor completion, Michael Baker will Verify that all items on the final list have been corrected and make recommendations to the Construction Manger concerning acceptance.

Except upon written instructions of WVWD's Project Engineer, the Michael Baker Inspector will not:

- Authorize any deviation from the Contract Documents or approve any substitute materials or equipment.
- Undertake any of the responsibilities of the Contractor, Subcontractors, or Contractor's superintendent.
- Expedite Work for the Contractor.

- Advise on or issue directions relative to any aspect of the means, methods, techniques, sequences or procedures of construction unless such is specifically called for in the Contract Documents.
- Advise on or issue directions as to safety precautions and programs in connection with the Work.
- Authorize the Owner to occupy the Project in whole or in part.
- Participate in specialized field or laboratory tests

Task 4 Construction Staking Services

12" Water Line Stakes

Michael Baker will provide one (1) set of line and grade stakes for the mainline located on 50-foot stations offset to the mainline at a distance agreed to by Baker and the Contractor. Stakes will be set at all pipe tee locations, if any, but no stakes will be set along the mainline at the connection to the service line. Instead, a stake will be set at the water service location as described below. All mainline stakes shall be marked with cut to flow line of the pipe, when pipe profile is shown on Baker's construction plans. Baker shall provide one line and grade stake for the fire hydrants and blow-off valves located on an offset at a distance agreed to by Baker and the Contractor. In addition, Baker shall set one line and grade stake for each water service and each air-release/air-vac on an offset distance agreed to by Baker and the Contractor. All of these appurtenance and service stakes shall be marked cut to top of curb. Cut sheets shall be prepared and submitted to Client for distribution. This scope is based upon 2,600 linear feet of water line to be constructed. Baker will provide these services in a maximum of wo (2) move-ins.

8" Water Line Stakes

Michael Baker shall provide one (1) set of line and grade stakes for the mainline located on 50-foot stations offset to the mainline at a distance agreed to by Baker and the Contractor. Stakes will be set at all pipe tee locations, if any, but no stakes will be set along the mainline at the connection to the service line. Instead, a stake will be set at the water service location as described below. All mainline stakes shall be marked with cut to flow line of the pipe, when pipe profile is shown on Baker's construction plans. Baker shall provide one line and grade stake for the fire hydrants and blow-off valves located on an offset at a distance agreed to by Baker and the Contractor. In addition, Baker shall set one line and grade stake for each water service and each air-release/air-vac on an offset distance agreed to by Baker and the Contractor. All of these appurtenance and service stakes shall be marked cut to top of curb. Cut sheets shall be prepared and submitted to Client for distribution. This scope is based upon 1,300 linear feet of water line to be constructed. Baker will provide these services in a maximum of wo (2) move-ins.

Key Understandings and Assumptions

1. Michael Baker can rely on all files provided by others without independent verification;
2. Survey and utility information provided by Caltrans and WVWD and others will extend through the entire project area
3. Flexible joints will be located in vaults and will not be hung under bridge
4. Based on our interpretation of the response to Question XXX in Addendum 1, Engineered Traffic Control are not needed and are not included because they will be performed as part of the bridge and street improvements by others.
5. Water pollution control BMPs, traffic control, road striping, and other items not specifically listed in the scope in this document are excluded.
6. Caltrans, WVWD, and other agency reviews will be performed within the time allocated in the schedule in this proposal. Longer review periods by outside agencies may impact the project schedule and is beyond the control of Michael Baker.
7. Review fees, agreement fees, and expedition fees required by permitting agencies, including all UPRR fees, will be paid directly by WVWD and are not included in this fee proposal.
8. Caltrans survey during construction is not included. Survey work is limited to construction staking indicated in the scope.

Scope of Work Exclusions

Tasks that are not within the RFP scope of work may be included at the request of the District for a mutually agreed upon scope and fee. Scope of Work exclusions include but are not limited to the following:

- Traffic Control Plans
- Stormwater and erosion plans and BMPs
- Geotechnical Investigation

- CEQA / Environmental Documentation
- Hydraulic Analysis
- Corrosivity Analysis
- Easement Legal Descriptions and Exhibits
- Non-Water Utility Relocations
- Site Survey
- Construction Testing not specifically identified in the scope
- Caltrans monitoring surveys

Review of Sample Agreement and Insurance Requirements

We appreciate the opportunity to preview the consultant services agreement that will be utilized by the West Valley Water District for this project. We have previously contracted with the District without issues and do not foresee any contracting issues with the project.

Approach to Ensuring Quality Deliverables

For the Michael Baker team, quality is not just about meeting the requirements of the RFP with respect to scope, schedule, and budget. Michael Baker applies a Project Specific Quality Management Plan (PSQMP) based on our Quality Assurance Program and requirements of the RFP. It is customized to reflect the purpose and level of complexity of your project. The PSQMP includes quality reviews of all draft and final deliverables prior to submittal to the District. It also includes monthly work status summary reports to communicate the project status and schedule adherence. Our Project Manager is responsible for developing the PSQMP and ensuring it is being carried out by the QA/QC team. They are also responsible for assigning the reviewers and addressing the recommendations of the quality reviews. However, we go three steps further to satisfy your needs:

1. Our quality assurance begins with developing a close and continuous line of communication between our project team and District's project team. Our past experience indicates that good communication is a critical element to project success. Under our Quality Assurance Program, we keep an organized directory of all project related communications, documents, images, data, and plan sets, which allow us to respond quickly to your requests. Our Project Manager is responsible for seeking District's input throughout project development to ensure that we meet your needs. This proactive approach is used to anticipate and address quality issues before they become problems.
2. The project will receive a comprehensive internal peer review before Preliminary Submittal is provided to the District. The QA/QC panel verifies that tie-ins, alignments, and design details have been thoroughly reviewed to consider all constraints, impacts, site conditions, and constructability issues. Our Project Manager is responsible for scheduling the peer review and implementing the recommendations of the panel.
3. Companies don't design projects; people do. Quality starts with project team members that are excited about your project and ready to go the extra step to exceed your expectations. Our Project Manager promotes delivery of high-quality work by making the team members' tasks relevant to the project objectives, encouraging team members to select the activities that make sense to them to perform the tasks and meet the project objectives, recognizing team member contributions, and developing a collaborative climate where team members help each other to succeed and have the opportunity to interact with the beneficiaries of their work.

Coordination and Communication

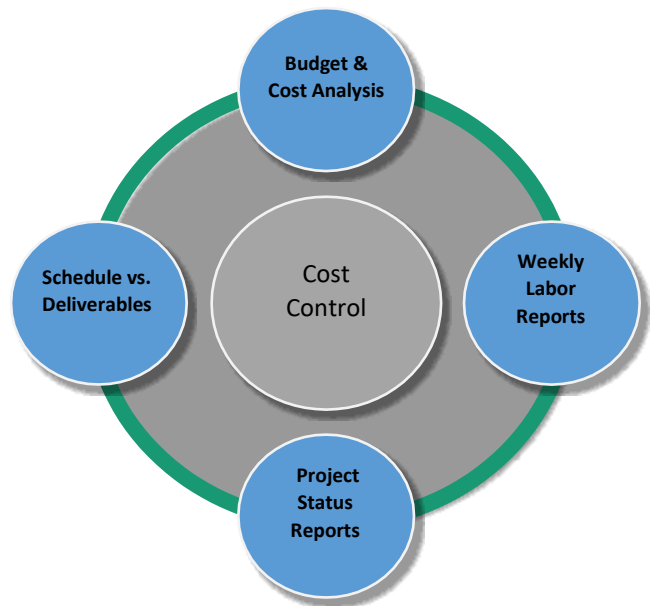
This is an area in which the Michael Baker team excels in each of our projects. Our proactive, spirited approach to building positive team relationships while maintaining the mutual respect of all parties has been paramount to our success. Maintaining open lines of communication and having the entire project team develop a commitment to fostering cooperative teamwork will result in the resolution of critical issues in a timely manner.

	<p>AMPLE & AVAILABLE RESOURCES</p>		<p>COST-EFFECTIVE STAFFING</p>		<p>STABILITY FOR WORKERS & CONSISTENCY FOR THE DISTRICT</p>
<p>Staffing depth that consists of multi-disciplined workers who are knowledgeable in the District's established protocols and adept at mobilizing to support a high volume of projects across multiple platforms.</p>		<p>Retaining existing staff to avoid the expense of training new personnel. Employing professionals who are well-suited not only to a specific project, but to the overall program in order to avoid overcompensating for work performed by overqualified staff and allows for cross-training.</p>		<p>Allowing team members the opportunity to operate in different capacities to accommodate for slower or increased fluctuations in work will ensure quick turn-around times to inquiries.</p>	

Michael Baker's Project Manager, Miles Costanza, will be the primary point of contact for the duration of this contract. We believe that regularly scheduled (e.g. bi-weekly) progress check-ins via a teleconference are an efficient way of making sure that we are "on the same page" as the work progresses. We also anticipate that there will be frequent e-mail correspondence for more informal communication, as well as contact by phone when it's necessary to have more efficient discussion.

Cost Control

The adherence to strong cost control practices is essential to successfully delivering projects within the authorized budget. Michael Baker utilizes Oracle accounting software and other proprietary programs to record staff time sheets, track project costs, and generate weekly Project Labor Reports for each Project Manager. At Michael Baker, the Project Manager is responsible for continually reviewing and evaluating the project costs to verify that time spent corresponds to project work produced. The Project Manager maintains a Project Status Report (PSR), which tracks project schedule and deliverables along with project costs and invoicing. The Project Manager reviews the PSR monthly with the Department Manager and Area Operations Manager. These processes and cost control techniques allow for informed and timely decision making and have proven successful in keeping project within budget and on schedule.

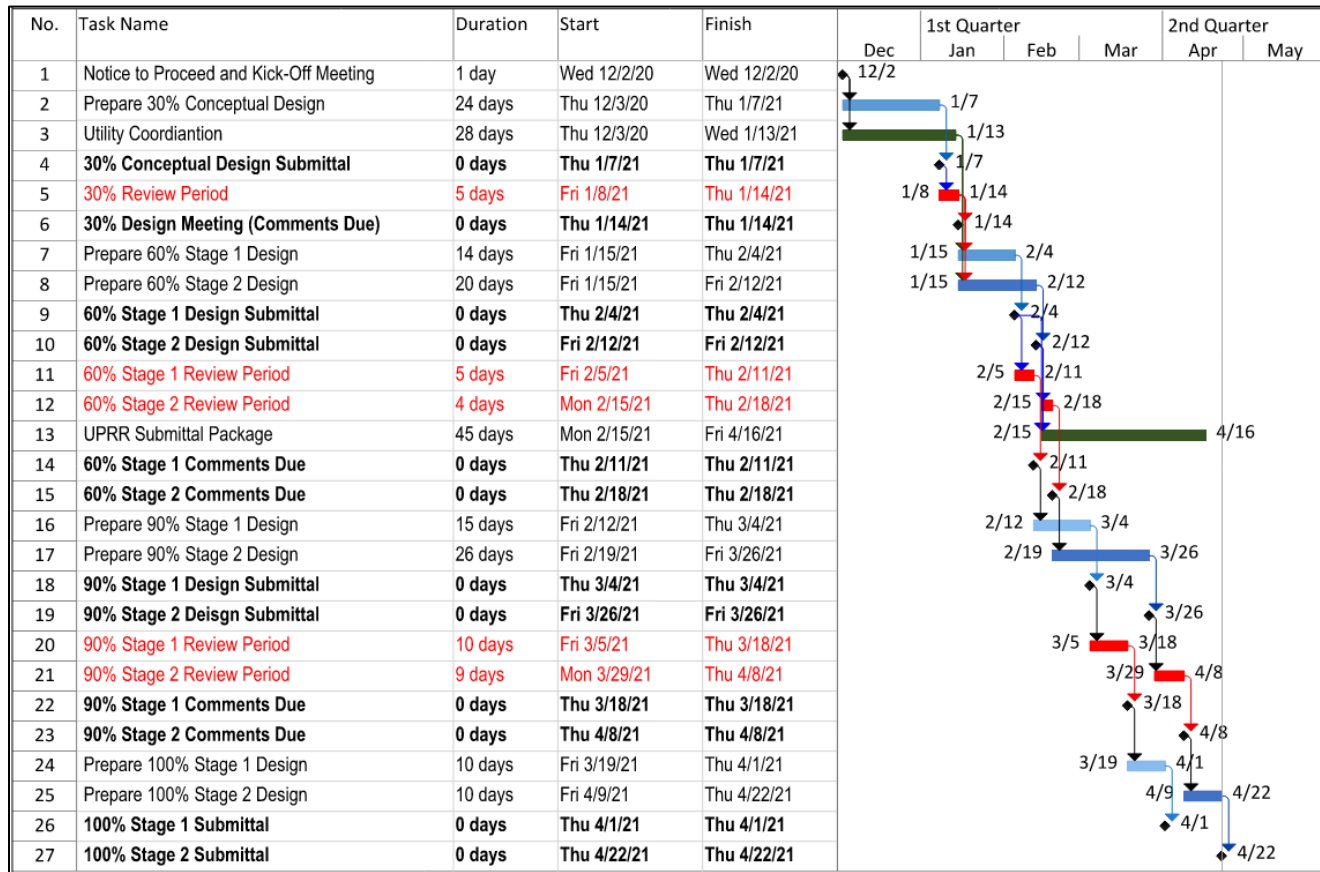


Schedule Control

We continually review and evaluate the project cost through all project phases to allow for informed and timely decision-making. Cost control techniques include program budget analysis, value engineering, life-cycle cost analysis and quantity-based estimating. We rely on an open-book, inclusive process that demonstrates the costs and benefits of varying design options. This budget confirmation process starts in the earliest stages of the project, when design and engineering alternatives have the greatest potential impact on costs. Our design teams analyze client goals, technical requirements, alternative building concepts, construction costs and long-term operational costs to define the optimum scope within the budget, ensuring long-term flexibility and value.

