AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Tuesday, November 17, 2015
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Special Board Meeting

ENGINEERING AND OPERATIONS COMMITTEE MEETING
Tuesday, November 17, 2015 at 3:30 p.m.

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.

PRESENTATION AND DISCUSSION ITEMS:
Items recommended for approval at this meeting may be agendized for approval at a future Board meeting.

1. Well 9 Update and Import Water Status
2. Mesa Water® Meter Policy

ACTION ITEMS:

3. MWRF Outreach Center and Building Improvements

REPORTS:

4. Developer Project Status Report
5. Mesa Water and Other Agency Projects Status Report
6. Water Quality Call Report
7. Committee Policy & Resolution Review or Development
8. Operations Department Status Report
9. Municipal Water District of Orange County Activities Update
10. Orange County Water District Activities Update
11. Ocean Desalination Projects
12. Report of the General Manager
13. Directors’ Reports and Comments
INFORMATION ITEMS:

No items

ADJOURNMENT
MEMORANDUM

TO:        Engineering and Operations Committee
FROM:  Phil Lauri, P.E., Assistant General Manager
DATE:  November 17, 2015
SUBJECT:  Well 9 Update and Import Water Status

RECOMMENDATION

Receive the presentation.

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 October 9, 2014, the Board received a presentation detailing the failure of the pump at Well 9.

On October 21, 2014, the E&O Committee approved a Contract Amendment to the Well Automation and Rehabilitation Design contract in the amount of $26,813, to evaluate Well 9.

On November 18, 2014, the E&O Committee received a presentation on the findings of the Well 9 evaluation, and recommendation to rehabilitate the well and replace the pump. The E&O Committee directed staff to implement the recommendation and expend the necessary funds to expedite the recommendations, and provide regular updates to the Committee.

On February 17, 2015, the E&O Committee received an information item summarizing the status of the procurement process for Well 9 Rehabilitation and Pump Replacement.

On March 30, 2015, the Board received notification via email from the General Manager that a contract had been executed with General Pump for Well 9 Rehabilitation and Pump Replacement.

On May 19, July 17, and September 15, 2015, the E&O Committee received an update on the progress of Well 9 Rehabilitation.

DISCUSSION

After a successful test pumping with a temporary pump, the Well 9 Contractor installed the permanent pump. Upon start up with the permanent pump, Well 9 produced an unacceptable amount of sand. The cause of the sand is under investigation by the contractor and consulting engineer. The cost of any additional repairs recommended will be evaluated prior to implementation. Staff will provide a presentation with current information at the upcoming Engineering and Operations Committee Meeting.

With Well 9 out of service, simultaneous issues at Nathan L. Reade Well 5 and Mesa Water Reliability Facility Well 11 required the use of approximately 14 acre-feet (AF) of imported water on November 7, 2015. An update on the status of Well 5, Well 11, and potential for additional imported water use will be provided in the presentation.
These challenges underscore the importance of completion of the Well Automation and Rehabilitation project to increase reliability of the existing clear wells; and development of two new wells to increase overall system reliability. These projects are included in the adopted near term Capital Improvement Program.

FINANCIAL IMPACT

$156,685 was budgeted in fiscal year 2016 for Well 9 repair. An additional $79,789 is needed for evaluation of the cause of the sanding. Additional budget may be requested to repair the well once the cause and the cost of repairs are known. The additional funding will come from Cash on Hand.

<table>
<thead>
<tr>
<th>Project Estimate Amounts</th>
<th>Project Cost Amounts</th>
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</thead>
<tbody>
<tr>
<td>Initial Project Estimate (FY2015)</td>
<td>$330,000</td>
</tr>
<tr>
<td>Original Contracts</td>
<td>$423,240</td>
</tr>
<tr>
<td>Change Orders</td>
<td>$253,630</td>
</tr>
<tr>
<td>New Additional Funding</td>
<td>$79,789</td>
</tr>
<tr>
<td>Revised Contracts</td>
<td>$756,659</td>
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</tbody>
</table>

Actual spent to date |
Revised Project Estimate | $544,086 |
$800,000 |

ATTACHMENTS

None.
MEMORANDUM

TO: Engineering and Operations Committee
FROM: Phil Lauri, P.E., Assistant General Manager
DATE: November 17, 2015
SUBJECT: Mesa Water® Meter Policy

RECOMMENDATION

Receive the presentation and discuss.

