AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Thursday, March 12, 2015
1965 Placentia Avenue, Costa Mesa, CA 92627
6:00 p.m. Regular Board Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Non-Agendized Matters: Members of the public are invited to address the Board on matters which are not on the Agenda. Each speaker is limited to three (3) minutes. The Board will set aside thirty (30) minutes for public comments.

Agendized Matters: Members of the public may comment on Agenda items before action is taken, or after the Board has discussed the item. Each speaker is limited to five (5) minutes.

ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED ON THE AGENDA
At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed as an Action Item, may be deliberated and may be subject to action by the Board.

CONSENT CALENDAR ITEMS:
Approve all matters under the Consent Calendar by one motion unless a Board member, staff, or a member of the public requests a separate action.

1. Approve minutes of special Board meeting of February 4, 2015.
2. Approve minutes of regular Board meeting of February 12, 2015.
3. Approve minutes of special Board meeting of February 17, 2015.
4. Approve minutes of special Board meeting of February 18, 2015.
5. Approve minutes of special Board meeting of February 23, 2015.
6. Approve minutes of special Board meeting of February 26, 2015.
7. Approve attendance considerations (additions, changes, deletions).
8. Board Schedule:
   • Conferences, Seminars, and Meetings
   • Board Calendar
   • Upcoming Community Outreach Events
9. Approve a change order in the amount of $24,688 to MWH Global for the changes to the development of Project Management Guidelines and authorize the General Manager to execute the change order.
10. Approve a contract with RBF Consulting, a Michael Baker International Company, in the amount of $778,270 with a 10% contingency for a not-to-exceed amount of $856,097 for professional Construction Management Services of the Well Automation and Rehabilitation Project, and authorize the General Manager to execute the contract.
11. Approve a contract with LA Consulting in the amount of $51,387 to perform CMMS Annual Plan Update & Management Training and authorize the General Manager to execute the contract.
12. Approve an extension to the existing contract with SBS Group in the amount of $10,000 for Great Plains consulting services and authorize the General Manager to execute the extension.

13. Approve an extension to the existing contract with Fieldman Rolapp & Associates in the amount of $25,000 for Financial Advisory services and authorize the General Manager to execute the extension.

14. Approve a contract with Best Best & Krieger LLP for special legal services in an amount not to exceed $50,000.

15. Approve a proclamation honoring the service of Piet Pijl to Mesa Water District.

PRESENTATION AND DISCUSSION ITEMS:

16. ORANGE COUNTY SANITATION DISTRICT LOCAL SEWER AREA #7:

   Recommendation: Approve support for East Orange County Water District's Reorganization Application and direct staff to send a letter of support.

ACTION ITEMS:

17. MESA CONSOLIDATED WATER DISTRICT IMPROVEMENT CORPORATION ANNUAL MEETING:

   Recommendation: Recess from regular Board meeting and hold Mesa Consolidated Water District Improvement Corporation Annual Meeting.

REPORTS:

18. Report of the General Manager
   - February Key Indicators Report
   - Water Supply Update (no enclosure)

19. Directors’ Reports and Comments

INFORMATION ITEMS:

20. Directors’ Reports (AB 1234) Per CA Government Code Section 53232.3 (d)

21. Other (no enclosure)

In compliance with California law and the Americans with Disabilities Act, if you need disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please contact the District Secretary at (949) 631-1206. Notification 48 hours prior to the meeting will enable Mesa Water District (Mesa Water®) to make reasonable arrangements to accommodate your requests.

Agenda materials that are public records, which have been distributed to a majority of the Mesa Water Board of Directors (Board), will be available for public inspection at the District Boardroom, 1965 Placentia Avenue, Costa Mesa, CA and on Mesa Water’s website at www.MesaWater.org. If materials are distributed to the Board less than 72 hours prior or during the meeting, the materials will be available at the time of the meeting.

ADJOURN TO AN ADJOURNED REGULAR BOARD MEETING SCHEDULED FOR SATURDAY, MARCH 21, 2015 AT 8:00 A.M.
Campaign Effectiveness

- Localized outreach
- Multi-media, multi-touch
- Repeated exposure
- Simple messages
Campaign Objectives

- Generate broad/immediate awareness for the need to increase water conservation efforts by 20 gallons or more per person per day
- Drive residents to MesaWaterSaver.com
- Utilize a mix of traditional and grassroots tactics
- Achieve measurable results

Campaign Theme

- Development of a strong campaign theme, strong iconic graphics to illustrate “three easy tips” and a branded Mesa Water District campaign icon
### Campaign Rollout

<table>
<thead>
<tr>
<th>Month</th>
<th>Touchpoint</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mid-December/January/mid-February</td>
<td>Bill Insert Mails</td>
</tr>
<tr>
<td>Late December/January/February</td>
<td>Billboard Posts</td>
</tr>
<tr>
<td>Late December</td>
<td>Postcard Mails</td>
</tr>
<tr>
<td>Late October</td>
<td>Automated Calls</td>
</tr>
<tr>
<td>Late December/January/February</td>
<td>Radio – KOCI</td>
</tr>
<tr>
<td>Early January</td>
<td>Door Hangers Delivered</td>
</tr>
<tr>
<td>January</td>
<td>Canvassing</td>
</tr>
<tr>
<td>January</td>
<td>Social Media</td>
</tr>
<tr>
<td>January</td>
<td>Public Relations</td>
</tr>
<tr>
<td>January 31, February 12+13</td>
<td>Newspaper / Front Page Post-It Note</td>
</tr>
</tbody>
</table>

### Bill Insert
- 2-sided in English/Spanish
- 22,000 mailed from mid-December through mid-February

### Postcard Mailer
- 2-sided in English/Spanish
- Mailed to 25,928 households
Outdoor Billboards

- Two billboards
  - Newport Blvd. at 16th Street
  - Newport Blvd. between 19th Street and Walnut
- 1,112,752 impressions

KOCI (101.5 FM) Radio

- 2-month of weekly public service announcements
  - 160+ 15-second spots with water saving tip messaging
  - 1/18/15 ½-hour interview with Vice President Temianka
  - 3/1/15 ½-hour interview with President Dewane
- On-air promos
- Logo included on a print ad in the Newport Beach Independent
- Website sponsorship logo
- Social media promotion
- 62,000 listeners; 16,000 unique digital visitors
Automated Calls

- Recorded in English and Spanish
- 11,654 completed calls either live or by voice mail (out of 20,140 households)

Door Hanger

- 2-sided in English and Spanish with dye tab adhered to take the “Tank Challenge”
- 31,245 households reached

Canvassing

- English/Spanish to the 10,000 highest water-using households
  - Total homes attempted: 10,222
  - Campaign materials left: 7,432
  - Total homes reached in-person: 2,790
  - Dye tabs provided (by request): 1,001
  - Rebate forms provided (by request): 984
Newspaper

- 1/30/15 Daily Pilot Full (41,681 circ.)
  - Full Page 4/C Ad
- 2/12/15 Costa Mesa Current (10,420 circ.)
  - Full Page 4/C Ad
  - Front Page “Post-It” Note
- 2/13/15 Unidos – (75,000 circ.)
  - Full Page 4/C Ad

Social Media

- Developed custom Facebook, Instagram and Twitter campaign graphics and posts
  - Reach of 8,141
- Featured on SaveOurWater Facebook page
  - On 12/30/14
- February 2015 CMTV “Costa Mesa Minute”
  - Campaign featured for four weeks: 2/4, 2/11, 2/18, 2/25
  - Included the City’s website, Facebook and YouTube pages, and Twitter feed
Earned Media

- Campaign launch press release
- 3,548 views (Business Wire)
  - Generated 23 media stories (print and online)

Customer Service Survey

- Fielded in February by Probolsky Research, results report at Mesa Water’s April Board meeting
- Measure awareness of the “drought-reach” campaign and customer water-use behavior changes as a result
Campaign Summary

- Campaign ran: December 22 – February 22, 2015
- Total campaign impressions: 1,340,902
- Water use for Dec. 2014 and Jan. 2015 have declined 15.8% and 15.2% respectively vs. the prior year
- Additional touchpoints:
  - KOCI radio: 62,000 listeners; 16,000 unique digital visitors
  - Mesa Water website page visits: 2,630
    - Includes MesaWaterSaver.org; MesaWater.org/conservation; MesaWater.org/rebates – December through February 2015
  - Social media: 180 campaign “likes”/posts

Questions?
CALL TO ORDER
The meeting of the Board of Directors was called to order on February 4, 2015 at 6:30 p.m. by Vice President Temianka at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE
Director Fisler led the pledge of allegiance.

Directors Present
Ethan Temianka, Vice President
Jim F. Atkinson, Director
Fred R. Bockmiller, Director
James R. Fisler, Director

Directors Absent
Shawn Dewane, President

Staff Present
Stacy Taylor, Public and Government Affairs Manager
Tracy Manning, Assistant Operations Manager
Leah Curatalo, Public Affairs Intern
Gina Terraneo, Public Affairs Intern

Others Present
30 class participants

PRESENTATION AND DISCUSSION ITEMS:

1. WATER ISSUES STUDY GROUP:

Vice President Temianka welcomed the Water Issues Study Group participants and introduced Mesa Water® Assistant Operations Manager Manning. Ms. Manning presented on Mesa Water’s water quality monitoring, testing, and water quality report.

Vice President Temianka introduced Orange County Water District Director of Public Affairs Eleanor Torres. Ms. Torres provided a brief overview of Orange County Water District’s operations and the Groundwater Replenishment System.

Vice President Temianka introduced guest speaker Municipal Water District of Orange County Director of Public Affairs Darcy Burke. Mr. Burke provided a presentation regarding imported water.

Public and Government Affairs Manager Taylor thanked the Water Issues Study Group for their participation and conducted the Conservation drawing and Closing Remarks.
INFORMATION ITEMS:

2. OTHER (No enclosure):

ADJOURNMENT

Director Bockmiller adjourned the meeting at 8:00 p.m.

Approved:

______________________________________________________________________

Shawn Dewane, President

______________________________________________________________________

Coleen L. Monteleone, District Secretary
CALL TO ORDER

The meeting of the Board of Directors was called to order on February 12, 2015 at 6:00 p.m. by President Dewane at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE

Director Fisler led the Pledge of Allegiance.

Directors Present

Shawn Dewane, President
Ethan Temianka, Vice President
James F. Atkinson, Director
Fred R. Bockmiller, Director
James R. Fisler, Director

Directors Absent

None

Staff Present

Paul E. Shoenberger, General Manager
Coleen L. Monteleone, Administrative Services Manager/District Secretary
Andrew Hamilton, Chief Financial Officer
Phil Lauri, Engineering & Operations Manager
Stacy Taylor, Public & Government Affairs Manager
Stacie Sheek, Customer Services Manager
Rob Anslow, Attorney, Bowie, Arneson, Wiles & Giannone,

Others Present

Mark Abrams, Mesa Water® Customer

President Dewane acknowledged that February 12, 2015 was U. S. President Abraham Lincoln’s birthday and gave brief summary of President Lincoln’s accomplishments.

PUBLIC COMMENTS

President Dewane asked for public comments. There were no comments.

ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED ON THE AGENDA

General Manager Shoenberger noted that the Closed Session was not necessary.

CONSENT CALENDAR ITEMS:

1. Approve minutes of regular Board meeting of January 8, 2015.
2. Approve minutes of special Board meeting of January 20, 2015.
3. Approve minutes of special Board meeting of January 23, 2015.
5. Approve attendance considerations (additions, changes, deletions).

6. Board Schedule:
   • Conferences, Seminars, and Meetings
   • Board Calendar
   • Upcoming Community Outreach Events


8. Authorize an additional allocation of $100,000 to the On-Call Design Contracts Budget for FY 2015 for a not-to-exceed amount of $200,000.

9. Approve a Change Order to Carollo Engineers, Inc. for the Well Automation and Rehabilitation Design contract in the amount of $150,447 and retain a commercial real estate professional for an amount not to exceed $25,000.

10. Award a contract to CivilSource, Inc., for the MWRF Parking Design for the not to exceed amount of $65,830 and authorize the General Manager to execute the contract.

11. Approve a contract change order with LA consulting not to exceed $10,000 to re-evaluate the Meter Reading/Billing Process and related software.

12. Approve the proclamation honoring the service of Stan Kennedy to Mesa Water District.

President Dewane asked for public comments. There were no comments.

MOTION

Motion by Director Atkinson, seconded by Director Fisler, to approve the Consent Calendar. Motion passed 5-0.

PRESENTATION AND DISCUSSION ITEMS:

13. CUSTOMER SURVEY:

   Public & Government Affairs Manager Taylor reported that this survey is planned for March 2015. The survey presented at this meeting incorporates Board member comments from a previous review. She noted the purpose of the survey is to benchmark the results against the 2012 baseline survey, and, 2) to inform the District’s planning for future programs in the areas of communications and customer services. Staff intends to provide the results of the survey to the Board at its April 2015 meeting.

   Ms. Taylor responded to questions from the Board.

ACTION ITEMS:

14. ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY EXECUTIVE COMMITTEE ELECTION:

MOTION

Motion by Director Temianka, seconded by Director Fisler, to approve Resolution No. 1455 nominating Fred R. Bockmiller as a candidate to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority. Motion passed 5-0 with the following roll call vote:
AYES: DIRECTORS Atkinson, Fisler, Bockmiller, Temianka, Dewane
NOES: DIRECTORS None
ABSENT: DIRECTORS None
ABSTAIN: DIRECTORS None

15. CLOSED SESSION:

This item was not taken.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to Government Codes Section 54956.9 (d) (1) and 54954.5 (c)
Case: Synetcom Digital, Inc. vs. Mesa Water District.

REPORTS:

   • January Key Indicators Report
   • Other Information
     o Ms. Taylor commented on the Water Saver advertisement in the Thursday edition of the Local Section of the OC Register. January 2015 water use was 13% below January 2014 water use figures.
     o The last session of the Water Issues Study Group will be conducted at the MWRF on Wednesday, February 18, 2015.
     o Director Temianka is speaking at the Costa Mesa Chamber of Commerce meeting on February 19, 2015.
     o The Board Workshop is scheduled for March 20, 2015 at the MWRF.
     o Metropolitan Water District of Southern California will be discussing water allocations in April. If allocations are approved, they could go into effect in July 2015. Mesa Water® will not be impacted by these allocations because of its local water supplies from the MWRF.
     o The Orange County Water District (OCWD) Board of Directors directed its staff to negotiate a term sheet with Poseidon for a supply of water that will be produced from the Huntington Beach Desalination Plant. The progress on the negotiations is scheduled to be presented at the OCWD March 2015 Board meeting.

17. Directors' Reports and Comments

INFORMATION ITEMS:

18. Directors' Reports (AB 1234) Per CA Government Code Section 53232.3 (d)
19. Other (no enclosure)
President Dewane adjourned the meeting at 6:47 p.m. to a Regular Board Meeting scheduled for Thursday, March 12, 2015 at 6:00 p.m.

Approved:

______________________________
Shawn Dewane, President

______________________________
Coleen L. Monteleone, District Secretary

Recording Secretary: Sharon D. Brimer
MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Tuesday, February 17, 2015
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Special Board Meeting

ENGINEERING AND OPERATIONS COMMITTEE MEETING

CALL TO ORDER
The meeting of the Board of Directors was called to order on February 17, 2015 at 3:35 p.m. by Chairman Bockmiller at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE
Phil Lauri led the Pledge of Allegiance.

Directors Present
Ethan Temianka, Vice President
Fred R. Bockmiller, Director, Chairman
James R. Fisler, Director

Directors Absent
Shawn Dewane, President
Jim Atkinson, Director

Staff Present
Paul E. Shoenberger, P.E., General Manager
Phil Lauri, Engineering and Operations Manager
Tracy E. Manning, Assistant Operations Manager
Karyn Igar, Senior Civil Engineer
Denise Garcia, Executive Assistant to the General Manager/Assistant District Secretary
Rob Anslow, Attorney, Bowie, Arneson, Wiles & Giannone,

Others Present
Peggy Umphres, Management Consultant, MWH Global (MWH)

PUBLIC COMMENTS
There was no public present.

PRESENTATION AND DISCUSSION ITEMS:

1. Project Management Guidelines Update

Engineering and Operations Manager Lauri introduced Ms. Peggy Umphres from MWH who proceeded with the presentation.

The following topics were highlighted:
- Project Background
- What Do We Need to Manage?
- And How Does It All Fit Together?
- The CIP Guidelines Follow the Life Cycle of a Project
Sources for the Guidelines
Features of the PM Guidelines
Next Steps
CIP Versus Acquisition: Guidelines
CIP Versus Acquisition: Training

Ms. Umphres responded to questions from the Board, and the Board thanked Ms. Umphres for the presentation.

MOTION

Motion by Director Fisler, second by Director Temianka, to add a change order in the amount of $24,688 to MWH for changes to the development of Project Management Guidelines to the next regular Board meeting agenda. Motion passed 3-0-2 with Director Atkinson and President Dewane absent.

2. Redwood Irrigation Fogger Upgrade Project

Engineering and Operations Manager Lauri introduced Senior Civil Engineer Igar who proceeded with the presentation.

The following topics were highlighted:
- Redwoods are not thriving
- Water Quality Specifications
- Demineralization Systems Technologies Evaluation
- IX Vendor Comparison
- Plumbing for the IX
- Connected to Fogger Pump and New Hose Bib
- IX Arrangement

Ms. Igar responded to questions from the Board, and the Board thanked Ms. Igar for the presentation.

ACTION ITEMS:

3. Construction Manager for Well Automation and Rehabilitation

MOTION

Motion by Director Fisler, second by Director Temianka, to add a contract with RBF Consulting, a Michael Baker International Company, in the amount of $778,270 with a 10% contingency for a not-to-exceed amount of $856,097 for professional Construction Management Services of the Well Automation and Rehabilitation Project to the next regular Board meeting agenda. Motion passed 3-0-2 with Director Atkinson and President Dewane absent.
4. CMMS Annual Plan Update & Management Training

MOTION

Motion by Director Temianka, second by Director Fisler, to add a contract with LA Consulting in the amount of $51,387 to perform CMMS Annual Plan Update & Management Training to the next regular Board meeting agenda. Motion passed 3-0-2 with Director Atkinson and President Dewane absent.

5. CLOSED SESSION:

Chairman Bockmiller announced the Board was going into Closed Session at 4:06 p.m.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:
Pursuant to Government Code Section 54956.9 (b)
Case: 1000 Halyard Newport Beach Proposed Development Project

RETURN TO OPEN SESSION.

The Board returned to Open Session at 4:23 p.m.

Attorney Anslow reported that the Board conducted one Closed Session. The Closed Session was to counsel with the General Manager, Engineering and Operations Manager, and Legal Counsel pursuant to Government Code Section 54956.9 (b) regarding anticipated litigation. The Board received information. There was no announcement.

REPORTS:

6. Developer Project Status Report
7. Mesa Water® and Other Agency Projects Status Report
8. Water Quality Call Report
9. Committee Policy & Resolution Review or Development
10. Operations Department Status Report
11. Municipal Water District of Orange County Activities Update
12. Orange County Water District Activities Update
13. Ocean Desalination Projects (no enclosure)
15. Directors’ Reports and Comments
INFORMATION ITEMS:

16. Fall Protection Program Contractor Selection
17. Well 9 Status Update

The Board meeting was adjourned at 4:25 p.m.

Approved:

______________________________
Shawn Dewane, President

______________________________
Coleen L. Monteleone, District Secretary
CALL TO ORDER

The meeting of the Board of Directors was called to order on February 18, 2015 at 6:30 p.m. by Vice President Temianka at the Mesa Water Reliability Facility, located at 1350 Gisler Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE

Director Bockmiller led the pledge of allegiance.

Directors Present

Ethan Temianka, Vice President
Fred R. Bockmiller, Director
James R. Fisler, Director

Directors Absent

Shawn Dewane, President
Jim Atkinson, Director

Staff Present

Phil Lauri, Engineering and Operations Manager
Stacie Sheek, Customer Services Manager
Stacy Taylor, Public and Government Affairs Manager
Justin Finch, Resource Efficiency Specialist
Noelle Collins, Public Affairs Coordinator
Leah Curatalo, Public Affairs Intern
Gina Terraneo, Public Affairs Intern

Others Present

30 class participants

PRESENTATION AND DISCUSSION ITEMS:

1. WATER ISSUES STUDY GROUP MEETING:

Vice President Temianka welcomed the Water Issues Study Group participants and introduced each Director, each of whom addressed the group.

Vice President Temianka introduced Resource Efficiency Specialist Finch, who provided a presentation regarding water use efficiency, then, responded to questions from the class participants.

Vice President Temianka introduced Engineering and Operations Manager Lauri who conducted a tour of the Nano-Filtration Room then responded to questions from the class participants.

A graduation ceremony was held to congratulate the class participants for their completion of the Water Issues Study Group.
Public and Government Affairs Manager Taylor thanked the 2015 Water Issues Study Group class for their participation and conducted the conservation drawing then Vice President Temianka provided closing remarks.

INFORMATION ITEMS:

2. OTHER (No enclosure):

ADJOURNMENT

Vice President Temianka adjourned the meeting at 8:00 p.m.

Approved:

__________________________
Shawn Dewane, President

__________________________
Coleen L. Monteleone, District Secretary
FINANCE COMMITTEE MEETING

CALL TO ORDER
The meeting of the Board of Directors was called to order on February 23, 2015 at 3:33 p.m. by Chairman Temianka at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE
Director Fisler led the Pledge of Allegiance.

Directors Present
Shawn Dewane, President
Ethan Temianka, Vice President, Chair
Jim Atkinson, Director
Fred R. Bockmiller, Director
James R. Fisler, Director

Directors Absent
None.

Staff Present
Paul E. Shoenberger, P.E., General Manager
Andrew Hamilton, Chief Financial Officer/Treasurer
Denise Garcia, Executive Assistant to the General Manager
/Assistant District Secretary
Cherlynn Hurdle, Financial Services Assistant

Others Present
None

PUBLIC COMMENTS
No public was present.

PRESENTATION AND DISCUSSION ITEMS:
No items.

ACTION
1. Great Plains Consulting Services

MOTION
Motion by Director Bockmiller, second by President Dewane, to add an extension to the existing contract with SBS Group in the amount of $10,000 for Great Plains consulting services to the next regular Board meeting agenda. Motion passed 5-0.
2. Financial Advisory Services

MOTION

Motion by Director Bockmiller, second by President Dewane, to add an extension to the existing contract with Fieldman Rolapp & Associates in the amount of $25,000 for Financial Advisory services to the next regular Board meeting agenda. Motion passed 5-0.

REPORTS:

3. Accounts Paid Listing
4. Monthly Financial Reports
5. Major Staff Projects
7. Directors’ Reports and Comments

INFORMATION ITEMS:

8. Response to Accounts Paid Listing Questions

The Board meeting was adjourned at 5:57 p.m.

Approved:

_________________________
Shawn Dewane, President

_________________________
Coleen L. Monteleone, District Secretary
LEGISLATIVE & PUBLIC AFFAIRS COMMITTEE MEETING

Teleconference Site:
Drury Inn & Suites Convention Center
88 East Nationwide Blvd., Columbus, OH 43215
(614) 221-7008
6:30 p.m. Eastern Standard Time

(Member of the Public may attend and participate in the meeting at both locations. Notice indicating the room number of the teleconference site will be posted in the Drury Inn & Suites lobby.)

CALL TO ORDER
The meeting of the Board of Directors was called to order on February 26, 2015 at 3:33 p.m. by Chairman Fisler at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE
Director Bockmiller led the Pledge of Allegiance.

Directors Present
Ethan Temianka, Vice President (teleconference)
Jim Atkinson, Director
Fred R. Bockmiller, Director
James R. Fisler, Director, Chairman

Directors Absent
Shawn Dewane, President

Staff Present
Paul E. Shoenberger, P.E., General Manager
Stacy Taylor, Public and Government Affairs Manager
Noelle Collins, Public Affairs Coordinator
Denise Garcia, Executive Assistant to the General Manager /Assistant District Secretary

Others Present
None

PUBLIC COMMENTS
There were no public present.
PRESENTATION AND DISCUSSION ITEMS:

1. Communications Training

ACTION ITEMS:

2. Support East Orange County Water District’s Reorganization Application

MOTION

Motion by Director Bockmiller, second by Director Temianka, to add a letter in support of East Orange County Water District’s Reorganization Application to the next regular Board meeting agenda. Motion passed 4-0-1 with President Dewane absent.

REPORTS:

3. Advocacy Consulting Services Report

   The Board directed staff to draft a letter opposing SB 143 (Stone) Diamond Valley Reservoir: Recreational Use and notify Metropolitan Water District of Southern California (MWD) of the District’s position. In addition, staff will coordinate with MWD to sign the member agency coalition letter opposing SB 143.

4. Legislative Consulting Services Report

5. Report of the General Manager

6. Directors’ Reports and Comments

INFORMATION ITEMS:

7. Drought-Reach Campaign Update

8. Outreach Update

The Board meeting was adjourned at 4:13 p.m.

Approved:

______________________________
Shawn Dewane, President

______________________________
Coleen L. Monteleone, District Secretary
RECOMMENDATION

In accordance with Ordinance No. 23, adopted February 12, 2013, authorize attendance at conferences, seminars, meetings, and events.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #2: Practice perpetual infrastructure renewal and improvement.
Goal #3: Be financially responsible and transparent.
Goal #4: Increase public awareness about Mesa Water® and about water.
Goal #5: Attract and retain skilled employees.
Goal #6: Provide outstanding customer service.
Goal #7: Actively participate in regional water issues.

Proposed List:

None.

PRIOR BOARD ACTION

On July 7, 2014, the Board approved the Fiscal Year 2015 attendance at Conferences, Seminars, Meetings, and Events.

DISCUSSION

During the discussion of this item, if any, the Board may choose to delete any item from the list and/or may choose to add additional conferences, seminars, meetings, or events for approval, subject to available budget or additional appropriation.

FINANCIAL IMPACT

There is no financial impact as there are no events for attendance consideration.