PROJECT SCHEDULE

Addendum 1 provides tentative schedule with milestone dates. Michael Baker has reviewed these milestone dates and developed a detailed critical path schedule showing how the dates in Addendum 1 could be met.



The Addendum indicates that the schedule is tentative and subject to change. Based on this, Michael Baker will welcome a discussion with the WVWD team upon selection on amendments to schedule based on our experience with similar projects. Some of the concerns that we have with the aggressive schedule are indicated below.

- The addendum indicates the schedule is based on Stages, and not Phases. We would welcome a discussion to revise the schedule to be based on Phases for the bridge work and the street improvements work, each Phase accommodating both Stages.
- UPRR typically requires 45 days to review application and this could extend the final approval of the UPRR agreement beyond the 100% deliverable date. Expedited review fees from UPRR can be significant.
- Utility coordination record drawings need to be provided in 28 days or less and will not be complete or known in the 30% design. Utility records received after this date could impact the project schedule if a conflict is found.
- Caltrans, UPRR, County and other agencies will need to complete reviews within the time allocated. If agency review times are not met, then the schedule could be impacted. We are concerned that Caltrans review periods may exceed the time allocated for 90% Stage 2, and both 60% Stages.
- Project changes, or design decisions changes made during the project could impact the project schedule. These changes could be initiated by Caltrans during their review as the bridge design and other utilities in the area are coordinated by the Caltrans coordinator.

5. REFERENCES



5. REFERENCES

Selected projects and references for our Project Manager and team are provided below, followed by a list of pipeline projects demonstrating Michael Baker’s depth of experience in the design of similar projects.

Reference
City of Chino
13220 Central Avenue
Chino, CA 91710

Contact
Maria Fraser, PE, CIP Civil
Engineer
Manager
909.334.3265
Year Completed
Current

Staff
John Nagle, PE, QA/QC
Miles Costanza, PE Design Lead
Engineer, Caltrans Coordination
Jerome Ruddins, CCM,
Constructability Review

Project Title: District of Chino 3 Bridge Replacement, Water and Sewer Relocation, State Route 60

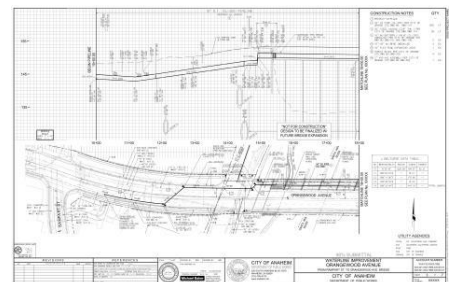
Project included three separate design packages for water and sewer utility relocations in three separate bridges scheduled for replacement by Caltrans: Pipeline Avenue Bridge, State Route 60 Bridge Crossings, and Benson Avenue Bridge. Caltrans provided design of the bridge replacement and Michael Baker provided design plans for the replacement of water/sewer utilities owned by the District of Chino. Proposed replacement bridges included a thinner cross section that did not allow the replacement of utilities in-kind at the existing elevations. The replacement sewer lines could not maintain gravity flow within the new bridge cross-sections. Alternative options were evaluated for the sewer lines at each location. Construction plans and specifications were developed for the selected alternative at each location.

Water Main Replacements – State Route 60 Bridge Crossings Existing water mains were replaced to accommodate a new bridge with a thinner cross section. This project consisted of 300 linear feet of 12” steel water line in a 24” casing in the Monte Vista Avenue bridge replacement; and 320 linear feet each of 8” steel water in a 16” casing, 16” water line in a 24” casing, and 18” water line in a 24” casing in the Benson Avenue bridge replacement. Both locations included bypass lines for maintenance of operations during construction that were sequenced with the Caltrans bridge replacement sequencing. The design included detailed connections for vertical realignment in the bridge abutment area, flexible joints, casing, and casing hangars.

Project Title: Pipeline Replacement for Orangewood Avenue from Rampart Street to Eckhoff Street

Location: Orange, CA

Michael Baker has been designing the widening of Orangewood Avenue from five lane roadway into six lane divided facility, improving the arterial service level between the Santa Ana River and the East of the SR-57. The bridge will be widened to accommodate one additional westbound lane and sidewalk. As part of the scope of work for the Santa Ana Bridge (Orangewood Avenue) widening design, Michael Baker designed approximately 2,000-ft of 16-inch Ductile Iron water transmission main. The new transmission main will traverse through the widened portion of the bridge crossing the Santa Ana River and continue easterly to tie-in to an existing pipeline at Eckhoff Street. The design included detailed connections in the bridge abutment area, flexible joints, casing, and casing hangars.



Reference
City of Orange, Water Division
189 S Water Street
Orange, CA 92866

Contact
Tuan Cao
714.288.2492
tcao@cityoforange.org
Year Completed
Design 2019
Construction: Est 2021

Staff
Kevin Saleh, PE, Project Engineer
John Nagle, PE, Design Manager
Sal Sheikh, PE, Structural
Engineer

Reference

Rancho Mission Viejo, LLC
28811 Ortega Highway
San Juan Capistrano, CA 92675

Contact

Jim Yates
949.230.3363

Year Completed

Ongoing Project, Construction
Completion 2020

Staff

John Nagle, Design Manager
Troy Edwards, Project Engineer
Safa Kamangar, Technical Review
Sal Sheikh, PE, Structural
Manager
Fabio Sanchez-Duran, SE, PE,
Structural Engineer

Project Title: Domestic and Recycled Water Pipelines within the Cow Camp Road Extension

Michael Baker is currently working with the Rancho Mission Viejo Company on the extension of Cow Camp Road, an integral part of the 23,000-acre Ranch Plan located east of San Juan Capistrano in unincorporated Orange County. As a part of the project, the Michael Baker team is providing preliminary and final design services for Santa Margarita Water District's domestic water, recycled water, and sanitary sewer pipelines, including the design of approximately 7,500 LF of 24" Zone I domestic water transmission main and 7,500 LF of 30" recycled water transmission main. Some of the challenging project elements include a bore & jack crossing of the SCP in CWRP access road, bore & jack crossing of the Chiquita Creek, challenging geotechnical issues, and coordination with the major bridge structure over Chiquita Canyon and future extension of SR-241.



Reference

City of Newport Beach
100 Civic Center Drive
Newport Beach, CA 92660

Contact

Fong Tse, Assistant City Engineer
949-644-3321

ftse@newportbeacha.gov

Year Completed: 2016

Staff

John Nagle, PE, Design Manager
Sal Sheikh, PE, Structural Engineer
Troy Edwards, PE, Project Manager
Fabio Sanchez-Duran, SE, PE,
Structural Engineer

Project Title: Park Avenue Over Grand Canal Bridge Replacement Project

Location: Newport Beach, CA

Michael Baker provided engineering design and environmental planning services for the replacement of the Park Avenue Bridge over Grand Canal.

In working with the City and the communities of Balboa Island and Little Balboa Island, Michael Baker developed bridge replacement strategies for the deteriorating 1930, which is the only link (besides watercraft) between Balboa Island and the small adjacent island known as Little Balboa. Michael Baker also provided design and phasing of an 8-inch waterline replacement that spanned the approximately 110 linear foot (LF) bridge.

Pipeline design included five re-connection points to the existing water system, air/vac design and placement within the new bridge section, flex tend design and placement, pipeline support details within the bridge, and pipeline alignment section with existing utilities.



Award:

Recipient of the American Society of Civil Engineers (ASCE), Orange County Branch, 2017 Construction Project of the year

Reference

City of San Juan Capistrano

Contact

Eric Bauman, PE
(949) 487-4312

Staff

Jerome Ruddins, CCM
Bill Seitz, PE
Kieler Smith, PE
Nora Doyle

Project Title: Ortega Highway Interchange Pipeline Relocation, CIP No. 11805

Location: San Juan Capistrano, CA

Michael Baker provided construction management and inspection services on this \$1,990,113 pipeline replacement project for the City of San Juan Capistrano. The work included: installing approximately 3,611 LF of 12" PVC pipe; 700 LF of 12" CML&C pipe to be constructed in the 1-5 Bridge; abandonment and relocation of water lines; services and appurtenances; and the removal of ACP. Michael Baker's duties included: project management; contract administration; construction management; construction inspection; relief inspection; construction engineering support resident engineering; scheduling; community outreach and public relations; monitoring the Contractor's traffic control and safety plan; monitoring environmental compliance, surveying, soils and material testing, and welding testing; and testing & setup.



Reference

West Valley Water District
855 West Baseline Road
Rialto, CA 92376

Contact

Bertha Perez, Associate Engineer
909-875-1804 x 349

Year Completed

Construction
Completion 2020

Staff

Patrick Hanify, Construction Manager
Aaron Singer, Field Engineer

Project Title: Bloomington Area Waterline Replacement Project, Phase 3A

Michael Baker provided construction management, construction monitoring, and contract administration services for this \$1.5 million project involving the installation of new 8" mainline, abandonment of existing services and mainline, and relocation of existing service laterals to serve Zone 2, in the Bloomington Area, as part of Phase IIIA. Work consisted of the installation of 5,601 LF of CML&C waterline, 141 relocated service laterals, 14 new Fire Hydrant assemblies, and repaving operations along 10th Street & 11th Street, between Linden Ave. and Locust Ave., and along Maple Ave. Michael Baker is integrally involved in verifying quantities and ensuring quality control; providing community relations and monitoring site safety; coordinating survey; conducting bi-weekly progress meetings and preparing minutes; monitoring project schedules; and preparing and processing control documents.



6. ADDITIONAL INFORMATION



6. ADDITIONAL INFORMATION

Michael Baker does not have additional information at this time.