STRATEGIC PLAN

Goal #2: Practice perpetual infrastructure renewal and improvement.
Goal #6: Provide outstanding customer service.

PRIOR BOARD ACTION/DISCUSSION

None.

BACKGROUND

Each year Mesa Water® evaluates it customer development processes and practices to ensure that it is representative of current technological changes and it is aligned with industry best practices. Evaluation of Mesa Water’s customer development projects have indicated an increasing trend of several high density single-family housing developments being constructed within the Mesa Water® Service area. These high density developments’ infrastructure is not typically being accepted as public right-away by the City of Costa Mesa. These developments are evaluated carefully in accordance with Mesa Water’s Rules and Regulations for Water Service and Standard Plans for Construction to ensure that Mesa Water’s meter policy requirements are maintained. Mesa Water’s standard metering policy (per section 4 of the Mesa Water® Rules and Regulations-Attachment A) is as follows:

- Individually owned units shall be individually metered unless otherwise set forth in the Rules and Regulations for Water Service
- All meters shall be placed in public right-of-way unless approved easements are accepted by the District Engineer

While Mesa Water® does not typically accept facilities constructed on private property, the District Engineer and General Manager will consider the acceptance of an easement and water facilities under the following conditions:

- Closed or Dead End Layout: Developments that contain a closed or dead-end layout that could result in substandard water quality as determined by the District Engineer; or
- Multiple Unit Developments: Developments with 30 or more individually owned units requiring large mainline construction as determined by the District Engineer.

Enforcement of these policies allows Mesa Water® to ensure that unobstructed access is allowed for maintenance, repair work, and meter reading. Enforcement of this policy also ensures that Mesa Water® is not exposed to damage of private assets in the event of a mainline or service line
failure. As such, while enforcement and compliance with the aforementioned policies has several benefits, it also has the following challenges:

- Installations of multiple meter banks are installed in front of larger new developments within the public right-of-way to avoid the acceptance of easements within the private development;
- Meter bank installations reduce the available system pressure within the private development due to the long pipeline lengths;
- Larger developments require a dedicated private fire line to supply hydrants on site which requires a meter and backflow preventer.
- The City of Costa Mesa has expressed concerns over the number of meters being placed in the sidewalk and decreasing the available space for development beautification.

DISCUSSION

Mesa Water’s meter policies have served its customers and Mesa Water® well throughout the years with periodic modifications made to accommodate changing development needs. However, development standards adopted by the City of Costa Mesa to not accept interior development infrastructure (i.e., Roads, storm drains, etc.) as a public right-of-way provides additional challenges and risks to Mesa Water’s ability to serve its customers. These risks consist of the following:

- Obstructed access is hindered by gated communities for maintenance and repairs of water infrastructure;
- Potential damage to private property as a result of a mainline or service line failure;
- Enforcement of easement provisions (i.e., Structures built, trees planted, decorative walls placed over the top of pipelines, valves, and other appurtenances); and
- Requests by HOA to replace decorative materials, pavements, and other materials when repair work is performed.

To better serve Mesa Water customers, protect Mesa Water® from potential damage caused to private property as a result of a leak, and improve coordination concerns with the City of Costa Mesa, it is recommended that the Board consider modifying Mesa Water’s Rules and Regulations for Water Service to allow larger single family development projects and commercial projects be provided the option to install a master meter within the public right-of-way in lieu of individual meters. The following summarizes the advantages and challenges associated with this approach:
<table>
<thead>
<tr>
<th>Advantages</th>
<th>Challenges</th>
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<tbody>
<tr>
<td>1. Minimizes potential damage and costs to private property</td>
<td>1. Does not comply with Mesa Water’s single meter policy</td>
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<tr>
<td>2. Increases available pressure for multi-story structures within high density developments</td>
<td>2. Individual conservation incentives are minimized</td>
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<tr>
<td>3. Decreases construction and maintenance costs of interior infrastructure</td>
<td>3. Sub-metering cannot be mandated by Mesa Water®</td>
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<tr>
<td>4. Addresses City of Costa Mesa concerns over meter bank placements within public right of way</td>
<td>4. HOAs and commercial property owners are responsible for billing residents and tenants</td>
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<tr>
<td>5. Minimal enforcement of easements</td>
<td>5. HOAs could recognize potential profit on water savings</td>
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Master meters will require proper backflow prevention and still be subject to capacity fees. It is recommended that the Board consider directing staff to revise the Rules and Regulations for Water Service to include the option of allowing master meters for high density residential developments and commercial facilities.