ATTACHMENTS

None.
### 2015 CONFERENCES, SEMINARS, AND MEETINGS:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 22, 2015</td>
<td>CSDA Props 26 and 218 Workshop</td>
<td>Sacramento, CA</td>
</tr>
<tr>
<td>May 4 - 8, 2015</td>
<td>ACWA/JPIA Spring Conference</td>
<td>Sacramento, CA</td>
</tr>
<tr>
<td>May 15, 2015</td>
<td>OC Water Summit</td>
<td>Anaheim, CA</td>
</tr>
<tr>
<td>May 19 - 20, 2015</td>
<td>CSDA Legislative Days</td>
<td>Sacramento, CA</td>
</tr>
<tr>
<td>June 7 - 10, 2015</td>
<td>AWWA ACE15</td>
<td>Anaheim, CA</td>
</tr>
</tbody>
</table>

*Atkinson, Bockmiller, Fisler*
## March 2015

<table>
<thead>
<tr>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>AMTA/AWWA Membrane Technology</strong> ♦ Orlando, FL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7:30AM KOCI Radio Show Interview - Dewane (KOCI)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7:30AM MWDOC Executive Committee Meeting - Atkinson (MWDOC Conference Room 101)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>8:30AM JWL MWDOC/MWD Meeting (MWDOC/MWD Boardroom)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5:30PM OCWD Board Meeting - Atkinson, Temianka (MWDOC/CCMD Boardroom)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Urban Water Institute Spring Conference - Atkinson, Dewane</strong> ♦ Palm Springs, CA</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>8:00AM Meeting w/General Manager - Fisler</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7:30AM ISDOC Executive Committee Meeting - Atkinson (MWDOC Conference Room 101)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1:00PM Executive Committee Meeting - Dewane, Temianka (Panian Conf Room)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7:30AM ISDOC Executive Committee Meeting - Atkinson (MWDOC Conference Room 101)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2:30PM Pay Period Ends</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>ACWA Legislative Symposium</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>8:00AM OCWD Water Issues Committee Meeting (CCMD Boardroom)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>8:30AM RESCHEDULED LAFCO Meeting (Planning Commission Hearing Room, 10 Civic Center Pla...</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>9:30AM OCWD/OCWD Board Meeting - Atkinson, Temianka (MWDOC/OCWD Boardroom)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>10:00AM ADRM/ARPA Risk Management Committee Meeting - Atkinson, Fisler, Temianka (Boardroom)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Pay Day</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3:30PM Finance Committee Meeting (Bockmiller, Temianka) (Boardroom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>7:30AM AWWA Planning Committee Meeting - Temianka (MWDOC)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3:30PM Engineering and Operations Committee Meeting (Boardroom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>8:30AM MWDOC/MWD Meeting (MWDOC/MWD Boardroom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>8:30AM MWDOC/MWD Meeting (MWDOC/MWD Boardroom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>5:30PM OCWD Board Meeting (Atkinson, Temianka (CCMD Boardroom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>7:30AM OCWD Board Meeting (Atkinson, Temianka (CCMD Boardroom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>7:30AM OCWD Board Meeting (Atkinson, Temianka (CCMD Boardroom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>7:30AM OCWD Board Meeting (Atkinson, Temianka (CCMD Boardroom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Pay Day</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>10:30AM Children’s Water Education Festival VIP Tour &amp; Luncheon (University of CA Irvine)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>3:30PM LPAC Meeting (Boardroom)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>30</td>
<td>31</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sunday</td>
<td>Monday</td>
<td>Tuesday</td>
<td>Wednesday</td>
<td>Thursday</td>
<td>Friday</td>
<td></td>
</tr>
<tr>
<td>--------</td>
<td>--------</td>
<td>---------</td>
<td>-----------</td>
<td>----------</td>
<td>--------</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>7:30AM ISDOC Executive Committee Meeting - Atkinson (MWDOC Conference Room 101)</td>
<td>8:30AM MWDOC/MWDOC Meeting (MWDOC/OCWD Boardroom)</td>
<td>6:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• 10:00AM Communications Training w/ Joan Gladstone - Atkinson, Bockmiller, Fisler (Mesa Water)</td>
<td>5:30PM OCWD Board Meeting - Atkinson, Temianka (MWDOC/OCWD Boardroom)</td>
<td>8:30AM OCWD Water Issues Committee Meeting (OCWD Boardroom)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• 12:00PM Executive Committee Meeting - Dewane, Temianka (Panian Conf Room)</td>
<td>8:30AM OCWD Board Meeting (MWDOC Boardroom)</td>
<td>6:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)</td>
<td>Pay Period Ends</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pay Day</td>
<td>8:30AM MWDOC Board Meeting (MWDOC Boardroom)</td>
<td>6:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5:30PM OCWD Board Meeting (Atkinson) (OCWD Boardroom)</td>
<td>9:30AM OCWD Producers Meeting (Mesa Water)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pay Day</td>
<td>3:30PM Finance Committee Meeting (Bockmiller, Temianka) (Boardroom)</td>
<td>7:30AM Chamber of Commerce Breakfast - Atkinson (MWDOC Conference Room 101)</td>
<td>Pay Period Ends</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7:30AM WACO Planning Committee Meeting - Temianka (MWDOC)</td>
<td>7:30AM GM Chamber of Commerce Breakfast - Atkinson (1701 Golf Course Drive, Costa Mesa, CA 92626)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3:30PM Finance Committee Meeting (Bockmiller, Temianka) (Boardroom)</td>
<td>Pay Day</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7:30AM WACO Planning Committee Meeting - Temianka (MWDOC)</td>
<td>3:30PM MWDOC Elected Officials Forum (MWDOC/OCWD Boardroom)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3:30PM Engineering and Operations Committee Meeting (Boardroom)</td>
<td>8:30AM OCWD/OCWD/MWDOC J. Planning Meeting (MWDOC Conference Room 101)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3:30PM LPAC Meeting (Boardroom)</td>
<td>8:30AM OCWD/OCWD/MWDOC J. Planning Meeting (MWDOC Conference Room 101)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>8:00PM WPAC/MWDOC/MWDOC J. Planning Meeting (MWDOC Conference Room 101)</td>
<td>3:30PM LPAC Meeting (Boardroom)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>10:00AM Communications Training w/ Joan Gladstone - Dewane, Temianka (Mesa Water)</td>
<td>6:00PM MWDOC Elected Officials Forum (MWDOC/OCWD Boardroom)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Pay Day:
- 3/6/2015
- 3/13/2015
- 3/20/2015
- 3/27/2015

Pay Period Ends:
- 3/6/2015
- 3/13/2015
- 3/20/2015
- 3/27/2015
<table>
<thead>
<tr>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
</tr>
<tr>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
</tr>
<tr>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td>31</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Pay Day</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7:30AM ISDOC Executive Committee Meeting - Atkinson (MMDOC Conference Room 101)</td>
<td>8:30AM ISDOC Executive Committee Meeting - Atkinson (MMDOC Conference Room 101)</td>
<td>3:30PM Finance Committee Meeting (Boardroom) (Bockmiller, Temianka)</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>7:30AM WACO Meeting (Atkinson, Bockmiller, Dewane, Fisler, Temianka) (MWDOC/OCWD Boardroom)</td>
<td>8:30AM JMMDOC/MWD Meeting (MMDOC/OCWD Boardroom)</td>
<td>5:30PM OCWD Board Meeting - Atkinson, Temianka (MMDOC/OCWD Boardroom)</td>
<td>11</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5:30PM OCWD Board Meeting - Atkinson, Temianka (MMDOC/OCWD Boardroom)</td>
<td>6:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)</td>
<td>Pay Period Ends</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>3:30PM Finance Committee Meeting (Bockmiller, Temianka) (Boardroom)</td>
<td>7:30AM WACO Planning Committee Meeting - Temianka (MWDOC)</td>
<td>8:30AM LAFCO Meeting (Planning Commission Hearing Room; 10 Civic Center Plaza, Santa Ana, CA 92701)</td>
<td>8:30AM OCWD Board Meeting (MMDOC Boardroom)</td>
<td>3:30PM LPAC Meeting (Boardroom)</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3:30PM Engineering and Operations Committee Meeting (Boardroom)</td>
<td>5:30PM OCWD Board Meeting (Atkinson) (OCWD Boardroom)</td>
<td>Pay Period Ends</td>
<td>14</td>
</tr>
<tr>
<td></td>
<td></td>
<td>17</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
</tr>
<tr>
<td></td>
<td>Memorial Day</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>22</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Pay Period Ends</td>
<td></td>
<td></td>
<td>23</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Pay Period Ends</td>
<td></td>
<td></td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>31</td>
</tr>
</tbody>
</table>

**May 2015**

**ACWA/JPIA Spring Conference & Exhibition** - Sacramento, CA

Pay Day:
- 7:30AM ISDOC Executive Committee Meeting - Atkinson (MMDOC Conference Room 101)
- 12:00PM Executive Committee Meeting - Dewane, Temianka (Panian Conf Room)

Pay Period Ends:
- 7:30AM WACO Meeting (Atkinson, Bockmiller, Dewane, Fisler, Temianka) (MWDOC/OCWD Boardroom)
- 8:30AM JMMDOC/MWD Meeting (MMDOC/OCWD Boardroom)
- 5:30PM OCWD Board Meeting - Atkinson, Temianka (MMDOC/OCWD Boardroom)

Pay Period Ends:
- 6:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)
- 3:30PM Finance Committee Meeting (Bockmiller, Temianka) (Boardroom)
- 7:30AM WACO Planning Committee Meeting - Temianka (MWDOC)
- 8:30AM LAFCO Meeting (Planning Commission Hearing Room; 10 Civic Center Plaza, Santa Ana, CA 92701)
- 8:30AM OCWD Board Meeting (MMDOC Boardroom)
- 5:30PM OCWD Board Meeting (Atkinson) (OCWD Boardroom)
- 3:30PM LPAC Meeting (Boardroom)

Pay Period Ends:
- 6:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)
- 3:30PM Finance Committee Meeting (Bockmiller, Temianka) (Boardroom)
- 7:30AM WACO Planning Committee Meeting - Temianka (MWDOC)
- 8:30AM LAFCO Meeting (Planning Commission Hearing Room; 10 Civic Center Plaza, Santa Ana, CA 92701)
- 8:30AM OCWD Board Meeting (MMDOC Boardroom)
- 5:30PM OCWD Board Meeting (Atkinson) (OCWD Boardroom)
- 3:30PM LPAC Meeting (Boardroom)

**Pay Day**
- Pay Day:
  - 7:30AM ISDOC Executive Committee Meeting - Atkinson (MMDOC Conference Room 101)
  - 12:00PM Executive Committee Meeting - Dewane, Temianka (Panian Conf Room)

**Pay Period Ends**
- Pay Period Ends:
  - 7:30AM WACO Meeting (Atkinson, Bockmiller, Dewane, Fisler, Temianka) (MWDOC/OCWD Boardroom)
  - 8:30AM JMMDOC/MWD Meeting (MMDOC/OCWD Boardroom)
  - 5:30PM OCWD Board Meeting - Atkinson, Temianka (MMDOC/OCWD Boardroom)
  - 6:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)
  - 3:30PM Finance Committee Meeting (Bockmiller, Temianka) (Boardroom)
  - 7:30AM WACO Planning Committee Meeting - Temianka (MWDOC)
  - 8:30AM LAFCO Meeting (Planning Commission Hearing Room; 10 Civic Center Plaza, Santa Ana, CA 92701)
  - 8:30AM OCWD Board Meeting (MMDOC Boardroom)
  - 5:30PM OCWD Board Meeting (Atkinson) (OCWD Boardroom)
  - 3:30PM LPAC Meeting (Boardroom)
<table>
<thead>
<tr>
<th>Event:</th>
<th>Date &amp; Time:</th>
<th>Location:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MWRF 2nd Anniversary</strong></td>
<td>Friday</td>
<td><strong>Mesa Water Reliability Facility (MWRF)</strong> 1350 Gisler Ave. Costa Mesa, CA 92626</td>
</tr>
<tr>
<td>Mixer &amp; Town Hall</td>
<td>March 13, 2015 4:00 p.m. – 7:00 p.m.</td>
<td></td>
</tr>
<tr>
<td><strong>Children’s Water Education Festival</strong></td>
<td>Wednesday &amp; Thursday March 25 &amp; 26, 2015 9:30 a.m. – 2:30 p.m.</td>
<td><strong>UC Irvine</strong> Aldrich Park Irvine, CA 92697</td>
</tr>
<tr>
<td><strong>Children’s Water Education Festival</strong></td>
<td>Thursday March 26, 2015 10:30 a.m. – 12:30 p.m.</td>
<td><strong>UC Irvine</strong> Aldrich Park Irvine, CA 92697</td>
</tr>
<tr>
<td>V.I.P Event</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>5th Grade Water Education Assembly</strong></td>
<td>Thursday April 2, 2015 2:00 p.m. – 3:00 p.m.</td>
<td><strong>Davis Magnet School</strong> 1050 Arlington Dr. Costa Mesa, CA 92626</td>
</tr>
<tr>
<td><strong>Water Use Efficiency Workshop #1: California Friendly® Plants</strong></td>
<td>Saturday April 11, 2015 9:00 a.m. – 12:00 p.m.</td>
<td><strong>Mesa Water District Boardroom</strong> 1965 Placentia Ave. Costa Mesa, CA 92627</td>
</tr>
<tr>
<td><strong>5th Grade Water Education Assembly</strong></td>
<td>Thursday April 16, 2015 2:00 p.m. – 3:00 p.m.</td>
<td><strong>Wilson Elementary</strong> 801 W. Wilson St. Costa Mesa, CA 92627</td>
</tr>
<tr>
<td><strong>Water Use Efficiency Workshop #2: Sprinkler Systems &amp; Wise Watering</strong></td>
<td>Saturday April 18, 2015 9:00 a.m. – 12:00 p.m.</td>
<td><strong>Mesa Water District Boardroom</strong> 1965 Placentia Ave. Costa Mesa, CA 92627</td>
</tr>
<tr>
<td>Event</td>
<td>Date/Time</td>
<td>Location</td>
</tr>
<tr>
<td>---------------------------------------------------------</td>
<td>------------------------------------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>5th Grade Water Education Assembly</td>
<td>Monday April 20, 2015 1:30 p.m. – 2:30 p.m.</td>
<td>Pomona Elementary 2051 Pomona Ave. Costa Mesa, CA 92627</td>
</tr>
<tr>
<td>Costa Mesa Community Run &amp; Expo</td>
<td>Saturday April 25, 2015 8:00 a.m. – 11:00 a.m.</td>
<td>Estancia High School 2323 Placentia Ave. Costa Mesa, CA 92627</td>
</tr>
<tr>
<td>Water Use Efficiency Home Depot Garden Friendly EXPO</td>
<td>Saturday April 25, 2015 8:00 a.m. – 12:00 p.m.</td>
<td>Home Depot 2300 S. Harbor Blvd. Costa Mesa, CA 92626</td>
</tr>
</tbody>
</table>
MEMORANDUM

TO: Board of Directors  
FROM: Phil Lauri, P.E., Engineering and Operations Manager  
DATE: March 12, 2015  
SUBJECT: Project Management Guidelines

RECOMMENDATION

Approve a change order in the amount of $24,688 to MWH Global (MWH) for the changes to the development of Project Management Guidelines and authorize the General Manager to execute the change order.

The Engineering and Operations Committee reviewed this item at its February 17, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #5: Attract and retain skilled employees.

PRIOR BOARD ACTION/DISCUSSION

On October 10, 2013, the Board approved a contract with MWH Global, Inc. (MWH) to provide consulting services to develop Project Management Guidelines and Training.

DISCUSSION

Mesa Water staff is responsible for managing a variety of projects as directed by the General Manager and Management Team. Projects typically managed by staff may include capital improvement projects (CIP) (i.e., pipelines, wells, pumps, reservoirs, SCADA, etc.), professional services (i.e., studies, design and construction management, financial services, human resources, public outreach, etc.), equipment upgrades (i.e., telephone system replacements, copy machine installations, IT services, etc.), and facility improvements/replacements (building upgrades, etc.). While each of these project classifications requires varying skill levels to implement, all projects require successful project management expertise regardless of the project complexity.

MWH was retained to support development of Project Management (PM) Guidelines and provide PM training to staff. The initial task was to develop PM Guidelines for CIP projects to be used primarily by the Engineering and Operations Department with abridged PM Guidelines to be developed for non-engineering projects in a subsequent phase.

The CIP PM Guidelines have been completed. The focus of the CIP PM Guidelines is to navigate the PM from a planning stage through procurements, design, construction, closeout, and warrantee phases of management. Key elements of the CIP PM Guidelines include the following:

• **Project Manager Responsibilities**: Written description of what the project manager is responsible for completing over the course of any project.
• **Narrative Guidelines**: Written description of how the project manager is to manage the elements of the project through each phase, and how to use the associated templates.
• **Project Management Plan (PMP)**: The PMP is used by the PM to successfully setup and
manage the project;

- **Templates**: Used by the PM for developing and maintaining the PMP. Templates are included for developing project requirements, schedules, budgets, quality control, stakeholder communications, requests for proposals, and scopes of work.

To ensure that the CIP PM Guidelines are easy to use, an example PMP for a typical pipeline replacement project was developed and will be used as the basis for staff training. Training for Engineering and Operations personnel who are responsible for managing capital improvements is planned for March and April 2015.

An abridged version of the CIP PM Guidelines is being developed for other types of project management acquisitions. Completion and training of Mesa Water project management staff are scheduled for late summer 2015.

To provide consistency with industry standards, the PM Guidelines scope of work was initially to be organized around the 13 elements defined by the Project Management Institute (PMI). Review of the first draft of the CIP PM Guidelines followed this format, however, upon review it was determined that a modified version was necessary to more efficiently represent Mesa Water's procurement and management processes, make the document more user-friendly, and make it representative of a public agency management approach. Mesa Water® and its Consultant have been diligent in managing the resources for this project. However, after careful evaluation, it appears that the modified CIP PM Guidelines is considered to be additional work. The additional work includes the following scope of work elements:

- Modified PM Guidelines Formatting
- Procurements Process Development
- Development of Project Management Plan Example

The proposed cost estimate for these changes is $24,688. Therefore, it is recommended that the Board consider authorizing the General Manager to execute a change order in the amount of $24,688 for the additional aforementioned work.

**FINANCIAL IMPACT**

The contract for Project Management Guidelines and Training is $107,600. $59,345 has been expended, and $48,254 remains. The additional $24,688 will be funded from Cash on Hand.

**ATTACHMENTS**

None.
RECOMMENDATION

Approve a contract with RBF Consulting (RBF), a Michael Baker International Company, in the amount of $778,270 with a 10% contingency for a not-to-exceed amount of $856,097 for professional Construction Management Services of the Well Automation and Rehabilitation Project, and authorize the General Manager to execute the contract.

The Engineering and Operations Committee reviewed this item at its February 17, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #2: Practice perpetual infrastructure renewal and improvement.

PRIOR BOARD ACTION/DISCUSSION

On March 15, 2014, the Board adopted Resolution No. 1442 Replacement of Assets, which call for rehabilitation of groundwater production wells if and when well production drops by more than 20% for a given well, and 10% for overall clear water well production.

On September 11, 2014, the Board approved a contract with Carollo Engineers, Inc. (Carollo) for professional services for design of the Well Automation and Rehabilitation Project.

On October 20, 2014, the E&O Committee received an information item of the intention to retain professional Construction Management Services to provide Well Automation and Rehabilitation construction documents review in Fiscal Year (FY) 2015, and oversee the Well Automation and Rehabilitation construction project FY 2016-2017.

DISCUSSION

Mesa Water® began design of the Well Automation and Rehabilitation Project in September 2014. This project will provide construction bid documents to allow Mesa Water® to retain a competitively selected contractor to perform well rehabilitations, construct new chemical facilities, replace outdated electrical and mechanical systems, and add the automation components to the SCADA system at each clear well site. During the construction phase, it is envisioned that one well at a time will be taken out of service to allow all of the work at each site to be completed during the planned outage, and then have the finished well reliably back in service before the next well is taken out of service. This construction sequence will allow Mesa Water® to continue to meet customer demands with locally-produced groundwater during the construction phase. In an effort to effectively optimize Mesa Water’s staff time, take advantage of industry-specific construction management expertise, and minimize unforeseen construction impacts, professional construction managements services will be necessary.
Mesa Water® released a Request for Proposal (RFP) for Professional Construction Management services in December 2014. This schedule allows the Construction Management team to provide constructability and bid-ability review at the 60% design submittal phase scheduled for April 2015, when it is still cost effective to make design changes. The Construction Manager will assist in recruiting and prequalifying contractors in FY 2015 in advance of the construction bid, and oversee the selected contractor(s) during construction in FY2016 and FY2017. The scope of work is comprehensive and includes the following major tasks:

**Task 1: Project Management and Administration.** The purpose of this task is to establish and maintain effective project management, including conducting weekly project meetings, reviewing schedules, approving invoices, and oversight of project documentation.

**Task 2: Construction Documents Review.** The CM will review construction documents at the 60%, 90%, and 100% design milestones. Construction documents shall be reviewed for clarity, conflicts, consistency and completeness with respect to bidding and construction purposes. The CM will also provide input to the sequence of construction to minimize the downtime for each well.

**Task 3: Bidding Support Services.** The CM is responsible for recruiting and prequalifying potential contractors based on licenses, insurance, bonding, similar experience, and references. The CM will also support the Mesa Water Project Manager during bidding.

**Task 4: Construction Administration and Closeout.** The CM will provide a full-time Resident Engineer to oversee the contractor’s day-to-day activities, monitor progress compared to schedule and budget, and manage submittals and requests for information.

**Task 5: Inspection.** The CM will provide certified inspectors and/or registered engineers to ensure that construction adheres to the project plans and specifications.

**Task 6: Equipment and System Testing, Start-Up, and Training.** The CM shall oversee testing, start-up, and training to ensure that fully operational wells are turned over to Mesa Water® per specifications.

**Task 7: Construction Close Out.** The CM will ensure that construction is complete and record drawings and project documentation is organized and received per Mesa Water’s specifications.

**Selection Process**
Proposals were solicited from 13 firms to provide the required scope of work. The firms included: Arcadis, Black & Veatch, Brown and Caldwell, Brady and Associates (Brady), Butier Engineering, Inc. (Butier), Carollo Engineers, CDMSmith, Dudek, Lee & Ro, Inc., Louis Berger and Associates, MWH Constructors, Inc., RBF, and URS. A pre-proposal meeting was conducted on January 12, 2015. Four proposals were received on January 26, 2015. The proposing firms included Butier, Brady, Dudek, and RBF.

Proposals were reviewed and evaluated by a selection panel comprised of Mesa Water staff and staff from Orange County Water District. Each proposal was scored based on qualifications, experience, staff availability and commitment, scope of work approach, and proposal quality. The
Selection Committee shortlisted three firms with the highest proposal score to continue in the interview phase. Interviews with Butier, Dudek, and RBF were conducted on February 4, 2015. The following table summarizes the selection process evaluation scores:

<table>
<thead>
<tr>
<th>Final Ranking</th>
<th>Proposer</th>
<th>Proposal Score</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>RBF</td>
<td>4.13</td>
<td>$778,270</td>
</tr>
<tr>
<td>2</td>
<td>Butier</td>
<td>4.07</td>
<td>$845,337</td>
</tr>
<tr>
<td>3</td>
<td>Dudek</td>
<td>3.45</td>
<td>$772,000</td>
</tr>
</tbody>
</table>

Each of the interviewing teams had excellent proposed personnel and good approaches to the scope of work. However, the Selection Committee found that RBF’s team had the most thorough approach to deliver on of the goals of the project while working within Mesa Water’s operational constraints. RBF’s Technical Proposal is included as Attachment A. Evaluation of the cost proposal component of the selection process showed that the fee proposals by RBF and the third-ranked proposer (Dudek) were within 1% of each other at $778,270 and $772,000, respectively, while the second ranked proposer (Butier) was approximately 9% higher. RBF’s fee proposal is included as Attachment B. Therefore, it is recommended that the Board consider authorizing the General Manager to execute a contract with RBF in the amount $778,270 with a 10% contingency for a not-to-exceed amount of $856,097, for a 30-month duration to provide professional Construction Management services for the Well Automation and Rehabilitation project.

FINANCIAL IMPACT

In FY2015, it is estimated that $35,000 of the contract will be spent on design review, contractor prequalification, and bidding. No funds were budgeted for FY2015 for construction management services. Funds will come from cash on hand. $415,000 is expected to be expended during FY2016 for construction phase services and the remaining $328,270 will be budgeted in FY2017. A budget request of $415,000 is included in the draft FY 2016 budget.

ATTACHMENTS

Attachment A: Technical Proposal for Construction Management of the Well Automation and Rehabilitation project, RBF
Attachment B: Cost Proposal for Construction Management of the Well Automation and Rehabilitation project, RBF
January 26, 2015

Ms. Karyn Igar, PE, Senior Civil Engineer
MESA WATER DISTRICT
1965 Placentia Avenue
Costa Mesa, CA 92627

Subject: Proposal - Construction Management of Well Automation and Rehabilitation

Dear Ms. Igar:

RBF Consulting, a Michael Baker International Company, is pleased to present our proposal to provide professional Construction Management services for your Well Automation and Rehabilitation project. RBF is proud to provide Mesa Water District with a team of qualified experts led by our Construction Manager / Resident Engineer Kieler Smith PE, QSD/QSP, ACI who is a solution oriented CM and experienced delivering complex water resources project. In preparing this proposal we have attended the pre-proposal meeting; viewed the project sites; and discussed the project with you.

The Well Automation and Rehabilitation project is envisioned as a comprehensive upgrade of all 5 of Mesa Water's clear water well sites. Construction plans and specifications are being prepared by Carollo Engineers with construction scheduled to commence in October 2015 and continue for 19 months. RBF will serve as an extension of District Staff and in support to the District Project Manager, in the best interest of the District. RBF’s duties will include project management, construction document review, bidding support, construction administration, office engineering, inspection, equipment and system testing/start-up/training, and construction close-out in support of this important project. RBF will maintain a close liaison with the Mesa Water Project Manager in order to deliver a project for which the District will be proud.

By selecting the RBF Construction Management Team for professional services, Mesa Water will benefit from a local, highly qualified firm experienced in providing cost-effective solutions to municipalities. Specific benefits derived from selecting the RBF Team include:

- A proven Team with a track record of successfully providing construction management services on water resources projects encompassing well automation and rehabilitation, SCADA, electrical, mechanical, security, and community relations; and
- A solution oriented Team skilled in delivering complex projects on time and within budget; and
- A Team which includes Professional Engineers, Certified Construction Managers, Electrical Engineers, Registered Construction Inspectors, Certified Public Infrastructure Inspectors, Certified Concrete Field Testing Technicians, Qualified SWPPP Developers and Practitioners, and Certified OSHA-approved Health and Safety Trainees; and
- A proactive Team that is firm but fair with contractor's, and works side by side with the design professional; and
- A Team that utilizes the latest technologies, including organizational intranets, hot spots, tablets, laptop computers, mobile phones, and digital cameras; and
- A Team that understands the importance of clear and concise communication; and
- A Team with the backing of over 5,000 multi-disciplined professional and support personnel.
The following Proposal, which includes all items requested in your Request for Proposal, details how the RBF Team will deliver on these commitments and meet Mesa Water's goals. Upon award of this project, RBF will comply with all State and Federal laws, as well as all County and Municipal ordinances and regulations, and RBF will maintain the insurance coverage specified in the RFP.

As requested, RBF has reviewed the Professional Services Agreement included with the RFP and, if selected, will execute it with no exceptions as demonstrated by signing the Form included in Appendix B.

As requested, we respectfully provide the following information:
Name of Business: RBF Consulting, a Michael Baker International Company
Business Address: 14725 Alton Parkway, Irvine, CA 92618
Telephone Number: 949.855.3634
E-Mail Address: jruddins@mbakerintl.com
Website Address: www.mbakerintl.com
Federal Tax ID Number: 95-2247293
Type of Business: Corporation
Number of Years in Business: 70
Name, Title, Telephone Number of Person Authorized to Represent RBF and Sign Contracts:
Jerome Ruddins, CCM, Vice President
Office: 949.855.3634, Mobile: 949.981.2679
Follows on the Next Page

RBF is an Equal Opportunity Employer and has developed an Affirmative Action Plan for the purpose of achieving equal employment objectives by attaining an employment profile, with respect to race and sex in each job group, which is an approximate reflection of societal availability.

Our Project Team looks forward to meeting with you to personally discuss our qualifications and our proposed approach to completing Mesa Water's goals and objectives. Thank you for the opportunity to submit this proposal.

Sincerely,

Jerome Ruddins, CCM
Vice President
Principal in Charge
# Certificate of Liability Insurance

**Date**

**Certificate of Liability Insurance**

- **Date** (MM/DD/YYYY): 09/02/2014

**Producer**

- **Aon Risk Services Central, Inc.**
- **Pittsburgh PA Office**
- **Downtown Tower, 10th Floor**
- **603 Liberty Avenue**
- **Pittsburgh PA 15222-3120 USA**

**Insured**

- **RBF Consulting**
- **PO Box 57057**
- **Irvine CA 92619-7057 USA**

**Coverages**

- **Certificate Number:** 570005112791
- **Revision Number:** 106831005341257236

<table>
<thead>
<tr>
<th>Type of Insurance</th>
<th>Description</th>
<th>Policy Number</th>
<th>Effective Date</th>
<th>Policy Term</th>
<th>Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Commercial General Liability</strong></td>
<td>Claims-Made</td>
<td>106831005341257236</td>
<td>08/30/2014</td>
<td>08/30/2015</td>
<td>$2,000,000</td>
</tr>
<tr>
<td><strong>Automobile Liability</strong></td>
<td>Combined Single Limit</td>
<td>106831005341256524</td>
<td>08/30/2014</td>
<td>08/30/2015</td>
<td>$5,000,000</td>
</tr>
<tr>
<td><strong>Umbrella Liability</strong></td>
<td>Occurrence</td>
<td>106831005341257298</td>
<td>08/30/2014</td>
<td>08/30/2015</td>
<td>$10,000,000</td>
</tr>
<tr>
<td><strong>Workers' Compensation and Employers' Liability</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ESO-PL-Primary</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Description of Operations/Location/Types (ACORD 971, Additional Remote Schedule, may be attached if more space is required)**

- **For Proposal Use Only.**

**Certificate Holder**

- **RBF Consulting**
- **PO Box 5705**
- **Irvine CA 92619 USA**

**Cancellation**

- **Should any of the above described policies be cancelled before the expiration date, notice will be delivered in accordance with the policy provisions.**

**Authorized Representative**

- **Aon Risk Services Central, Inc.**

©1988-2014 ACORD Corporation. All rights reserved.