7. COST ESTIMATES OF CONSULTING FEE





DEVELOPMENT OF CONSTRUCTION BID DOCUMENTS FOR WATER MAIN REPLACEMENT, CONSTRUCTION MANAGEMENT, AND INSPECTION SERVICES
PROJECT NO. W19055 | I-10 CEDAR AVENUE INTERCHANGE IMPROVEMENT PROJECT



7. Cost Estimates of Consulting Fee

	Water				Structural			CM & Inspection				Survey			Total Estimated Hours	Labor Cost	Direct/Repro Subcontract Costs	Total Estimated Fee
	Principal/QA/QC	Project Manager	Senior Engineer	Project Engineer	Structural Manager	Structural Engineer	Structural Designer	Admin Support	Const. Manager	Field Inspector	Field Engineer	Office Support	Licensed Surveyor	1-Person Crew				
	\$ 280.00	\$ 220.00	\$ 195.00	\$ 165.00	\$ 245.00	\$ 225.00	\$ 130.00	\$ 70.00	\$ 178.00	\$ 115.00	\$ 125.00	\$ 70.00	\$ 210.00	\$ 180.00				
TASK 1: DEVELOPMENT OF CONSTRUCTION BID DOCUMENTS																		
1.1 WWD Coordination and Document Review			8	8	4	8									28	\$ 5,660.00	\$ 100.00	\$ 5,760.00
1.2 Surveying				4											4	\$ 660.00	\$ -	\$ 660.00
1.3 Conduct Existing Utility Research				16											16	\$ 2,640.00	\$ 500.00	\$ 3,140.00
1.4 Geotechnical Services				4		4									8	\$ 1,560.00	\$ -	\$ 1,560.00
1.5 Potholing (5 holes)				2										8	10	\$ 1,770.00	\$ 11,000.00	\$ 12,770.00
1.6 Permits			24	8											32	\$ 6,000.00	\$ -	\$ 6,000.00
1.7 Preliminary Design		16	20	40	8	16	4								104	\$ 20,100.00	\$ 100.00	\$ 20,200.00
1.8 Prepare P, S, and E - Phase 1 (Bridge Widening)	8	8	40	160	12	16	40								284	\$ 49,940.00	\$ 100.00	\$ 50,040.00
1.8 Prepare P, S, and E - Phase 2 (Street Improvements)	8	8	40	160	12	16	16								260	\$ 46,820.00	\$ 100.00	\$ 46,920.00
1.9 Construction Schedule and Cost Opinion	4	4	4	20	4		10								46	\$ 8,360.00	\$ -	\$ 8,360.00
1.10 Meetings		40	40												80	\$ 16,600.00	\$ 1,000.00	\$ 17,600.00
1.11 Coordination of Deliverables		4	8									8			20	\$ 3,000.00	\$ 500.00	\$ 3,500.00
1.12 Construction Bid Services		8	30												38	\$ 7,610.00	\$ -	\$ 7,610.00
TOTAL AMOUNT (TASK 1):	20	88	214	422	40	60	70	0	0	0	0	0	0	8	930	\$ 170,720.00	\$ 13,400.00	\$ 184,120.00
TASK 2: CONSTRUCTION MANAGEMENT																		
2.1 Schedules									3						3	\$ 534.00	\$ -	\$ 534.00
2.2 Meetings (14 Meetings Total)								16	35						51	\$ 7,350.00	\$ 900.00	\$ 8,250.00
2.3 Usason									24						24	\$ 4,272.00	\$ -	\$ 4,272.00
2.4 Shop Drawings and RFI's (15 Submittals and 10 RFI's)						16		8	25						49	\$ 8,610.00	\$ -	\$ 8,610.00
2.5 Review of Work									24						24	\$ 4,272.00	\$ 75.00	\$ 4,347.00
2.6 Interpretation of Documents									16						16	\$ 2,848.00	\$ -	\$ 2,848.00
2.7 Modifications (Assumes 3 Modification Requests)									6						6	\$ 1,068.00	\$ -	\$ 1,068.00
2.8 Records								8	6						14	\$ 1,628.00	\$ -	\$ 1,628.00
2.9 Reports								8	9						17	\$ 2,162.00	\$ -	\$ 2,162.00
2.1 As-Builts								8	4						12	\$ 1,272.00	\$ -	\$ 1,272.00
2.11 Payment Reviews								4	8						12	\$ 1,704.00	\$ -	\$ 1,704.00
2.12 O&M's								4	4						8	\$ 992.00	\$ -	\$ 992.00
2.13 Completion									24						24	\$ 4,272.00	\$ 25.00	\$ 4,297.00
TOTAL AMOUNT (TASK 2):	0	0	0	0	0	16	0	56	188	0	0	0	0	0	260	\$ 40,984.00	\$ 1,000.00	\$ 41,984.00
TASK 3: INSPECTION																		
3.1 Full time observation (130 days)										865					865	\$ 99,475.00	\$ 2,500.00	\$ 101,975.00
3.2 Measurements and Logs										6					6	\$ 690.00	\$ -	\$ 690.00
3.3 Schedules and Meetings (14 Meetings Total)										20					20	\$ 2,300.00	\$ -	\$ 2,300.00
3.4 Shop Drawings										2					2	\$ 230.00	\$ -	\$ 230.00
3.5 Review of Inspections and Tests										20					20	\$ 2,300.00	\$ -	\$ 2,300.00
3.6 Interpretation of Documents										6					6	\$ 690.00	\$ -	\$ 690.00
3.7 Modifications										6					6	\$ 690.00	\$ -	\$ 690.00
3.8 Records										6					6	\$ 690.00	\$ -	\$ 690.00
3.9 Reports										65					65	\$ 7,475.00	\$ -	\$ 7,475.00
3.10 As-Builts										6					6	\$ 690.00	\$ -	\$ 690.00
3.11 Payment Reviews										6					6	\$ 690.00	\$ -	\$ 690.00
3.12 O&M's										8					8	\$ 920.00	\$ -	\$ 920.00
3.13 Completion										24					24	\$ 2,760.00	\$ -	\$ 2,760.00
TOTAL AMOUNT (TASK 3):	0	0	0	0	0	0	0	0	0	1040	0	0	0	0	1040	\$ 119,600.00	\$ 2,500.00	\$ 122,100.00
TASK 4: CONSTRUCTION STAKING																		
4.1 12" Water Line Stakes												8	16		24	\$ 4,560.00	\$ -	\$ 4,560.00
4.2 8" Water Line Stakes												8	8		16	\$ 3,120.00	\$ -	\$ 3,120.00
TOTAL AMOUNT (TASK 4):	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	\$ 7,680.00	\$ -	\$ 7,680.00
																BASE SERVICES TOTAL FEE \$ 355,884.00		

Appendix - Team Resumes

Momcilo (Momo) Savovic, P.E. | Principal In Charge

Mr. Savovic has more than 33 years of national and international experience in consulting engineering with experience including infrastructure design, evaluation and assessment; project management; organizational assessments/facilitation services; planning; and construction management.

Mr. Savovic provided process/mechanical assessments for a variety of water treatment and conveyance systems, including water networks, water mains, potable, and recycled water pump stations, wells, reservoirs, and treatment plants. His responsibilities have included field investigations; condition assessments; preparation of plans, specifications, and cost estimates; hydraulic analyses; equipment selection; and onsite construction management services.

Mr. Savovic developed the project delivery methods class curricula to the San Diego School of Architecture undergraduate program. In his academic work, he is relying on alternative delivery research and guides developed by the American Institute of Architects (AIA), Construction Management Association of America (CMAA), the Design Build Institute (DBI), and Water Design-Build Council (WDBC). His academic work focuses on the best value approach in alternative delivery in general, in progressive design-build delivery. He is successfully bridging academic research with fieldwork and Industry standards, working closely with leading progressive design build teams in the Nation. Mr. Savovic is tri-lingual; he speaks English, German, and Serbian.

Experience

Rosedale Water Treatment Plant, City of Edmonton AB - Environmental Engineer. Mr. Savovic provided the performance evaluation of coagulation, flocculation, sedimentation, filtration, and U.V. disinfection processes. The conformance of the plant performance with the regulatory permit requirements was evaluated based on the review of 1-year worth of process logbook data. Alum and powdered activated carbon are the first chemicals added to the water after the inlet screening process. High-intensity chemical mixing is done at the low-lift pump station or mixing chamber. Following rapid mix, a polymer is added, and the water is then slowly mixed to encourage the formation of floc. The floc later settles out of the water by gravity at the bottom of a clarifying basin in the process of sedimentation. Once the dirt-laden floc settles to the bottom of the basin, sludge is removed, and the clear water is decanted from the surface. The flocculation process and settling tank chemical consumption were evaluated based on the truck manifests and logbook data.

Water Treatment Plant – Water Supply System for the City of Addis Ababa, City of Addis Ababa - Team Leader. Mr. Savovic provided design and construction management services during the construction of the groundwater component of the City of Addis Ababa potable water supply project. Also, Mr. Savovic participated in the surface water scope of work, including the site selection for the 200 (mgd) water treatment plant on the Northside of the mountain range. The Degrmont group provided the water treatment plant and included the preliminary screening and treatment, flocculation and sedimentation tanks, and disinfection system. The groundwater component included a 56,000 LF of 36" DIP backbone water supply pipe that feed downtown via a network of reservoirs and booster pump stations. The groundwater system had 3x 2mg circular concrete pools and 3x2,000 H.P. booster pump stations. Also, as a part of the groundwater component, 25 wells and wellfield interconnecting pipeline network were designed and constructed. The design team included hydrogeologist, geotechnical, and survey subcontractors.

Years with Michael Baker: 22

Years with Other Firms: 4

Degrees

M.E. in Environmental Engineering, 1995,
University of Alberta, Canada

M.S. in Mechanical Engineering, 1992, The
University of Sarajevo

B.S. in Mechanical Engineering, 1980, The
University of Sarajevo

Licenses/Certifications

Registered Mechanical Engineer,
California #M32229, Washington #38468,
A.B. #m54851

Diplomate Environmental Engineer, #04
20001

Mr. Savovic managed the design and construction management team augmenting the City CM staff during the project execution; reviewed shop drawings, specifications, and submittals; addressed and processed RFI's, change orders, and progress payments; prepared monthly reports and meeting minutes; and provided part-time construction activity observation and inspection. Additionally, he supervised the maintenance of a CIPO electronic file-sharing site.

Carlsbad Desalination Plant, City of Carlsbad, CA - Construction Manager. Mr. Savovic was Construction Manager during the commissioning phase and project closeout for the \$1 billion, 50 (mgd) desalination plant. As a part of construction management services, a pre-construction document review of the water distribution system was completed. The commissioning plan and the conveyance system set of design drawings and specifications were reviewed and edited.

Lake Hodges and Olivenhain Reservoir Hydro Project, San Diego County Water Authority. Mr. Savovic was a Senior Project Manager providing engineering services during the construction, including the post-construction project settlement dispute for the \$150 million Lake Hodges Pump/turbine project. He also led a claim analysis and claim assessment team after project completion. The Lake Hodges Projects has four components: Pipeline Tunnel It is a 10-foot diameter underground pipeline, contained in a 1.25-mile-long tunnel, and connects the two reservoirs. Pump Station 40 (M.W.) pump/generator moves the 2x250 (mgd) to 2x506 (mgd) water back and forth between the two reservoirs and generates electricity.

It provides electricity to the pump station and sends power from the pump station to a local transmission system. Inlet-outlet Structure It is located below the water surface in the Hodges Reservoir. It draws and discharges water between the Hodges Reservoir and the pump station.

Chino Desalter Program Management, CDA, Ontario CA - Assistant Program Manage. Mr. Savovic assisted the Program Manager during the preparation of the Program management plan and the plan implementation. The Chino II Desalter was initiated by the Chino Desalter Authority (CDA) to provide water deliveries to the cities of Norco, Ontario, Jurupa Community Services District, and Santa Ana River Water Company. The treatment processes include Reverse Osmosis (R.O.) and Ion Exchange (IX). The Chino II Desalter became operational in 2006 and was expanded in 2010. The Chino II Desalter produced an average of 10.6 MGD of drinking water in 2012. The Chino II Desalter produces a little more than 1 MGD of brine that is transported by the Inland Empire Brine Line (IEBL) to Orange County and is subsequently discharged to the ocean.

Water treatment plant performance evaluation Watershed management program, Anhui province, PRC - Team lead. Mr. Savovic completed the site visit and conducted an audit of water treatment facilities providing the service to 65 million people in the Province of Anhui PRC. The audit was focusing on the elements that were contributing to the hypergentrification of the Lake Chaohu source water, one of the largest potable water lakes in the PRC. The water treatment plant operation, particularly chemical consumption and sedimentation processes were evaluated, data collection completed, and condition assessment completed during the 8-week field site residency.

Miles W. Costanza, P.E., LEED AP | Project Manager

Mr. Costanza has professional engineering experience in water and wastewater treatment, pump stations, storage tanks, piping, and condition assessment. He has a proven record of experience in producing detailed designs, plans, specifications, and in construction management in the water and wastewater industry. He has led teams consisting of contractors, structural engineers, geotechnical engineers, electrical engineers, and corrosion engineers for the condition assessment, rehabilitation, design, and construction of water infrastructure improvements. He has also served as a project engineer on a wide variety of remote facility projects; including wastewater treatment plants, wastewater lift stations, potable water pump stations, welded steel water storage tanks, gas chlorination systems and water main replacements.

Experience

3 Bridge Replacements, Water and Sewer Relocations, State Route 60, *City of*

Chino - Project Engineer. Project included three separate design packages for water and sewer utility relocations in three separate bridges scheduled for replacement by Caltrans. Proposed replacement bridges included a thinner cross section that did not allow the replacement of utilities in-kind at the existing elevations. The replacement sewer lines could not maintain gravity flow within the new bridge cross-sections. Alternative options were evaluated for the sewer lines at each location. Construction plans, and specifications were developed for the selected alternative at each location.