**FINANCIAL IMPACT**

None.

**ATTACHMENTS**

Attachment A:  Mesa Water® Rules and Regulations- Section 4
SECTION 4 - CONSTRUCTION OF WATER FACILITIES AND APPURTENANCES

4.1 APPLICATION PROCESS

Any person, firm, or corporation who wishes to install, remove, alter or replace, or cause to be installed, removed, altered, or replaced, any water facility or appurtenance must obtain a permit from Mesa Water® to do such work.

Any person legally entitled to apply for and receive the permit shall complete the Mesa Water® supplied Application for New Service form (Refer to Appendix 1 for Application for New Service). The Applicant shall submit the application form, a complete subdivision map when applicable and a water facility construction plan showing the proposed service connection thereon, signed by a Civil Engineer registered in the State of California. All maps and plans shall be to the standards, size and drawn on material specified in Mesa Water’s current Standard Specifications and Standard Drawings for the Construction of Mesa Water® Facilities.

4.1.1 Plan Check Process

After payment of the plan check fee (Refer to Appendix 2 for Payment Voucher), Mesa Water’s District Engineer, or an authorized representative or other appropriate personnel, will review such plans in accordance with the plan check process located in Mesa Water’s Standard Specifications and Drawings for the construction of Mesa Water® facilities. All plans must conform to Mesa Water’s current Standard Specifications and Standard Drawings for the Construction of Mesa Water® Facilities before they will be approved.

4.1.2 Issuing the Permit

Upon approval of such plans, and upon receipt of required fees and charges, including Capacity Charges, Mesa Water® shall validate and issue a permit.

The permit shall be valid for a period of one year from the date of issuance. If construction has not commenced within said year, the permit automatically becomes invalid and the Applicant forfeits all moneys, except Capacity Charges, paid to Mesa Water® in connection with the Application for New Service. The Applicant will be required to reapply for a new permit.

4.1.3 Water Service Agreement

Before water service is provided, the Applicant shall enter into a Water Service Agreement (Refer to Appendix 3 for Water Service Agreement with Mesa Water District for Water Service) with Mesa Water® regarding the terms under which Mesa Water® shall provide water service to the Applicant. The Applicant shall complete, sign and submit a Water Service Agreement. Mesa Water® shall enter into the Water Service Agreement only upon approval of the development project and payment by the
Applicant of required fees and charges set forth in the Water Service Agreement. No water service shall be provided by temporary water services or by any other means until the Water Service Agreement has been signed by Mesa Water® and the Applicant.

4.1.4 Fees and Charges

Mesa Water® personnel will determine the fees and charges for new development in accordance with the Water Rate and Charge Schedule.

4.1.5 Capacity Charges

Mesa Water® has adopted Capacity Charges in the amounts specified in the Water Rate and Charge Schedule. The Capacity Charges will be used to assist Mesa Water® in paying for the facilities and improvements to Mesa Water’s water system required by this development.

All Rules and Regulations governing Capacity Charges in their entirety are applicable to the same property for which a Water Service Agreement is in effect.

4.1.5.1 Calculating the Capacity Charge

As herein provided, the amount of any Capacity Charge shall be determined by the District Engineer and approved by the Board of Directors. All decisions in regard thereto shall be based on sound engineering practices consistent with new development paying only the amount of money necessary to fund its fair share of existing and future facilities that provide water capacity.

Capacity charge credit for existing 5/8 inch and ¾ inch meters will be applied based on a ratio of the maximum flow rate for that meter using a 1 inch meter as base line for the credit. In all other cases the Capacity Charge shall be assessed in accordance with the fee schedule contained in the Water Rate and Charge Schedule.