**ACORD 25 (2014/01)**

The ACORD name and logo are registered marks of ACORD.
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROPOSAL COVER PAGE</td>
<td></td>
</tr>
<tr>
<td>PROPOSAL TABLE OF CONTENTS</td>
<td></td>
</tr>
<tr>
<td>SECTION 1 - FIRM QUALIFICATIONS AND EXPERIENCE</td>
<td>1</td>
</tr>
<tr>
<td>SECTION 2 - STAFF EXPERIENCE AND AVAILABILITY</td>
<td>7</td>
</tr>
<tr>
<td>SECTION 3 - SCOPE OF WORK UNDERSTANDING AND SCHEDULE</td>
<td>14</td>
</tr>
<tr>
<td>APPENDIX A - RESUMES</td>
<td></td>
</tr>
<tr>
<td>APPENDIX B – CONTRACT ACCEPTANCE</td>
<td></td>
</tr>
</tbody>
</table>
SECTION 1 - FIRM QUALIFICATIONS AND EXPERIENCE

FIRM INTRODUCTION, STRENGTH, STABILITY, AND CAPABILITIES

RBF Consulting, a Michael Baker International Company, is a full-service consulting firm providing construction management and inspection, planning, engineering, and related professional services. RBF Consulting was established in 1944 and has been incorporated in California since 1961. RBF Consulting is one of eleven legacy companies that joined together in October 2013 to become Michael Baker International, with combined resources of over 5,000 people in over 90 offices worldwide with revenue of over $1 billion. RBF has in excess of 350 construction professionals providing construction management and inspection services with revenues of over $60 million last year. As you know, our Engineering Team is currently providing Engineering Services to Mesa Water District and we look forward to the opportunity to provide proactive Construction Management and Inspection Services from our Irvine office which is located just 15 minutes from your project sites.

Our capabilities in construction services include: Pre-Qualification, Constructability/Bidability, Value Engineering/Analysis, CPM Scheduling and Management, Cost Control Documentation, Project Management, Design-Build, Project/Contract Management, Inspection/Observation, Construction Mitigation Monitoring, Partnering Programs, Claims Management and Expert Witness Services. Construction Management is a distinct practice at RBF, with a 20+ year partnership with the Construction Management Association of America.

For this Well Automation and Rehabilitation project, we will be providing the project management, construction document review, bidding support, contract administration, construction management, office engineering, civil inspection, mechanical inspection, SWPPP inspection, electrical inspection, instrumentation inspection, equipment and system testing/start-up/training, and close-out services in house. Structural (concrete, steel, masonry, foundations) inspection, welding inspection, and soils and material testing and inspection services will be provided by our Subconsultant Ninno and Moore, Geotechnical & Environmental Sciences Consultants. We have worked with Ninio and Moore consistently over the past 28 years and we are proud to again include them on the RBF Team.

We are uniquely qualified to provide Contract Pre-Qualification Services as we have successfully done so for numerous projects, including the development and implementation of pre-qualification packages for the County of Orange.

We have an understanding of the critical project elements, challenges and considerations, including facilitation of expedited schedules, thinking out of the box to accelerate project delivery, such as pre-purchasing long lead equipment such as Motor Control Centers, Pumps, and Motors. Recently, we completed a 1 MW emergency generating facility and assisted the
Castaic Lake Water Agency in the procurement and delivery of the generator prior to construction thereby enabling the Contractor to construct the building efficiently without questioning dimensions and critical connections and without the delay of fabrication and shop testing of this critical component.

We are proactive Construction Managers always looking for potential schedule busters and asking the hard questions, and we are prepared to go the extra mile to visit material procurement facilities to assure that the promised delivery time is met without sacrificing the schedule. Since we possess all the services needed to deliver a project under our roof we possess all the resources needed in order to find answers quickly and share them with the Mesa Water District and the project Design Team.

Our experience includes working within an operating well field and we understand the importance of getting wells on line as soon as possible. Staging of the project is always a concern, and, for this project, we understand that Well Site 1 is a challenging site due to its pie shaped footprint and block walls. Well Site 5 is also challenging due to all the obsolete treatment equipment.

Our extensive water resource construction experience tells us that procuring materials prior to construction will be required to keep the project on schedule. We recognize the importance of sitting down and having a frank discussion regarding the project schedule and developing a sound phasing schedule as only one well can be taken out of service at a time in order to keep up with the District’s water demands.

RBF is the best choice for this project based upon our extensive experience delivering water resources projects on time and within budget. We are always encouraged when clients engage us during the design review which allows us to share our Team’s experience of over 120 years of delivering water system enhancement projects to Owners.

The RBF Team is prepared to provide the experienced personnel to accomplish the Construction Management of your Well Automation and Rehabilitation project in the best interest of the District. We are confident in our abilities as we have successfully completed similar scopes of work on many challenging projects.

**REPRESENTATIVE SIMILAR PROJECTS**
RBF provides construction management services to clients throughout the western United States. RBF’s highly qualified construction project managers and field staff are experienced in all facets of construction engineering including: wells, water treatment plants, pipelines, reservoirs, and pump stations. Clients select RBF to manage infrastructure improvements and site development projects because they know they are getting the services of a highly experienced team to represent their best interests throughout construction. RBF utilizes the most advanced technologies for field engineering instrumentation. The RBF Team has the experience, organizational resources, management capabilities, and in-house computer
resources to ensure that each project is cost-effective, meets the highest standard of quality, and is completed on schedule.

RBF has successfully completed several projects similar in scope and nature to your Well Automation and Rehabilitation project. We are confident in our abilities and we have an excellent track record in successfully delivering similar projects on schedule and within budget. We invite you to contact our past and current Clients to see why they continue to choose us as their trusted Construction Management Team. The following projects represent the vast experience the RBF Team brings to Mesa Water. Please feel free to contact us for additional information about these and any other projects.

<table>
<thead>
<tr>
<th>Client:</th>
<th>Bellflower High Capacity Well No. 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Bellflower</td>
<td>Bellflower, CA</td>
</tr>
<tr>
<td>16600 Civic Center Drive</td>
<td></td>
</tr>
<tr>
<td>Bellflower, CA 90706</td>
<td></td>
</tr>
<tr>
<td>Ms. Deborah Chankin</td>
<td>RBF was selected by the City of Bellflower to provide construction management and inspection services for this $2.7 million well equipping project located at the City’s Maintenance Yard. This well was designed to produce 3,500 gpm of high quality groundwater and was equipped with a 400 HP lineshaft well pump enclosed in a building for noise mitigation and well security.</td>
</tr>
<tr>
<td>Public Works Director</td>
<td>Well No. 1 provides water service to over 1,800 households served by Bellflower’s Municipal Water Service and saves the City’s Water Customers up to $300,000 a year in reduced operating costs by eliminating dependence on water imported from the Metropolitan Water District of Southern California and by shifting up to 100% groundwater production using the City’s own water rights.</td>
</tr>
<tr>
<td>562.804.1424, x2217</td>
<td></td>
</tr>
<tr>
<td><a href="mailto:dchankin@bellflower.org">dchankin@bellflower.org</a></td>
<td>RBF was instrumental in the testing and start-up of the well and the Team worked closely with Public Works Staff and the Contractor in order to successfully complete the project. The work was funded by federal grants, the sale of City-issued Certificates of Participation, and State of California General Fund reserves.</td>
</tr>
<tr>
<td>Year: 2012</td>
<td></td>
</tr>
<tr>
<td>Cost: $2.7 million</td>
<td></td>
</tr>
</tbody>
</table>
Client: Golden State Water Company
12035 Burke Street
Suite 1
Santa Fe Springs, CA 90670
Ms. Nancy Baker
Design Engineer
562.907.9200, 227
nancy.baker@gswater.com

Year: 2012
Cost: $1,077,964

Bissell Plant Well #3
Bell, CA
RBF was selected by Golden State Water Company to provide construction management and inspection services for this $1,077,964, Prop 50 funded, project which involved equipping Well #3; relocating the SCE transformer; installing a new switchboard, 2 new MCC's, instrumentation, piping and electrical work. RBF's duties encompassed: construction management; inspection; contract administration; reviewing RFI's and submittals; document management; change management; process control engineering coordination; public relations; monitoring the Contractor's schedule and safety plan; preparing daily construction reports and digital photos; and assisting with testing and start-up.
Client:
CDA, JCSD, IEUA
6075 Kimball Avenue
Chino, CA 91710
Ms. Sylvie Lee
909.993.1646
slee@ieu.org
Year: 2006
Cost: over $25,000,000

Well, Pipeline, Pump Station, and Turnout Projects
Chino I and II Desalter Expansion
Riverside and San Bernardino Counties, CA
RBF provided construction management and inspection services for these well, pipeline, pump station, and turnout projects. The work encompassed 2 desalter facilities; 9 groundwater wells; and water distribution facilities including pump stations and pipelines. RBF’s duties encompassed: program management; construction management; construction inspection; conducting weekly meetings; monitoring project schedules, quality control, and the Contractor’s safety plan; resolving resident and merchant concerns; coordination with utility representatives, surveyors, and material testers; processing permits, change orders, RFI’s, submittals, and progress payments; SCADA, telemetry, coordinating disinfection, start-up, and testing; and preparing the final punch list.
### Brief Descriptions of Additional Projects:

<table>
<thead>
<tr>
<th>Client:</th>
<th>Project:</th>
<th>Cost:</th>
<th>Description:</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Whittier / WUA</td>
<td>Pumping Plant No. 2 Replacement</td>
<td>$14.8 Million</td>
<td>18.9 MG PS, two 2.2 MG Reservoirs, Wells, SCADA, Telemetry, Chemical Systems, Security</td>
</tr>
<tr>
<td>CLWA</td>
<td>Clearwell No. 1 Improvements</td>
<td>$3.5 Million</td>
<td>15 MG Treated Water Cleanwell, Electrical, Chemical Monitoring Equipment</td>
</tr>
<tr>
<td>SAWPA</td>
<td>Arlington Desalter Enhancements, Water Treatment Plant, Pipelines 1, 2a, and 2b</td>
<td>$20 Million</td>
<td>Water Treatment Plant, Flow Control Facilities, Pump Station, 10 miles of Pipeline, Chemical Treatment</td>
</tr>
<tr>
<td>SunCal / Chino Institute for Men</td>
<td>Chlorine Conversion of CIM Water Treatment Plant</td>
<td>$.3 Million</td>
<td>Sodium Hypochlorite Tank, Chemical Metering Pumps, Well Rehabilitation</td>
</tr>
<tr>
<td>City of San Juan Capistrano</td>
<td>Terminal Reservoir No. 3</td>
<td>$10.5 Million</td>
<td>6 MG Concrete Reservoir, SCADA, Electrical, Chloramine Generator System</td>
</tr>
</tbody>
</table>
SECTION 2 – STAFF EXPERIENCE AND AVAILABILITY

PROJECT TEAM
RBF has a history of successfully providing Construction Management services. The RBF Team has extensive experience in wells, water treatment plants, pipelines, reservoirs, tanks, pump stations, channels, roads, parking lots, public relations, phasing & staging, permitting, scheduling, and other work similar in scope and nature to your Well Automation and Rehabilitation Project. We have the right people for this project and they will be available to Mesa Water in order to meet the desired schedule. Our Organization Chart which follows illustrates the roles and responsibilities of the RBF Team.
Jerome Ruddins, CCM, QSP, CISEC, will serve as Principal-in-Charge and is committed to the needs of Mesa Water. He will provide Bidding Support Services and will ensure that all tasks are completed to the satisfaction of the District. Mr. Ruddins has over 30 years of project management, construction management, and inspection experience and has been responsible for over $5 billion of public works construction projects located throughout Southern California. He has been responsible for managing construction managers and inspectors on projects of various levels of complexity and intensity. The Well Automation and Rehabilitation Project will require a pro-active CM Team. Each project presents its own unique issues and concerns. Mr. Ruddins has a knack for seeing these items and in resolving them well before they have the opportunity to affect the schedule and the budget. His skill in analyzing and managing complex construction projects coupled with his ease in communicating with contractors, community members, designers, and public officials will be an asset to the RBF Team.

Kieler Smith, PE, QSD/QSP, CISEC, ACI, is available to serve as Construction Manager / Resident Engineer and Civil, Mechanical, and SWPPP Inspector. Mr. Smith has over 8 years of engineering, construction management, and inspection experience on a vast array of water resource projects encompassing: wells, clearwells, pipelines, water treatment plants, pump stations, reservoirs, tanks, detention basins, channels, storm drains, sewers, chemical injection, tie-ins, cross connection, SCADA, telemetry, electrical, and instrumentation. Other responsibilities have included value engineering, constructability reviews, schedules of values, claimsavoidance and mitigation, utility coordination, quality control and assurance, and construction safety. Additional experience encompasses bridges, retaining walls, highways, roadways, traffic signals, parking structures and lots, grading, over-excavation, import & export, paving, AC, PCC, pavers, curb & gutter, slurry seals, striping, community outreach, public relations, permitting, complex phasing, staging and scheduling, and web-based document repositories.

He is well versed in local regulations and AWWA, APWA, Caltrans, and ADA standards. This vast knowledge and experience combined with his proficiency in managing the daily activities of contractors, inspectors, designers, utility representatives, and field survey crews will ensure continuity between design and construction.
For this Well Automation and Rehabilitation Project, Mr. Smith will provide construction management, resident engineering, civil inspection, mechanical inspection, and SWPPP inspection services. He will communicate with the Mesa Water Project Manager on a regular basis as well as with other project Team Members. Mr. Seitz will review project specifications, and schedules; manage the project consistent with project specifications and industry practices; and evaluate contractor performance. He will provide innovative, creative, cost reducing alternatives to project challenges. Mr. Smith will implement the day-to-day construction, manage daily and monthly schedules, comply with regulatory requirements, ensure a successful startup, and supervise and monitor the contractor on the day-to-day operations. He will report the construction budget and report any change orders to the District with documentation and justification. Mr. Smith will ensure that the work is completed on time, within budget, and that all District needs are met. His civil engineering degree, his experience in similar complex water resource construction projects, and his "whatever it takes to get it done properly" approach will help deliver a project for which the District will be proud.

Our Construction Inspectors will be at the Well Automation and Rehabilitation Project site at all times that work is progressing and will be available to respond to emergency call outs as well. They will conduct field reviews to identify existing conditions and document with digital images and video when applicable. Our Inspectors will monitor contractor compliance and all other permit requirements. They will provide construction inspections and document nonconforming items and they will maintain daily reports regarding construction activity. They will provide measurements and calculation sheets of each bid item of construction for progress payments. They will maintain field record drawings, "as-builts", and facilitate start-up of the project to successfully implement the design intent.

Further, our Inspectors, will, from day one, establish a positive public relations policy and will ensure that all affected residents, merchants, and other members of the community are thoroughly informed of and comfortable with the construction process. They will maintain the correspondence log, prepare weekly statements of working days, and ensure the timely routing of all RFI’s and submittals. Each member of the RBF Team, including our Inspectors, has successfully completed OSHA Safety training and will be vigilant in monitoring the Contractor's safety plan and each will play an important role in the Project. Our Inspectors will do whatever it takes to keep the project on schedule and will promote the cost-effective execution and progress of the work.

Pat Hanify, PE, QSP, WDO G2, WTO G2, CISEC, LEED AP, is also available to serve as Civil, Mechanical, and SWPPP Inspector. Mr. Hanify’s typical duties include performing daily
inspections; administering contract documents; upholding code requirements; conducting weekly progress meetings; processing submittals, requests for information and clarification, change orders, and progress payments; coordinating with various agencies, utility companies, material testers, surveyors, merchants, and residents; monitoring traffic control and the Contractor's safety plan and construction schedule; maintaining public relations; generating the final punch list; and documenting the work via daily reports and digital photography. His field experience encompasses: engineering, contract administration, construction management, construction inspection, wells, pump stations, channels, water treatment plants, pipelines, valves, tie-ins, electrical, mechanical, and SCADA. Other duties have encompassed value engineering, constructability reviews, bid analysis, schedule of value development, change management, claims avoidance, labor compliance, and record drawings. Mr. Hanify's degree in civil engineering coupled with his skills in document control and public relations will help keep the project on schedule and within budget.

Pat Shen, CPI, QSP, CISEC, ACI, HAZWOPER, is available to serve the District as Office Engineer and SWPPP Inspector. Mr. Shen has over 17 years of construction management and inspection experience on a vast array of public works projects. With a degree in Architecture, and a diverse construction background, he brings much more to the field than a typical member of the CM Team. After college, as an Architectural Intern, he provided drafting and technical support in the form of schematic and design development drawings. Later, for a Structural Engineering firm, he provided technical support in the form of schematic and design development drawings for numerous construction projects. As a Field Inspector for a Contractor, Mr. Shen's duties encompassed field surveys, bid analysis, code research, specifications, cost estimates, contracts, site safety, weekly and technical reports, progress payments, change orders, punch lists, and mediation and arbitration hearings. Additional experience includes providing value engineering; reviewing preliminary and construction documents; ensuring quality control; reviewing estimates and schedules; processing RFI's, submittals, and change orders; and interfacing with Owners, Architects, Designers, Engineers, Contractors, Subcontractors, and Utility Representatives. Mr. Shen's office engineering and inspection duties have encompassed: wells, reservoirs, pipelines, pump stations, channels, vaults, tie-ins, electrical work, SCADA, instrumentation and controls, bridges, roadways, traffic signals, street lighting, and parking structures. If called upon for this Mesa Water District Project, Mr. Shen's certifications as a Public Works Infrastructure Inspector and Qualified SWPPP Practitioner will be an asset to the RBF CM Team.

Bryan Tuschhoff, QSP, CISEC, is also available to serve the District as Office Engineer and SWPPP Inspector on this Well Automation and Rehabilitation Project. He possesses over 25 years of engineering and construction experience and has successfully served as Program Manager, Project Manager, Construction Manager, Construction Inspector, and Soils & Materials Testing Inspector for numerous public works projects located throughout California. Other responsibilities have encompassed specification writing, bid tabulation and evaluation, value engineering, constructability reviews, submittals and RFI reviewing, quality assurance and
quantity verification, scheduling, weekly statements of working days, progress payments, change orders, survey and material testing monitoring, community outreach and public relations, utility coordination, SWPPP and NPDES monitoring, construction phasing, traffic control monitoring, and contractor’s safety program monitoring, O&M manuals and training, as-builds and record drawings, special funding reporting, claims avoidance and mitigation, and expert witness testimony.

Mr. Tuschhoff is well versed in AWWA, APWA, Caltrans, and local standards. His experience encompasses wells, water treatment plants, water and sewer lines, reservoirs, pump stations, SCADA, telemetry, storm drains, channels grading, environmental remediation, storm water management, roadways, highways, street rehabilitation, ARHM, lime treatment, slurry seals, grading, paving, striping, traffic signals, street lighting, sports parks, parks, wet and dry utilities including electrical, sewer, water, storm drain, oil and fuel pipeline, parks, golf courses, landscaping and irrigation, bridges, railroads, office buildings, city yards, parking structures, theme parks, schools, and military facilities. This vast knowledge and experience combined with his sound work ethic will help deliver the project on time and within budget.

**Electrical Engineering and Instrumentation Support** will be available from Rhonda Tijerina, PE, EE, LEED AP as well as Marek Przywara, PE, EE. Each possesses over 30 years of experience in instrumentation, controls, and electrical system design for numerous water resource projects located throughout the southland. Justin Lee, PE, is available to serve as **Electrical and Instrumentation Inspector** for this Well Automation and Rehabilitation Project. He possesses over 9 years of experience in electrical power and control systems for large water and wastewater projects encompassing power generation systems, process and instrumentation design, SCADA systems, lighting, control design, and security systems. These electrical and instrumentation professionals will prove to be an asset to the RBF Team.

**Ninyo and Moore Geotechnical & Environmental Sciences, MBE.** As part of the RBF Team, our Subconsultant, Ninyo and Moore, will be on board to perform structural (concrete, steel, masonry, foundations) inspections, welding inspections, and soils and material testing and inspection services. RBF has worked with Ninyo and Moore for the past 30 years and we are proud to include them on the CM Team for this important Mesa Water project. Garreth Saiki, PE, GE, will serve as the **Geotechnical Project Manager** ensuring that all testing services are performed to the full satisfaction of the District. Vincent Cordova, Caltrans, ACI, and Lincoln Linn, Caltrans, ACI, are available to serve as **Geotechnical Field Technician**. Each has a wide variety of field inspection and testing experience and is certified by many entities including ACI and Caltrans. Sheldon Cole, ACI, ICC, AWS-CWI, is available to serve as **Special Inspector**
and possesses over 20 years of experience in testing and inspection, including concrete, masonry, steel, welding, bolting, and soil testing and inspection and he is certified by many entities including ACI, Caltrans, ICC, and AWS.

In addition to the Key Team Members listed above, RBF has over 5,000 in-house, multi-disciplined professional and support staff members available, at a moment's notice, to swiftly serve each and every need that may arise from Mesa Water. Over the years, the RBF CM Team has built upon our commitment to providing quality construction projects, on time and within budget. We have garnered the respect of our peers and the confidence of our Clients whom appreciate our role as their trusted Construction Management Team. We would be honored to add Mesa Water to this group and welcome the opportunity to work on your Well Automation and Rehabilitation project.

STATEMENT OF AVAILABILITY AND CURRENT WORKLOAD
Each of the RBF Team Members noted above is available to serve the Mesa Water District during the proposed Well Automation and Rehabilitation Project schedule for their respective project tasks and we look forward to serving the District on this exciting project.

<table>
<thead>
<tr>
<th>Team Member:</th>
<th>Project Role:</th>
<th>Availability to Perform in this Role during the proposed Project Schedule:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jerome Ruddins</td>
<td>PIC / Bid Support Services</td>
<td>100%</td>
</tr>
<tr>
<td>Kiefer Smith</td>
<td>Construction Manager / Resident Engineer Civil, Mechanical, and SWPPP Inspector</td>
<td>100%</td>
</tr>
<tr>
<td>Pat Hanify</td>
<td>Civil, Mechanical, and SWPPP Inspector</td>
<td>100%</td>
</tr>
<tr>
<td>Pat Shen and Bryan Tuschoff</td>
<td>Office Engineer and SWPPP Inspector</td>
<td>100%</td>
</tr>
<tr>
<td>Rhonda Tijerina and Marek Przywara</td>
<td>Electrical and Instrumentation Support</td>
<td>100%</td>
</tr>
<tr>
<td>Justin Lee</td>
<td>Electrical and Instrumentation Inspector</td>
<td>100%</td>
</tr>
</tbody>
</table>

RESUMES
As requested, brief résumés of our proposed Project Team are located in Appendix A.

WORK BREAKDOWN SUMMARY
As requested, our Work Breakdown Summary, which follows on the next page, includes a summary of hours by task and by labor class for our RBF Team Members and project tasks are aligned with those set forth in Appendix C Scope of Work.
SECTION 3 – SCOPE OF WORK UNDERSTANDING AND SCHEDULE

PROJECT UNDERSTANDING
The Well Automation and Rehabilitation Project will pose unique challenges and imperatives. To understand these challenges and develop a plan to address each, we have discussed the project with Ms. Igar, attended the pre-proposal conference, and drawn upon our experience managing similar well site facilities. We understand that this project will include the rehabilitation and cleaning of the 5 wells, upgrades to SCADA, replacement of chemical systems, implementation of the Arc Flash and Electrical Safety Survey, abandonment of the ozone treatment system and UV Tower at Well 5, and upgrades to electrical, mechanical, structural, maintenance facilities and security upgrades.

The Pre-Qualification process for Contractors is highly encouraged, and will be implemented as part of this delivery system. Once again we will draw on our experience with the pre-qualification process that we have implemented for the County of Orange which was very successful. Our schedule reflects that this is one of the early start activities, assuring that qualified Contractors bid our project. Over the last 30 years we have had the opportunity to work with several Contractors and recommend Contractor Pre-Qualification to all of our Owners.

Our team is uniquely qualified to provide Construction Management and Inspection Services due to our vast experience and demonstrated excellence on sites such as: the Chino Desalters, the Bissell Well and Treatment Plant, the Mojave Water Agency Well and Pipeline R3 Project, the Whittier Well Field and Pump Station Upgrade Project, the Chino Institute For Men Water Treatment Plant and Conveyance System Upgrades Project. We are prepared to implement a known and tested Team approach to successfully completing the Well Automation and Rehabilitation Project.

Mesa Water District’s goal is to standardize the well field, secure it, ensure safety for its operators, and provide the best treated water available for its customers. At RBF our demonstrated integrated approach to Construction Management Services assures that our Owners receive a proactive CM and a partner to successfully deliver the project.

We understand that pumping from the ground water basin is a priority for the Mesa Water District, as well as the importance that only one well site is off line at a time, and to avoid taking wells out of service during the high water demand summer months.
KEY CHALLENGES

Due to the compressed delivery schedule, key challenges include identification of all long lead items, typically MCC's, pumps and motors, and mobilization of a Well Rehabilitation Team to provide cleaning, and recommendations, to meet the construction period of the first site which we identified as Well Site 9 is critical. Our experience reflects that early procurement of equipment for Well 9 and possibly Well 5 will facilitate completion within the prescribed project schedule. Also we would encourage that Mesa Water District engage a Hydro-Geologist and Well Equipping Contractor prior to the summer months, to assess the wells prior to bidding the project. This in turn will allow positive float for the project. It is also critical during this early phase of construction to ensure the Contractor is effectively coordinating materials and equipment between suppliers and subcontractors to minimize conflicts during start-up and commissioning. We have spoken with members of the contracting community and they are in agreement that it is imperative to take early action on these activities in order to facilitate the schedule.

Leading and actively participating in the Constructability Review process commencing immediately. The ability to provide input into the design at the 60% design stage is crucial to realize the full benefit of our Team's experience in the design, construction, and construction management of complex well field projects. We will also use this Constructability Review process to establish and maintain open communication between all stakeholders including District Engineering and Operations Staff, the Design Team, and the CM team to ensure that ultimate needs are addressed. As part of this process, Rhonda Tijerina, PE, EE, and Marek Przywara, PE, will be integral to our efforts bringing both the design aspect of mechanical layouts and construction experience of instrumentation and controls to ensure mechanical and instrumentation strategies included in the Contract to deliver the intended results. As this project is planned to include a detailed Controls Strategy included for bid and construction, the inclusion of experienced personnel in the Constructability Phase is critical to ensure a positive result.

Careful review of the existing facilities, and pothole data due to complex underground existing utility routing. It is normally the case that significant existing utility infrastructure exists, as part of our thorough review of the construction documents with the Contractor we will ensure the Contractor recognizes and plans for the significant hand work that will be required to excavate for a number of connections and potential new utilities. Our previous work in critical operational sites, such as the CDA Well Field, affords us the unique experience of working within the boundaries of operating facilities and with the District’s Operations Department during critical connections/tie-ins while coordinating Contractor schedules with District Operations to ensure positive results. Additionally, we will thoroughly investigate and understand the District’s policies necessary to develop and implement outages. We have worked with Operations personnel to develop and secure approval for and successfully implement minor connections to
full system outages for transmission systems requiring staging of emergency equipment and resources.

We will work closely with our subconsultant, Nino & Moore, to refine our respective roles and expectations. As we have effectively worked with Nino and Moore personnel on numerous previous projects, we have already established our general working relationships and will only need to tailor our existing relationships.

Ensuring SWPPP compliance is managed and enforced. Although the project is within an existing operating facility, the control of stormwater runoff is imperative. Integral to the project is ensuring the Contractor develops a detailed schedule to monitor adherence to the plan and tracking of project costs. The process of creating the detailed schedule forces the Contractor to plan for minor aspects of the project that can become significant if not addressed in a timely fashion. It also allows us to show the Contractor on paper when targets are not met, while there is still time to recover prior to impacting project completion. We have found the detailed cost loaded schedule one of the most effective tools to facilitate on-schedule project completion.

It is imperative that the lines of communication are clearly delineated and the Construction Manager provides effective communication. Mr. Kieler Smith, PE, our Construction Manager, is a very effective communicator and has earned the respect of the contracting community. As the CM for the Mesa Water District, he will work closely with the Mesa Water District Project Manager to communicate well vetted information to the Contractor. As a professional, he will work in the best interest of Mesa Water District, and effectively communicate with the Contractor. We believe in a firm but fair approach when dealing with Contractors and we fully understand the challenges in the contracting community.

PROJECT APPROACH

Working Safely
Our approach to construction always begins with Safety. Our professionals are committed to safety, which is demonstrated on a daily basis with all project meetings beginning with a Safety Moment. We believe that Safety is a way of life and expect all to have it as a priority. RBF field personnel will participate in our Safety Program and a site specific Safety Plan will be in place prior to construction. RBF will request that we are in receipt of the Mesa Water District’s IIPP to facilitate a safe work place. Since we will be working with in a well field with chemical treatment both lock out tag out and access to material safety sheets will be enforced.