Pipeline Avenue Bridge: Roswell Gravity Sewer, *City of Chino* – Project Engineer. The project consisted of 2,200 linear feet of 12" VCP gravity sewer pipe to eliminate the sewer bridge crossing. Also, as part of this project, a flow study was performed to determine current and future flows, determine to capacity of the existing system at the connection point, and project capacity of future septic converters to determine an acceptable rerouting of the existing sewer to avoid installation of a pump station or sewer siphon in the replacement bridge.

Water Main Replacements – State Route 60 Bridge Crossings, *City of Chino* - Project Engineer. Existing water main were replaced to accommodate a new bridge with a thinner cross section. This project consisted of 300 linear feet of 12" steel water line in a 24" casing in the Monte Vista Ave. bridge replacement, and 320 linear feet each of 8" steel water in a 16" casing, 16" water line in a 24" casing, and 18" water line in a 24" casing in the Benson Avenue bridge replacement. Both locations included bypass lines for maintenance of operations during construction that were sequenced with the Caltrans bridge replacement sequencing. The design included detailed connections for vertical realignment in the bridge abutment area, flexible joints, casing, and casing hangars.

Benson Avenue Bridge Sewer Siphon, *City of Chino* – Project Engineer. The project included the design of a sewer siphon complete with flow monitoring and hydraulic evaluation of the siphon to replace a gravity sewer in a proposed replacement bridge. Project also included evaluation of other replacement options including raising the existing system to increase invert elevations, installation of a packaged pump station, and rerouting of the sewer to another crossing location. Installation options included both a jack-and-bore and a horizontal directional drill beneath the **freeway to allow** the installation of dual 8" HDPE or FPVC siphons in an HDPE casing beneath the freeway, and dual 4" PVC vents placed in the bridge deck.

R_BCVWD 1-10-18. *Beaumont Cherry Valley Water District.* Pipeline Engineer. Responsible for water line alignment study, utility verification, evaluating system connections, and general project oversight.

R_MVWD PSA 8-17-17. *West Valley Water District.* Hydraulic Engineer. Project engineer responsible for engineering calculations, pump station design, vendor coordination, discipline coordination, design drawings and specifications.

Years with Michael Baker: 2

Years with Other Firms: 9

Degrees

B.S., 2006, Civil and Environmental Engineering, Arizona State University

Licenses/Certifications

Professional Engineer, Arizona, 2013, 55059

LEED Accredited Professional, 2008

Professional Engineer - Civil, California, 2017, C87843

Wastewater Conveyance On-Call Engineering Services, Pima County, Arizona. *Pima County.* Project Engineer. Responsible for relief sewer design drawings and stakeholder coordination. As part of an on-call contract, Michael Baker completed a feasibility analysis for an approximate 3.5-mile sewer line to service the Pima County Fairgrounds. The study included technical memos on population forecasting and future service demand, analysis of two conceptual alignments, development of conceptual infrastructure plans, probable costs, hydraulic analysis, permitting and clearances, and identification of schedule impacts. The project required additional coordination with state and federal agencies because the sewer lines crossed state land as well as many Section 404 jurisdictional washes. Due to Michael Baker's exceptional performance, the project scope was expanded to determine the phasing of the Fairgrounds' existing seepage ponds to a gravity sewer system with equalization ponds.

Main Street and Lindsay Sewer Relief Line Replacement, Mesa, Arizona. *City of Mesa, Arizona.* Project Engineer. Responsible for review of project drawings and ensuring client review comments were properly addressed. Michael Baker provided design; plans, specifications, and estimate (PS&E); and permitting for over 9,000 linear feet of 12-inch to 18-inch gravity sewer main. Michael Baker also performed a topographic survey and designed sewer diversion manholes and a sewer crossing under the Arizona Eastern Canal.

Harquahala Valley Water System Master Plan Conceptual Design, Harquahala Valley, Arizona. *CV Harquahala, LLC.* Project Engineer. Responsible for creating a hydraulic model, infrastructure sizing calculations, defining system layouts and developing cost opinions. Also responsible for development of project infrastructure sizing report, client meetings, and coordination with other consultants. The Harquahala Valley Water Project is a collection of wells and water rights held by private agencies. The project aims are to transmit water from the Harquahala Valley Water Project well sites to the Central Arizona Canal. Michael Baker is responsible for constructing a hydraulic model of the system and provide recommendations of the type, size, alignment, and location of project infrastructure. The model consists of over 20 miles of pipe, ranging from 8-inch to 40-inch in diameter, over five miles of open surface canals, 19 ground water wells, 15 inline booster pump stations, two transmission pump stations, and two reservoirs. The total capacity of the system is approximately 30,000 GPM of peak flow, and a total annual capacity of approximately 35,000 acre-feet per year of water delivery. The hydraulic model is also used to determine infrastructure quantities and develop an opinion of probable construction costs.

Air Lane Water Main Replacement (Air Lane 28th Street - 36th Street and Washington St - 28th Street to 40th Street), Phoenix, Arizona. *City of Phoenix, Arizona.* Project Engineer. Responsible for water line alignment, utility verification, determining and verifying system connections, connection details, client meetings, and project drawings, and general project oversight. Michael Baker has been supporting the City by providing on-call engineering services for the Water Main Replacement Program since 2001. The Michael Baker team provided design services for the replacement of 11,000 linear feet (LF) of water main along Air Lane and Washington Street. The project included design of a 12-inch transmission main to replace an aging water line. This project included coordination with the City's Aviation Department, multiple Union Pacific Railroad (UPRR) Crossings, and cathodic protection of the water main. The proposed water main was designed along a complex street corridor that included a significant amount of existing utilities. In addition, Michael Baker had to design around and make interconnects to an existing 54-inch transmission main that was constructed in the 1950s. This project also included the challenge of having a portion of the proposed water line running parallel to the existing light rail corridor.

On-Call Water Main Replacements, Phoenix, Arizona. *City of Phoenix, Arizona.* Project Engineer. Responsible for water line alignment, utility verification, determining and verifying system connections, connection details, client meetings, and project drawings, and general project oversight. Michael Baker has supported the City since 2001 by providing on-call engineering services for the Water Main Replacement Program. City project experience includes 4-inch to 12-inch-diameter water main replacement designs up to 27,000 linear feet, cut and plug details to abandon existing substandard mains, and water services from 50 to 800 connections. In addition, Michael Baker has provided surveying services for several projects covering over 59,000 linear feet of city roadways. Tasks included establishment of horizontal and vertical control, records research, right-of-way mapping, topographic surveys for design, digital terrain models (DTM), permitting, and compilation of utility as-built drawings and other records for utility base mapping.

Zone 1, 1A, and 2 Water Infrastructure Improvements, Phoenix, Arizona. *City of Phoenix.* Project Engineer. Responsible for construction phase services of water infrastructure improvements including submittal review, response to RFIs, site inspections, and review of construction documents. Improvements included a 20 million gallon vertical turbine booster pump station and the installation of 1,000 linear feet of new 36-, 48-, and 60-inch steel water mains.

South Mountain Reservoir 1-ES3 Pipe Line Modifications, Phoenix, Arizona. *City of Phoenix.* Project Engineer. Responsibilities included construction administration services including submittal review, response to RFIs, and review of construction documents during the construction phase of the new pipeline project. This project provided a new 48-inch inlet pipe, installed by boring beneath an existing jurisdictional dam. The inlet carrier pipe was placed in a steel casing pipe and filled with cellular concrete to meet the requirements of Arizona Department of Water Resources Dam Safety Program. Also included in the project was design and construction of a 60-inch connection to Zone 1 pressure transmission main into the South Mountain reservoir and a new discharge structure inside the reservoir including modifications to the existing membrane liner to accommodate the new penetration. The tie-in connection to the existing 60-inch Zone 1 pressure transmission main included 48- and 60-inch isolation butterfly valves and valve vaults.

Water Line Relocation for I-17/SR 69 Cordes Junction Traffic Interchange, Cordes Junction, Arizona. *Arizona Department of Transportation.* Project Engineer. Responsibilities included the development of plans and specifications for the water line relocation necessary to facilitate the new roadway design. This project reconfigured the traffic interchange to improve safety and the operational characteristics of the interchange. To accommodate these changes, existing water lines were relocated to avoid construction conflicts with the road, and to relocate the water utilities in an accessible area once the roadway improvements were complete.

Western Canal Water Main Improvements, Gilbert, Arizona. *Town of Gilbert.* Design Engineer. Responsible for the preliminary design, alignment evaluation and coordination, design oversight, and construction administration. This project included 5000 feet of new 20-inch water transmission line, isolation valves, air release valves, combination air vacuum and air release valves, and appurtenances. The project was located along an existing canal, within a recreational park, and beneath high-voltage overhead wires.

City of Mesa, Brown Road Water Treatment Plant Improvements, Mesa, Arizona. *City of Mesa.* Project Engineer. Responsible for technology evaluations, conceptual design report, design implementation, and final design of improvements at the Brown Road Water Treatment Plant. This project included the evaluation and recommendation of algae mitigation technologies, evaluation and recommendations for pump check valve replacement options, and installation of surge mitigation improvements identified in a previous analysis for the finished water pump stations. The surge mitigation improvements included a hydro-pneumatic surge tank, a relief tank, silent check valve installation, and associated site piping improvements.

Crossroads Lift Station Odor Control Study, Gilbert, Arizona. *Town of Gilbert.* Design Engineer. Responsibilities included field investigation, technology evaluation, cost estimating, and conceptual design. Evaluated multiple odor mitigation technologies including chemical scrubbers, bio-scrubbers, carbon polishing units and in-ground biofilters for cost and performance for the removal of hydrogen sulfide and other odorous compounds from a raw sewage lift station located in a residential area. Equipment foot-print and piping requirements were also evaluated to determine if the proposed equipment could be placed in an existing site with limited space availability.

Wastewater Pump Back Pipeline and Wet Well Rehabilitation, Scottsdale, Arizona. *City of Scottsdale.* Project Engineer. Responsibilities included conceptual design, construction administration, inspection, and field investigation. This project included the repair and rehabilitation of a section of deteriorated sewer forcemain pipeline and coating failures in a wastewater pump station wet well. Job-Order-Contract design services including pipe material selection, piping alignment, and coating recomme

John Nagle, P.E. | QA/QC

Mr. Nagle has practiced in the field of civil engineering for over 30 years and has extensive experience in planning, designing, and providing construction support services for major water and wastewater facilities. He has been responsible for the preparation of numerous construction plans, specifications and cost estimates for water and sewer pipelines, water pumping stations, wastewater lift stations, wells, and reservoirs. He has also prepared master plans for both municipal and private-sector clients for potable water, sanitary sewer, and recycled water systems. Mr. Nagle has used his combination of planning and design experience to prepare capital improvement programs, condition assessment studies, and engineering feasibility studies. He is a proven Team Leader and well-respected Project and Task Manager, committed to delivering technically sound and innovative design solutions.

Experience

OC-44 Pipeline Rehabilitation/Replacement Project, Orange County, California.

Mesa Water District. Task Manager. Responsible for water resources. Mesa Water District recently selected Michael Baker to complete a rehabilitation/replacement evaluation and cathodic protection study for the OC-44 Pipeline. The OC-44 pipeline runs approximately 8.6 miles through Orange County. Michael Baker will provide a comprehensive plan to investigate the condition of the existing pipeline, evaluate repair and/or replacement strategies, and identify permitting and follow-on technical studies required to implement the recommended strategy. The contract value for the study is nearly \$200,000, and work is underway to meet the requested May delivery date.

EM-20 Turnout and Transmission Main, Riverside County, California. *Rancho California Water District.* Engineer. Responsible for water resources engineering. Michael Baker provided engineering services for approximately 20,000 linear feet of 54-inch diameter welded steel pipeline and 100-cfs turnout from the MWD aqueduct. The project will supplement its treated imported water supply by providing 100-cfs additional capacity to its service area in southwestern Riverside County.

EM-21 Turnout Facility and 1305 Zone Pipeline Improvements, Temecula, California. *Rancho California Water District.* Project Manager. Responsible for project management. Michael Baker provided engineering and surveying services for construction of a new 80 cfs turnout facility from San Diego Pipeline No. 6, a Metropolitan Water District of Southern California facility. As part of turnout facility design, Michael Baker's responsibilities included electrical and instrumentation, structural design, surge analysis, and operational evaluation. The project also included the conversion of 31,000 linear feet of existing 48-inch-diameter raw water supply pipeline to a potable water transmission main, abandonment of RCWD's existing EM-19 Turnout Facility, design of 6,300 linear feet of new 48-inch-diameter transmission main in Ynez Road, 1,400 linear feet of 36-inch-transmission main in Butterfield Stage Road, and 1,500 linear feet of 24-inch-transmission main in Margarita Road and La Paz Road.