At the time the Applicant requests meters to be installed, Mesa Water® will review the assessed Capacity Charge. If there have been changes in the project, which affect the Capacity Charges, additional Capacity Charges will be assessed or a refund will be credited to the meter costs. The meters will not be installed until both the meter costs and any additional Capacity Charges have been paid.

No Capacity Charges will be assessed if an Applicant is removing a meter and is replacing it with a meter of the same size, providing that one of the following conditions is also satisfied:

1. The new meter is installed on the same service line from which the old meter is removed; or

2. The new meter is installed on a new service line and the existing service
line is abandoned when the old meter is removed.

Mesa Water® does not assess Capacity Charges for dedicated fire line service connections or temporary service connected to fire hydrants.

4.1.5.2 Calculating Capacity Charge Credits on Meters Pulled at the Time of Redevelopment

Mesa Water® will apply a Capacity Charge credit on an account for meters that will be pulled at the time the property is redeveloped, providing one of the following conditions is satisfied:

1. The old meter is pulled and a new meter of a different size is installed on the existing service line; or

2. The old meter is pulled and the existing service line is abandoned. Any new meters of different sizes shall be installed on new service lines.

The District Engineer or an authorized representative will determine the Capacity Charge credit on the meter that is pulled per the Water Rate and Charge Schedule.

The credit will be based on the Capacity Charge in effect for the meter size being pulled according to the building classification and water use type the meter presently serves.

If the Capacity Charge credit exceeds the Capacity Charge calculated on the new meters, the excess credit may be carried forward with the property for additional development. The excess credit will be discounted five percent each year that it is carried and at the 15th year, the credit can no longer be used. Any excess credit may only be used once. Subsequent excess credit cannot be carried forward.

The number of years used for Capacity Charge credit will be determined by calculating the number of years between the date the Application For New Service permit was issued for the redevelopment project for which the credit originated and the date the Application For New Service permit was issued for the redevelopment project for which the Applicant wishes to use the credit.

No Capacity Charge credit will be allowed for the removal of Automatic Fire Sprinkler Service connections.

4.1.5.3 Calculating Capacity Charge Credits on Meters Pulled Prior to Redevelopment

Mesa Water® will apply a Capacity Charge credit on meters pulled prior to the redevelopment of the property providing that all of the following conditions are satisfied:

1. The service line to which the meter was once connected is still connected
to Mesa Water’s water system; and

2. The Pulled Meter was recorded and the record is on file at Mesa Water®; and

3. The new meters that will be installed are a different size (upgrade or downgrade) from the meters that were pulled prior to the redevelopment of the property; and

4. A new meter shall be installed on the service line to which the meter was once connected, or the service line shall be abandoned and the new meter shall be installed on a new service line.

Mesa Water® will not apply a Capacity Charge credit for meters where both the meter and the service line were abandoned prior to the redevelopment of the property.

The District Engineer or an authorized representative will determine the appropriate credit amount.

The credit on the Pulled Meter will be based on the fee in effect for the meter size being replaced according to the building classification and water use type the meter previously served.

The credit is subject to a five percent reduction for each year that the meter was pulled prior to the Application for New Service. No credit will be given for meters that were pulled 15 years or more prior to the date the Application for New Service permit is issued.

The number of years that will be used for the reduction in Capacity Charge credit will be determined by calculating the difference between the date on file at Mesa Water® that the meter was pulled and the date the Application for New Service permit is issued.

In the case where the new meters being installed are the same size as the meters that were pulled, Mesa Water® will apply a discount on the amount of the Capacity Charge calculated on the new meters, providing all of the following conditions are satisfied:

1. The service line to which the meter was once connected is still connected to Mesa Water’s water system; and

2. The Pulled Meter was recorded and the record is on file at Mesa Water®; and

3. A new meter shall be installed on the service line to which the meter was once connected or the service line shall be abandoned and the new meter shall be installed on a new service line.
The amount of the discount will be based on the length of time since the meter was pulled. The length of time will be determined by calculating the difference between the date on file at Mesa Water® that the meter was pulled and the date the Application for New Service permit is issued.

4.1.5.4 Application of Capacity Charges to Public Agencies

For purposes of this section "Public Agency" shall have the same meaning as set forth in Government Code Section 54999.1(c) or any successor section thereto.