A Quick and Smooth Start is Essential
It is essential to focus quickly and to transition smoothly on the CM requirements for the Well Automation and Rehabilitation Project. A smooth start will set the tone for the entire District/CM relationship. Therefore, we are assigning our experienced professional management and well
construction employees to this project. We have the opportunity of doing the best job possible to continue RBF’s relationship with the Mesa Water District, while getting the Project moving quickly and without incident. We will exceed your expectations and we will succeed together on this regionally important project as a Team.

**Importance of a Constructability Review Process**

Our approach to the Constructability Review process draws upon the diverse experiences of our Team. Our Principal-in-Charge, Jerome Ruddins, CCM, Construction Manager, Kieler Smith, PE, and Instrumentation Engineer, Rhonda Tijerina, PE, EE, each bring an extensive background in both the construction and the design process for complex well site facilities while remaining Team Members bring the Contractor’s perspective into all meetings. We pride ourselves in looking not just for a design that functions but for efficiencies in both construction operations and simplification of long term maintenance tasks. Aspects that sometimes do not receive the necessary attention to ensure the facility are embraced during operation.

**Importance of Contractor Construction Review (Mini Partnering)**

Our approach to Contractor Construction Review is to review and discuss the project requirements in detail with the Contractor prior to his planning and executing the work and after we have performed a detailed review of the documents. Focusing on site, environmental, and technical constraints that are not indicated on the drawings, as well as alternatives to mitigate difficulties, we utilize our local experience and identify issues that have resulted in previous change orders or confusion on the part of Contractors, and resolve them. This established process, and our experience in completing this type of work for multiple local water resource projects, affords us an unparalleled amount of experience in local conditions and in how the bidding Contractors will view the project.

**Setting the Tone for Professional and Consistent Contract Management is Critical**

Having worked with most of the local contracting community we have a reputation for being firm but fair in the resolution of project issues. Our approach to stakeholder management is to treat each stakeholder in a consistently professional manner. Once the Contractor understands our expectations and that the documents are being consistently interpreted and that all stakeholders are treated in a fair and equitable manner, they will respond in kind, thereby creating fewer problems in administering the project. The Contract Documents set the standards of construction, and the reasonable interpretation of these documents will make for a harmonious construction management atmosphere.

**Weather and Environmental Issues are Key Factors**

Due to the site being exposed to weather and environmental considerations, the weather season could bring favorable or unfavorable factors, depending on the actual rainfall. Particular attention should be given to the winter timeframe for potential weather impacts and SWPPP compliance. Although the work will be completed predominately within a developed site, the
facility is subject to community observation. In the event weather issues became a significant factor, we will work with the District and the Contractor to re-prioritize activities to maintain production by addressing any activity that could begin concurrently, or looking for areas to extend working hours or locations.

**Community Relationships are Important**

We pride ourselves in being “good neighbors” in the community for all projects. With the upgrading of the Well Facilities there will be inherent construction noise during construction, and a number of deliveries of materials. We will work with the Neighbors and Contractor to ensure delivery routes and limits of travel areas are clearly defined. It is critical that the Contractor maintain the site and be mindful of staging of equipment and materials.

**Construction Management Procedures - Methodology**

Upon award of the contract, RBF’s Project Manager and the key CM Team Personnel will begin to interface with the District and refine our Construction Management Project Manual for all tasks, including pre-construction efforts to ensure QA/QC of both internal and sub-consultant staff. We will ensure that the District’s standards, processes and expectations are fully understood, and incorporated into our manual. We will also ensure that our intra-communications systems are optimized with the District’s and develop all information required to support the Contractor’s needs in tasking the field and executing the contract. The CM Manual will incorporate all measures to fully ensure we blend CM personnel into the District as a “seamless” Team and come up to full production immediately to ensure an accurate, effective, and timely delivery of services.

**Pre-Construction Services / Inspection Plan**

Our CM Team will immediately begin pre-construction services for the District on the project. During this timeframe, we will also prepare the CM Team for mobilization in the field. Our CM / Resident Engineer, Kieler Smith, will follow the plan approved by the District and prepare the entire Team for duties in the field. Our key CM Team Members, along with the District’s Project Manager and Staff, will be positioned and ready at the time of contract award. We will also use this time to tailor our Contractor’s Handbook for delivery to the Contractor at the pre-construction conference. We have found the Contractors Handbook beneficial in providing the Contractor with all the necessary project forms, RFI’s, Pay Applications, Submittal Transmittal Forms, etc., in both electronic and hard copy format. We will also provide the Contractor with a background of the project and how we conduct business.
Controls and Scheduling
To measure Contractor performance during project construction, we propose to use an integrated control system. We encourage the Mesa Water District to use a cost loaded Primavera schedule as this will ensure that the Contractor develops performance schedules prior to the start of work. It will also allow early impact assessment of any long lead delivery items. We will also monitor performance to ensure that the Contractor's assessment of monthly progress is correct. Accurate progress measurement is essential in determining earned value for the work accomplished as earned value represents "what it should cost based on the budget for the work that has been performed." The earned value approach to performance measurement allows for cost and schedule variance analysis. A detailed CPM schedule will be maintained at the contract work level and pay applications will be evaluated on the basis of the cost loaded schedule. With the cost-loaded schedule specification the Contractor will be required to provide recovery plans for activities that may fall behind schedule. Kieler will prepare schedule impact analysis when the Contractor requests a time extension.

Estimating
Cost estimates form the cornerstone of our project control activity and are integral to scheduling duration of activities, establishing quantities for progress measurement, and planning resources. Estimates will be prepared and updated regularly. Jerome brings knowledge of the local construction market and direct experience with facility projects for increased accuracy of our estimates. Significant benefits of our estimating system include are realized in the evaluation of change orders as negotiations are based upon our fair cost estimate. Accurate CM Team estimates are also beneficial in evaluating bids, reviewing progress payments, and evaluating the Contractor's cost loaded schedule.

Document Control
Our CM Team will utilize a web-based Document Control Repository, MS SharePoint, for this project. Mesa Water District and the Design Professional will be able to review files, and download contract records and documents including RFI's, submittals/shop drawings, RFC's, design clarifications, RFQ's, payment applications, change orders, contract documents, as-builts, Notice of Completion, etc. Our dependable document control system reduces administrative costs, facilitates electronic document retrieval, and is the key to mitigating and managing change orders and potential claims.

Change Orders and Claims Management
All too often during the construction phase of a project, the design team issues field clarifications or design bulletins with expensive and time-consuming solutions to inexpensive problems. One value added aspect of our CM Team is our ability to work with Mesa Water
District Staff to assure that when changes are authorized, they represent an appropriate and cost effective benefit to the project. Our approach to change order management involves the following six steps:

- Establish written procedures for evaluating potential changes, including a responsibility / assignment matrix and flow chart for processing the change
- Maintain potential change and actual change order tracking logs
- Perform a preliminary evaluation of change requests from any party for appropriateness, cost-effectiveness, District confirmation of entitlement, and time impact prior to issuing it to the Contractor for quotation
- Prepare independent estimates and schedule impact analyses for proposed changes to be used as a baseline for negotiations
- Maintain a fair and objective approach to negotiations
- Ensure that appropriate changes are authorized in a timely manner

In addition, we propose use of a dispute resolution ladder which will help to resolve issues or, as a minimum, help to focus the dispute to its essential elements. When directed, the CM Team will provide schedule impact analysis, cost analysis, factual historical background, timeline, alternate responsibility scenarios, supporting contract terms, or other appropriate data and analysis in support of the District’s defense against claims.

**Monthly Reporting**

Subsequent to each Contractor monthly progress payment, the CM Team will prepare a monthly Construction Management Status Report. The Status Report will review the month’s field activities, status of submittals, RFI’s, etc., as well as detail current contract status. We will also provide a baseline vs. actual look at the monthly and cumulative billing. We have found through our experience that this is one of the best ways to indicate potential upcoming construction schedule problems.

**Start-Up, Close-Out, and Lessons Learned**

As the construction contract enters the completion phase, the CM Team will work with the District and Design Engineer to implement a functional testing, connection and start-up plan. We will use our experience with the District as a basis for coordinating with District Engineering and Operations Staff, as we have previously successfully accomplished. Upon successful start-up we will take steps to close-out the contract within 15 days of substantial completion, which allows for a consistent down-phasing of contract administration on the project. We will also compile a Lessons Learned Report that outlines the challenges and solutions during the project to be used as a learning tool for future projects. The entire team will then be demobilized from the field upon the satisfaction of the CM Contract and will have prepared all District deliverables and close-out of RBF’s CM contract.
QUALITY CONTROL
Our general approach is based on the belief that well integrated project teams and successful projects do not occur naturally; that success is the result of a focused QA/QC management effort. We review the specifications in detail and develop a testing schedule and a program that identifies our expectations of quality. As Construction Managers we are in the assurance business and we will practice what we preach by focusing on and identifying all the materials and specifications to facilitate approved construction materials and to support the prescribed O&M Manual. In implementing our Construction Management Plan to deliver the project, we foresee instituting the following QA/QC management focus:

- Look Ahead Goals, Progress Meetings
- Responsibility Assigned Matrix, and Communications Protocol
- Project Specific Organization Chart
- Identify and Solve Key Factors Affecting Project Success
- Safety / Health Requirements
- Reporting (Daily, Monthly, Accident, Special, and Safety)
- Contract Administration (including Contractor's handbook)
- Cost Control including Monthly Pay Applications
- Construction Schedule Tracking including Milestones
- Correspondence / Images / Records Documents
- Construction RFI / Submittal / Change Order Tracking and Management
- Quality Assurance / Inspection Schedules
- Risk Management / Dispute / Claim Management / Documents
- Community Relations
- Start-Up / Implementation of Start-Up Plan
- Project Close-out and NOC

CRITICAL PATH SCHEDULE
As requested in the RFP, we have prepared the Critical Path Schedule which follows, and which includes activities, milestones, early start and finish dates, late start and finish dates, activity durations, and logic link relationships between tasks.
<table>
<thead>
<tr>
<th>ID</th>
<th>Task Name</th>
<th>Duration</th>
<th>Start</th>
<th>Finish</th>
<th>Predecessors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Well Survey</td>
<td>60 days</td>
<td>Mon 3/2/15</td>
<td>Fri 5/22/15</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Well 9</td>
<td>12 days</td>
<td>Mon 3/2/15</td>
<td>Tue 3/17/15</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Well 5</td>
<td>12 days</td>
<td>Wed 3/18/15</td>
<td>Thu 4/2/15</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Well 3</td>
<td>12 days</td>
<td>Fri 4/3/15</td>
<td>Mon 4/20/15</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Well 7</td>
<td>12 days</td>
<td>Tue 4/21/15</td>
<td>Wed 5/6/15</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Well 1</td>
<td>12 days</td>
<td>Thu 5/7/15</td>
<td>Fri 5/22/15</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Procurement Period</td>
<td>100 days</td>
<td>Mon 5/25/15</td>
<td>Fri 10/9/15</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Approval of Materials</td>
<td>5 days</td>
<td>Mon 5/25/15</td>
<td>Fri 5/29/15</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Order and Procurement of Materials</td>
<td>92 days</td>
<td>Wed 6/1/15</td>
<td>Tue 10/6/15</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Delivery of Materials Well Site 9 &amp; 5</td>
<td>3 days</td>
<td>Wed 10/7/15</td>
<td>Fri 10/9/15</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Construction Well Site 9</td>
<td>74 days</td>
<td>Mon 10/12/15</td>
<td>Thu 1/21/16</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Yard Piping</td>
<td>10 days</td>
<td>Mon 10/12/15</td>
<td>Fri 10/23/15</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Electrical</td>
<td>10 days</td>
<td>Thu 10/16/15</td>
<td>Wed 10/28/15</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Site Improvements</td>
<td>20 days</td>
<td>Thu 11/12/15</td>
<td>Wed 12/9/15</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Pull Pump and Motor</td>
<td>1 day</td>
<td>Mon 12/17/15</td>
<td>Mon 12/17/15</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Piping Modification</td>
<td>10 days</td>
<td>Tue 12/18/15</td>
<td>Mon 12/21/15</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Install New Pump and Motor</td>
<td>1 day</td>
<td>Tue 12/22/15</td>
<td>Tue 12/22/15</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Electrical Terminations</td>
<td>10 days</td>
<td>Wed 12/23/15</td>
<td>Tue 1/5/16</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Bump Motor</td>
<td>1 day</td>
<td>Wed 1/6/16</td>
<td>Wed 1/6/16</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>Loop Checks</td>
<td>2 days</td>
<td>Thu 1/7/16</td>
<td>Fri 1/8/16</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Disinfection</td>
<td>3 days</td>
<td>Mon 1/11/16</td>
<td>Wed 1/13/16</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Act Test</td>
<td>4 days</td>
<td>Thu 1/14/16</td>
<td>Tue 1/19/16</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Start Up</td>
<td>2 days</td>
<td>Wed 1/20/16</td>
<td>Thu 1/21/16</td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Construction Well Site 5</td>
<td>79 days</td>
<td>Mon 1/25/16</td>
<td>Thu 5/12/16</td>
<td></td>
</tr>
<tr>
<td>25</td>
<td>Yard Piping</td>
<td>10 days</td>
<td>Mon 1/25/16</td>
<td>Fri 2/5/16</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Electrical</td>
<td>10 days</td>
<td>Mon 2/8/16</td>
<td>Fri 2/19/16</td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>Removal of Old Treatment Facilities</td>
<td>5 days</td>
<td>Mon 2/22/16</td>
<td>Fri 2/26/16</td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>Site Improvements</td>
<td>20 days</td>
<td>Mon 2/29/16</td>
<td>Fri 3/25/16</td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>Pull Pump and Motor</td>
<td>1 day</td>
<td>Mon 3/18/16</td>
<td>Mon 3/28/16</td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Piping Modification</td>
<td>10 days</td>
<td>Tue 3/29/16</td>
<td>Mon 4/11/16</td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Install New Pump and Motor</td>
<td>1 day</td>
<td>Tue 4/12/16</td>
<td>Tue 4/12/16</td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>Electrical Terminations</td>
<td>10 days</td>
<td>Wed 4/13/16</td>
<td>Wed 4/26/16</td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>Bump Motor</td>
<td>1 day</td>
<td>Wed 4/27/16</td>
<td>Wed 4/27/16</td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Loop Checks</td>
<td>2 days</td>
<td>Thu 4/28/16</td>
<td>Fri 4/29/16</td>
<td></td>
</tr>
<tr>
<td>35</td>
<td>Disinfection</td>
<td>3 days</td>
<td>Mon 5/2/16</td>
<td>Wed 5/4/16</td>
<td></td>
</tr>
<tr>
<td>36</td>
<td>Act Test</td>
<td>4 days</td>
<td>Thu 5/5/16</td>
<td>Tue 5/10/16</td>
<td></td>
</tr>
<tr>
<td>37</td>
<td>Start Up</td>
<td>2 days</td>
<td>Wed 5/11/16</td>
<td>Thu 5/12/16</td>
<td></td>
</tr>
</tbody>
</table>

**Mesa Water District**

**Well Automation and Rehabilitation Project**

**CRITICAL PATH SCHEDULE**

**Project:** Mesa Water District

**Date:** Sun 1/25/15
<table>
<thead>
<tr>
<th>ID</th>
<th>Task Name</th>
<th>Duration</th>
<th>Start</th>
<th>Finish</th>
<th>Predecessors</th>
</tr>
</thead>
<tbody>
<tr>
<td>38</td>
<td>Well 3 &amp; 7 Chemical Facilities</td>
<td>70 days</td>
<td>Mon 6/6/16</td>
<td>Fri 9/9/16</td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>Grading/Foundations</td>
<td>20 days</td>
<td>Mon 6/6/16</td>
<td>Fri 7/1/16</td>
<td></td>
</tr>
<tr>
<td>40</td>
<td>Yard Piping</td>
<td>10 days</td>
<td>Mon 7/4/16</td>
<td>Fri 7/15/16</td>
<td>3955+3 days</td>
</tr>
<tr>
<td>41</td>
<td>Electrical</td>
<td>10 days</td>
<td>Mon 7/18/16</td>
<td>Fri 7/29/16</td>
<td>40</td>
</tr>
<tr>
<td>42</td>
<td>Tanks</td>
<td>10 days</td>
<td>Mon 8/1/16</td>
<td>Fri 8/12/16</td>
<td>41</td>
</tr>
<tr>
<td>43</td>
<td>Structure</td>
<td>20 days</td>
<td>Mon 8/15/16</td>
<td>Fri 9/9/16</td>
<td>42</td>
</tr>
<tr>
<td>44</td>
<td>Construction Well 3</td>
<td>49 days</td>
<td>Mon 10/3/16</td>
<td>Thu 12/8/16</td>
<td></td>
</tr>
<tr>
<td>45</td>
<td>Yard Piping</td>
<td>5 days</td>
<td>Mon 10/3/16</td>
<td>Fri 10/7/16</td>
<td></td>
</tr>
<tr>
<td>46</td>
<td>Electrical</td>
<td>5 days</td>
<td>Thu 10/6/16</td>
<td>Wed 10/12/16</td>
<td>4555+3 days</td>
</tr>
<tr>
<td>47</td>
<td>Site Improvements</td>
<td>10 days</td>
<td>Mon 10/17/16</td>
<td>Fri 10/28/16</td>
<td>46</td>
</tr>
<tr>
<td>48</td>
<td>Pull Pump and Motor</td>
<td>1 day</td>
<td>Mon 10/31/16</td>
<td>Mon 10/31/16</td>
<td>47</td>
</tr>
<tr>
<td>49</td>
<td>Piping Modification</td>
<td>10 days</td>
<td>Tue 11/1/16</td>
<td>Mon 11/14/16</td>
<td>48</td>
</tr>
<tr>
<td>50</td>
<td>Install New Pump and Motor</td>
<td>1 day</td>
<td>Tue 11/15/16</td>
<td>Tue 11/15/16</td>
<td>49</td>
</tr>
<tr>
<td>51</td>
<td>Electrical Terminations</td>
<td>5 days</td>
<td>Wed 11/16/16</td>
<td>Tue 11/22/16</td>
<td>50</td>
</tr>
<tr>
<td>52</td>
<td>Bump Motor</td>
<td>1 day</td>
<td>Wed 11/23/16</td>
<td>Wed 11/23/16</td>
<td>51</td>
</tr>
<tr>
<td>53</td>
<td>Loop Checks</td>
<td>2 days</td>
<td>Thu 11/24/16</td>
<td>Fri 11/25/16</td>
<td>52</td>
</tr>
<tr>
<td>54</td>
<td>Disinfection</td>
<td>3 days</td>
<td>Mon 11/28/16</td>
<td>Wed 11/30/16</td>
<td>53</td>
</tr>
<tr>
<td>55</td>
<td>Bact Tee</td>
<td>4 days</td>
<td>Thu 12/1/16</td>
<td>Tue 12/6/16</td>
<td>54</td>
</tr>
<tr>
<td>56</td>
<td>Start Up</td>
<td>2 days</td>
<td>Wed 12/7/16</td>
<td>Thu 12/8/16</td>
<td>55</td>
</tr>
<tr>
<td>57</td>
<td>Construction Well 7</td>
<td>49 days</td>
<td>Mon 12/12/16</td>
<td>Thu 2/16/17</td>
<td></td>
</tr>
<tr>
<td>58</td>
<td>Yard Piping</td>
<td>5 days</td>
<td>Mon 12/12/16</td>
<td>Fri 12/16/16</td>
<td></td>
</tr>
<tr>
<td>59</td>
<td>Electrical</td>
<td>5 days</td>
<td>Thu 12/15/16</td>
<td>Wed 12/21/16</td>
<td>5855+3 days</td>
</tr>
<tr>
<td>60</td>
<td>Site Improvements</td>
<td>10 days</td>
<td>Mon 12/26/16</td>
<td>Fri 1/6/17</td>
<td>59</td>
</tr>
<tr>
<td>61</td>
<td>Pull Pump and Motor</td>
<td>1 day</td>
<td>Mon 1/9/17</td>
<td>Mon 1/9/17</td>
<td>60</td>
</tr>
<tr>
<td>62</td>
<td>Piping Modification</td>
<td>10 days</td>
<td>Tue 1/10/17</td>
<td>Mon 1/23/17</td>
<td>61</td>
</tr>
<tr>
<td>63</td>
<td>Install New Pump and Motor</td>
<td>1 day</td>
<td>Tue 1/24/17</td>
<td>Tue 1/24/17</td>
<td>62</td>
</tr>
<tr>
<td>64</td>
<td>Electrical Terminations</td>
<td>5 days</td>
<td>Wed 1/25/17</td>
<td>Tue 1/31/17</td>
<td>63</td>
</tr>
<tr>
<td>65</td>
<td>Bump Motor</td>
<td>1 day</td>
<td>Wed 2/1/17</td>
<td>Wed 2/1/17</td>
<td>64</td>
</tr>
<tr>
<td>66</td>
<td>Loop Checks</td>
<td>2 days</td>
<td>Thu 2/2/17</td>
<td>Fri 2/3/17</td>
<td>65</td>
</tr>
<tr>
<td>67</td>
<td>Disinfection</td>
<td>3 days</td>
<td>Mon 2/6/17</td>
<td>Wed 2/8/17</td>
<td>66</td>
</tr>
<tr>
<td>68</td>
<td>Bact Tee</td>
<td>4 days</td>
<td>Thu 2/9/17</td>
<td>Tue 2/14/17</td>
<td>67</td>
</tr>
<tr>
<td>69</td>
<td>Start Up</td>
<td>2 days</td>
<td>Wed 2/15/17</td>
<td>Thu 2/16/17</td>
<td>68</td>
</tr>
<tr>
<td>70</td>
<td>Construction Well 1</td>
<td>59 days</td>
<td>Mon 2/20/17</td>
<td>Thu 5/11/17</td>
<td></td>
</tr>
<tr>
<td>71</td>
<td>Yard Piping</td>
<td>5 days</td>
<td>Mon 2/20/17</td>
<td>Fri 2/24/17</td>
<td></td>
</tr>
<tr>
<td>72</td>
<td>Electrical</td>
<td>5 days</td>
<td>Thu 2/23/17</td>
<td>Wed 3/1/17</td>
<td>7155+3 days</td>
</tr>
<tr>
<td>73</td>
<td>Site Improvements</td>
<td>10 days</td>
<td>Mon 3/6/17</td>
<td>Fri 3/17/17</td>
<td>72</td>
</tr>
<tr>
<td>74</td>
<td>Pull Pump and Motor</td>
<td>1 day</td>
<td>Mon 3/20/17</td>
<td>Mon 3/20/17</td>
<td>73</td>
</tr>
<tr>
<td>ID</td>
<td>Task Name</td>
<td>Duration</td>
<td>Start</td>
<td>Finish</td>
<td>Predecessors</td>
</tr>
<tr>
<td>----</td>
<td>----------------------------</td>
<td>----------</td>
<td>--------------</td>
<td>--------------</td>
<td>--------------</td>
</tr>
<tr>
<td>75</td>
<td>Piping Modification</td>
<td>10 days</td>
<td>Tue 3/21/17</td>
<td>Mon 4/3/17</td>
<td>74</td>
</tr>
<tr>
<td>76</td>
<td>Install New Pump and Motor</td>
<td>1 day</td>
<td>Tue 4/4/17</td>
<td>Tue 4/4/17</td>
<td>75</td>
</tr>
<tr>
<td>77</td>
<td>Electrical Terminations</td>
<td>5 days</td>
<td>Wed 4/5/17</td>
<td>Tue 4/11/17</td>
<td>76</td>
</tr>
<tr>
<td>78</td>
<td>Bump Motor</td>
<td>1 day</td>
<td>Wed 4/12/17</td>
<td>Wed 4/12/17</td>
<td>77</td>
</tr>
<tr>
<td>79</td>
<td>Loop Checks</td>
<td>2 days</td>
<td>Thu 4/13/17</td>
<td>Fri 4/14/17</td>
<td>78</td>
</tr>
<tr>
<td>80</td>
<td>Disinfection</td>
<td>3 days</td>
<td>Mon 4/17/17</td>
<td>Wed 4/19/17</td>
<td>79</td>
</tr>
<tr>
<td>81</td>
<td>Break Tee</td>
<td>4 days</td>
<td>Thu 4/20/17</td>
<td>Tue 4/25/17</td>
<td>80</td>
</tr>
<tr>
<td>82</td>
<td>Start Up</td>
<td>2 days</td>
<td>Wed 4/26/17</td>
<td>Thu 4/27/17</td>
<td>81</td>
</tr>
<tr>
<td>83</td>
<td>Project Closeout</td>
<td>10 days</td>
<td>Fri 4/28/17</td>
<td>Thu 5/11/17</td>
<td>82</td>
</tr>
<tr>
<td>ID</td>
<td>Name</td>
<td>Leveling Delay</td>
<td>Duration</td>
<td>Start</td>
<td>Finish</td>
</tr>
<tr>
<td>----</td>
<td>-------------------------------------</td>
<td>----------------</td>
<td>----------</td>
<td>-----------</td>
<td>------------</td>
</tr>
<tr>
<td>30</td>
<td>Piping Modification</td>
<td>0 edays 10 days</td>
<td></td>
<td>Tue 3/29/16</td>
<td>Mon 4/11/16</td>
</tr>
<tr>
<td>31</td>
<td>Install New Pump and N</td>
<td>0 edays 1 day</td>
<td></td>
<td>Tue 4/12/16</td>
<td>Tue 4/12/16</td>
</tr>
<tr>
<td>32</td>
<td>Electrical Terminations</td>
<td>0 edays 10 days</td>
<td></td>
<td>Wed 4/13/16</td>
<td>Tue 4/26/16</td>
</tr>
<tr>
<td>34</td>
<td>Loop Checks</td>
<td>0 edays 2 days</td>
<td></td>
<td>Thu 4/28/16</td>
<td>Fri 4/29/16</td>
</tr>
<tr>
<td>35</td>
<td>Disinfection</td>
<td>0 edays 3 days</td>
<td></td>
<td>Mon 5/2/16</td>
<td>Wed 5/4/16</td>
</tr>
<tr>
<td>36</td>
<td>Bact Tee</td>
<td>0 edays 4 days</td>
<td></td>
<td>Thu 5/5/16</td>
<td>Tue 5/10/16</td>
</tr>
<tr>
<td>37</td>
<td>Start Up</td>
<td>0 edays 2 days</td>
<td></td>
<td>Wed 5/11/16</td>
<td>Thu 5/12/16</td>
</tr>
<tr>
<td>38</td>
<td>Well 3 &amp; 7 Chemical Facility</td>
<td>0 edays 70 days</td>
<td></td>
<td>Mon 6/6/16</td>
<td>Fri 9/9/16</td>
</tr>
<tr>
<td>39</td>
<td>Grading/Foundations</td>
<td>0 edays 20 days</td>
<td></td>
<td>Mon 6/6/16</td>
<td>Fri 7/1/16</td>
</tr>
<tr>
<td>40</td>
<td>Yard Piping</td>
<td>0 edays 10 days</td>
<td></td>
<td>Mon 7/4/16</td>
<td>Fri 7/15/16</td>
</tr>
<tr>
<td>41</td>
<td>Electrical</td>
<td>0 edays 10 days</td>
<td></td>
<td>Mon 7/18/16</td>
<td>Fri 7/29/16</td>
</tr>
<tr>
<td>42</td>
<td>Tanks</td>
<td>0 edays 10 days</td>
<td></td>
<td>Mon 8/1/16</td>
<td>Fri 8/12/16</td>
</tr>
<tr>
<td>43</td>
<td>Structure</td>
<td>0 edays 20 days</td>
<td></td>
<td>Mon 8/15/16</td>
<td>Fri 9/9/16</td>
</tr>
<tr>
<td>44</td>
<td>Construction Well 3</td>
<td>0 edays 49 days</td>
<td></td>
<td>Mon 10/3/16</td>
<td>Thu 12/8/16</td>
</tr>
<tr>
<td>45</td>
<td>Yard Piping</td>
<td>0 edays 5 days</td>
<td></td>
<td>Mon 10/3/16</td>
<td>Fri 10/7/16</td>
</tr>
<tr>
<td>46</td>
<td>Electrical</td>
<td>0 edays 5 days</td>
<td></td>
<td>Mon 10/10/16</td>
<td>Wed 10/12/16</td>
</tr>
<tr>
<td>47</td>
<td>Site Improvements</td>
<td>0 edays 10 days</td>
<td></td>
<td>Mon 10/17/16</td>
<td>Fri 10/28/16</td>
</tr>
<tr>
<td>48</td>
<td>Pull Pump and Motor</td>
<td>0 edays 1 day</td>
<td></td>
<td>Mon 10/31/16</td>
<td>Mon 10/31/16</td>
</tr>
<tr>
<td>49</td>
<td>Piping Modification</td>
<td>0 edays 10 days</td>
<td></td>
<td>Mon 11/1/16</td>
<td>Mon 11/14/16</td>
</tr>
<tr>
<td>50</td>
<td>Install New Pump and N</td>
<td>0 edays 1 day</td>
<td></td>
<td>Mon 11/15/16</td>
<td>Mon 11/15/16</td>
</tr>
<tr>
<td>51</td>
<td>Electrical Terminations</td>
<td>0 edays 5 days</td>
<td></td>
<td>Mon 11/16/16</td>
<td>Mon 11/16/16</td>
</tr>
<tr>
<td>52</td>
<td>Bump Motor</td>
<td>0 edays 1 day</td>
<td></td>
<td>Mon 11/21/16</td>
<td>Mon 11/23/16</td>
</tr>
<tr>
<td>53</td>
<td>Loop Checks</td>
<td>0 edays 2 days</td>
<td></td>
<td>Mon 11/24/16</td>
<td>Mon 11/25/16</td>
</tr>
<tr>
<td>54</td>
<td>Disinfection</td>
<td>0 edays 3 days</td>
<td></td>
<td>Mon 11/28/16</td>
<td>Mon 11/30/16</td>
</tr>
<tr>
<td>55</td>
<td>Bact Tee</td>
<td>0 edays 4 days</td>
<td></td>
<td>Thu 12/1/16</td>
<td>Thu 12/6/16</td>
</tr>
<tr>
<td>56</td>
<td>Start Up</td>
<td>0 edays 2 days</td>
<td></td>
<td>Wed 12/7/16</td>
<td>Thu 12/8/16</td>
</tr>
<tr>
<td>ID</td>
<td>Name</td>
<td>Leveling Delay</td>
<td>Start</td>
<td>Finish</td>
<td>Predecessors</td>
</tr>
<tr>
<td>------</td>
<td>------------------------</td>
<td>----------------</td>
<td>------------</td>
<td>------------</td>
<td>--------------</td>
</tr>
<tr>
<td>57</td>
<td>Construction Well 7</td>
<td>0 edays 49 days</td>
<td>Mon 12/12/16</td>
<td>Thu 2/16/17</td>
<td>Mon 12/12/16</td>
</tr>
<tr>
<td>58</td>
<td>Yard Piping</td>
<td>0 edays 5 days</td>
<td>Mon 12/12/16</td>
<td>Fri 12/16/16</td>
<td>Mon 12/16/16</td>
</tr>
<tr>
<td>59</td>
<td>Electrical</td>
<td>0 edays 5 days</td>
<td>Thu 12/15/16</td>
<td>Wed 12/21/16</td>
<td>Mon 12/15/16</td>
</tr>
<tr>
<td>60</td>
<td>Site Improvements</td>
<td>0 edays 10 days</td>
<td>Mon 12/26/16</td>
<td>Fri 1/6/17</td>
<td>Mon 12/26/16</td>
</tr>
<tr>
<td>61</td>
<td>Pull Pump and Motor</td>
<td>0 edays 1 day</td>
<td>Mon 1/9/17</td>
<td>Mon 1/9/17</td>
<td>Mon 1/9/17</td>
</tr>
<tr>
<td>62</td>
<td>Piping Modification</td>
<td>0 edays 10 days</td>
<td>Tue 1/10/17</td>
<td>Mon 1/23/17</td>
<td>Tue 1/10/17</td>
</tr>
<tr>
<td>63</td>
<td>Install New Pump and M</td>
<td>0 edays 1 day</td>
<td>Tue 1/24/17</td>
<td>Tue 1/24/17</td>
<td>Tue 1/24/17</td>
</tr>
<tr>
<td>64</td>
<td>Electrical Terminations</td>
<td>0 edays 5 days</td>
<td>Wed 1/25/17</td>
<td>Tue 1/31/17</td>
<td>Wed 1/25/17</td>
</tr>
<tr>
<td>65</td>
<td>Bump Motor</td>
<td>0 edays 1 day</td>
<td>Wed 2/1/17</td>
<td>Wed 2/1/17</td>
<td>Wed 2/1/17</td>
</tr>
<tr>
<td>66</td>
<td>Loop Checks</td>
<td>0 edays 2 days</td>
<td>Thu 2/2/17</td>
<td>Thu 2/2/17</td>
<td>Thu 2/2/17</td>
</tr>
<tr>
<td>67</td>
<td>Disinfection</td>
<td>0 edays 3 days</td>
<td>Mon 2/6/17</td>
<td>Wed 2/8/17</td>
<td>Mon 2/6/17</td>
</tr>
<tr>
<td>68</td>
<td>Bact Tee</td>
<td>0 edays 4 days</td>
<td>Thu 2/9/17</td>
<td>Tue 2/14/17</td>
<td>Thu 2/9/17</td>
</tr>
<tr>
<td>69</td>
<td>Start Up</td>
<td>0 edays 2 days</td>
<td>Wed 2/15/17</td>
<td>Thu 2/16/17</td>
<td>Wed 2/15/17</td>
</tr>
<tr>
<td>70</td>
<td>Construction Well 1</td>
<td>0 edays 59 days</td>
<td>Mon 2/20/17</td>
<td>Thu 5/11/17</td>
<td>Mon 2/20/17</td>
</tr>
<tr>
<td>71</td>
<td>Yard Piping</td>
<td>0 edays 5 days</td>
<td>Mon 2/20/17</td>
<td>Tue 2/24/17</td>
<td>Mon 2/20/17</td>
</tr>
<tr>
<td>74</td>
<td>Pull Pump and Motor</td>
<td>0 edays 1 day</td>
<td>Mon 3/20/17</td>
<td>Mon 3/30/17</td>
<td>Mon 3/20/17</td>
</tr>
<tr>
<td>75</td>
<td>Piping Modification</td>
<td>0 edays 10 days</td>
<td>Tue 3/31/17</td>
<td>Mon 4/3/17</td>
<td>Tue 3/31/17</td>
</tr>
<tr>
<td>78</td>
<td>Bump Motor</td>
<td>0 edays 1 day</td>
<td>Wed 4/12/17</td>
<td>Wed 4/12/17</td>
<td>Wed 4/12/17</td>
</tr>
<tr>
<td>79</td>
<td>Loop Checks</td>
<td>0 edays 2 days</td>
<td>Thu 4/13/17</td>
<td>Fri 4/14/17</td>
<td>Thu 4/13/17</td>
</tr>
<tr>
<td>80</td>
<td>Disinfection</td>
<td>0 edays 3 days</td>
<td>Mon 4/17/17</td>
<td>Wed 4/19/17</td>
<td>Mon 4/17/17</td>
</tr>
<tr>
<td>81</td>
<td>Bact Tee</td>
<td>0 edays 4 days</td>
<td>Thu 4/20/17</td>
<td>Tue 4/25/17</td>
<td>Thu 4/20/17</td>
</tr>
</tbody>
</table>
As Department Manager, Mr. Ruddins is responsible for managing Construction Managers and Inspectors on projects of various levels of complexity and intensity. During the past 30 years he has been responsible for over $5 billion dollars of public works construction projects including wells, water treatment plants, reservoirs, water and sewer lines, pump stations, SCADA, telemetry, storm drains, highways, roadways, streets, grading, traffic signals, street lighting, retaining walls, bridges, parks, sports parks, parking structures, and public buildings. Mr. Ruddins has worked extensively with the APWA “Greenbook” as well as with AWWA, Caltrans, and local standards. Mr. Ruddins’ 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.