SNWA 340C-02 Hacienda Pumping Station Improvements, Clark County, Nevada. *Southern Nevada Water Authority.* Water Resources Engineer. Responsible for water resources engineering. Michael Baker provided engineering and construction phase services to Southern Nevada Water Authority (SNWA) for the Hacienda Pumping Station On-Site Improvements Project. Preliminary and final design services included expansion of the plant telephone system; a new compressed air piping system, with nine -inch service drops located on all three levels of the pumping station; on-site drainage improvements, including sub-drain and sump pump installation; on-site grading for a new on-site substation; an 8-foot-high perimeter wall and on-site retaining walls; property boundary verification; 22 legal descriptions; coordination with 11 adjacent property owners; and attendance at Planning Commission meetings.

Years with Michael Baker: 32

Years with Other Firms: 0

Degrees

M.S., 1996, Civil Engineering, Loyola Marymount University

B.S., 1987, Civil Engineering, Loyola Marymount University

Licenses/Certifications

Professional Engineer - Civil, Arizona, 2009, 49684

Professional Engineer - Civil, Guam, 2015, CE 1851

Water Rights Surveyor, Nevada, 2001, 1101

Professional Engineer - Civil, Nevada, 2001, 14762

Professional Engineer - Civil, Utah, 2009, 7214109-2202

Southwest District Pipeline Replacement Projects, Gardena, Hawthorne, Inglewood, California. *Golden State Water Company.* Project Manager. Project Manager for Imperial Highway and Prairie Avenue pipelines. Michael Baker provided professional engineering services for the Southwest District Pipeline Replacement Project. The project includes pipeline replacements in four separate areas. Michael Baker provided extensive utility research and field investigation to confirm locations of existing service connections and other appurtenances, prepared final construction drawings, coordinated with the Department of Health Services for utility waivers, and coordinated with Caltrans for encroachment permits as required for the temporary closure of connector ramps to I-105.

Norwalk Pipeline Improvement Project, Norwalk, California. *Golden State Water Company.* Project Manager. Responsible for project management. Michael Baker was retained by Golden State Water Company to provide engineering services for design of water distribution pipeline replacement projects in their Norwalk System in Pioneer Boulevard and within the adjacent residential subdivision. These pipeline projects were necessary to address leaks, hydraulic deficiencies, inaccessibility and the deteriorating condition of the existing pipelines, which were built prior to 1960. The project included the installation of 1,300 LF of 12-inch DIP and 10,000 LF of 8-inch DIP, as well as the relocation of over 275 domestic water services. The project was constructed in two phases to ensure that 1,000 LF of pipeline within Pioneer Boulevard was constructed prior to a City of Norwalk paving project. The project also included close coordination with the California Department of Health Services to secure waivers for the installation of some of the new mains adjacent to existing non-potable facilities.

El Dorado Colonia Potable Water System Improvements, El Centro, California. Project Manager. Michael Baker provided professional engineering and surveying services under the Corps of Engineers' 219 Program. The work for this project included preparation of digital base maps by compiling survey data from the County of Imperial. Michael Baker also provided professional surveying services to provide topographic data for areas not covered by the County survey and to verify the County survey data. The project included the construction of 8-inch, 10-inch, and 12-inch potable water distribution system and the installation of water meters, and the extension of service laterals to residential parcels. The project also required extensive coordination with the Imperial Irrigation District and the California Department of Transportation.

Lake Mead Drive Raw Water Transmission Main, Henderson, Nevada. Project Manager. Michael Baker provided professional engineering, surveying, and mapping services for approximately 4,000 LF of 16-inch ductile iron pipeline constructed along Lake Mead Drive in Henderson, Nevada. The purpose of the project was to provide additional raw water transmission capacity to the Lake Las Vegas development from the City of Henderson's connection to the BMI pipeline. This project also included the design of metering facilities, pressure relief facilities, and a technical drainage study update for the extension of existing culvert crossings at Lake Mead Drive. In addition, the project required extensive coordination with the City of Henderson and NDOT for construction permitting along Lake Mead Drive.

City of Beverly Hills, Water System Capital Improvement Projects, Beverly Hills, California. *City of Beverly Hills Public Works Department.* Project Manager. Michael Baker provided complete design engineering and construction staking services for the City's capital improvement program, which included water transmission main replacements, pressure reducing stations installation, street improvements, and traffic signalization. Michael Baker coordinated with City staff, local merchants, residents, and Caltrans to select pipeline alignments and establish construction schedules which would minimize disruption to traffic, local businesses and local residences.

Kevin Saleh, P.E. | Technical Review

Mr. Saleh has over two decades of experience as a civil engineer. His professional experience includes planning, design, construction management, and construction support services for a variety of public works projects, with specific areas of practice in water and wastewater. His relevant experience includes water distribution and treatment facilities, pumping facilities, treatment plant projects/processes, reservoirs, pressure reducing and surge facilities. Wastewater projects include conveyance systems, pumping stations, and treatment plant projects and processes.

Experience

8-inch and 6-inch Water Main Replacement in Westford Street, Ardmore Street and Calle del Norte Street, Orange County, California. *City of Anaheim.* Project Manager. Responsible for design and preparation of construction bid documents for abandonment and replacement of existing, aging 4-inch and 8-inch DIP with new 6-inch and 8-inch PVC C-900 including water services and located in Westford, Ardmore and Calle del Norte streets.

Hawthorne Boulevard Water Main Replacement (from Lomita Blvd. to PCH) and Crenshaw Water Main Replacement (from Artesia Blvd to 181st Street). Los Angeles County, California. *City of Torrance.* Project Manager. Responsible for design of 7,000-foot of 12-inch and 16-inch D.I. pipes. The project consisted of the installation of new water mains, valves, fire hydrants, service lines, meters and the abandonment of existing water mains.

Signal Hill Pipeline and Pump Station, Signal Hill, California. *City of Signal Hill.* Assistant Project Manager. Responsible for overseeing the design and preparation of project specifications. Michael Baker is preparing plans, specifications, and construction cost estimates for recycled water improvements to View Park. Proposed by the city of Signal Hill, these improvements consist of approximately 6,300 feet of 6-inch pipeline and a new pump station to deliver 40 acre-feet annually to the park. Michael Baker is providing design services in two phases. The first phase of design, already completed, requires an irrigation supply of 17 gallons per minute and a pressure of 60 psi at the intersection of Cherry Avenue and Burnett Street. Michael Baker has also performed a feasibility study and a pipe alignment study to determine the best location for the proposed pump station.

Culver Boulevard Area Main Replacement, Los Angeles County, California. Golden State Water Company. Senior Project Engineer. Responsible for the design of replacement of existing, aging 4-inch and 6-inch cast iron water main with 8-inch DIP or PVC in Culver Boulevard from Sepulveda Boulevard to Overland Avenue and in Wagner Street from Sepulveda Boulevard to Coombs Avenue (approximately 7,000 feet). The project also includes relocation of 1-inch and 2-inch services and meters and abandonment of the existing water mains in the alley east of Culver Boulevard and in Wagner Street.

Wilmington Avenue Area Main Replacement. Los Angeles County, California. *Golden State Water Company.* Senior Project Engineer. Responsible for the design of replacement of existing aging 4-inch and 6-inch cast iron water main with 8-inch PVC C-900 in 130th Street from Wilmington Avenue to Mona Blvd. (approximately 3,800-ft). The project also includes replacement of 1-inch and 2-inch services and meters and abandonment of existing water mains in this reach.

Years with Michael Baker: 1

Years with Other Firms: 22

Degrees

Diploma, 2004, Computer Programming, Seneca College

BSc, 1990, Civil Engineering, University of Tabriz

Licenses/Certifications

Professional Engineer, Maryland, 36759

Professional Engineer - Civil, California, 2019, 90535

Salahuddin M. Sheikh, P.E. | Structural Design

Mr. Sheikh has over 40 years of experience related to water resources, public works, transportation, and environmental engineering for public and private sectors. Projects include water and wastewater treatment plants, reservoirs, pump stations, lift stations, well facilities, culverts and encasements, soundwalls and retaining walls, flood control channels, and bridges. Serving as the Quality Control Engineer for various projects, Mr. Sheikh has provided consistent plans and specifications, checked design and quantities, and ensured the contract documents cover all items of work. He is experienced in structural inspection, evaluation, repairs, and rehabilitation of water related facilities, as well as in inspection, repair, retrofit and rehabilitation of reservoirs and pump stations. Mr. Sheikh also served as an expert witness for a reservoir project.

Experience

OC-44 Pipeline Rehabilitation/Replacement Project, Orange County, California.

Mesa Water District. Structural Engineer. Responsible for structural engineering. Mesa Water District recently selected Michael Baker to complete a rehabilitation/replacement evaluation and cathodic protection study for the OC-44 Pipeline. The OC-44 pipeline runs approximately 8.6 miles through Orange County. Michael Baker will provide a comprehensive plan to investigate the condition of the existing pipeline, evaluate repair and/or replacement strategies, and identify permitting and follow-on technical studies required to implement the recommended strategy. The contract value for the study is nearly \$200,000, and work is underway to meet the requested May delivery date.

U.S. Route 101 / Main Street Interchange - Caltrans, District 5, Santa Maria, California. *Santa Barbara County.* Structural Designer. Responsible for structural engineering. Michael Baker prepared final plans, specifications, and estimates for operational improvements to an interchange located in the City of Santa Maria at the existing freeway interchange of U.S. Route 101 and S.R. 166 (Main Street). The improvements reconfigured three of the four existing ramps to increase the capacity of the interchange. Significant improvements also were required outside state right-of-way, affecting existing city streets and a large regional drainage channel. This project, which is the first plans, specifications, and estimates package completed entirely in metric units for Caltrans District 5, required coordinating among the Santa Barbara County Association of Governments, Caltrans District 5, the City of Santa Maria, the Santa Barbara County Flood Control District, and the design team.

Whiting Ranch Zone 9 Reservoir and Transmission Main, Orange County, California. *Irvine Ranch Water District.* Engineer. Responsible for structural engineering. Michael Baker provided preliminary and final design for the Whiting Ranch Zone 9 Reservoir and Transmission Main Project, which included a 2.5-million-gallon prestressed concrete reservoir and approximately 6,700 linear feet of 24-inch steel pipeline within an environmentally sensitive wilderness park. Michael Baker's services included alternative site analysis, alternative pipeline alignment analysis, scour analysis, agency coordination, a public input program, community involvement, and environmental coordination and compliance.

State Route 79 / Winchester Road Improvements, Riverside County, California. *Lennar Corporation.* Structural Engineer. Responsible for structural engineering. Michael Baker provided traffic engineering services to assess traffic-impact mitigation measures and prepare preliminary plans and cost estimates for the circulation improvements that were proposed in the environmental impact report for the Harveston Specific Plan. Michael Baker also prepared the final plans, specifications, and estimates for improvements to the intersections of I-15 and S.R. 79, S.R. 79 and Margarita Road, and S.R. 79 and Ynez Road, and for the widening of the Ynez Road Bridge.

Years with Michael Baker: 31

Years with Other Firms: 14

Degrees

M.S., 1972, Civil Engineering/Structures,
University of Michigan at Ann Arbor

B.S., 1970, Civil Engineering, University of
Karachi Pakistan

Licenses/Certifications

Professional Engineer - Civil, Arizona, 2000,
34539

Professional Engineer - Civil, California,
1981, 32677

Professional Engineer - Civil, Nevada, 2000,
14418

Professional Engineer - Civil, Ohio, 1976,
41224

Professional Engineer - Civil, Utah, 2013,
8546772-2202

Professional Engineer - Civil, Guam, 2015,
1841

EM-21 Turnout Facility and 1305 Zone Pipeline Improvements, Temecula, California. *Rancho California Water District.* Structural Engineer. Responsible for structural engineering. Michael Baker provided engineering and surveying services for construction of a new 80 cfs turnout facility from San Diego Pipeline No. 6, a Metropolitan Water District of Southern California facility. As part of turnout facility design, Michael Baker's responsibilities included electrical and instrumentation, structural design, surge analysis, and operational evaluation. The project also included the conversion of 31,000 linear feet of existing 48-inch-diameter raw water supply pipeline to a potable water transmission main, abandonment of RCWD's existing EM-19 Turnout Facility, design of 6,300 linear feet of new 48-inch- diameter transmission main in Ynez Road, 1,400 linear feet of 36-inch-transmission main in Butterfield Stage Road, and 1,500 linear feet of 24-inch-transmission main in Margarita Road and La Paz Road.