Any development or application to Mesa Water® for increased water service by any Public Agency shall be subject to a Capacity Charge. The amount of such Capacity Charge shall be determined under Section 4.1.5. of these Rules and Regulations. The determination of the Capacity Charge with regard to an individual Public Agency development project shall be made based on the same criteria and methodology applicable to non-public Applicants.

The assessment of the Capacity Charge on any school district, county office of education, community college district, the California State University, the University of California or state agency, as defined in Government Code Section 54999.1(g), (collectively referred to as "School/State Agency" for the purposes of this Section) shall be subject to the following:

The Capacity Charge shall be paid by such School/State Agency in an amount equal to the actual construction costs of that portion of Mesa Water’s water system actually providing, or needed to provide, service to such School/State Agency.

To the extent that the appropriate Capacity Charge to such School/State Agency is in excess of the amount equal to the actual construction costs, the assessment and collection of said Capacity Charges may be adjusted on a case–by–case basis by Mesa Water’s District Engineer.

4.1.5.5 Use of Recycled Water

If a Capacity Charge was calculated, in whole or in part, based on the average annual usage that included service that is later replaced by the use of Recycled Water, upon written request, the Customer of Record shall be entitled to a rebate (without interest) of a portion of the Capacity Charge paid to Mesa Water®, provided the Customer of Record has entered into an agreement with Mesa Water® for the provision of Recycled Water at the same property for which the Capacity Charge was paid.

The rebate shall be calculated based on the original Capacity Charge paid and the amount of Recycled Water subsequently provided and used on such property. Mesa Water® shall pay the rebate to the Customer of Record 30 days after the Customer begins receiving Recycled Water Service from Mesa Water®.
4.1.6 Bonds and Conditions for Release of Bonds

As security for guarantee against defective material or work quality and as security for guarantee of the completion of the proposed project, the Applicant shall deliver to Mesa Water® a Construction Performance Bond (“Bond”) in accordance with the rate specified in the Water Rate and Charge Schedule. The Bond must be received and approved by Mesa Water® prior to Mesa Water's final approval of plans or issuance of the permit.

Mesa Water® will accept only a cash bond as payment for the Bond if the construction estimate for the water facilities is less than $25,000. If the construction estimate for the water facilities is $25,000 or greater, Mesa Water® will accept a surety bond provided the following conditions are met:

1. The developer is charged a one percent bond administration fee.
2. All Bonds are processed on a Mesa Water® approved Bond form.

The Bond, whether cash or a surety, will be eligible for release one year after all of the following conditions have been satisfied:

1. All fees and charges are paid current; and
2. The project has been completed to the satisfaction of Mesa Water®; and
3. Mesa Water® has received and has recorded with the County Recorder's office all necessary documents of conveyance and guarantees.

Approximately one year after all of the above conditions have been satisfied, Mesa Water® will conduct a follow-up inspection of the water facilities. If the facilities are free from defective material and work quality, and all fees and charges are current, the Bond will be released. The Bond will stay in effect until all such conditions are met.

4.1.7 Document of Conveyance and Guarantee

Easements shall be approved and accepted by the Board prior to the installation of meters. The document(s) will transfer to Mesa Water® all interest and title to such system and appurtenances, guaranteed free of all liens, together with necessary deeds, easements or rights-of-way, as applicable, for future maintenance and upkeep. Documents of conveyance shall be received not less than 60 days prior installation of meter that was requested to allow sufficient time for Board consideration and approval.

For a period of one year after acceptance of the work by Mesa Water®, repair and/or replacement of any and all dedicated facilities that may prove to be defective in work quality and/or materials, together with any other works that may be displaced in so doing, shall be at the sole cost and expense of the Applicant. Such repair and/or
replacement shall be without expense whatsoever to Mesa Water® unless the repair(s) and/or replacement(s) were the result of ordinary wear and tear or unusual abuse or neglect by Mesa Water®.

In the event of an emergency, as determined by Mesa Water®, Mesa Water® shall notify the Applicant of any defect and shall immediately proceed to have the defects repaired and/or replaced at the expense of the Applicant, who shall pay the costs and charges upon demand.