**RELEVANT EXPERIENCE:**

**Chino Desalter Expansion (Riverside and San Bernardino Counties, CA) 2006 – Construction Manager.** RBF provided design, CM, and construction inspection services for this project that consisted of a new desalter facility; expansion and upgrade of an existing desalter facility; design of 13 groundwater wells; and design of water distribution facilities, including a reservoir, pump stations, and pipelines. The new and expanded desalters, which include the Chino I Desalter and the Chino II Desalter, remove nitrate and salts from the degraded groundwater basin and provide potable water to cities and agencies in the southwesterly region of the Inland Empire, including Jurupa Community Services District, City of Chino, City of Chino Hills, City of Ontario, Santa Ana River Water Company, and the City of Norco.

**Arlington Desalter Enhancements, Water Treatment Plant Project, Pipeline 1 Project, and Pipeline 2A & 2B Project (Corona, Norco, and Riverside, CA) 2006 – Construction Project Manager.** This $20 million project for SAWPA included enhancements to the existing Arlington Desalter Treatment Plant, flow control facilities, pump station, and ten miles of 30" diameter pipeline. RBF’s duties encompassed: program management; contract administration; construction management and inspection; quality control and quantity verification; utility coordination; traffic control plan, SWPPP requirement, and site safety compliance; public relations; schedule monitoring; coordinating with Agency Staff, Design Engineers, three Contractors, Architects, Archeologists, Material Testers, and Surveyors; processing RFI’s, RFC’s, submittals, work change directives, change orders, and progress payments; conducting progress meetings; and documenting the work via digital photography and daily construction reports.

**Bellflower High Capacity Water Well No. 1 (Bellflower, CA) 2012 – PIC.** RBF provided design, construction management, and inspection services on this $2.7 million, federally and state funded project for the City of Bellflower. The well descends 1,200’ into the ground and has a maximum pumping capacity of 3,500 gpm. RBF’s duties encompassed: bidding assistance; contract administration; resident
engineering; construction management; inspection; verifying quantities and ensuring quality control; providing public relations and monitoring the Contractor’s safety plan; coordinating survey and material testing; scheduling and coordinating temporary shut-downs; conducting meetings and preparing minutes; and preparing and processing control documents such as RFI’s, submittals, progress payments, change orders, daily construction reports, and digital photography.

**Mojave Water Agency Regional Recharge and Recovery Project (R3) (Victorville, CA) 2012 – PIC.** RBF provided design, CM, and inspection services to the Mojave Water Agency for this $65 million project which involved: recharging 40,000 acre-feet per year of State Water Project water into the Upper Mojave River flood plain; 22 extraction recovery wells; 2 pipelines, 1 pump station, and 4 turnouts.

**Bissell Plant Well #3 Equipping (Bell, CA) 2012 – Principal-in-Charge.** RBF was selected by Golden State Water Company to provide construction management and inspection services on this $1,004,473 Proposition 50 funded project. The work involved equipping Well #3; relocating the SCE transformer; installing a new switchboard, 2 new MCC’s, all required instrumentation for Well #3, and all associated piping and electrical facilities. RBF’s duties encompassed: construction management; inspection; contract administration; reviewing RFI’s and submittals; document management via our web-based document control system; change management; coordination with GSW and SCE; coordination with MWH for the process control engineering; providing public relations; monitoring the Contractor’s schedule and safety plan; preparing daily construction reports and digital photos; and assisting with testing and start-up.

**Pumping Plant No. 2 Replacement Project (Pico Rivera and Whittier, CA) 2015 – Principal-in-Charge.** RBF was selected by the City of Whittier / Whittier Utility Authority to provide design, CM, construction inspection, and surveying services for this $14,800,000 replacement of Whittier Pumping Plant No. 2, including a new 18.9 MGD pump station, two 2.2 MG above-grade steel reservoirs, a 6,400 square-foot pump building, and numerous offsite reservoirs and pipelines. The new on and off site facilities will provide improvements to system operations and reduce environmental impacts through soil remediation. RBF’s duties encompass: project management, contract administration, resident engineering, construction management, construction inspection, submittal and RFI processing, change management, soils and material testing monitoring, special inspection monitoring, Agency coordination, permit coordination, utility coordination, scheduling, community outreach and public relations, monitoring of the Contractor’s traffic control and safety plans, monitoring SWPPP and BMP compliance, SCADA coordination, and testing and startup of facilities. Construction is scheduled to be complete in the fall of 2015.

**Chlorine Conversion of CIM Water Treatment Plant (Chino, CA) 2009 – Principal-in-Charge.** RBF was selected by The SunCal Companies to provide construction management and inspection services on this $297,982 chlorine conversion project for the State of California’s California Institute for Men. The work included construction of sodium hypochlorite storage tank; installation of chemical metering pumps, motors, and appurtenances; installation of chemical system and yard piping, including injection quill assemblies; and connection of chlorine analyzers and chart recorders. RBF’s duties included: preparing specifications; establishing a list of bidders; conducting pre-bid meeting and bid opening; analyzing and tabulating the bids; recommending award of contract; providing construction management, inspection, and contract administration; implementing security procedures; monitoring project schedules, quality control, and the Contractor’s safety plan; conducting weekly meetings; processing RFI’s, submittals, and progress payments; and preparing the final punch list.
Mr. Smith’s typical duties include performing daily inspections; administering contract documents; upholding code requirements; attending weekly progress meetings; processing submittals, requests for information and clarification, change orders, progress payments, and special funding reporting and documentation; coordinating with various agencies, utility companies, material testers, surveyors, business owners, and residents; monitoring traffic control, the Contractor’s safety plan, and the Contractor’s construction schedule; maintaining public relations; generating the final punch list; and documenting the work via daily reports and digital photography. His field experience encompasses: engineering, contract administration, construction management, construction inspection, constructability reviews, value engineering, wells, water treatment plants, reservoirs, recycled and potable water lines, sewers, pump stations, channels, storm drains, chlorine conversion, electrical work, SCADA, telemetry, roadways, traffic signals, street lighting, underground conversion, utilities, parks, and recreational facilities.

**RELEVANT EXPERIENCE:**

**Bellflower High Capacity Water Well No. 1 (Bellflower, CA) 2012** – Construction Manager. RBF provided design, construction management, and inspection services on this $2.7 million, federally and state funded project for the City of Bellflower. The well descends 1,200’ into the ground and has a maximum pumping capacity of 3,500 gpm. RBF’s duties encompassed: bidding assistance; contract administration; resident engineering; construction management; inspection; verifying quantities and ensuring quality control; providing public relations and monitoring the Contractor’s safety plan; coordinating survey and material testing; scheduling and coordinating temporary shut-downs; conducting meetings and preparing minutes; and preparing and processing control documents such as RFI’s, submittals, progress payments, change orders, daily construction reports, and digital photography.

**Pumping Plant No. 2 Replacement Project (Pico Rivera and Whittier, CA) 2014** – Construction Manager. RBF was selected by the City of Whittier / Whittier Utility Authority to provide design, CM, inspection, and surveying services for this $14,800,000 replacement of Whittier Pumping Plant No. 2, including a new 18.9 MGD pump station, two 2.2 MG above-grade steel reservoirs, a 6,400 square-foot pump building, and numerous offsite reservoirs and pipelines. The new on and off site facilities will provide improvements to system operations and reduce environmental impacts through soil remediation. RBF’s duties encompass: project management, contract administration, resident engineering, construction management, construction inspection, submittal and RFI processing, change management, soils and material testing monitoring, special inspection monitoring, Agency coordination, permit coordination, utility coordination, scheduling, community outreach and public relations, monitoring of the Contractor’s traffic control and safety plans, monitoring SWPPP and BMP compliance, SCADA coordination, and testing and startup of facilities. Construction is scheduled to be complete in the fall of 2015.
Chlorine Conversion of CIM Water Treatment Plant (Chino, CA) 2009 – Construction Inspector. RBF was selected by The SunCal Companies to provide professional construction management and inspection services on this $297,982 chlorine conversion project for the State of California’s California Institution for Men. The work included construction of sodium hypochlorite storage tank; installation of chemical metering pumps, motors, pump pads and appurtenances; installation of chemical system and yard piping, including injection quill assemblies; and connection of chlorine analyzers and chart recorders. RBF’s duties included: preparing specifications; establishing a list of bidders; conducting pre-bid meeting and bid opening; analyzing and tabulating the bids; recommending award of contract; providing construction management, inspection, and contract administration; implementing security procedures; monitoring project schedules, quality control, and site safety; conducting weekly meetings; processing RFI’s, submittals, and progress payments; and preparing the final punch list.

Switchgear Replacement (Chino, CA) 2009 – Construction Inspector. RBF was selected by The SunCal Companies to provide professional construction management and inspection services on this $662,282 switchgear replacement project for the State of California’s California Institution for Men. The work included installing and testing 12 kV switchgear, installing conduit and cable, removing 12 kV switchgear, and chain link fencing. RBF’s duties included: preparing specifications; establishing a list of bidders; conducting pre-bid meeting and bid opening; analyzing and tabulating the bids; recommending award of contract; providing construction management, inspection, and contract administration; implementing security procedures; monitoring project schedules, quality control, and site safety; conducting weekly meetings; processing RFI’s, submittals, and progress payments; ensuring conformance to NEC and SCE standards; and preparing the final punch list.

Circuit 10 & S3 Relocation Project (Chino, CA) 2009 – Construction Inspector. RBF was selected by The SunCal Companies to provide professional construction management and inspection services on this $1,031,330 relocation project for the State of California’s California Institution for Men. The work included removing existing overhead facilities, installing overhead and underground electrical and telecommunication facilities, 2,200 DU FT of 4” EB conduit, 8,900 DU FT of 5” EB conduit, PME and SOE Structures, pad mounts, poles, conductor, cable, cross arms, lighting arrestors, 12 kV pin and insulators, down guys and anchors, dead ends, 12 kV Omni-Rupter Switch, and pull boxes. RBF’s duties included: preparing specifications; establishing a list of bidders; conducting pre-bid meeting and bid opening; analyzing and tabulating the bids; recommending award of contract; providing construction management, inspection, and contract administration; implementing security procedures; monitoring project schedules, quality control, and site safety; conducting weekly meetings; processing RFI’s, submittals, and progress payments; ensuring conformance to NEC and SCE standards; and preparing the final punch list.

I-5 Freeway / Ortega Highway Interchange Pipeline Relocation, CIP 11805 (San Juan Capistrano, CA) 2014 - RBF was selected by the City of San Juan Capistrano to provide construction management and inspection services for this $1,684,400 project which involved the relocation of a pipeline necessitated by the I-5 and Ortega Highway Interchange Improvements. The work included: installing approximately 3,611 LF of 12” PVC pipe; 700 LF of 12” CML&C pipe in the I-5 Bridge; abandonment and relocation of water lines; services and appurtenances; and the removal of ACP. RBF’s duties encompassed: construction management; inspection; project management; contract administration; project scheduling; community outreach and public relations; monitoring the Contractor’s traffic control and safety plans; surveying; special inspection; material testing and inspection; monitoring environmental compliance monitoring; testing and startup; and labor compliance. Construction was phased in order to accommodate Caltrans’ replacement of the Ortega Highway Bridge which occurred concurrently with this project.
Mr. Hanify possesses over 8 years of engineering, construction management, and inspection experience on a wide array of public works projects including: wells, water treatment plants, reservoirs, tanks, and pump stations. His responsibilities include processing and reviewing RFI’s, CCO’s, RFQ’s, 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; field inspections and materials testing; documentation of projects utilizing record drawings, digital photography, observation reports and quantities; coordinating with various agencies, utilities and residents, ensuring the Contractor follows his traffic control and safety plan; and maintaining public relations. His degree in 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.

**RELEVANT EXPERIENCE:**
Regional Recharge and Recovery (R³) Project (San Bernardino County, CA) 2010 – Construction Manager. RBF provided CM, inspection, and labor compliance services for this water supply project for the Mojave Water Agency. The $50 million project recharges up to 40,000 acre-feet per year of State Project water into the Upper Mojave River flood plain. The work included 22 extraction recovery wells and a fully integrated conveyance system. Funding sources included the USBR, State of California, and Proposition 50.

Elsinore Valley Municipal Water District Construction Management and Inspection Services of Five Capital Improvement Projects (Lake Elsinore, California) Construction Engineer / Construction Manager. RBF performed construction management and inspection for five water resources capital improvement projects which consisted of replacement of 15,600 feet of water mains and new water lines at 25 locations within the client’s boundaries, an approximately 1,350-foot extension of lines for recycled water to the five project sites, replacement of broken or inoperative gate valves in four intersections, replacement of approximately 1,500 water meters with new automatic-reading meters, and installation of new water lines and valves at five locations to interconnect two water pressure zones.

Facilities Upgrade at Plant No. 1 (Indio, CA) 2008 – Construction Manager. RBF was selected by the Indio Water Authority to provide construction management, inspection, and contract administration services for this $10 million project which involved the demolition of an existing 2 MG gallon steel tank, constructing a 5 MG cast-in-place reinforced concrete reservoir consisting of 7,000 cy of concrete, booster pump station with 3 200 hp motors and pumps with 1,200 gpm capacity, chlorine treatment facilities, motor
controls, electrical improvements, paving, grading, drainage facilities, 5’ of over-excavation, and re-compact fill. RBF’s duties included: verifying quantities and ensuring quality control; providing community relations and monitoring site safety; coordinating survey, material testing, and removal of hazardous materials; conducting weekly progress meetings and preparing minutes; monitoring project schedules; and processing RFI's, submittals, work change directives, progress payments, change orders, daily construction reports, and digital photos.

**Palm No. 3 Reservoir Project (San Bernardino, CA) 2010** – Construction Manager. RBF provided construction management, inspection, and labor compliance services to the San Bernardino Municipal Water Department. The City of San Bernardino received an appropriation from the EPA to fund the construction of this 4 MG reservoir which provides reliable and safe drinking water along with emergency and fire flow water storage. RBF’s labor compliance duties encompassed: wage determination and trade classifications; pre-construction meetings; appropriate signage and apprentice registration verification; conducting and documenting interviews; utilizing appropriate and standard Reclamation record keeping format; identifying and resolving compliance issues; transmitting weekly documents to San Bernardino; preparing monthly reports; ARRA quarterly report assistance; and organizing and uploading documents.

**Tapo Canyon Water Treatment Plant (Simi Valley, CA) 2009** – Assistant Resident Engineer / Labor Compliance Specialist. RBF was selected to provide CM, inspection, and labor compliance services for this $5 million, 1 MGD membrane treatment plant project for the City of Simi Valley Ventura County Water Works District 8. Funding was through the State of California Proposition 50. The work involved grading, utility installation, building erection, piping, membrane filters, chlorination equipment, controls, electrical, landscaping, and tanks. RBF’s duties included: verifying quantities and ensuring quality control; providing community relations and monitoring site safety; coordinating survey, material testing, and removal of hazardous materials; conducting weekly progress meetings and preparing minutes; monitoring project schedules; and preparing and processing control documents such as RFI’s, submittals, work change directives, progress payments, change orders, daily construction reports, digital photos, and coordination with the District.

**0.5 MG Olive Grove Reservoir (Wildomar, CA) 2010** – Construction Manager. RBF was selected to provide CM, inspection, and labor compliance services to the Farm Mutual Water Company for their upcoming 0.5 MG tank project. Work will include the new reservoir and associated inlet/outlet, bypass, overflow, and drain structures, connection of new reservoir, and associated, inlet/outlet, bypass, overflow, and drain pipelines to existing infrastructure and testing of original control strategy with the new reservoir online. Funding is through the State of California Health and Human Services Agency Department of Public Health. RBF’s duties will encompass providing community relations and monitoring site safety; coordinating survey, material testing; conducting weekly progress meetings and preparing minutes; monitoring project schedules; and processing RFI’s, submittals, progress payments, daily construction reports, digital photos, and coordination with FMWC.
Mr. Shen has over 17 years of Construction Management and Inspection experience on a vast array of public works construction projects. With a degree in Architecture, and a diverse construction background, he brings much more to the field than a typical Construction Inspector. His typical duties have encompassed contract administration, construction management, construction inspection, wells, reservoirs, tanks, pipelines, sewers, pump stations, storm drains, roadways, traffic signals, street lighting, ADA ramps, street rehabilitation, paving, ARHM, lime treatment, slurry seals, overlays, AC, PCC, sidewalks, curb and gutter, utilities, public buildings, parking structures, park and recreational facilities.

**RELEVANT EXPERIENCE:**

**Bissell Plant Well #3 Equipping (Bell, CA) 2012 – Interim Construction Inspector.** RBF was selected by Golden State Water Company to provide construction management and inspection services on this $1,004,473 Proposition 50 funded project. The work involved equipping Well #3; relocating the SCE transformer; installing a new switchboard, 2 new MCC’s, all required instrumentation for Well #3, and all associated piping and electrical facilities. RBF’s duties encompassed: construction management; inspection; contract administration; reviewing RFI’s and submittals; document management via our web-based document control system; change management; coordination with GSW and SCE; coordination with MWH for the process control engineering; providing public relations; monitoring the Contractor’s schedule and safety plan; preparing daily construction reports and digital photos; and assisting with testing and start-up.

**Bellflower High Capacity Water Well No. 1 (Bellflower, CA) 2012 – Interim Construction Inspector.** RBF provided design, construction management, and inspection services on this $2.7 million, federally and state funded project for the City of Bellflower. The well descends 1,200’ into the ground and has a maximum pumping capacity of 3,500 gpm. RBF’s duties encompassed: bidding assistance; contract administration; resident engineering; construction management; inspection; verifying quantities and ensuring quality control; providing public relations and monitoring the Contractor’s safety plan; coordinating survey and material testing; scheduling and coordinating temporary shut-downs; conducting meetings and preparing minutes; and preparing and processing control documents such as RFI’s, submittals, progress payments, change orders, daily construction reports, and digital photography.

**Pumping Plant No. 2 Replacement Project (Pico Rivera and Whittier, CA) 2015 – Interim Construction Inspector.** RBF was selected by the City of Whittier/Whittier Utility Authority to provide design, CM, construction inspection, and surveying services for this $14,800,000 replacement of Whittier
Pumping Plant No. 2, including a new 18.9 MGD pump station, two 2.2 MG above-grade steel reservoirs, a 6,400 square-foot pump building, and numerous offsite reservoirs and pipelines. The new on and off site facilities will provide improvements to system operations and reduce environmental impacts through soil remediation. RBF’s duties encompass: project management, contract administration, resident engineering, construction management, construction inspection, submittal and RFI processing, change management, soils and material testing monitoring, special inspection monitoring, Agency coordination, permit coordination, utility coordination, scheduling, community outreach and public relations, monitoring of the Contractor’s traffic control and safety plans, monitoring SWPPP and BMP compliance, SCADA coordination, and testing and startup of facilities. Construction is scheduled to be complete in the fall of 2015.

Terminal Reservoir No. 3 (San Juan Capistrano, CA) 2007 – Interim Construction Inspector. RBF was selected to provide CM, inspection, and survey services for this $10.5 million project which included demolishing an existing 2 MG reservoir and replacing it with a new 6 MG, 175‘ x 39’, east-in-place, pre-stressed, concrete facility. An adjacent structure houses reservoir altitude valves, remote SCADA control panel, electrical panel, and Chloramine generator system.

Tank 21 and Tank 24, Recycled Water System Expansion Phase 1A-2 (Long Beach, CA) 2006 – Construction Manager and Construction Inspector. RBF provided construction management and inspection services to the Long Beach Water Department for this recycled water system expansion project. Tank 24 was a $2,095,000, 3.3 MG, new, welded steel, reservoir and involved: trenching, bracing and shoring; foundation stabilization; disinfecting tank and pipes; piping and catch basins; cathodic protection; utility relocation; concrete and paving placement; and fencing, electrical, and security. Tank 21 was a $394,000, 3 MG, reservoir retrofit and involved: pipeline trenching; tie-ins to existing pipelines; utility protection and relocation; roof accessory additions; overflow and drain relocation; pavement removal and replacement; cathodic protection installation; and coating repair. RBF’s duties included: providing construction management, inspection, and contract administration; monitoring project schedules, quality control, and the Contractor’s safety plan; conducting weekly meetings; processing change orders, RFI’s, submittals, and progress payments; and preparing the final punch list.

Cistern 3 West Vault Upgrade (Long Beach, CA) 2012 – Construction Inspector. RBF was selected by the Long Beach Water Department to provide construction inspection services for this project which involved demolishing portions of existing vaults, reservoir, and piping; abandonment of existing vaults; and furnishing and installing new vaults including grated covers, sumps, ladders, sump pump, dewatering pump, bollards, new piping, appurtenances, and 2 pre-purchased 36” BFV’s, at the Groundwater Treatment Plant, located on Redondo Avenue. RBF’s duties encompassed: providing construction inspection, and contract administration; verifying quantities and ensuring quality control; providing public relations and coordinating with Treatment Plant Staff; monitoring the Contractor’s compliance with the Groundwater Treatment Plant Facility’s Security and Safety Program; monitoring project schedules; and preparing and processing control documents such as daily construction reports, digital photos, and the final punch list.