Wells 21 and 22 Wellhead Facilities and Pipelines, Tustin, California. *Irvine Ranch Water District.* Structural Engineer. Responsible for structural engineering. Michael Baker was responsible for engineering services necessary to support the final design, bidding, and construction of the wellhead facilities, untreated water, product water and brine disposal pipelines. Deliverables included plans, specifications and engineers estimates of probable construction costs for each the wellhead facilities and all pipelines. Well 21 and Well 22, with capacities of 3,300 gpm and 1,600 gpm respectively, are submersible turbine pump / motor assemblies, installed within vaults, and one well is equipped with a bladder-type surge tank. Project included 7,000 ft. of 24-inch steel untreated water pipeline, 13,000 feet of 36-inch steel product water pipeline and 1,700 LF of 10-inch HDPE brine concentrate pipeline. The pipelines required jack-and-bores to cross the OCTA Metrolink train tracks, an Orange County Flood Control District channel, BNSF train tracks, a box culvert, and Peter's Canyon Channel. Michael Baker was responsible for processing Orange County Flood Control encroachment and discharge permits, cities of Tustin and Irvine encroachment permits, OCSO class 1 wastewater discharge and trunk sewer connection permits, SCRRA/OCTA Metrolink right of entry/crossing agreements, an OSHA tunneling permit, a Caltrans encroachment permit, and a BNSF - right of entry/crossing agreement.

Big Bear Lake 2010 and 2011 Pipeline Replacement Project, Big Bear Lake, California. *City of Big Bear Lake.* Structural Engineer. Responsible for structural engineering. Michael Baker prepared design plans and specifications for the replacement of approximately 30,000 linear feet of distribution pipeline within the residential streets in the City of Big Bear Lake. The focus of the replacement was to increase existing pipeline diameters to handle fire flow events and to replace aging and deficient infrastructure. Timely completion of the project was necessary due to grant funding from the United States Department of Agriculture. The project had unique issues such as replacing pipelines within a new alignment corridor in narrow, curved, and steep roadways that were already crowded with existing utilities. Right-of-way and roadway pavement in some cases were not congruent and easements were prepared. Alternative pipeline alignments were provided to shorten sections of easements required, minimize impacts to mature trees adjacent to the roadway, and to alleviate pipe bends and deflections. Detailed site visits were performed in order to best fit locations of hydrants and appurtenances in the narrow streets. The Seminole well was designed to pump directly to the potable water system upon disinfection, with the Seminole well requiring additional treatment to comply with the Environmental Protection Agency's and California Department of Water Resource's Surface Water Treatment Rule and the Enhanced Surface Water Treatment Rule requirements. The Seminole Well treatment facility, designed for the full 250 gpm rated flow capacity of the well, consisted of a two-stage pressure filtration system.

Technology Drive Improvements, Irvine, California. *Irvine Company.* Structural Engineer. Responsible for structural engineering. Michael Baker provided civil engineering services for a multi-family residential subdivision. The project involved extensive coordination.

Troy J. Edwards, P.E. | Project Engineer

Mr. Edwards is experienced in the planning, analysis, and design of municipal water facilities. He has been involved in numerous distribution and transmission main projects for a broad range of diameters, site conditions, and pipe materials. Mr. Edwards also has experience with hydraulic analysis, master planning, and water supply assessments.

Experience

OC-44 Pipeline Rehabilitation/Replacement Project, Orange County, California.

Mesa Water District. Designer. Responsible for CADD design. Mesa Water District recently selected Michael Baker to complete a rehabilitation/replacement evaluation and cathodic protection study for the OC-44 Pipeline. The OC-44 pipeline runs approximately 8.6 miles through Orange County. Michael Baker will provide a comprehensive plan to investigate the condition of the existing pipeline, evaluate repair and/or replacement strategies, and identify permitting and follow-on technical studies required to implement the recommended strategy. The contract value for the study is nearly \$200,000, and work is underway to meet the requested May delivery date.

Atlantic Avenue Cast Iron Main Replacement, Long Beach, California. *Long Beach Water Department.* Designer. Responsible for CADD design. Michael Baker provided engineering services for approximately 10,000 linear feet of new eight-inch ductile iron pipe to replace the cast iron water main on Atlantic Avenue between the intersections with 405 Freeway/Spring Street and Pacific Coast Highway. Michael Baker's services included design, permitting, and traffic control.

Santa Margarita Water District (SMWD) Middle Chiquita Canyon Water Facilities, Orange County, California. *Santa Margarita Water District.* Designer. Responsible for CADD design. Michael Baker provided preliminary and final design services for a total of approximately 23,200 linear feet (LF) of domestic and recycled water transmission mains, two 2.0 million gallon (MG) domestic water reservoirs, and one 4.0 MG recycled water reservoir, which serve the Rancho Mission Viejo Company's Sendero and Esencia Developments. The project also included: alternative pipeline alignment analysis for routes through environmentally sensitive areas and agricultural areas; grading phasing analysis; and coordination with the Rancho Mission Viejo Company, California Department of Public Health, San Diego Gas and Electric, and the California Department of Fish and Wildlife.

Creekside Well (GFR Well No. 2) Wellhead Facilities and Pipeline, Dana Point, California. *South Coast Water District.* Designer. Responsible for CADD design. Michael Baker is currently providing well and pipeline design services for a new South Coast Water District (SCWD) production well in Creekside Park, within the City of Dana Point. The new well, which is proposed to augment the supply of brackish groundwater to its existing reverse-osmosis groundwater recovery facility (GRF), will be drilled and equipped within a challenging 3,700-square-foot area located adjacent to park facilities, San Juan Creek, and other existing utilities running through the well site, requiring various setback considerations during preliminary design. In addition to providing design services and permitting support for the construction and equipping of the Creekside well, Michael Baker is also tasked to design approximately 1,200 feet of 10-inch-diameter raw water pipeline, including a 300-foot segment along the Stonehill Bridge, across the San Juan Creek.

Years with Michael Baker: 6

Years with Other Firms: 0

Degrees

M.S., 2016, Civil Engineering, University of California, Irvine

B.S.C.E., 2013, Civil Engineering, Water Resources, University of California, Irvine

Licenses/Certifications

Professional Engineer - Civil, California, 2017, 87425

Professional Engineer - Civil, Guam, 2017, 1979

John R. Duquette, P.L.S. | Survey/ Construction Staking

Mr. Duquette has many years of professional surveying experience with a broad background in boundary and right of way analysis and calculations for transportation and road improvement projects for a variety of public agencies.

Experience

District 6 - Phase 1 Water Main Replacement, Pomona, California. *City of Pomona.* Technician. Responsible for CADD mapping. Michael Baker provided engineering services for the District 6 Phase 1 water main replacement, which consisted of three separate projects in various streets within the City of Pomona. The design called for replacement of undersized and corroded water mains in Aliso Street, Westwood Place, Willow Street, Penfield Street, Bershire Way, Artesia Street, Willart Place, Queen Ann's Walk, and Fairplex Drive. The project consisted of utility plan research, potholing, and field walks to determine existing utilities. Various plan reviews at major submittal levels were held with the city to confirm the city's acceptance of the plans. This project included details for the resurfacing of most of the residential streets that were in need of repair.

Years with Michael Baker: 15

Years with Other Firms: 15

Degrees

A.S., 1996, Surveying and Mapping, Santa Ana College

Licenses/Certifications

Professional Land Surveyor, California, 1999, 7566

Big Bear Lake 2010 and 2011 Pipeline Replacement Project, Big Bear Lake, California. *Big Bear Lake, City of.* Technician. Responsible for CADD mapping. Michael Baker prepared design plans and specifications for the replacement of approximately 30,000 linear feet of distribution pipeline within the residential streets in the City of Big Bear Lake. The focus of the replacement was to increase existing pipeline diameters to handle fire flow events and to replace aging and deficient infrastructure. Timely completion of the project was necessary due to grant funding from the United States Department of Agriculture. The project had unique issues such as replacing pipelines within a new alignment corridor in narrow, curved, and steep roadways that were already crowded with existing utilities. Right-of-way and roadway pavement in some cases were not congruent and easements were prepared. Alternative pipeline alignments were provided to shorten sections of easements required, minimize impacts to mature trees adjacent to the roadway, and to alleviate pipe bends and deflections. Detailed site visits were performed in order to best fit locations of hydrants and appurtenances in the narrow streets. The Seminole well was designed to pump directly to the potable water system upon disinfection, with the Seminole well requiring additional treatment to comply with the Environmental Protection Agency's and California Department of Water Resource's Surface Water Treatment Rule and the Enhanced Surface Water Treatment Rule requirements. The Seminole Well treatment facility, designed for the full 250 gpm rated flow capacity of the well, consisted of a two-stage pressure filtration system.

Back Basin Blending Pipeline, Lake Elsinore, California. *Elsinore Valley Municipal Water District.* Technician. Responsible for CADD mapping. Michael Baker prepared the design for the Back Basin Wells Arsenic Blending Pipeline project for Elsinore Valley Municipal Water District. Michael Baker designed 20-inch ductile iron pipe to convey low arsenic well water from the Summerly and Diamond Wells to blend with the high arsenic well water from the Cereal #1 and Corydon Wells. The project design included constructability analyses, corrosion, topographic mapping, field surveys, and hydraulic review of the mixing system. Key issues included construction of facilities in an existing environment, evaluating alternative pipeline alignments, and pipeline constructability. Extensive potholing was provided to map existing utilities in the area. The construction costs came in \$30,000 under the projected budget.

1467 Zone Pipeline, Phase III & Phase IV. *Elsinore Valley Municipal Water District.* Technician. Responsible for CADD mapping.

Pipe & PRV Design. *K. Hovnanian Companies of California.* Technician. Responsible for CADD mapping.

Patrick Hanify, PE, QSD/QSP, CCM, T2, D2, LEED AP | Construction Manager

Mr. Hanify has over 14 years of experience responsible for contract administration, construction management, resident engineering and inspection of numerous public works and capital improvement projects throughout southern California. Other responsibilities have included value engineering, constructability reviews, specification development, bidding services, preconstruction services, claims analysis, utility coordination, quality control and assurance, and construction safety. Patrick's skill in managing critical issues of cost, time, and quality, coupled with his knowledge of construction, standards, and regulations ensures all projects are completed to the full satisfaction of the Client. His degree in civil engineering coupled with his design experience in public works, water resources and land development projects, provide him with a solid foundation for Construction Management and Inspection work.

Experience

Construction Management and Inspection for Zone 2 Waterline and Service Relocation in the Bloomington Area, Phase IIIA, Bloomington, California. *West Valley Water District.* Project Manager / Construction Manager. Michael Baker is providing construction management, construction monitoring, and contract administration services for this \$1.5 million project involving the installation of new 8" mainline, abandonment of existing services and mainline, and relocation of existing service laterals to serve Zone 2, in the Bloomington Area, as part of Phase IIIA. Work consisted of the installation of 5,601 LF of CML&C waterline, 141 relocated service laterals, 14 new Fire Hydrant assemblies, and repaving operations along 10th Street & 11th Street, between Linden Ave. and Locust Ave., and along Maple Ave. Michael Baker is integrally involved in verifying quantities and ensuring quality control; providing community relations and monitoring site safety; coordinating survey; conducting bi-weekly progress meetings and preparing minutes; monitoring project schedules; and preparing and processing control documents.

Reservoir 2-3 Site Improvements, Access Road & Storm Drain, Fontana, California. *West Valley Water District.* Project Manager / Construction Manager. Michael Baker provided construction management and inspection services for site improvements to control erosion and to provide effective site drainage. Improvements included a new access road, storm drain piping, and energy dissipation measures. Michael Baker also provided contract administration, scheduling, requests for information (RFI) submittals, inspection reports, digital photos, progress payments, traffic control, site safety, community relations, and the final punch list.