In the event that Mesa Water® becomes aware of a defect in material or work quality, which does not involve an emergency, Mesa Water® shall notify the Applicant and the Applicant shall undertake to accomplish the necessary repair or replacement. If within one week from the date of notification the Applicant has not accomplished the necessary corrective procedures or made satisfactory arrangements thereof, Mesa Water® shall proceed to have the defects repaired and/or replaced at the expense of the Applicant, who shall pay the costs and charges upon demand by Mesa Water®.

In the event that the Applicant fails to pay for the costs and charges resulting from repairs and/or replacements of the facilities as provided in this section, Mesa Water® reserves the right to reduce the amount of, or draw upon, the Applicant's security bond by the amount necessary to cover any such costs and charges.

4.2 CONSTRUCTION OF WATER FACILITIES

The Applicant is required to perform construction with the assistance of a licensed Contractor (Class A or C34); however, the Applicant may request Mesa Water® to perform the work.

It will be the responsibility of the Contractor to furnish all materials that meet the specifications contained in the then current edition of Mesa Water’s Standard Specifications and Standard Drawings for the Construction of Mesa Water® Facilities. It also will be the responsibility of the Contractor to provide all labor and equipment necessary to install the water facilities in conformance with the approved plans and the specifications contained in the latest edition of the Standard Specifications and Standard Drawings for the Construction of Mesa Water® Facilities.

Mesa Water® may construct facilities at Mesa Water's cost upon approval of the General Manager. Mesa Water® shall prepare a cost estimate of the construction. The Applicant must pay a deposit in the amount of the cost estimate before Mesa Water® will begin construction. After the work has been completed, the actual cost of the construction will be determined and excess funds from the deposit will be refunded or the Applicant shall be required to pay the costs in excess of the deposit.
4.2.1 Underground Service Alert

The Contractor shall be responsible for researching utility records and indicating the location of all known utilities on the plans. At least two business days (48 hours) before beginning the work, the Contractor shall call U.S.A. (Underground Service Alert) at 1(800) 227-2600 for utility Owners to mark the location of substructures. It shall be the Contractor's responsibility to determine the true location and depth of all utilities and service connections. The Contractor shall become familiar with the type, material, age and condition of any utility that may be affected by the work.

The Contractor shall not interrupt the service function or disturb the supporting base of any utility without authority from the utility Owner or on order from Mesa Water®.

Where protection is required to ensure support of utilities, the Contractor shall furnish and place the necessary protection at the Contractor's expense.

The Contractor shall immediately notify the District Engineer and the utility Owner if the Contractor disturbs, disconnects or damages any utility.

4.2.2 Safety Requirements

The Contractor must adhere to all appropriate CAL/OSHA safety requirements while on the job site. The Contractor shall have, at the job site, copies or suitable extracts of Construction Safety Orders, Tunnel Safety Orders and General Industrial Safety Orders issued by the California State Division of Industrial Safety. The Contractor shall comply with provisions of these and all other applicable laws, ordinances and regulations.

4.2.3 Charges for Damages

It will be the Contractor's responsibility to "protect in place" all Mesa Water® facilities. In the event it becomes necessary for Mesa Water® to provide assistance to the Applicant, the Contractor or any third party, or to make repairs to Mesa Water's facilities damaged by any of the above, Mesa Water® will charge the Applicant, Contractor or third party for the actual cost of assistance and/or repairs plus Mesa Water's full overhead rate.

4.2.4 Valves and Water Main Shutdowns

It shall be the Contractor's responsibility to keep all valves exposed and accessible at all times. If a water Main shutdown is required, only Mesa Water® personnel are authorized to perform shutdown operations. The Contractor shall notify Mesa Water® engineering staff and affected users at least 24 hours in advance in areas where shutdown is requested.

4.2.5 Mesa Water® Inspection

All new water facilities shall be subject to inspection by Mesa Water® or its authorized
agent(s). Such facilities shall be installed in accordance with the latest version of Mesa Water’s Standard Specifications and Standard Drawings for the Construction of Mesa Water® Facilities. Inspection of new water facilities shall be scheduled in accordance with the requirements of the issued permit and accompanying inspection check list.

The Contractor shall notify Mesa Water® engineering staff at least two business days (48 hours) prior to the commencement of construction of any water facilities.