I-5 / Ortega Highway Interchange Pipeline Relocation Project, CIP 11805 (San Juan Capistrano, CA) 2014 – Interim Construction Inspector. RBF was selected by the City of San Juan Capistrano to provide construction management and inspection services for this $1,684,400 project which involved the relocation of a pipeline necessitated by the I-5 and Ortega Highway Interchange Improvements.
Mr. Tuschhoff possesses over 25 years of construction engineering experience in Project Management, Construction Management, Construction Inspection, and Geotechnical Soils and Materials Testing services. This experience encompasses: wells, water treatment plants, reservoirs, tanks, pump stations, SCADA, telemetry, mass grading; piles; caissons; environmental remediation and mitigation; storm water management; wet and dry utilities including electrical, sewer, water, storm drain, oil and fuel pipeline; roadways; streets; traffic signals; street lighting; AC; PCC; steel; bridges; railroads; office buildings; public works operations buildings; parking structures; theme parks; schools; military facilities; parks; and golf courses.

**RELEVANT EXPERIENCE:**

**Pumping Plant No. 2 Replacement Project (Pico Rivera and Whittier, CA) 2015 – Construction Inspector.** RBF was selected by the City of Whittier / Whittier Utility Authority to provide design, CM, construction inspection, and surveying services for this $14,800,000 replacement of Whittier Pumping Plant No. 2, including a new 18.9 MGD pump station, two 2.2 MG above-grade steel reservoirs, a 6,400 square-foot pump building, and numerous offsite reservoirs and pipelines. The new on and off site facilities will provide improvements to system operations and reduce environmental impacts through soil remediation. RBF’s duties encompass: project management, contract administration, resident engineering, construction management, construction inspection, submittal and RFI processing, change management, soils and material testing monitoring, special inspection monitoring, Agency coordination, permit coordination, utility coordination, scheduling, community outreach and public relations, monitoring of the Contractor’s traffic control and safety plans, monitoring SWPPP and BMP compliance, SCADA coordination, and testing and startup of facilities. Construction is scheduled to be complete in the fall of 2015.

**Elfinonore Valley Municipal Water District Construction Management and Inspection Services of Five Capital Improvement Projects (Lake Elsinore, California) Construction Inspector.** RBF performed construction management and inspection for five water resources capital improvement projects which consisted of replacement of 15,600 feet of water mains and new water lines at 25 locations within the client's boundaries, an approximately 1,350-foot extension of lines for recycled water to the five project sites, replacement of broken or inoperative gate valves in four intersections, replacement of approximately 1,500 water meters with new automatic-reading meters, and installation of new water lines and valves at five locations to interconnect two water pressure zones.

**City of Beverly Hills Reverse Osmosis Water Treatment Plant (Beverly Hills, CA) 2004 – Construction Manager.** RBF Consulting, a Michael Baker International Company, served as program manager for a design-build-operate-finance (DBOF) project for the City of Beverly Hills that consisted of a 3.0-million-gallons-per-day reverse osmosis treatment facility, five production wells, transmission main, and public works offices and departments, such as painting room, parking meter coin collection center, and
Bryan Tuschhoff, QSP, CISEC  
Construction Manager  
Office Engineer / SWPPP Inspector

machine shop. RBF was responsible for overseeing the preparation of all documents required to execute a DBOF contract and completion of preliminary facility design, construction management, and construction inspection.

Reverse Osmosis Water Treatment Plant, Cal Poly Pomona (Pomona, CA) 2014 – Construction Manager. RBF Consulting, a Michael Baker International Company, provided planning, preliminary and final design, cost estimating, environmental permitting, and grant application assistance for a new one-million-gallons-per-day (MGD) brackish groundwater reverse osmosis (RO) water treatment plant (WTP). The project is located on Perry’s Island, a prominent site visible at the main entry to the university campus. The project required review and approval by an architectural review committee for building aesthetic requirements and was designed to conform to LEED® Silver targets. RBF was the lead consultant for well water quality analysis and design and completed the initial detailed design drawings for grant application within 15 days using a large project team over a holiday period. This extraordinary effort allowed the owner to secure $2.47 million in grant funding.

Terminal Reservoir No. 3 (San Juan Capistrano, CA) 2007 – Interim Construction Inspector. RBF was selected to provide CM, inspection, and survey services for this $10.5 million project which included demolishing an existing 2 MG reservoir and replacing it with a new 6 MG, 175’ x 39’, cast-in-place, pre-stressed, concrete facility. An adjacent structure houses reservoir altitude valves, remote SCADA control panel, electrical panel, and Chloramine generator system.

Sewer Repair and Rehabilitation Phase 1 (West Hollywood, CA) 2009 – Construction Inspector. RBF was selected by the City of West Hollywood to provide construction management and inspection services on this $418,298 sewer repair and rehab project which included sewer cleaning, pre- and post-construction CCTV inspection, installing 5,603 LF of 8” CIPP lining, 844 LF of 12” CIPP lining, 806 LF of 15” CIPP lining, lateral restoration, 66 LF of 8” VCP, 18 LF of 10” VCP, and 18 LF of 18” VCP. RBF’s duties encompassed contract administration; construction management; inspection; quality control and quantity verification; monitoring the Contractor’s safety plan; public relations, resident notification, construction schedule, construction phasing, and material testing monitoring; utility coordination; and processing control documents such as submittals, progress payments, change orders, daily reports, digital photos, and the final punch list.

Pacific Street Reconstruction (Oceanside, CA) 2005 – Construction Inspector. RBF was selected to perform construction management, contract administration, and survey services for this project. The work included the rebuilding of 1000’ 2-lane asphalt concrete roadway across the San Luis Rey River and installation of a 15’ x 22’ x 90’ aluminum arch plate pipe and placement of rip-rap rock for roadway slope protection from the ocean tides and which increased flow of the San Luis Rey River in Oceanside Harbor.

Asphalt Rehabilitation Project 17c on Various Streets (Lake Forest, CA) 2009 – Construction Inspector. RBF was selected by the City of Lake Forest to provide construction management and inspection services on this $3,169,997 asphalt rehabilitation project which included: cold milling; cement treated base; Petromat; 24,004 tons of ARHM; adjusting valve boxes, manhole frames, and survey monuments to grade; loops; pavement markers and striping. RBF’s duties encompassed performing constructability review; contract administration; construction management; inspection; quality control and quantity verification; monitoring the Contractor’s safety plan and construction schedule; public relations; material testing monitoring; utility coordination; and processing control documents such as submittals, progress payments, change orders, daily reports, digital photos, punch list, and special funding reporting and documentation.

San Vicente Boulevard Street Paving (West Hollywood, CA) 2009 – Construction Inspector. RBF was selected by the City of West Hollywood to provide construction management and inspection services on this $277,859 street paving project which included 170,300 SF of cold milling, 1,884 tons of ARHM overlay, 54,000 SF of slurry sealing, adjusting covers and valves to grade, signage, striping, pavement markings, loops, and monuments.
Ms. Tijerina has years of experience in electrical system design. She is specialized in design of electrical systems for water and wastewater facilities including power distribution, control design, and emergency generation installations. She has provided design plans and specification packages for pump stations, wells, lift stations and water/wastewater treatment facilities. Ms. Tijerina is experienced electrical system inspections during construction to ensure compliance with plans and specifications, responding to contractor Requests for Information, and coordination of electrical utility services to accommodate new and upgraded facilities. She is also experienced with designing control systems including Process and Instrumentation Diagrams.

Ms. Tijerina has provided electrical engineering for major treatment plant projects and is currently providing electrical engineering design for Irvine Ranch Water District’s Baker Regional Water Treatment Plant, a high profile, state-of-the-art microfiltration water treatment plant located in south Orange County. She provided engineering for expansion at the Chino 1 Desalter Treatment plant that consisted of new and upgraded power service and distribution, installation of new VFDs for well pumps and ROs feed pumps, new SCADA system design and integration. She also provided electrical design for a major expansion at the Arlington Desalter Treatment Plant that included new and upgraded power service and distribution, installation of new VFDs for well pumps and RO feed pumps, new SCADA system design and integration, and complete control system upgrade for the facility.

**RELEVANT EXPERIENCE:**

*Bellflower High Capacity Well (Bellflower, CA) 2011* - Electrical Engineering Manager. RBF was responsible for the preparation of a preliminary design report, final engineering design, and construction management and inspection services for the well drilling and equipping of the City's new high-capacity groundwater well. The well is designed to produce 3,500 gpm of high quality groundwater to replace a large portion of the City’s existing water supplies currently made up largely of imported water and aging supply wells. The well is equipped with a 400 HP lineshaft well pump enclosed in a building for noise mitigation and well security. Electrical design services included Motor Control Center, Variable Frequency Drive for the well pump, interior and exterior lighting, automatic transfer switch and emergency diesel fueled generator. Control design included preparation of Process and Instrumentation Diagrams and specification of control components to provide consistency with control components installed in existing City facilities.

*Bissell Plant Well Number 3 Equipping Project, Golden State Water District (Bell, CA)* - Electrical Engineering Manager. RBF provided construction management, inspection, civil engineering, and electrical engineering services to Golden State Water Company for the Bissell Plant Well Number 3 Equipping Project located in the City of Bell. The Bissell Plant includes two reservoirs, two wells, a booster pump station, and iron/manganese treatment facility. Construction included equipping Well Number 3, relocating the SCE transformer, installing a new switchboard and two new Motor Control Centers (MCC’s), and related instrumentation in order to deliver an integrated and operable system.

**Registration:**

1997, Electrical Engineer, CA, 15473
2003, Electrical Engineer, NV, 015912
2009, Leadership in Energy and Environmental Design
   Accredited Professional (LEED AP)

**Years of Experience:** 30

**Education:**

B.S., 1982, Electrical Engineering, Virginia Polytechnic Institute & S.U., Blacksburg, Virginia

**Professional Affiliations:**

Member, Institute of Electrical and Electronics Engineers
Member, Power Engineering Society
project was publicly funded under a Proposition 50 funding agreement with the State of California Department of Water Resources.

**Wells 21 and 22 Wellhead Facilities and Pipelines, Irvine Ranch Water District (Tustin, CA) 2011**

Electrical Engineering Manager. RBF provided engineering services necessary to support the final design, bidding, and construction of the wellhead facilities. Deliverables included plans, specifications and engineers estimates of probable construction costs for each the wellhead facilities and all pipelines. A key issue in the design was mitigation of noise to the adjacent residential properties and having the well blend in with the surrounding neighborhood. The options evaluated by RBF included installing the well in a building with architecture and site layout to match the residential neighborhood and installing a submersible well pump/motor in a below grade vault. Each well was ultimately designed with a submersible pump/motor in a vault with electrical equipment located above grade in a NEMA 3R weatherproof enclosure. Electrical design services included the metered switchboard, Motor Control Center, solid state starters for the well pumps, manual transfer switch and generator connection assembly to accommodate connection of the District’s existing portable generator.

**Rio Vista Valve #2 Vault Modifications (Santa Clarita, CA) 2011**

Electrical Engineer. Electrical and instrumentation design including single line diagrams, electrical plans and construction details, P&IDs, specifications and construction cost estimates. Rio Vista Valve #2 (RV-2) is a 72-inch diameter butterfly valve, owned and operated by CLWA, located on the primary transmission main. CLWA determined that after approximately 15 years in service, the valve needed to be replaced because the valve seat was damaged and the valve did not fully seal. CLWA also needed to identify the probable cause of the damage to the valve to prevent the damage from reoccurring. RBF conducted a detailed analysis of existing conditions and operational data, including various site investigations and a detailed system hydraulic analysis to determine the cause of damage to the valve; identified and evaluated project alternatives for replacing the 72-inch diameter valve, including different types of valves; and recommended facility improvements (e.g. modifications and/or replacement of equipment), as well as operational modifications to ensure that the valve is not damaged again.

**City of Beverly Hills Reverse Osmosis Water Treatment Plant (Beverly Hills, CA)**

Ms. Tijerina prepared conceptual level electrical design documents for the purpose of bidding the facility design and construction to design build firms. The electrical design included single line diagrams and electrical site plans identifying locations for major electrical equipment including switchboards, motor control centers, and PLC based control systems. She coordinated with the City to identify City design and equipment preferences and incorporate these design elements into the design build documents. Ms. Tijerina provided coordination with SCE to identify the point of connection and construction requirements associated with the new electrical service for the facility. She provided specifications for electrical and control equipment. Ms. Tijerina also evaluated design build proposals and provided City with recommendations based upon the evaluation for the City's use in selecting the design build team.

**Recycled Water System Expansion Phase 1A-2 (Long Beach, CA)**

Electrical Engineer. RBF prepared preliminary design and final design for the new 3.3-MG reservoir and 3-MG reservoir retrofit. Construction drawings, specifications, corrosion analysis, permit processing and DHS coordination were all completed by RBF within three months.
Mr. Marek Przywara has an extensive background in project management, engineering, design and consulting in water and wastewater facilities, solid waste, power generation and distribution, renewable energy generation, commercial/industrial facilities, instrumentation and process automation control systems. Duties have included overall responsibility for engineering, procurement and construction (EPC) related activities as well as coordinating and maintaining excellent client relations on small to medium size projects, preparation of proposals and specifications, supervision and approval of documentation and drawings, conceptual and detailed designs, generation/distribution feasibility studies, energy and power analysis, arc flash analysis, electrical safety program, systems integration, permitting support, construction phase services, start-up, commissioning and facilities testing, development of automation and control systems, systems integration, schedules, cost estimates, and coordination with vendors and clients. Prepared process instrumentation drawings (P&ID), ladder logic control, loop diagrams and schematics to integrate process automation, monitoring and alarming functions into fully distributed control system utilizing different spectrum of sensors, transmitters, controllers, graphics operator interfaces and communications devices. Provided electrical design for medium and low voltage power distribution switchgears, motor control centers (MCC's) and panels, sized transformers, cables, conduits, breakers, and switches, provided over-current circuit protection for substations, switchgears, motors, feeders, branch circuits, and arc flash protective equipment (PPE) and labeling.

Mr. Przywara has served as a project manager and/or electrical/controls engineer on the numerous water/wastewater facilities including wastewater treatment plants, pump stations, sewer stations, reservoirs, solid waste facilities, desalt plants, etc. Duties included overall responsibility for engineering, project management, development and design implementation, supervision and approval of documentation and drawings, calculations and analysis, schedules, specifications, cost estimates, and coordination with vendors and clients. Mr. Przywara has provided electrical and controls engineering and project management services for water and wastewater districts, municipalities, and utilities.

Relevant Experience:
Zone 900 Well, Reservoir & Zone 1070 Booster Pump Station Projects (California) Project Engineer. Provided electrical/controls services for a new 2,000-gpm groundwater production well, 2.0-mg partially buried concrete reservoir, booster pump station, and two large diameter transmission pipelines designed to provide water service to residents in the southern part of Desert Hot Springs. Work includes submittal review, RFI review, change order review and recommendations, and part-time construction activity observation.

Deep Creek Hydroelectric Facility (Apple Valley, California) Project Manager. Conducted an in-depth feasibility study and Preliminary Design Report for the power supply alternatives for the Mojave Water Agency (MWA). This task was performed as a sub-consulting to RBF R3 Conveyance System Concept Design and included analyzing the option of constructing a hydroelectric facility and/or solar power plant capable of providing the energy to 22 new wells and/or to Southern California Edison (SCE). The evaluation included establishing the basis and specifications for meeting the identified power needs, and estimating the cost of implementing the options. A range of flows and corresponding heads was
considered for the hydroelectric plant, when evaluating several manufacturers of small hydro turbines that were deemed suitable for the Project. The project feasibility study and follow up Preliminary Design Report included: reviewing the hydraulic system and the flow/duration curve; evaluating the potential power generation of the system; sizing the hydro and solar facility; determining a grid connection point and estimating the cost of the interconnection to SCE distribution system; licensing, permitting requirements for the hydroelectric and solar facility; preparing a conceptual layout of the proposed hydroelectric and solar facility, preparing a preliminary cost estimate for the project, including construction, engineering, financing, and other development costs; estimating the annual operation and maintenance cost of the hydroelectric facility; developing a schedule and implementation plan for the project; estimating the revenues that will be realized from the hydroelectric facility; projecting the economic results for the project over the term of the financing period, considering revenues from power sales, operating and maintenance costs, cost-benefit analysis, debt service, and other project costs to estimate the net revenues to the utility; reviewing Southern California Edison (SCE) power delivery capabilities; providing financial analysis and payback calculations. The project included the FERC, CAISO and CEC permitting and licensing requirements.

Rialto Wastewater Treatment Plant (WWTP) Upgrade (City of Rialto, California) Electrical/Controls Project Engineer. The first phase of this project included construction of energy cogeneration and fuel cell facilities, digester rehabilitation, and a fats, oils, and grease (FOG) receiving station. The first major element of Phase I included the installation of the digester gas driven fuel cells, which delivered 900 kilowatts of power output. The second phase of construction is a 16 MGD expansion of the existing plant. A thorough design review of the 16 MGD facility expansion was also performed. This project was constructed through a Design-Build contract, executed between the City and Chevron Energy Solutions. Provided electrical, controls and SCADA services for the WWTP facilities upgrade and expansion.

Reservoir Park Pump Station (City of Redmond, Washington) Electrical/Controls Project Engineer. Replaced the Reservoir Park Pump Station and to design seismic retrofits for a 4 MG pre-stressed concrete reservoir. The new pump station includes three 1500 GPM pumps to boost water from the City’s 238 zone to the 470 zone. The pump station also allows water to be returned from the higher zone should it be needed in the lower zone. The scope of the work included the demolition of the existing station and the design of civil, architectural, structural, mechanical, electrical, and instrumentation features for the new pump station. Existing site piping and electrical changes were made both to accommodate the new pump station and to tie into the City’s utility systems. The instrumentation was designed so that it can be integrated into the City’s SCADA system. Remote and local monitoring and control of the equipment was provided, including equipment status (running, off, and alarm), alarm conditions (high vibration, high temperature, and low pressure), remote Start/Stop, flow and pressure readings at the various metering stations, and modulating valve position. My responsibilities included the load demand study, an amended power distribution plan and portable power generation system. Work included a new 480V three phase power distribution system with an individual motor control center (MCC) and individual feeders to each of the three new VFD driven vertical turbine pumps. The work included construction support, and electrical and I&C field inspections.

Couser Canyon Pump Station (California) Electrical Engineer. Was responsible for replacing the existing pump station with a new 375 hp pump station with vertical turbine pumps adjacent to the existing site. Plans were developed to insure continuous operation during the replacement of the existing outdated pumps and pipes.
Mr. Lee has extensive experience with electrical power and control systems for large water and wastewater projects throughout the Southern California area. His experience includes low voltage power distribution, backup power generation systems, process and instrumentation design, SCADA systems, lighting control design and security systems. He specializes in providing design plans and specification packages for well facilities, reservoirs, pump stations and water treatment facilities, in addition to providing electrical services for Construction Support that include electrical system inspection and shop drawing review.

**Relevant Experience:**

**Creekside Well (GFR Well No. 2) Wellhead Facilities and Pipeline, Dana Point, California. 2014 - Electrical Engineer.** Responsible for the electrical power and controls design for a new well facility in Creekside Park that produces approximately 800 gpm. The well is designed to discharge into the Groundwater Recovery Facility (GRF) Treatment Plant. Well No. 2 has a vertical turbine pump that is operated by a VFD controller with bypass option. This facility will be powered by San Diego Gas & Electric (SDGE), but has no option for emergency backup power. This site will have an antenna for radio communication to South Coast Water District’s (SCWD) SCADA System.

**Raub Wells No. 4 and 5, Riverside, California. 2014 - Electrical Engineer.** Responsible for the electrical power and controls designs for Wells No. 4 and No. 5 that produce 1600 and 2750 gpm, respectively. As part of this project, Wells No. 4 and No. 5 will discharge to the onsite drainage basin at the treatment plant site. Each facility will include a vertical turbine pump that is operated by a solid state motor controller. In addition, a manual transfer switch with portable generator connection box will be included for emergency backup power. A separate electrical service from SCE will provide power to a switchboard that will distribute power to Wells No. 4 and 5 (in addition to Well No. 7 located onsite). Each well site will have an antenna for radio communication to Riverside Public Utility’s (RPU) SCADA System.

**Well 12, Norwalk, California. 2013 - Electrical Engineer.** The project included designing a well facility that included a 350 HP VFD operated pump, well building and site improvements, chemical storage room featuring aqua ammonia and chlorine, photoelectric detector security system and SCADA System. Responsibilities included preparation of electrical and controls plans and specification, cost estimate, coordination of electrical and telephone service, shop drawing review and construction inspection.

**Dace Well, Santa Fe Springs, California. 2013 - Electrical Engineer.** The project included an outdoor well facility that included a NEMA 3R 316 Stainless Steel Switchboard/Motor Control Center and SCADA System communication via Frequency Hopping Spread Spectrum (FHSS) Radio. Responsibilities included preparation of electrical and controls plans and specification, cost estimate, coordination of electrical and telephone service, shop drawing review and construction inspection.

**Well 9, Fountain Valley, California. 2012 - Electrical Engineer.** The project included designing a well facility that included a 500 HP VFD operated pump, 100-pound per day on-site chlorine generation system, fluoridation system, well building and site improvements, SCADA System, and 4,000 feet of 16-inch diameter steel water transmission pipeline. Responsibilities included coordinating the electrical and telephone service, developing contract drawings and specifications, cost estimates, shop drawing review and construction inspection.
Lampson Avenue Well, Seal Beach, California. 2011 - Electrical Engineer. The project included designing a well facility that included a 500 HP VFD operated pump, on-site chlorine generation system, motorized gated fence, office/shower/storage/generator/chlorine/well rooms, 750kW diesel generator, FHSS Radio and SCADA system. Responsibilities included preparation of electrical and controls plans and specification, cost estimate, coordination of electrical and telephone service, shop drawing review and construction inspection.

South Cook’s Well. 2009 - Electrical Engineer. The South Cook’s Well received the APWA 2009 Building Excellence Shaping Tomorrow (BEST) Award for “Project of the Year”. Project featured a 75 HP VFD operated well located in a new stucco building, FHSS Radio and SCADA System. Responsibilities included designing the electrical drawings, specifications, cost estimates and shop drawing review and coordination with SDG&E.

Conversion of 6 Wells to Variable Frequency Drive Operation, San Juan Capistrano, California. 2009 - Electrical Engineer. Responsible for electrical and control system design for converting the City’s San Juan Basin Authority No.2, San Juan Basin Authority No.4, Capistrano Valley Water District No.1, Tirador, Mission Street and Dance Hall wells, from soft starter controlled pumps to variable frequency drives and receiving compensation from SDG&E for an energy savings incentive rebate.

Pasadena Avenue Well, Pasadena, California. 2008 - Electrical Engineer. The Pasadena Avenue Well received the APWA 2008 Building Excellence Shaping Tomorrow (BEST) Award for “Project of the Year”. Responsibilities include designing the electrical drawings, specifications, cost estimates and shop drawing review for the 3,000 GPM domestic water well equipped with a 500 HP VFD operated pump, a 750 kW stand-by diesel generator and SCADA system.

Well No. 6 Rehabilitation, Fountain Valley, California. 2007 - Electrical Engineer. The project included replacing a well facility from a 500 HP natural gas driven pump to an electric motor pump, and installing a 650 kW diesel generator and on-site chlorine system. Responsibilities included preparation of plans and specifications for the electrical design, shop drawing review, cost estimates and coordination of the electrical and telephone service.

Haster Basin Pump Station, Orange County, California. 2013 - Electrical Engineer responsible for the preparation of a basis of design report, electrical plans and specifications for a 400 CFS pump station to provide expected value 100-year protection to a 2000-acre watershed in Anaheim and Garden Grove. Pump Station included three 140 CFS natural gas engine driven pumps, 280 kW LPG/Natural Gas Emergency Generator, surveillance security system, MCC/Switchgear and SCADA interface system.

Alhambra Lift Station No. 3. 2013 - Electrical Engineer. This project included upgrading an existing sewer pump station facility and providing a NEMA 3R 316 stainless steel “shorty” switchboard/motor control center, two 15 HP submersible pumps, 80 kW diesel generator, underground valve vault and wet well. Responsible for preparation of contract drawings, specifications, cost estimates, shop drawing review, and coordination with SCE.
GARRETH M. SAIKI, PE, GE
PROJECT MANAGER - GEOTEchnical

EDUCATION
MBA, 1998, University of California Davis
M.S., Civil Engineering, 1989, University of California Berkeley
B.S., Civil Engineering, 1987, University of California Berkeley

REGISTRATIONS AND CERTIFICATIONS
RCE 49665 (California)
GE 2509 (California)
Nuclear Gauge Operator Certification

EXPERIENCE HIGHLIGHTS
Orange County Sanitation Authority On-Call Geotechnical, Materials Testing, and Inspection Services for Collection Systems and Treatment Plant Projects: Project Manager retained for the last four consecutive contract periods (over 43 projects) to provide the Authority with as-requested geotechnical, materials testing, and inspection services for various projects located within the Authority’s Collection System, Treatment Plant No. 1 in Fountain Valley and Treatment Plant No. 2 in Huntington Beach. Ninyo & Moore has provided field technicians and registered deputy inspectors on various Authority projects to perform field sampling and testing of materials and special inspection services.

Chiquita Water Treatment Plant, Phase III Expansion, San Juan Capistrano, California: Served as Project Manager providing soils and materials testing and inspection services for the Phase III expansion of the existing Chiquita Water Treatment Plant located in unincorporated Orange County, California. The expansion project was part of the master plan to increase the plant capacity from 6 million gallons of wastewater treatment per day to 21 million gallons per day. The expansion included five new buildings, ten large reinforced concrete structures, three small-reinforced structures, various pipelines, and associated site grading and paving. The structures included tertiary filters, a chlorine contact basin, a chemical building, a tertiary pump station, an aeration basin, a secondary clarifier, an equalization basin, a RAS pump station, a grit chamber, a primary clarifier, and a digester.

County of Los Angeles, On-Call Soils and Materials Testing & Inspection Services, California: Project Manager for the on-call materials testing and inspections contract for various County of Los Angeles Department of Public Works contracts. Responsibilities include contract management and daily coordination of field technicians, special deputy inspectors, and laboratory testing services in support of over forty construction projects throughout the County of Los Angeles.

Scott Labs and Ogden Street Reservoirs, San Bernardino Municipal Water Department, San Bernardino, California: Project Engineer during the design for proposed new 15-million and 12-million gallon buried reservoirs. The projects also include a new pump station, 36-inch inflow and outflow piping, and access roads. The reservoir sites are located in alluvial basins adjacent to the San Jacinto fault zone. The Ogden reservoir site included deep alluvium and shallow granitic bedrock. Subsurface exploration at the sites included small-diameter borings, seismic refraction traverses, and trenching. Geotechnical issues included differential settlement potential, site response spectra, and rippability. Mr. Saiki analyzed subsurface data to evaluate settlement and remedial earthwork, seismic design, footing and mat foundations, lateral earth pressures, shoring, wall and trench backfill, and pavement design.

Ninyo & Moore
Experience | Quality | Commitment
VINCENT CORDOVA  
SENIOR FIELD TECHNICIAN

As a Senior Field Technician for Ninyo & Moore, Mr. Cordova is responsible for providing quality control and quality assurance testing of soils, aggregates, asphalt and concrete materials in accordance with applicable ASTM, AASHTO, ACI, and Caltrans standards. He maintains current field and laboratory testing certifications from ACI, as well as his nuclear gauge certification. He provides observation and testing services during earthwork grading operations, as well as trench and wall backfill and roadway and building pad subgrade preparation. Mr. Cordova's project experience includes:

REPRESENTATIVE PROJECT EXPERIENCE

Orange County Sanitation District, Rocky Point Pump Station, Newport Beach, California: Field Technician responsible for concrete inspection of retaining walls. The project replaces Orange County Sanitation District’s current Rocky Point Pump Station with a new pump station. The new pump station will consist of a below-ground wet well/pump room and above ground electrical control building.

Port of Long Beach, On-Call Soils and Materials Testing & Inspection Services, California: Serving as Field Technician to provide materials testing and inspections services for the Pier G Maintenance Building project at the Port.

Wilson Reservoir Replacement Project, San Gabriel, California: Field Technician retained to provide materials testing and special inspection services to the City of South Pasadena (City) for the Wilson Reservoir Replacement Project located in San Gabriel, California. The project consists of replacing the existing reservoir and various improvements at the existing site.

Myra Avenue Pump Station and Storm Drain Improvements, City of Cypress, California: Field Technician retained to provide geotechnical consulting services for the proposed Myra Avenue Pump Station and Storm Drain Improvement project located in the City of Cypress, California. The project consists of constructing a pump station located between Myra Avenue and Carbon Creek Channel and construction of approximately 1,300 lineal feet of 14-feet-wide by 4½-feet-deep reinforced concrete box (RCB) storm drain along Myra Avenue.