Golden State Water Company, Various Design/Build Capital Improvement Pipeline Projects, Los Angeles County, California. Provided construction management services for the construction of this \$6.2M project that encompassed nine different design-build water main replacement projects throughout Los Angeles County. The construction of these pipelines included 19,000 lf of 8in Main line, 4000lf of 12in main, 570 water services, 50 fire hydrants, and 80 Valves. Duties include conducting preconstruction meeting, conducting weekly project meetings, assist in monthly progress payments and recommendations, RFI coordination, and evaluate change orders and recommendations to the client. Michael Baker's duties included project and construction management, inspection, coordinating with the Design/Build Contractor who will obtain construction permits from the local agency and comply with the permit conditions, coordination with the Operations department to complete the field check review, shut-downs and final job walks, and coordinating the Design/Build Contractor works with the other GSWC departments including the design review and approval by GSWC and signature by the EDC project manager.

Illinois Street Pipeline Construction Management, Lake Elsinore, California. Elsinore Valley Municipal Water District. Project Manager/Construction Manager. Responsible for billing and invoicing, client and subcontractor coordination, conducting project meetings, change order negotiations/recommendations, construction observation and inspection, submittal, construction schedule, and RFI review. Michael Baker provided construction management for the Illinois Street Pipeline Project, which consists of replacing

Years with Michael Baker: 14

Years with Other Firms: 0

Degrees

B.S., 2007, Civil Engineering, Geospatial Option, California State Polytechnic University, Pomona

Licenses/Certifications

Grade II Water Distribution Operator (D2), California, 2018, 49529

Grade II Water Treatment Operator (T2), California, 2011, 32145

LEED Accredited Professional, 2009

Professional Engineer - Civil, California, 2012, 79874

Certified Inspector of Sediment & Erosion Control, California, 2012, 0789

Qualified SWPPP Practitioner (QSP), California, 2011, 20942

Certified Construction Manager, 2018, 8612

the 4-inch pipeline with a new 8-inch PVC pipeline in Illinois Street along with over 5,000 linear feet of additional sections. The project included a road crossing that was accomplished by jacking and boring a 16-inch steel casing under the road, 25 replacement water services, 4 new Fire Hydrant assemblies, 3 new blow-off assemblies, 6 new air-vac and repaving operations along. This work required coordination with Cal Trans and the City of Lake Elsinore.

Water Canyon Main Replacement Phase 1 Project, City of Banning. Michael Baker International was retained by the City of Banning, to provide Construction Management for the Water Canyon Main Replacement Project to replace aged pipelines. The City separately purchased the pipe to be installed during construction. This project included installation of over 7,000lf of Ductile Iron pipelines, along with installation of valves, fittings, and appurtenances, connections to existing waterlines and abandonment of the existing waterline in place. Flushing, pressure testing. Disinfection and Bac-T testing of waterline was required. Mr. Hanify worked as the Construction Manager for the Water Canyon Project that included conducting weekly project meetings, review and processing submittals and RFI's, construction observation, monthly progress payment recommendations, evaluate change orders and submit recommendations to the City, preparation of project records and close-out documents, schedule review, coordinate meeting minutes, process job control documents.

Hillwood - Raub 4-R & Raub 5-R Well Replacement Project, San Bernardino, California. Michael Baker provided Construction Management for the Well Replacement project that included the drilling, equipping and testing of the two ground water extraction wells Raub 4-R & 5-R. Work included Installation of discharge and pump-to-waste pipelines for Raub 4-R, Raub 5-R, and existing Raub 7, well pre-lube systems, abandonment of 3 wells and Demo of two 2 wells. Constructed approximately 4,400 linear feet of 12", 20" and 24" DIP pipelines, approximately 1,300 linear feet of 20" CML&CMC bypass line, conduits and equipment which are to handle or carry raw water to a nearby treatment facility. Mr. Hanify worked as the Construction Manager on this project that included conducting Project meetings, review submittals & RFI's, construction observation, monthly progress payment recommendations, evaluate change orders and submit recommendations to Hillwood, preparation of project records and close-out documents, schedule review, prepare, and distribute minutes to designees, process job control documents.

Chino Basin Desalter Authority Phase 3 Expansion, Inland Empire, California. Assistant Program Manager. Mr. Hanify recently completed Assistant Program Management services for the Chino Desalter Authority (CDA) Phase 3 Expansion Project. As Assistant Program Manager his responsibilities included Monthly report preparation, attending twice-a-month sponsor group meetings, constructability reviews, assistance with property acquisition, project bidding assistance, attending construction progress meetings, and project closeout assistance. This Expansion included 14 separate contracts and work within 2 Counties, 5 different Cities, and work within Caltrans ROW.

Euclid Avenue Median Irrigation Pump Station Recycled Water Improvements, Ontario, California | 07/2015 to 11/2018, \$1.6M. Project Manager / Inspector. Michael Baker provided inspection services for the first project City's new backbone recycled water distribution system. The system includes Construction within Caltrans ROW and included review and inspection of Caltrans approved Traffic Control and Detour Plans.

Construction Management and Inspection Services - White Avenue Street Rehabilitation Project, California. City of Pomona. Assistant Construction Manager.

Construction Inspection Services, Omnitrans E Street Corridor sbX Project, San Bernardino, California. City of San Bernardino, Project Manager and Inspector.

Construction Management Services – Cajon Blvd Street Improvements, San Bernardino, California. City of San Bernardino. Assistant Construction Manager.

Aaron Singer, EIT, OSHA 30 | Assistant Construction Manager, Field Engineer, Inspector

Mr. Singer has been inspecting project and assisting with project management for Michael Baker Construction Management Department. His responsibilities include support with processing and in reviewing RFI's, CCO's, RFQ's, shop drawings and submittals. His work outside of Michael Baker providing design and field support in the commercial construction, transportation, and land development sectors has prepared him with a solid foundation for Construction Management and Inspection work.

Years with Michael Baker: 1
 Years with Other Firms: 3

Degrees

B.S.C.E., 2016, Civil Engineering, California Baptist University

Licenses/Certifications

Engineer-In-Training, California, 2015, 156752

Experience

Construction Management and Inspection for Zone 2 Waterline and Service Relocation in the Bloomington Area, Phase IIIA. *West Valley Water District.*

Assistant Construction Manager/ Field Engineer. Michael Baker provided construction management, construction monitoring, and contract administration services for this \$1.5 million project involving the installation of new 8" mainline, abandonment of existing services and mainline, and relocation of existing service laterals to serve Zone 2, in the Bloomington Area, as part of Phase IIIA. Work consisted of the installation of 5,601 LF of CML&C waterline, 141 relocated service laterals, 14 new Fire Hydrant assemblies, and repaving operations along 10th Street & 11th Street, between Linden Ave. and Locust Ave., and along Maple Ave. Michael Baker is integrally involved in verifying quantities and ensuring quality control; providing community relations and monitoring site safety; coordinating survey; conducting bi-weekly progress meetings and preparing minutes; monitoring project schedules; and preparing and processing control documents.

Reservoir 2-3 Site Improvements. *West Valley Water District.* Assistant Construction Manager/ Primary Construction Inspector. Michael Baker provided construction management and inspection services to West Valley Water District to manage site improvements for a reservoir. The work consisted of removal of an existing hillside spillway and replacement with a new 24" RCP line, Junction box, and dissipator, new AC access road, cut-off wall, curb and gutter, and site fencing.

CM & Insp Services for Culver Boulevard Realignment Project & Stormwater Filtration and Retention Project. *City of Culver City.* Construction Inspector. Responsible for fulltime construction Inspection and field scheduling support for Client. Michael Baker provided Construction Inspection Services to the City of Culver City, for a two-part project to realign a major through street and parkway, with concurrent installation of a large scale stormwater filtration and retention system designed to capture and treat no less than 8 AC-ft of stormwater. Inspection responsibilities additionally included labor compliance and tracking of onsite crews, coordination of Native American and paleontological monitoring, and public engagement on the behalf of the City for construction activities with impacts to the surrounding neighborhood and businesses.

9001 Santa Monica Boulevard Development. *City of West Hollywood.* Construction Inspector. Responsible for Construction Inspections for required ROW improvements. Michael Baker provided On-Call Construction Inspection Services to the City of West Hollywood, for a private commercial development. Construction activities included the installation of (3) Sewer Laterals, 18" Storm Drain Pipeline and associated structures, and other public ROW improvements densely visited San Monica Boulevard.

On-Call Plan Check and Inspection Services, *San Bernardino Municipal Water Department.* Construction Inspector/Assistant Construction Manager. Responsible for Construction Inspection and Inspection Scheduling Support. Michael Baker provided On-Call Construction Inspection Services to the City of San Bernardino Municipal Water Department for Gateway South Building 5, a private commercial development, and Arrowhead Grove, another private development. Construction activities included the installation of a 12" DIP water line and commercial water services along with new sewer pipe main line, laterals, and structures.

John Martin | Inspector - Alternate

Mr. Martin brings 40 years of experience in the construction and inspection of water, recycled water, sewer and public works projects. His career has progressed steadily from maintenance worker, field supervisor, treatment plant operator, district inspector, construction observer and construction inspector. His experience covers a wide array of projects.

Experience

City of Torrance, California. 3,000 feet of 12-inch DIP plus jack and bore under storm drain, 1,000 feet of 8-inch DIP, 40 new water services, 6 new fire hydrants, pressure testing and chlorinating of new water main.

Long Beach Water Department, Long Beach, California. 1,000 feet of new 12-inch DIP water main, 12 new water services, 8 water laterals. Long Beach Boulevard Cherry Avenue: 6,000 feet of 12-inch TR Flex ductile iron water main, 20 tie-in laterals, 25 6-inch fire hydrants laterals plus gate valves, 25 12-inch gate valves, concrete replacement of Long Beach Boulevard and cold planning of Cherry Avenue with asphalt cap. 2,000 feet of 24-inch CMLCC.

Contract No. 3-52, Westside Pump Station. Construction Cost: \$6.5 Million. This project rehabilitated the existing Westside Pump Station and increased the station's capacity to meet current and projected peak wet-weather flows. The project consisted of construction of a separate access stairwell to the lower section of the pumping station, replacement of the pumps and controls, and modification of ventilation systems.

Contract No. 2-24-1, Carbon Canyon Dam Sewer and Pump Station Abandonment. Construction Cost: \$5.4 Million. This project included construction of 4,970 feet of 24-inch to 42-inch VCP and Fiberglass sewer pipelines using conventional open-cut construction and micro tunneling technologies; demolition of the existing pump station, abandonment of the existing sewer and force mains, and completion of additional earthwork. This project involved coordination with several project stakeholders (County of Orange Public Works, State Parks, California Department of Fish and Game, U.S. Army Corps of Engineers, Aera Energy, and other private local businesses). At the beginning of the project, he inspected the excavation of the launching and receiving pit along with the Beam and Plate shoring at the launching pit. The launching pit was 50 foot deep by 30 foot wide. He worked closely with the operator of MTBM taking reports daily on the length of the run and any elevation changes.

Contract No. 7-36, 7-39, 7-41 Gisler-Redhill Trunk Sewer Construction, City of Tustin, California. Construction Cost: \$27 Million. Actively involved in resolving construction issues, processing change orders and coordination with project stakeholders. This project included construction of approx. 38,170 feet of 27-inch to 12-inch Vitrified Clay Pipe, 15- to 25-ft deep, within the City of Tustin and Unincorporated Areas of the County of Orange.

Contract 7-21, Sunflower Interceptor Manhole Rehabilitation, City of Costa Mesa, California. *County of Orange.* The project also included construction of two jacked steel casings (jack and bore) under local storm drain channels.

Years with Michael Baker: 1

Years with Other Firms: 40

Training

Water Distribution and Water Treatment,
Santiago Community College

OSHA 10-hr Training for Construction

T-lock Welding (Ameron) SWPPP Training,
Confined space training

Robert "Butch" Samarzich | Inspector - Alternate

Mr. Samarzich has more than 37 years of experience on a wide variety of construction projects in both the public and private sector. He has an exceptional background in project management and field operations and has been responsible for site construction, including ensuring compliance with plans and specifications, coordinating subcontractors, and confirming all materials are in conformance with the project specifications and approved submittals. He has traveled throughout the United States working on numerous construction projects, supervising employees and ensuring successful project delivery. His experience encompasses grading for site development, water and sewer pipelines, coordinating with all public works stakeholders, and timely progress reporting. Mr. Samarzich's typical duties include performing construction inspection, administering contract documents; upholding code requirements; attending weekly progress meetings; coordinating with agencies, designers, utility companies, material testers, and surveyors; verifying quantities and quality assurance; monitoring the Contractor's construction schedule, permit compliance, traffic control plan, and safety plan; and maintaining public relations.