Contractors requiring inspection outside Mesa Water’s normal working hours shall be charged Mesa Water’s full overhead rate and overtime rate. Requests for after-hours inspections shall be made in writing to the Mesa Water® Inspector a minimum of five business days in advance.

Water facilities under construction shall be under the Customer's control and under the management of an onsite superintendent designated by the Customer or the Contractor and approved by Mesa Water®. The onsite superintendent shall be responsible for the installation, operation, and maintenance of the onsite facility, equipment, enforcement of these Rules and Regulations, and prevention of cross connections and potential hazards. The onsite superintendent or his representative shall be available via telephone at numbers listed with Mesa Water® for contact during working hours (Monday through Thursday from 7:00 a.m. to 4:30 p.m. and Friday from 7:00 a.m. to 3:30 p.m.) and after hours.

4.2.6 Size, Location and Installation of Water Services

Mesa Water® reserves the right to determine the size of the meter and service connection and determine location of the meter and service connection in relation to boundaries of the premises to be served.

Due to changes in the newly released 2012 Uniform Plumbing Code, all new residential meter installations are required to be 1 inch or larger in order to supply adequate flow for fire protection.

Mesa Water® reserves the right to limit the number of houses or buildings, or the area of the land, under one ownership, to be supplied by one service connection. When property provided with a service connection is subdivided, the service connection shall be considered as belonging to the lot or parcel of land that it directly enters.

A service connection shall not be used to supply an adjoining property.

If a service connection relocation is more than five feet laterally from the existing service connection, it will be considered a new service connection.

All new fire service connections shall have a fire service meter installed per Mesa Water® Standards.
Mesa Water® reserves the right to require the installation of a fire service meter on existing fire service at the Owner’s expense per Mesa Water® Standards if it has been determined by Mesa Water® that water from the fire service has been illegally utilized by the Owner.

4.2.7 Meter Installation

All meters shall be provided and installed by Mesa Water® and shall remain the property of Mesa Water® at all times, though committed to a particular service connection, and shall be maintained, repaired, replaced and meters read by Mesa Water® personnel. The Applicant shall pay the cost of installing meters at the time of the permit is issued before any meters will be installed. The fees for meter installation will be in accordance with the rates in the Water Rate and Charge Schedule.

4.2.8 Single Meter Policy

Mesa Water’s standard metering policy is that individually owned units shall be individually metered unless otherwise set forth in these Rules and Regulations. Furthermore, all developments that have five or more individually owned units or greater than 2,500 square feet of irrigated landscape shall install a separate irrigation meter.

A dedicated irrigation water meter is required, if Recycled Water is available, for all irrigated landscape areas greater than 2,500 square feet to facilitate water management. This requirement pertains to all new landscape installations or landscape rehabilitation projects, excluding those for single-family residential properties.

The meter size for an irrigation system shall be a 5/8 inch or larger.

In most cases, the irrigation meter shall be sized based on the peak flow through a single valve of the irrigation system (i.e., highest producing valve). However, Mesa Water® reserves the right to further evaluate the system and to select a meter size that best meets the needs of the system. The meter size may be based on multiple valves, branches of the system, square footage, or as deemed most appropriate by Mesa Water®.

All meters shall be placed in public right of way unless approved easements are accepted by the District Engineer and approved by the Board of Directors per Section 4.2.15.

4.2.8.1 Multi–Family Buildings Policy

Multi–family buildings may apply for a master meter given the following conditions:

- Building has 10 or more and separate units
- Building is greater than three levels
However, Mesa Water® recognizes that there may be local and individual conditions that make individual metering not feasible. Therefore, the Board delegates to the General Manager the authority to waive the single meter per unit policy on a case-by-case basis according to the following standards:

1. Mesa Water’s policy of appropriate distribution of costs to all consumers still applies. For example, regardless of whether a party occupies the traditional single-family residence or occupies a condominium unit, the same Basic Charge, plus the cost of the water would apply.

2. A development shall be billed on the greater of the following: the cost of water used, plus the Basic Charge based upon actual meter size, or number of individual units multiplied by the Basic Charge for the size of meter that would have been installed at each unit, if the variance had not been granted.