Ground Water Recovery Plant Expansion Project, San Juan Capistrano, California: Field Technician retained to provide soils and materials testing services during the construction of the Ground Water Recovery Plant Expansion project in San Juan Capistrano, California. The project consists of various improvements at the existing facility. The improvements include a 4,500 gallon Sodium Hypochlorite Tank, a 4,500 gallon Sodium Bisulfate Tank, sand separators, filtering systems, yard piping, concrete equipment pads, concrete slab repairs and fencing.

Artesia, Bloomfield, and Carmenita Unified School District, Fedde Middle School Sports Complex, Hawaiian Gardens, California: Mr. Cordova was responsible for soils testing. He was also responsible for masonry inspection of retaining walls. The project included new construction of baseball / softball fields, concession building, volleyball courts, playground, and parking lot extension.
Detailed Subtest Results

To pass the written examination you must 1) score 60% or higher on each written subtest and 2) score 70% or higher on the overall written examination.

To pass the performance examination you must pass all 7 subtests in one session.

<table>
<thead>
<tr>
<th>QUALIFICATION</th>
<th>P/F - Session</th>
<th>% Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Written Subtest C31</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Written Subtest C231</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Written Subtest C173</td>
<td>PASS-132389</td>
<td>87.50</td>
</tr>
<tr>
<td>Written Subtest C172</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Written Subtest C143</td>
<td>PASS-132389</td>
<td>75.00</td>
</tr>
<tr>
<td>Written Subtest C138</td>
<td>PASS-132389</td>
<td>75.00</td>
</tr>
<tr>
<td>Written Subtest C1064</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Written Examination</td>
<td>PASS-132389</td>
<td>90.91</td>
</tr>
<tr>
<td>Performance Overall</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Perf Subtest C31</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Perf Subtest C231</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Perf Subtest C173</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Perf Subtest C172</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Perf Subtest C143</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Perf Subtest C138</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
<tr>
<td>Perf Subtest C1064</td>
<td>PASS-132389</td>
<td>100.00</td>
</tr>
</tbody>
</table>

If you have any questions about this program, or other ACI activity, please feel free to contact us at 248/848-3790.

ACI Concrete Field Testing Technician - Grade I

VINCENT E CORDOVA

Certification ID #01008651
Expires on: 09/21/2018
Verify at CheckACI.org
AMERICAN CONCRETE INSTITUTE

This is to certify that

VINCENT E CORDOVA

has demonstrated knowledge and ability by successfully completing the ACI Certification requirements and is hereby recognized as an

ACI Concrete Field Testing Technician - Grade I

Certified Date: 09/21/2013   Expires: 09/21/2018

Examiner of Record: Mr Clifford R Ohlwiler

ACI Managing Director of Certification

The Authenticity of this certification can be verified at www.ACICertification.org/verify
LINCOLN LINN
SENIOR FIELD TECHNICIAN

CERTIFICATIONS
ACI Field Testing Technician Grade I
Radiation (Nuclear Gauge) User Safety
Caltrans Concrete

As Senior Field Technician for Ninyo & Moore, Mr. Linn is responsible for performing quality control and quality assurance testing of soil, aggregate, asphalt, and concrete materials in accordance with applicable ASTM, AASHTO, ACI, and CALTRANS standards. As a senior technician, Mr. Solis has extensive experience providing both field and laboratory testing of soils and construction materials and maintains his current soils and materials testing certifications from ACI, as well as his nuclear gauge certification. He provides geotechnical observation and testing services during earthwork operations, including mass grading operations, trench and wall backfill, and roadway and building pad subgrade preparation, as well as providing inspection of asphalt and concrete batch plants. Mr. Linn also has extensive experience in the requirements and specifications in Greenbook for public works construction projects.

REPRESENTATIVE PROJECT EXPERIENCE

Water Main Replacement, Pomona, California: Served as Senior Field Technician retained to provide materials testing services for subgrade and aggregates base.

PCC Storm Drain Infrastructure, Long Beach Community College District: Served as Senior Field Technician providing observation services during the excavation

Dana Middle School Modernization, Dana Point, California: Served as Senior Field Technician provided batch plant inspection services for the construction phase of the project.

SCE/CTAC Parking Facility, Irwindale, California: Served as Senior Field Technician providing asphalt batch plant inspection services during construction of the new facility.

Aliso Canyon Park Development, Los Angeles, California: Served as Field Technician providing compaction testing services for the road improvements.

El Cariso Community Regional Park and Gymnasium, County of Los Angeles, California: Served as Senior Field Technician providing soils and materials testing for the park project including compaction testing of subgrade and base for the parking lot

Echo Park Lake Rehabilitation, Los Angeles County, California: Served as Senior Field Technician retained to provide soils and materials testing services during Echo Park lake improvement project.

Foothill Transit, City of Industry Parking Structure: Served as Senior Field Technician providing compaction testing during construction of the parking structure.

El Monte Transit Center, El Monte, California: Served as Senior Field Technician providing materials testing services including compaction testing services on backfill during construction.
ACI Concrete Field Testing Technician - Grade I

LINCOLN K LINN

Certification ID #01202111
Expires on: 11/13/2015

Verify at CheckACI.org
Mr. Cole has over 20 years of experience in the testing, inspection and construction industry. His experience includes reinforcement concrete, structural masonry, prestressed concrete, shotcrete, structural steel and welding, high strength bolting and soil testing in the laboratory and field. He performs reinforced steel placement inspection and concrete placement observation along with ACI duties; shotcrete pre-check and placement; epoxy drilled in anchor bolt pre-inspection and installation; performs destructive testing for post and pre-stressed tendons, tendon placement and stressing operations for tie-back and concrete; performs pull testing on rebar and anchor bolts; performs destructive testing on concrete cylinders, grout, mortar, masonry prisms, core testing, and shear testing on masonry cores; and performs inspection of post-tension masonry and reinforced masonry.

REPRESENTATIVE PROJECT EXPERIENCE

Long Beach Unified School District/Long Beach High School #1: Served as Special Inspector providing welding inspection services during construction of the new high school project in Long Beach, California. The project will consist of the construction of 43 classrooms in buildings surrounding a campus promenade.

Santa Ana Unified School District, Garfield Elementary School: Special Inspector during construction for the Garfield Elementary School new classroom building addition. Mr. Cole’s services included masonry inspections, masonry veneer inspections, and structural steel inspections for both field welding and shop fabrication.

Santa Ana Unified School District, Garfield Elementary School: Special Inspector during construction for the Garfield Elementary School new community center at Garfield Elementary. Mr. Cole’s services included structural steel inspections for both field welding and shop fabrication.

Long Beach Unified School District, Newcomb K-8 AB 300, Long Beach, California: Special Inspector providing structural steel inspections for field welding, high strength bolt inspections, and masonry inspections. The project includes construction of the new school infrastructure, seven new school buildings, as well as the site work improvements, which include sidewalks, asphalt concrete paving, playground, play yard, and play equipment, as well as site landscaping.

Barstow Unified School District, Barstow High School, Barstow, California: Special Inspector providing welding inspection services during construction of the Barstow High School 470.4kWDC STC Solar Photovoltaic System project located at 430 South First Avenue, in Barstow, California.

Arcadia Unified School District/Arcadia High School, Arcadia, California: Served as Special Inspector providing welding inspection services during the modernization of building P and building G located at Arcadia High School.
Appendix B: Professional Services Agreement Acceptance Form

Firm Name: RBF Consulting

Address: 14725 Alton Parkway

City Irvine State CA Zip Code 92618

Telephone: 949.855.3634 Fax: 949.855.7050

I have reviewed the RFP and Professional Services Agreement in their entirety. Our firm will execute the Professional Services Agreement with no exceptions.

Name of Authorized Representative: Jerome Ruddins

Signature of Authorized Representative: 

Date: January 26, 2015
ADDENDUM NO. #1
To the RFP for Construction Management Services for Well Automation and Rehabilitation
MC-2101-CM

TO ALL PLAN HOLDERS: Effective this date, January 16, 2015

The following changes, additions and/or deletions are hereby made a part of the RFP project for the Mesa Water District, Costa Mesa, California, as fully and completely as if the same were fully set forth therein:

1. Change II General Information, Section A Proposal Submittal as follows:
   Submit six (6) four (4) hardcopies

2. Change Section III Proposal Requirement, Section C Proposal Presentation as follows
   One (1) original and five (5) three (3) copies for a total of six (6) four (4)

3. Add the following text to Section III Proposal Requirement, Section C Proposal Format.

   Organize your proposal as follows:
   Proposal Cover Page (not numbered or tabbed)
   Proposal Table of Contents (not numbered or tabbed)
   Five tabbed sections:
   • Section 1- Firm Qualifications and Experience
   • Section 2- Staff Experience and Availability
   • Section 3- Scope of Work Understanding and Schedule
   • Appendix A- Resumes Appendix C. Scope of Work for Construction Manager
   • Appendix B- Contract Acceptance (Included the signed addendum here, too)

4. Add the following to the end of RFP Section III. C. Proposal Section 2, fifth bullet- Work Breakdown Structure.

   The WBS may be submitted as folded 11x17 pages(s) and will count as one (1) page.

5. Appendix C Scope of Work task and subtasks are named and renumbered as shown in the attached Table of Contents.

A COPY OF THIS ADDENDUM SIGNED BY THE BIDDER SHALL BE ENCLOSED WITH THE PROPOSAL.

MESNA WATER DISTRICT

Bidder
RBF Consulting

By

Name & Title
Jerome Ruddins, CCM
Vice President

By

Karyn Igar, P.E.
Senior Civil Engineer
<table>
<thead>
<tr>
<th>Task Description</th>
<th>Principal In Charge</th>
<th>Resident Engineer</th>
<th>Civil Inspector</th>
<th>Office Admin</th>
<th>Electrical Inspector</th>
<th>Instrumentation Engineer</th>
<th>Elect / Loop Engineer</th>
<th>Structural Nyno &amp; Moore</th>
<th>Welding Nyno &amp; Moore</th>
<th>Const Coord</th>
<th>Total Labor Hours</th>
<th>Total Labor Costs</th>
<th>ODC's Mileage / Repro</th>
<th>Third Party Testing</th>
<th>Materials Testing</th>
<th>Materials Testing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TASK 1 - Project Management</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>20 $</td>
<td>$ 3,520</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A Kick Off Meeting</td>
<td>8</td>
<td>155</td>
<td>135</td>
<td>130</td>
<td>145</td>
<td>190</td>
<td>$ 170</td>
<td>$ 120</td>
<td>$ 120</td>
<td>$ 100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B Monthly Progress Reports</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>107 $</td>
<td>$ 15,335</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C Progress Meetings</td>
<td>50</td>
<td>135</td>
<td>135</td>
<td>135</td>
<td>145</td>
<td>190</td>
<td>$ 170</td>
<td>$ 120</td>
<td>$ 120</td>
<td>$ 100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D Assistance with Presentations</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>96 $</td>
<td>$ 13,950</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E Invoices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>20 $</td>
<td>$ 2,850</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F CM Plan</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>36 $</td>
<td>$ 4,600</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>G Invoices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>40 $</td>
<td>$ 6,200</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TASK 2 - Construction Documents Review</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>140 $</td>
<td>$ 26,325</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A Constructability Review</td>
<td>55</td>
<td>55</td>
<td>55</td>
<td>55</td>
<td>55</td>
<td>30</td>
<td>140 $</td>
<td>$ 26,325</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B Construction Sequences and Staging</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>30 $</td>
<td>$ 6,800</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TASK 3 - Bidding Support Services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A Contractor Prequalification</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>10</td>
<td>30 $</td>
<td>$ 8,900</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B Bidding</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td>10</td>
<td>8 $</td>
<td>$ 1,760</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C Bid Review</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$ 1,760</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TASK 4 - Construction Administration (86 Weeks)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1140 $</td>
<td>$ 174,300</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A Contract Administration</td>
<td>40</td>
<td>900</td>
<td>200</td>
<td>200</td>
<td>200</td>
<td>200</td>
<td>1140 $</td>
<td>$ 174,300</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B Safety and Security Monitoring</td>
<td>118</td>
<td>118</td>
<td>118</td>
<td>118</td>
<td>118</td>
<td>118</td>
<td>118 $</td>
<td>$ 18,280</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C Environmental Monitoring</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60 $</td>
<td>$ 9,300</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D Controls and Scheduling</td>
<td>300</td>
<td>300</td>
<td>300</td>
<td>300</td>
<td>300</td>
<td>300</td>
<td>300 $</td>
<td>$ 46,600</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E Cost Estimating</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40 $</td>
<td>$ 6,200</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F Document Control</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100 $</td>
<td>$ 15,600</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>G Spare Parts Inventory</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20 $</td>
<td>$ 3,100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H Operations and Maintenance Manuals</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60 $</td>
<td>$ 9,300</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I Change Order and Claims Management</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60 $</td>
<td>$ 9,300</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J Start Up Coordination</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80 $</td>
<td>$ 9,300</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K Start Up Monitoring/Plan and Schedule Review</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80 $</td>
<td>$ 9,300</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>L Facilitate Operator Training</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40 $</td>
<td>$ 9,300</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>M Site Closeout</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80 $</td>
<td>$ 12,400</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TASK 5 - Inspection</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A Daily and Weekly Documentation</td>
<td>150</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100 $</td>
<td>$ 36,750</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B Civil Inspections</td>
<td>200</td>
<td>200</td>
<td>200</td>
<td>200</td>
<td>200</td>
<td>200</td>
<td>200 $</td>
<td>$ 51,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C Structural Inspections</td>
<td>600</td>
<td>600</td>
<td>600</td>
<td>600</td>
<td>600</td>
<td>600</td>
<td>600 $</td>
<td>$ 93,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D Mechanical Inspections</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100 $</td>
<td>$ 19,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E Electrical Inspections</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100 $</td>
<td>$ 19,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>F Instrumentation Inspections</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40</td>
<td>40 $</td>
<td>$ 19,200</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>G Other Inspections</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H Soils and Materials Testing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$ 25,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I Storm Water Pollution Prevention Plan Inspection</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80 $</td>
<td>$ 12,400</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J Well Rehabilitation Inspection Coordination</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80</td>
<td>80 $</td>
<td>$ 12,400</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Third Party Factory-Wide Testing Budget</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUBTOTAL TASKS 1-5 and Start Up and Close Out:</td>
<td>159</td>
<td>3458</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100 $</td>
<td>$ 713,270</td>
<td>$ 15,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$ 25,000</td>
<td>$ 25,000</td>
<td>$ 25,000</td>
</tr>
<tr>
<td><strong>TOTAL BUDGET</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$ 778,270</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MEMORANDUM

TO: Board of Directors
FROM: Phil Lauri, P.E., Engineering and Operations Manager
DATE: March 12, 2015
SUBJECT: CMMS Annual Plan Update & Management Training

RECOMMENDATION

Approve a contract with LA Consulting in the amount of $51,387 to perform CMMS Annual Plan Update & Management Training and authorize the General Manager to execute the contract.

The Engineering and Operations Committee reviewed this item at its February 17, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #2: Practice perpetual infrastructure renewal and improvement.

DISCUSSION

Mesa Water® has developed a fully integrated Computerized Maintenance Management System (CMMS). Staff actively utilizes the capabilities of the CMMS to compile comprehensive summaries of accomplishments that include activity unit costs, productivity, work performance metrics, and dollars expended. The Work Planning function of the CMMS is the primary software tool utilized by staff that has enabled Mesa Water® to become more efficient in Water Operations.

The process of disseminating and using this information for work management purposes has been in place since 2007. The CMMS and established management processes has allowed management and supervision staff to achieve results while focusing on operational improvement and efficiencies. The benefits of this systematic approach include:

- Established process to systematically manage the work effort
- Clear definition and expected results for all work activities
- Provides fully scheduled work for staff
- Focuses on accomplishing goals
- Ensures that Mesa Water resources are used effectively and efficiently
- Maximizes the use of Mesa Water’s resources
- Establishes the succession of this process for future staff
- Supports Mesa Water’s Perpetual Agency Philosophy

Mesa Water management has been effective in utilizing the CMMS functionality to establish the proactive improvement processes. The purpose of the CMMS plan update and training is to accomplish the following:

1. Update and develop the FY2016 Work Plan & Goals and field review of work
2. Evaluate and confirm Mesa Water’s FY2015 work process (i.e., work methods, resource evaluation, productivity) and provide support training and documentation of how to more efficiently achieve annual goals
3. Provide training to management, supervisory and administrative staff in CMMS work plan development
4. Provide training with accountability for meeting the annual plan and coaching/training in the evaluation/monitoring of improvements related to goal accomplishment and efficiency.

The cost to implement the annual plan update and provide management training is $51,387. Staff recommends sole sourcing the contract to LA Consulting be considered. This is due to LA Consulting’s strong background and expertise in systems, processes, management, training, and improvement coaching. LA Consulting’s staff brings a mixture of experience in utilities, maintenance, systems, and computers coupled with training and communication skills. LA Consulting’s emphasis is on people, using management and technology to improve public sector performance. LA Consulting has assisted Mesa Water® with the Engineering Department Assessment providing the organization with recommendations for organizational and work efficiency improvements. LA Consulting is currently providing support for the Business Improvement Process Implementation Project. Staff believes that LA Consulting has provided Mesa Water® with high value and is very pleased with their work.

This effort supports Mesa Water's Perpetual Agency Philosophy where it will provide a succession management approach across the organization allowing Mesa Water’s next generation of managers, supervisors, and employees to have an integrated tool to efficiently manage maintenance and replacement of Mesa Water’s assets.

FINANCIAL IMPACT

CMMS Process Support was budgeted for FY 2015 under Management Consultants, Account 60400-300. The available funding as of December 30, 2014 is $319,263.

ATTACHMENTS

Attachment A: CMMS Support and Management Training
February 11th, 2015

Mr. Kurt B. Lind, Business Administrator
Office of the General Manager
Mesa Water District
1965 Placentia Avenue
Costa Mesa, CA 92627

Subject: Proposal for support of CMMS and business processes

Dear Mr. Lind:

Pursuant your request for a proposal for CMMS support, LAC offers the following scope of work. Based upon our recent communications, as well as our knowledge of your operations, we have outlined enhanced tasks in which we can assist the District to continuously improve operations and maintain and update the system’s work planning functions as well as train key staff.

LA Consulting, Inc. (LAC) appreciates the opportunity to assist Mesa Water in continuing with the enhancement and institutionalizing of your systems approach and optimizing Mesa Water resources. The tasks are as follows:

**TASK 1 – ANNUAL FIELD REVIEWS OF SELECT ACTIVITIES AND BENCHMARK**
LAC will conduct field reviews of two activities this year. The crew mix, equipment mix and work methods will be reviewed and compared to the activity guidelines. Any deviations will be documented and the activity will be compared to two other “best in class” agencies. A short summary of each field review with observations and recommendations will be submitted to Mesa Water in a 2-3 page working paper.

End Product: Field review of maintenance activities and confirmation of adherence to guidelines.

**TASK 2 - ANNUAL FACILITATION OF ACTIVITY GUIDELINE UPDATE**
The type and definition of activities will be modified reflecting Mesa Water’s desires and realities of actual work that has occurred. Activities will be added, deleted, and/or modified in the system. Maintenance and administrative staff will be involved in a review and update of the guidelines that relate to the activities. During the activity guideline update, the asset inventories that relate to the identified activities will be updated in the system to reflect current features that require updates, including the treatment facility assets. LAC will update the activity guidelines in the CMMS. Two meetings are planned to review with employee teams to finalize the guidelines, and another with the management group.

End Product: Activity guidelines updated and documented in CMMS.

“We Help Public Works Work”
**TASK 3 – ANNUAL FACILITATION OF WORK PLAN UPDATES**

LAC will assist Mesa Water in reviewing the frequency of maintenance and desired levels of service for each activity. Comparisons of key historical activity effort by Mesa Water along with the general District desires will be used with LAC input.

This information will be used to guide Mesa Water staff to prepare a maintenance work program matching Mesa Water’s desires and financial resources. The plan will estimate by activity the work units planned, amount of labor required and estimated costs of labor, equipment and materials for each management unit in the system.

The staff will then be guided to use the system for establishing a monthly program matching available resources. The final work programs will be spread over the year. Each activity work effort will be determined by month using information estimated from activity guidelines. This will be linked with the District’s overall performance measures.

LAC will also assist Mesa Water in updating available resources including equipment, labor and materials along with their corresponding rates. This will include the affirmation of District’s overhead rates.

**End Product: Annual work plans updated and balanced to available resources in the CMMS.**

**TASK 4 – SCHEDULE MEETINGS**

LAC will support and monitor the two week process of scheduling work. LAC will monitor all schedules and physically attend six meetings on-site and help establish a web conferencing technology for monitoring. Guidance and support in scheduling work will be provided with specific mentoring and coaching as necessary.

**End Product: Training, coaching, and guidance in bi-weekly scheduling.**

**TASK 5 – MONTHLY STATUS REVIEW MEETINGS**

LAC will support the monthly process of review and analysis of work history data in the CMMS as compared to the annual plans. Staff will be coached in reviewing of the systems outputs and interpretation of productivity, labor effort and unit cost information and the use of information as tools to make decisions on processes and work methods for continuous improvement and enhancement of operations. LAC estimates six monthly meetings on-site with the remainder using web conferencing technology.

**End Product: Training, coaching, and guidance on utilization of management reports.**
**TASK 6 – ANNUAL SUPPORT FOR THE CREATION OF THE ANNUAL REPORT**

An annual report will be prepared for management that summarizes work activities using the CMMS. The information will be compiled and presented to management in a simple presentation format. LAC will work with Mesa Water Managers and Supervisors to collect data on maintenance work performed each year that can be included in the report. The Managers and supervisors will present the report to the Mesa Water District Engineer with effort to link their work accomplishment to the Mesa Water District key performance measures.

**End Product:** Annual report format prepared.

**TASK 7 – ANNUAL GENERAL CMMS AND PROCESS SUPPORT**

LAC will provide, at the request of Mesa Water, staff to support the CMMS. LAC estimates 25 hours for this effort. Tasks will be identified by the Mesa Water Project Manager as needed. Further, another estimated 1 ½ hours monthly is planned for quality control of effort and monthly status to ensure work stays on task, time and budget with quality assurance.

**End Product:** Quality control and support as requested.

**TASK 8 – MaintStar Web Request Customization & Training**

LAC will review the current process and configuration of the MaintStar Web Request System. This effort involves writing a short paper (2-3 pages) outlining of the current set up and recommendations for improvement. This work also includes customizing the system to best meet the needs of Mesa Water®. This task will include 2 training sessions for administrative staff and a simple user/training manual.

**End Product:** A short working paper outlining recommendations for improving the Web Request system; system re-configure; user/training manual.

**TASK 9 – As Needed Training on use of MaintStar**

LAC will conduct two training (1-1/2 hour) sessions on use of MaintStar. This effort would include training on one of the opportunities and capabilities of the system and another on application with the actual result and outputs from the system. LAC will present both and provide direction on interpretation of the system outputs.

**End Product:** Deliver two training presentations on MaintStar to employees on use and application of the system.

LAC will perform this effort for $51,387. We look forward to assisting Mesa Water with continuing to improve operations and institutionalize the system and processes as well providing professional guidance to Mesa Water employees both new and experienced in enhancing your operations using this technology.

“We Help Public Works Work”

Phone: 310-374-5777• Fax: 310-374-5557• email: lacon@ix.netcom.com
1209 Manhattan Ave, Suite 310 • Manhattan Beach, California 90266
Internet address: www.laconsulting.com
This is a challenging assignment, and LAC has the capabilities and necessary resources to ensure a successful project. We look forward to sharing our unique approach to help the District evaluate and optimize your organization. Should you need any clarification or further information, please contact us.

Sincerely,

Harry C. Lorick, P.E.
Principal
RECOMMENDATION

Approve an extension to the existing contract with SBS Group in the amount of $10,000 for Great Plains consulting services and authorize the General Manager to execute the extension.

The Finance Committee reviewed this item at its February 23, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

Mesa Water District (Mesa Water®) utilizes a Value Added Reseller (VAR) to purchase and install software, updates and enhancements to Mesa Water’s accounting system, Microsoft Dynamics GP (Great Plains). Microsoft requires each Great Plains customer to purchase software through a VAR, and it is an industry practice to utilize a VAR for consulting services related to product installation, update, and enhancement.

Based on previous staff business experience, interviews, qualifications, relevant consultant experience and lower hourly rate, SBS Group was chosen to provide the services under the General Manager’s approval authority in 2013. SBS Group was able to install the new budgeting software quickly and has assisted Mesa Water® in other Great Plains projects: re-installation of fixed asset software, installing new reporting software, creating complex reports, etc.

In January 2014, the Board approved a contract with SBS Group for Great Plains consulting in the amount not to exceed $50,000 for a five (5) month contract ending June 30, 2014.

DISCUSSION

SBS group has successfully assisted Mesa Water® with consulting services in Great Plains for fiscal year 2015 under the General Manager’s approval authority. Therefore, staff is recommending an extension for $10,000 bringing the total to $35,000 for consulting services in fiscal year 2015.

FINANCIAL IMPACT

Funds are available in the fiscal year 2015 budget for Outside Services account number 66135-600. No additional funding will be required.

ATTACHMENTS

None.
TO: Board of Directors
FROM: Andrew Hamilton, Chief Financial Officer
DATE: March 12, 2015
SUBJECT: Financial Advisory Services

RECOMMENDATION

Approve an extension to the existing contract with Fieldman Rolapp & Associates in the amount of $25,000 for Financial Advisory services and authorize the General Manager to execute the extension.

The Finance Committee reviewed this item at its February 23, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

BACKGROUND

In 2009, Fieldman Rolapp & Associates was competitively selected to prepare a 5-year cash flow and credit analysis that the Board used to approve water rates for fiscal years 2010-2014.

In conjunction with the 2010 COPS debt issuance, Fieldman Rolapp & Associates was Mesa Water’s financial advisor when the District obtained credit ratings from both Fitch and Standard Poor’s for existing and prospective debt. Fitch rated all of Mesa Water’s bonds at AAA, and Standard & Poor’s gave the District an AAA rating on its outstanding senior debt and an AA+ rating on Mesa Water’s 2010 COPS debt issuance.

At the July 2013 Board meeting, the Board approved a contract for $75,000 to utilize Fieldman Rolapp & Associates to serve in various capacities during fiscal year 2014. Fieldman Rolapp & Associates successfully assisted Mesa Water® in the following areas:

- Assisted Mesa Water® to help obtain a AAA rating from Standard & Poor’s for Mesa Water’s 2010 COPS debt issuance
- Conducted a subsequent 5-year cash flow and credit analysis in 2013 for fiscal years 2015-2019 to assist the Board in determining future water rates
- Provided water resource valuation services to assist staff in evaluating OCWD annexation scenarios
- On call Financial Advisory services

At the March 2014 Board meeting, the Board approved an additional $35,000 for various Financial Advisory services for the remainder of fiscal year 2014.
DISCUSSION

Fieldman Rolapp & Associates had previously been competitively selected by the Board to assist Mesa Water® with various Financial Advisory services during fiscal year 2015 within the General Manager’s approval authority. Therefore, staff is recommending an extension for $25,000 bringing the total to $50,000 for additional Financial Advisory services in fiscal year 2015.

FINANCIAL IMPACT

Funds are available in the fiscal year 2015 budget for Outside Services account number 66135-600. No additional funding will be required.

ATTACHMENTS

None.
MEMORANDUM

TO: Board of Directors
FROM: Andrew Hamilton, Chief Financial Officer
DATE: March 12, 2015
SUBJECT: Special Legal Services

RECOMMENDATION

Approve a contract with Best Best & Krieger LLP for special legal services in an amount not to exceed $50,000.

The Executive Committee reviewed this item at its March 3, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

Mesa Water® currently requires special legal services related to various matters that are not offered by Mesa Water’s Legal Counsel, Bowie, Arneson, Wiles & Giannone. Staff recommends awarding a contract to Best Best & Krieger LLP for special legal services for an amount not to exceed $50,000.

FINANCIAL IMPACT

Funds are available in the fiscal year 2015 budget for Management Consultants account number 60400-600. No additional funds are required.

ATTACHMENTS

None.
MEMORANDUM

TO: Board of Directors
FROM: Coleen L. Monteleone, Administrative Services Manager
DATE: March 12, 2015
SUBJECT: Proclamation Honoring Piet Pijl

RECOMMENDATION

Approve a proclamation honoring the service of Piet Pijl to Mesa Water District (Mesa Water®).