Years with Michael Baker: 2
Years with Other Firms: 35

Training

Safety Training

Experience

Gerald Desmond Bridge Replacement Project, S. Pico Avenue 20", 24", & 30" Water Transmission Main 300J, Long Beach, California. Construction Inspector. As part of our on-call services agreement, Michael Baker was selected by the LBWD to provide construction inspection services for this pipeline relocation project necessitated by the construction of the New Gerald Desmond Bridge in Long Beach. The work involved 100 LF of 24", 282 LF of 20", and 22 LF of 30" CML&C steel pipeline, butterfly valves, buttstraps, connections, blow-off's, and night work. Michael Baker's duties encompassed: providing construction inspection and contract administration; verifying quantities and ensuring quality control; monitoring the Contractor's safety plan; observing water knife potholing, pressure testing, chlorination, flushing, and Bac-T testing; and preparing daily construction reports, digital photos, and the punch list.

Eaton Kiowa Waalew Pump Station and Reservoirs. Construction Inspector. Michael Baker provided construction management and inspection services to the Golden State Water Company.

Well Automation and Rehabilitation Project No. MC 2101, Costa Mesa, California. Construction Inspector. Michael Baker provided construction management and inspection services to the Mesa Water District for this \$10,488,500 comprehensive upgrade of all 5 of the District's clear water wells. The work included well rehabilitation and cleaning; SCADA upgrades, chemical system replacement; Arc Flash & electrical safety survey implementation; ozone treatment system and UV tower abandonment; and electrical, mechanical, structural, maintenance, and security upgrades.

On-Call Plan Check and Inspection Services, San Bernardino, California. *San Bernardino Municipal Water Department.* Construction Inspector. Responsible for Construction Inspection. Michael Baker provided On-Call Construction Inspection Services to the City of San Bernardino Municipal Water Department for Gateway South Building 5, a private commercial development, and Arrowhead Grove, another private development. Construction activities included the installation of a 12" DIP water line and commercial water services along with new sewer pipe main line, laterals, and structures.

EXHIBIT "2"
TO
TASK ORDER NO. 1
COMPENSATION

The fee estimated for Development of Construction Bid Documents for Water Main Replacement, Construction Management, and Inspection Services is **\$355,884.00**.

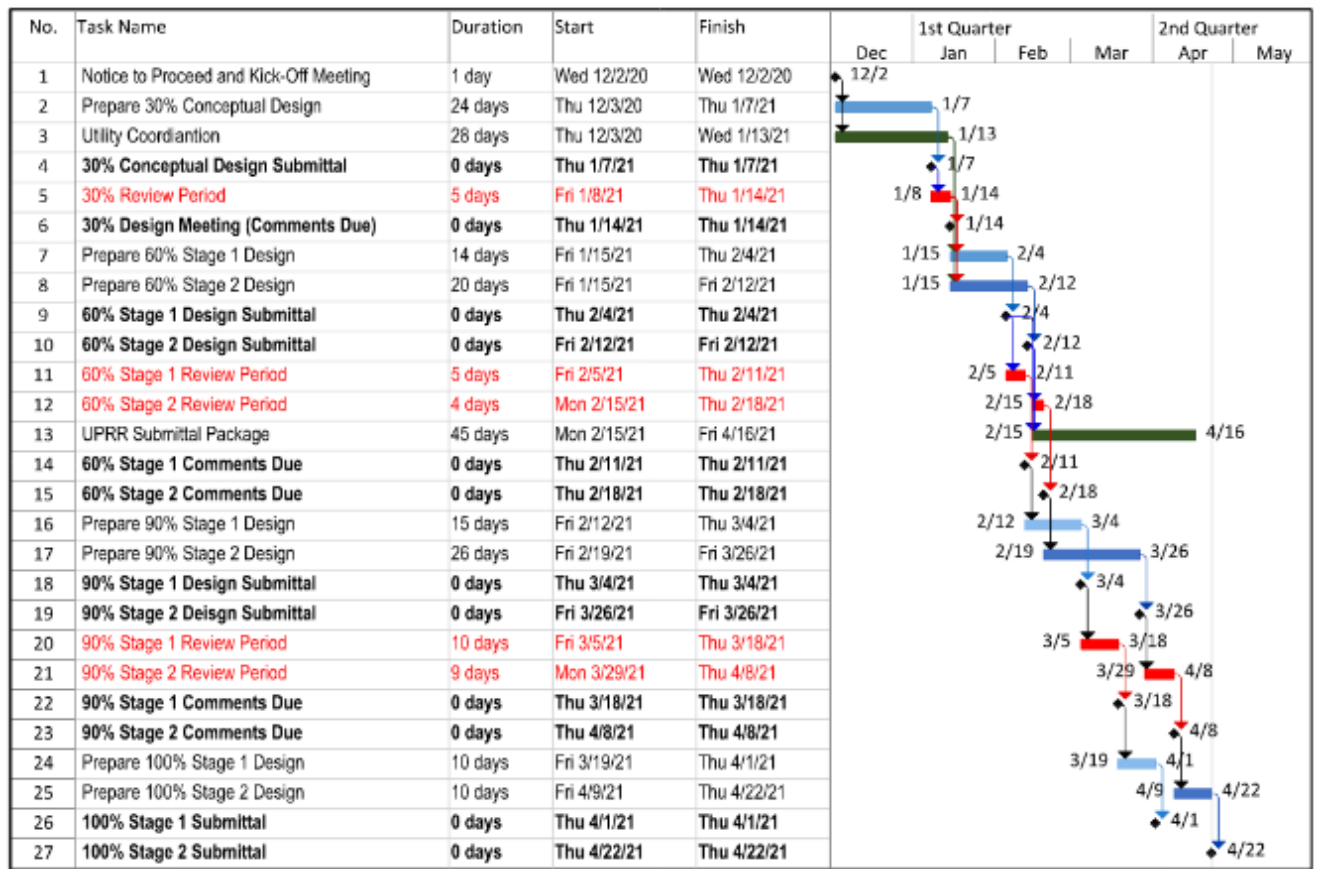
TASK	DESCRIPTION	COST
Task 1 - Development of Construction Bid Documents		
	WVWD Coordination and Document Review	\$5,760.00
	Surveying	\$660.00
	Conduct Existing Utility Research	\$3,140.00
	Geotechnical Services	\$1,560.00
	Potholing (5 holes)	\$12,770.00
	Permits	\$6,000.00
	Preliminary Design	\$20,200.00
	Prepare P, S, and E - Phase 1 (Bridge Widening)	\$50,040.00
	Prepare P, S, and E - Phase 2 (Street Improvements)	\$46,920.00
	Construction Schedule and Cost Opinion	\$8,360.00
	Meetings	\$17,600.00
	Coordination of Deliverables	\$3,500.00
	Construction Bid Services	\$7,610.00
	Subtotal	\$184,120.00
Task 2 - Construction Management		
	Schedules	\$ 534.00
	Meetings (14 Meetings Total)	\$ 8,250.00
	Liason	\$ 4,272.00
	Shop Drawings and RFI's (15 Submittals and 10 RFI's)	\$ 8,610.00
	Review of Work	\$ 4,347.00
	Interpretation of Documents	\$ 2,848.00
	Modifications (Assumes 3 Modification Requests)	\$ 1,068.00
	Records	\$ 1,628.00
	Reports	\$ 2,162.00
	As-Builts	\$ 1,272.00
	Payment Reviews	\$ 1,704.00

	O&M's	\$ 992.00
	Completion	\$ 4,297.00
	Subtotal	\$41,984.00
Task 3 - Inspection		
	Full time observation (130 days)	\$ 101,975.00
	Measurements and Logs	\$ 690.00
	Schedules and Meetings (14 Meetings Total)	\$ 2,300.00
	Shop Drawings	\$ 230.00
	Review of Inspections and Tests	\$ 2,300.00
	Interpretation of Documents	\$ 690.00
	Modifications	\$ 690.00
	Records	\$ 690.00
	Reports	\$7,475.00
	As-Builts	\$ 690.00
	Payment Reviews	\$ 690.00
	O&M's	\$920.00
	Completion	\$2,760.00
	Subtotal	\$122,100.00
Task 4 - Construction Staking		
	12" Water Line Stakes	\$ 4,560.00
	8" Water Line Stakes	\$ 3,120.00
	Subtotal	\$7,680.00
	Total Cost	\$355,884.00

EXHIBIT “3” TO TASK ORDER NO. 1

SCHEDULE

The tentative design schedule for Development of Construction Bid Documents for Water Main Replacement is shown below. The Construction Management and Inspection Services is to be determined by District staff.



LEAL • TREJO
ATTORNEYS AT LAW
A PROFESSIONAL CORPORATION

H. FRANCISCO LEAL
WILLIAM J. TREJO
MARIBEL S. MEDINA
DAVID J. ALVAREZ
MICHAEL E. WOLFSOHN
DENISE A. MARTINEZ
JENNIFER A. CHAMBERLAIN
ARTURO N. FIERRO
ANÁ MARIA QUINTANA

3767 WORSHAM AVENUE
LONG BEACH, CALIFORNIA 90808
(213) 628-0808
FAX (213) 628-0818
WWW.LEAL-LAW.COM

September 23, 2020

Clarence Mansell
General Manager
West Valley Water District
855 W. Base Line Road
Rialto, CA 92376

**Re: Professional Services Rendered through July 2020 for
West Valley Water District – Qui Tam Litigation Legal matters.**

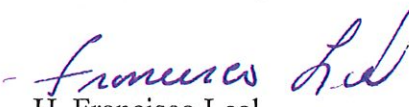
Dear Mr. Mansell:

Enclosed is the statements for general legal services rendered by Leal • Trejo APC under our agreement for services with the Water District. Please find below a summary of the statements submitted to you for review and payment.

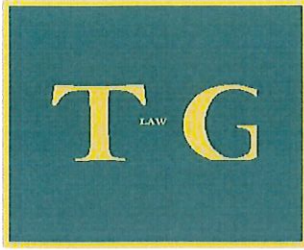
Qui Tam Litigation Inv. No. 18119 \$ 25,680.00

Kindly make your check payable to Leal • Trejo APC, forwarding the same directly to the undersigned. Should you have any questions, please feel free to contact our office.

Very truly yours,
LEAL • TREJO APC


H. Francisco Leal

HFL/meg
Enclosures



TAFUYA LAW GROUP, APC

316 W. 2nd St. • Suite 1000
 Los Angeles, CA 90012
 Office 213.617.0600 • Fax 213.617.2226

Statement No.: 20-1006

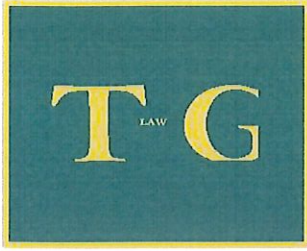
Date: June 2020

Billing Period: June 1, 2020-June 30, 2020

Bill to: West Valley Water District
 855 West Base Line Road
 Rialto, California 92376

PROFESSIONAL SERVICES

Total Fees for June 2020:	\$	23,423.50
Total Costs for June 2020:	\$	<u>69.33</u>
Total for June 2020:	\$	23,492.83



TAFOYA LAW GROUP, APC

316 W. 2nd St. • Suite 1000
 Los Angeles, CA 90012
 Office 213.617.0600 • Fax 213.617.2226

Statement No.: 20-1007

Date: July 2020

Billing Period: July 1, 2020-July 31, 2020

Bill to: West Valley Water District
 855 West Base Line Road
 Rialto, California 92376

PROFESSIONAL SERVICES

Total Fees for July 2020:	\$ 22,329.00
Total Costs for July 2020:	<u>\$ 16.20</u>
Total for July 2020:	\$ 22,345.20

Ivie, McNeill & Wyatt
444 S. Flower Street
Suite 1800
Los Angeles, CA 90071 USA

Telephone: 213-489-0028 Fax: 213-489-0552

WEST VALLEY WATER DISTRICT

As at

Oct 7, 2020

855 W. Base Line Road
Rialto, CA 92377

Interest Charge To

Oct 7, 2020

REMINDER NOTICE

RE: WEST VALLEY WATER DISTRICT - Davis v WVWD 8007-005

Bill Date	Matter #	Inv #	Billed	Interest	Paid	Due	Aging
Aug -13-20	8007005	743363	9,945.77	0.00	0.00	9,945.77	<=60 days
Sep -15-20	8007005	743468	6,239.65	0.00	0.00	6,239.65	<=30 days
Totals			\$16,185.42	\$0.00	\$0.00	\$16,185.42	

Balance Due and Owing

\$16,185.42