The Executive Committee reviewed this item at its March 3, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #5: Attract and retain skilled employees.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

Piet Pijl will be retiring from Mesa Water® on March 7, 2015 after more than 25 years of service. He began his career June 19, 1989 as a Meter Reader and worked his way through the organization holding job titles including, Water Quality Representative I, Water Quality Representative II, and his current position as Cross Connection Specialist.

As a Cross Connection Specialist for over 16 years, Piet oversaw the District's cross connection inspection and control program, which included inspecting water system installations to protect the public water supply from contamination and conducting certifications and testing on backflow devices. Piet also coordinated and implemented the District's recycled water program, which included performing recycled water inspections.

Piet had many achievements throughout his career, including obtaining the State Water Resources Control Board, Division of Drinking Water's Distribution Grade 3 and Treatment Grade 2 certificates. He was also certified by the County of Orange as a Backflow Prevention Device Tester and by the American Water Works Association as a Cross Connection Control Specialist.

Piet completed the ACWA/JPIA Operations Specialty Professional Development Program and was the recipient of the Distinctive Service Award in the 2nd Quarter of 1990-91 and nominated again in 2007.

Piet was awarded the H.R. LaBounty Safety Award in 2009 and 2010; he had an excellent safety record and attended numerous safety training programs. Piet's attendance has been outstanding with one day of sick leave and no tardiness.

FINANCIAL IMPACT

There is no financial impact.

ATTACHMENTS

Attachment A: Draft Proclamation
A Day of Celebration to Honor the Career of Pieter Pijl

Whereas, Pieter (Piet) Pijl began his career at Mesa Water District (Mesa Water®) on June 19, 1989 as a Meter Reader and worked his way up through the organization holding job titles including, Water Quality Representative I, Water Quality Representative II, and his current position of Cross Connection Specialist; and

Whereas, as a Cross Connection Specialist for over 16 years Piet oversaw the District’s cross connection inspection and control program, which included inspecting water system installations to protect the public water supply from contamination and conducting certifications and testing on backflow devices; he also coordinated and implemented the District’s recycled water program, which included performing recycled water inspections; and

Whereas, Piet had many achievements throughout his career, including obtaining the State Water Resources Control Board, Division of Drinking Water’s Distribution Grade 3 and Treatment Grade 2 certificates; he was also certified by the County of Orange as a Backflow Prevention Device Tester and by the American Water Works Association as a Cross Connection Control Specialist; and

Whereas, Piet completed the ACWA/JPIA Operations Specialty Professional Development Program; he was the recipient of the Distinctive Service award in the 2nd Quarter of 1990-91 and nominated again in 2007; and

Whereas, Piet was awarded the H.R. LaBounty Safety Award in 2009 and 2010; he had an excellent safety record, attended numerous safety training programs, and had outstanding attendance with one day of sick leave and no tardiness.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Mesa Water District hereby recognizes and honors you for your more than 25 years of dedicated and committed service to Mesa Water® and wishes you the best as you begin your retirement.

__________________________
Shawn Dewane, President

Ethan Temianka, Vice President March 7, 2015 James F. Atkinson, Director

Fred R. Bockmiller, Jr., P.E., Director

James R. Fisler, Director
MEMORANDUM

TO: Board of Directors
FROM: Stacy Taylor, Public & Government Affairs Manager
DATE: March 12, 2015
SUBJECT: Orange County Sanitation District Local Sewer Area #7

RECOMMENDATION

Approve support for East Orange County Water District’s Reorganization Application and direct staff to send a letter of support.

The Legislative & Public Affairs Committee reviewed this item at its February 26, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #7: Actively participate in regional water issues.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

Supporting the E. OC Water District (EOCWD) Reorganization Application through Orange County Local Agency Formation Commission (LAFCO) would promote the mutually agreed upon plan of EOCWD and the Orange County Sanitation District (OCSD) for: 1) the transfer of ownership and operation of Local Sewer Area #7 from OCSD to EOCWD; 2) the annexation of thirteen parcels into EOCWD’s service boundaries; and, 3) the activation of EOCWD’s latent sewer service powers.

The plan was reviewed and discussed in committee and unanimously adopted by the OCSD Board of Directors, achieving an OCSD Five-Year Strategic Plan goal to transfer to local agencies local sewer assets that were identified as not serving a regional purpose. Furthermore, the plan would provide economic and operational efficiencies in Local Sewer Area #7 that will ultimately deliver long-term benefits to the community and ratepayers.

FINANCIAL IMPACT

There is no financial impact.

ATTACHMENTS

Attachment A: Letter supporting East Orange County Water District’s Reorganization Application
East Orange County Water District

Hometown Service, Fiscal Discipline, Direct Accountability

Lisa Ohlund
General Manager

EAST ORANGE COUNTY WATER DISTRICT

• Established in 1961
• Service Area = 100,000+ acres (10 sq miles)
  • Wholesale water service – 1961
    • Serves imported water to five water agency customers (100,000 population):
      • City of Orange
      • City of Tustin
      • Irvine Ranch Water District
      • Golden State Water Company
      • East Orange County Water District Retail Zone
  • Retail water service – 1985
    • Serves groundwater and imported water to 1,200 retail customers
**EAST ORANGE COUNTY WATER DISTRICT**

- **New Service Opportunity**
  - EOCWD was approached by OCWD in 2013 about assuming ownership and operation of local sewer lines (Sewer Area #7)
  - EOCWD has latent powers to provide sewer service
  - Sewer Area #7 is located within 95% of EOCWD boundaries
  - Areas outside of EOCWD boundaries would need to be annexed
    - City of Orange – El Modena area
    - City of Tustin – north of 55 Freeway (between 1st & Warner)
    - IRWD – Tustin Meadows & area east of Warner @ 55 Freeway
SEWER AREA #7: TRANSFER PLAN

- **1986** – Board of Supervisors transfers operation/maintenance of sewers to Orange County Sanitation District (OCSD)
- **2007** – OCSD adopts master plan to transfer operation/maintenance of local sewers to local agency
- **2013** – OCSD & EOCWD begin negotiating transfer of Sewer Area #7
- **February 2014** – OCSD & EOCWD Boards approve transfer plan
- **March 2014** – EOCWD files application with LAFCO
  - Activate latent sewer powers
  - Amend service area boundary to annex 5% outside service area.
SEWER AREA #7: TRANSFER PLAN

- **EOCWD = Community & Ratepayer Benefits**
  - Public familiarity, comfort, trust
  - Local control of local sewer system
  - Direct board member accountability
  - Ratepayer protection
    - Pledge to not increase rates for five years
  - Operating costs projected to be equal to or lower than OCSD
  - Maintenance staff is certified in water & sewer maintenance
  - Integration of water and sewer operations will yield efficiencies
  - Maintenance equipment to be transferred from OCSD
  - Established reserves for capital improvements and repairs to be transferred from OCSD to ensure healthy capital reserve

SEWER AREA #7: TRANSFER PLAN

- Transfer agreement approved by OCSD & EOCWD Boards
- Application submitted to LAFCO by EOCWD
  - Annex Sewer Area #7 to EOCWD
  - Activate latent powers to provide sewer service
  - Amend EOCWD sphere of influence to include sewer service areas
- Municipal Service Review by LAFCO
  - Focused on EOCWD and OCSD Sewer Area #7
  - EOCWD Plan for Services and Fiscal Impacts
  - Required prior to activating latent powers
  - LAFCO study session anticipated for spring 2015
COMMUNITY SUPPORT FOR EOCWD

- EOCWD already provides wholesale water service to 97% of Sewer Area #7
- These agencies/communities approved letters of support for transfer of Sewer Area #7 to EOCWD:
  - Foothills Community Association (North Tustin service area)
  - City of Tustin
  - City of Orange
  - Serrano Water District
  - Yorba Linda Water District
  - City of Villa Park

QUESTIONS?

Lisa Ohlund
General Manager
East Orange County Water District
714.538.5815
lohlund@eocwd.org
March 12, 2015

Mr. Derek McGregor, Chair
Orange County Local Agency Formation Commission (OCLAFCO)
2677 N. Main Street, Suite 1050
Santa Ana, CA 92705

RE: Support for East Orange County Water District Reorganization Application

Dear Chair McGregor:

Mesa Water District (Mesa Water®) supports the East Orange County Water District (EOCWD) Reorganization Application through Orange County Local Agency Formation Commission (LAFCO). Specifically, Mesa Water® supports the transfer of Local Sewer Area #7 from Orange County Sanitation District (OCSD), the annexation of thirteen parcels into EOCWD’s service boundaries, and the activation of EOCWD’s latent sewer service powers.

Over the past two years EOCWD and OCSD have worked cooperatively to develop a mutually agreeable plan for the transfer of ownership and operation of Local Sewer Area #7 from OCSD to EOCWD. The plan has been reviewed and discussed in committee and, last spring, was unanimously adopted by the OCSD Board of Directors. This action was significant as it achieved an OCSD Five-Year Strategic Plan goal to transfer to local agencies local sewer assets that were identified as not serving a regional purpose.

Mesa Water® strongly believes that EOCWD is the agency best suited to assume the ownership and operation of Local Sewer Area #7 from OCSD for the following reasons:

- It would bring the sewer system under the operation and management of the agency that already provides water service to 97% of the customers located in that geographic area;
- It would place the sewer system under local control with an elected governing body accountable to the rate-paying customers; and,
- With EOCWD located in the community, the staff response time to any emergency situation would be much faster than either OCSD’s response time from Fountain Valley or an alternate service provider’s response time, which could be 12 miles or further away and delayed by unpredictable freeway traffic on the I-5 and SR-55 freeways.

Mesa Water® and EOCWD have enjoyed a long-standing, positive relationship working on a variety of water and local government issues.
Furthermore, Mesa Water® and EOCWD participate in LAFCO’s Shared Services program, with Mesa Water’s engineering staff providing services to EOCWD since 2013. We are confident that EOCWD can and will provide economic and operational efficiencies in Local Sewer Area #7 that will ultimately deliver long-term benefits to the community and ratepayers. For these reasons, we urge LAFCO to approve the EOCWD reorganization application as submitted.

Sincerely,

Shawn Dewane
Mesa Water Board President

Cc: Mesa Water Board of Directors
    Paul E. Shoenberger, P.E., Mesa Water General Manager
    LAFCO Board of Commissioners
    Carolyn Emery, LAFCO Executive Officer
    EOCWD Board of Directors
    Lisa Ohlund, EOCWD General Manager
MESA CONSOLIDATED WATER DISTRICT IMPROVEMENT CORPORATION ANNUAL MEETING 1965 Placentia Avenue, Costa Mesa, CA 92627 Thursday, March 12, 2015 at 6:00 p.m.

AGENDA

CALL TO ORDER – 6:00 p.m. or as soon thereafter as the Mesa Water District agenda permits.

PUBLIC COMMENTS

ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED ON THE AGENDA

CONFIRM DIRECTORS OF CORPORATION:

ACTION ITEMS:

A. APPROVE MINUTES FOR MEETING OF APRIL 10, 2014:

B. ELECTION OF OFFICERS:

Recommendation:

1. Elect President.
2. Elect Vice President.
3. Elect Coleen L. Monteleone as Secretary.
4. Elect Denise Garcia as Assistant Secretary.
5. Elect Andrew Hamilton as Treasurer.
6. Elect Paul E. Shoenberger, P.E. as Assistant Treasurer.

C. OLD BUSINESS:

No items.

D. NEW BUSINESS:

Recommendation: Direct officers to have annual audit for fiscal year 2014-2015 conducted.

ADJOURNMENT
MESA CONSOLIDATED WATER DISTRICT
IMPROVEMENT CORPORATION

<table>
<thead>
<tr>
<th>Current Directors:</th>
<th>Proposed New Directors:</th>
</tr>
</thead>
<tbody>
<tr>
<td>James F. Atkinson</td>
<td>None</td>
</tr>
<tr>
<td>Fred R. Bockmiller</td>
<td></td>
</tr>
<tr>
<td>Shawn Dewane</td>
<td></td>
</tr>
<tr>
<td>James R. Fisler</td>
<td></td>
</tr>
<tr>
<td>Ethan Temianka</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current Officers:</th>
<th>Proposed Officers:</th>
</tr>
</thead>
<tbody>
<tr>
<td>President:</td>
<td>Director Temianka</td>
</tr>
<tr>
<td>Vice President:</td>
<td>Director Bockmiller</td>
</tr>
<tr>
<td>Secretary</td>
<td>Coleen L. Monteleone</td>
</tr>
<tr>
<td>Assistant Secretary</td>
<td>Denise Garcia</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Coleen L. Monteleone</td>
</tr>
<tr>
<td>Assistant Treasurer</td>
<td>Paul E. Shoenberger, P.E.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
CALL TO ORDER

The meeting of the Board of Directors was called to order on April 10, 2014 at 7:53 p.m. by President Temianka at 1965 Placentia Avenue, Costa Mesa, CA 92627.

Directors Present

Ethan Temianka, President
Fred R. Bockmiller, Vice President
James R. Fisler, Director
James F. Atkinson, Director
Shawn Dewane, Director

Directors Absent

None

Staff Present

Paul E. Shoenberger, General Manager
Coleen L. Monteleone, Administrative Services Manager/District Secretary
Phil Lauri, District Engineer
Barry Carlson, Customer Service Manager
Stacy Taylor, Public & Government Affairs Manager
Denise Garcia, Executive Assistant to the General Manager/Assistant District Secretary
Rob Anslow, Attorney, Bowie, Arneson, Wiles & Giannone,

Others Present

Joan C. Finnegan, Director, Municipal Water District of Orange County (MWDOC)
Rob Hunter, General Manager, MWDOC
Mike Marcus, General Manager, Orange County Water District (OCWD)
Ron Amburgey, Mesa Water Customer
Chuck Perry, Mesa Water Customer
Kathy Gooding, Mesa Water Customer

PUBLIC COMMENTS

There were no public comments. President Fisler proceeded with the meeting.

ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED ON THE AGENDA

General Manager Shoenberger noted there were no items to be added, withdrawn, or re-ordered.
CONFIRM DIRECTORS OF CORPORATION AND NAME NEW DIRECTORS:

ACTION ITEMS:

A. APPROVE MINUTES FOR MEETING OF MARCH 14, 2013:

President Temianka asked for public comments. There were no public comments.

MOTION

Motion by Director Bockmiller, seconded by Director Atkinson, to approve the minutes for the Mesa Consolidated Water District Improvement Corporation Annual Meeting of March 14, 2013. Motion passed 5-0.

B. ELECTION OF OFFICERS:

President Temianka asked for public comments. There were no public comments.

MOTION

Motion by Director Bockmiller, seconded by Director Atkinson, to move the current slate of officers. Motion passed 5-0.

C. OLD BUSINESS:

No items.

D. NEW BUSINESS:

Annual Audit for Fiscal Year 2013-2014

President Temianka asked for public comments. There were no public comments.

MOTION

Motion by Director Dewane, seconded by Director Fisler, to direct the officers to conduct an annual audit for fiscal year 2013-2014. Motion passed 5-0.

President Temianka adjourned the meeting at 7:55 p.m.

Approved:

______________________________
Ethan Temianka, President

______________________________
Coleen L. Monteleone, District Secretary

Recording Secretary: Sharon D. Brimer
REPORTS AND INFORMATION ITEMS:

18. REPORT OF THE GENERAL MANAGER:
   • February Key Indicators Report
   • Water Supply Update (no enclosure)
**Goal #1: Provide a safe, abundant, and reliable water supply**

**FY 15 Potable Production (Acre Feet)**

<table>
<thead>
<tr>
<th>Water Supply Source</th>
<th>FY2015 YTD Actual (AF)</th>
<th>FY2015 YTD Budget (AF)</th>
<th>FY2015 Annual Budget (AF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clear Water</td>
<td>6,937</td>
<td>7,464</td>
<td>11,292</td>
</tr>
<tr>
<td>Amber Water (MWRF)</td>
<td>3,618</td>
<td>3,418</td>
<td>5,170</td>
</tr>
<tr>
<td>CPTP</td>
<td>1,403</td>
<td>1,283</td>
<td>2,000</td>
</tr>
<tr>
<td>Import</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Production</strong></td>
<td>11,957</td>
<td>12,165</td>
<td>18,462</td>
</tr>
</tbody>
</table>

YTD actual water production (AF) through February 28, 2015
Goal #1: Provide a safe, abundant, and reliable water supply

FY15 System Water Quality – This data reflects samples taken in January

<table>
<thead>
<tr>
<th>Distribution System:</th>
<th>Average</th>
<th>Range</th>
<th>MCL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlorine Residual</td>
<td>2.14</td>
<td>0.72-2.64 mg/L</td>
<td>4 mg/L</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(RAA)</td>
</tr>
<tr>
<td>Coliform Positive</td>
<td>0</td>
<td>0-0%</td>
<td>5%</td>
</tr>
<tr>
<td>Temperature</td>
<td>71.8</td>
<td>65-76 ° F</td>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reservoir I &amp; II:</th>
<th>Average</th>
<th>Range</th>
<th>MCL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlorine Residual</td>
<td>1.68</td>
<td>1.42-1.95 mg/L</td>
<td>None</td>
</tr>
<tr>
<td>Monochloramine</td>
<td>1.64</td>
<td>1.37-1.87 mg/L</td>
<td>None</td>
</tr>
<tr>
<td>Ammonia</td>
<td>0.37</td>
<td>0.31-0.44 mg/L</td>
<td>None</td>
</tr>
<tr>
<td>Temperature</td>
<td>71.1</td>
<td>67-73 ° F</td>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Wells (Treated):</th>
<th>Average</th>
<th>Range</th>
<th>MCL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlorine Residual</td>
<td>2.47</td>
<td>2.04-2.85 mg/L</td>
<td>None</td>
</tr>
<tr>
<td>Monochloramine</td>
<td>2.42</td>
<td>2.04-2.77 mg/L</td>
<td>None</td>
</tr>
<tr>
<td>Ammonia</td>
<td>0.55</td>
<td>0.47-0.63 mg/L</td>
<td>None</td>
</tr>
<tr>
<td>Temperature</td>
<td>74.7</td>
<td>70-85 ° F</td>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MWRF:</th>
<th>Average</th>
<th>Range</th>
<th>MCL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlorine Residual</td>
<td>2.18</td>
<td>1.87-2.52 mg/L</td>
<td>None</td>
</tr>
<tr>
<td>Monochloramine</td>
<td>2.20</td>
<td>1.89-2.56 mg/L</td>
<td>None</td>
</tr>
<tr>
<td>Ammonia</td>
<td>0.52</td>
<td>0.47-0.64 mg/L</td>
<td>None</td>
</tr>
<tr>
<td>Temperature</td>
<td>77.5</td>
<td>74-80 ° F</td>
<td>None</td>
</tr>
<tr>
<td>Color (Compliance)</td>
<td>ND</td>
<td>ND</td>
<td>15 CU</td>
</tr>
<tr>
<td>Odor (Compliance)</td>
<td>1.33</td>
<td>1-2 TON</td>
<td>3 TON</td>
</tr>
</tbody>
</table>

Water Quality Calls/Investigations:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Calls</td>
<td>3</td>
</tr>
<tr>
<td>Total Investigations (from calls)</td>
<td>0</td>
</tr>
</tbody>
</table>
Goal #2: Practice perpetual infrastructure renewal and improvement
Goal #3: Be financially responsible and transparent

Actual vs. Budget Capital Spending
(current month actual figures are estimated)
Goal #4: Increase public awareness about Mesa Water® and about water

### Web Site Information

<table>
<thead>
<tr>
<th>Web Site Information</th>
<th>January 2015</th>
<th>February 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visits to the web site</td>
<td>6,293</td>
<td>5,162</td>
</tr>
<tr>
<td>Unique visitors (First time to the site)</td>
<td>3,551</td>
<td>2,273</td>
</tr>
<tr>
<td>Average per day</td>
<td>203</td>
<td>184</td>
</tr>
<tr>
<td>Average visit length</td>
<td>2 minutes, 18 seconds</td>
<td>2 minutes, 21 seconds</td>
</tr>
<tr>
<td>Page visited most</td>
<td>Contact</td>
<td>Payment Options</td>
</tr>
<tr>
<td>Second most visited page</td>
<td>Payment Options</td>
<td>Contact</td>
</tr>
<tr>
<td>Third most visited page</td>
<td>Rebates</td>
<td>MesaWaterSaver</td>
</tr>
<tr>
<td>Fourth most visited page</td>
<td>Engineering</td>
<td>Rebates</td>
</tr>
<tr>
<td>Fifth most visited page</td>
<td>General Information</td>
<td>Board Biographies</td>
</tr>
<tr>
<td>Most downloaded file</td>
<td>All Job Class JOB CLASS - SALARY RANGES &amp; SALARY TABLE.pdf</td>
<td>All Job Class JOB CLASS - SALARY RANGES &amp; SALARY TABLE.pdf</td>
</tr>
<tr>
<td>Second most downloaded file</td>
<td>Jan/Feb Newsletter</td>
<td>Shaded Division Map</td>
</tr>
<tr>
<td>Most active day of the week</td>
<td>Monday</td>
<td>Monday</td>
</tr>
<tr>
<td>Least active day of the week</td>
<td>Saturday</td>
<td>Sunday</td>
</tr>
</tbody>
</table>

### Total visits since June 1, 2002 1,010,448

### Water Vending Machine Information

<table>
<thead>
<tr>
<th>Vending Machine Location</th>
<th>Vend Measurement</th>
<th>February 2015 Vends</th>
<th>Totals Vends</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mesa Water Office</td>
<td>1 gal</td>
<td>2,590</td>
<td>173,752</td>
</tr>
<tr>
<td>Orange Coast College</td>
<td>8 oz</td>
<td>0</td>
<td>20,521</td>
</tr>
</tbody>
</table>
Goal #5: Attract and retain skilled employees

<table>
<thead>
<tr>
<th>DEPARTMENT:</th>
<th>FY 2015</th>
<th>COMMENTS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFFICE OF THE GENERAL MANAGER:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Processes</td>
<td>1.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subtotal 2.00</td>
<td></td>
</tr>
<tr>
<td>ADMINISTRATIVE SERVICES:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Services</td>
<td>3.75</td>
<td>Information Technology Coordinator - vacant/using temporary assistance</td>
</tr>
<tr>
<td>Human Resources</td>
<td>2.00</td>
<td></td>
</tr>
<tr>
<td>Records Management</td>
<td>1.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subtotal 6.75</td>
<td></td>
</tr>
<tr>
<td>CUSTOMER SERVICES:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conservation</td>
<td>1.00</td>
<td></td>
</tr>
<tr>
<td>Customer Service</td>
<td>8.00</td>
<td></td>
</tr>
<tr>
<td>Information Technology</td>
<td>2.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subtotal 11.00</td>
<td></td>
</tr>
<tr>
<td>ENGINEERING:</td>
<td></td>
<td>*Associate Engineer I - recruitment in process</td>
</tr>
<tr>
<td>Engineering</td>
<td>5.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subtotal 5.00</td>
<td></td>
</tr>
<tr>
<td>FINANCIAL SERVICES:</td>
<td></td>
<td>Controller - vacant/using temporary assistance</td>
</tr>
<tr>
<td>Financial Reporting/ Cash Management/</td>
<td>4.00</td>
<td>Senior Financial Analyst - vacant/using temporary assistance</td>
</tr>
<tr>
<td>Purchasing/ Risk Management</td>
<td>3.00</td>
<td>Senior Accounting Technician - vacant using temporary assistance</td>
</tr>
<tr>
<td>Accounting</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subtotal 7.00</td>
<td></td>
</tr>
<tr>
<td>PUBLIC AND GOVERNMENT AFFAIRS:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Outreach &amp; Education/ Marketing &amp; Communication</td>
<td>2.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subtotal 2.00</td>
<td></td>
</tr>
<tr>
<td>WATER OPERATIONS:</td>
<td></td>
<td>Water Systems Operator - vacant/position under review</td>
</tr>
<tr>
<td>Management &amp; Operations Support</td>
<td>2.00</td>
<td>Water Maintenance Worker II - one candidate currently in background process</td>
</tr>
<tr>
<td>Distribution</td>
<td>12.00</td>
<td>Water Maintenance Crewleader - recruitment to open in March</td>
</tr>
<tr>
<td>Production</td>
<td>4.00</td>
<td></td>
</tr>
<tr>
<td>Water Quality</td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subtotal 21.00</td>
<td></td>
</tr>
<tr>
<td>TOTAL BUDGETED POSITIONS:</td>
<td>54.75</td>
<td></td>
</tr>
<tr>
<td>INTERNS: (0.5 FTE = 1 Intern)</td>
<td></td>
<td>Admin, Engineering, and Finance Intern-vacant</td>
</tr>
<tr>
<td></td>
<td>2.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subtotal 2.50</td>
<td></td>
</tr>
<tr>
<td>TOTAL:</td>
<td>57.25</td>
<td></td>
</tr>
</tbody>
</table>

* Associate Engineer I/II position approved by the Board of Director on December 11, 2014.
Goal #6: Provide outstanding customer service

<table>
<thead>
<tr>
<th>Call Type</th>
<th>FY15 YTD</th>
<th>February 2015</th>
<th>YTD Weekly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Billing Question</td>
<td>2361</td>
<td>156</td>
<td>67</td>
</tr>
<tr>
<td>Service Requests</td>
<td>2005</td>
<td>186</td>
<td>57</td>
</tr>
<tr>
<td>High Bill</td>
<td>469</td>
<td>34</td>
<td>14</td>
</tr>
<tr>
<td>Payments</td>
<td>2586</td>
<td>236</td>
<td>74</td>
</tr>
<tr>
<td>Late Fee</td>
<td>1132</td>
<td>142</td>
<td>32</td>
</tr>
<tr>
<td>Account Maintenance</td>
<td>604</td>
<td>45</td>
<td>17</td>
</tr>
<tr>
<td>On-Line Bill Pay</td>
<td>479</td>
<td>42</td>
<td>14</td>
</tr>
<tr>
<td>Water Pressure</td>
<td>65</td>
<td>25</td>
<td>2</td>
</tr>
<tr>
<td>No Water</td>
<td>74</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>Conservation</td>
<td>331</td>
<td>17</td>
<td>9</td>
</tr>
<tr>
<td>Water Waste</td>
<td>151</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Other (District info. other utility info. etc.)</td>
<td>2920</td>
<td>246</td>
<td>83</td>
</tr>
<tr>
<td>Rate Increase</td>
<td>21</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Fluoridation</td>
<td>3</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL CUSTOMER CALLS</td>
<td>12062</td>
<td>1139</td>
<td>345</td>
</tr>
<tr>
<td>AVERAGE ANSWER TIME (Seconds)</td>
<td>8</td>
<td>8</td>
<td>8</td>
</tr>
</tbody>
</table>

Online Bill Pay Customers

<table>
<thead>
<tr>
<th>Current Customers Enrolled</th>
<th>FY15 YTD</th>
<th>February 2015</th>
<th>YTD Weekly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>9626</td>
<td>1130</td>
<td>107</td>
<td>32</td>
</tr>
</tbody>
</table>
REPORTS AND INFORMATION ITEMS:

19. DIRECTORS' REPORTS AND COMMENTS:
# DIRECTORS’ REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (d)

In accordance with CA Government Code 53232.3 (d), the following report identifies the meetings for which Mesa Water Directors received expense reimbursement.

<table>
<thead>
<tr>
<th>Director</th>
<th>Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>James F. Atkinson</strong></td>
<td></td>
</tr>
<tr>
<td>Reimbursement Date:</td>
<td>Description, Date</td>
</tr>
<tr>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td><strong>Fred R. Bockmiller, Jr., P.E.</strong></td>
<td></td>
</tr>
<tr>
<td>Reimbursement Date:</td>
<td>Description, Date</td>
</tr>
<tr>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td><strong>Shawn Dewane</strong></td>
<td></td>
</tr>
<tr>
<td>Reimbursement Date:</td>
<td>Description, Date</td>
</tr>
<tr>
<td>02/24/15 Meeting w/Duffield and Glenn, 2/13</td>
<td></td>
</tr>
<tr>
<td><strong>James Fisler</strong></td>
<td></td>
</tr>
<tr>
<td>Reimbursement Date:</td>
<td>Description, Date</td>
</tr>
<tr>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td><strong>Ethan Temianka</strong></td>
<td></td>
</tr>
<tr>
<td>Reimbursement Date:</td>
<td>Description, Date</td>
</tr>
<tr>
<td>02/19/15 Meeting w/Director Bockmiller, 1/24</td>
<td></td>
</tr>
</tbody>
</table>
There are no support materials for this item.