3. In addition, Mesa Water® shall require a letter signed by the appropriate officer or agent stating that the appropriate entity accepts full responsibility for payment of all water bills, and that in the event of transfer of ownership, the new Owner(s), or Owners association, accepts full responsibility for payment.

The District Engineer shall review each case and make recommendations to the General Manager. The General Manager shall report to the Board about each variance granted, the location, Owner and conditions.

4.2.9 Submetering and Prohibited Practices

4.2.9.1 Application

This rule pertains to all Customers located within Mesa Water’s service boundaries to which Mesa Water® provides water service. For purposes of this rule, multi-family residential units shall mean two or more residential units served from one water meter.

4.2.9.2 Prohibited Practices

In the case of multi-family residential units, mobile home parks and commercial locations that install or utilize submeters or a submetering system in order to allocate the costs of water to tenants, subtenants, lessees or similar persons or parties, the following practices shall be prohibited (unless authorized in advance in writing by the Board, or by the General Manager at the direction of the Board):

1. No Customer, or contractee with a Customer, shall represent to any submetered tenant, subtenant, lessee or similar person or party that such Customer (or such contractee) is a provider of water service or water services; and
2. No Customer, or contractee with a Customer, shall terminate, or threaten to terminate, water service to any submetered tenant, subtenant, lessee or similar person or party by reason of non-payment of any allocated costs for water.

A Violation of this rule occurs whenever Mesa Water® becomes aware of a Violation of Rule 4.2.9.2 (1) or 4.2.9.2 (2), as set forth above. Upon Mesa Water® becoming aware that such a Violation has occurred, Mesa Water® shall provide written notice to the Customer of Record to cure such Violation, and the notice shall include; (1) a statement of the nature of the Violation, (2) the date upon which Mesa Water® became aware of the Violation, and (3) a date by which the Customer of Record shall cure such Violation. If such Violation is not cured by the date stated in the notice, the provisions of Rule 2.7 of Mesa Water’s Rules and Regulations shall apply. Any such Violation shall be reported by the General Manager to the Board of Directors, in writing, together with a description of the action(s) taken to compel enforcement of these Rules and Regulations as soon thereafter as shall be practical.

Customers of Record that have submeter systems attached to Mesa Water’s water system shall comply with all applicable laws, statutes and regulations of the State of California and the city in which they are located, or the County of Orange, as applicable.

Mesa Water® encourages efforts, including submetering, that supports and promotes the efficient use of water within its service boundaries; however, Mesa Water® does not encourage, favor, or support any submetering system or process that is used to generate revenue(s) over and above the fair and reasonable cost of installation of such system, fairly allocated costs of water, and reasonable administrative costs.

4.2.10 Automatic Fire Sprinkler Service Connections

When an automatic fire sprinkler service connection (AFSSC) is installed, the control valve will be left closed and sealed until a written order to turn on the water is received by Mesa Water® from the Customer of Record.

After an AFSSC is activated, Mesa Water® shall not be liable for damages of any kind whatsoever that may occur on or to the premises served, due to the installation, maintenance, or use of such AFSSC, or due to pressure fluctuations or interruption of water supply.

Should the Customer request an AFSSC be shut off, Mesa Water® must receive, in advance of the shut off, a written order from the Customer of Record and written approval from the appropriate fire department or authority.

Water is not to be used through an AFSSC for any purpose other than the extinguishing of fires, or a purpose related thereto. Mesa Water® shall have the right to shut off the entire supply of water to the premises through the AFSSC when improper use occurs or
for nonpayment of bills. Mesa Water® will notify the appropriate fire department or authority prior to any such termination.

Should water be used through an AFSSC for an unauthorized purpose, the Customer of Record shall be charged for the unauthorized taking of water in accordance with the Water Rate and Charge Schedule.

4.2.10.1 Down–Stream Residential Fire Sprinkler Systems

Certain residential dwelling units located within Mesa Water’s service area may have installed, or may in the future install, fire sprinkler systems that are connected down–stream of Mesa Water’s service meter (Point of Ownership) (for purposes of this Section, a “System”). Mesa Water® hereby provides notice that it is not responsible, and assumes no liability of any kind, for the installation, ownership, operation or use of any such System. The provisions of Sections 2.4 and 2.5 of these Rules and Regulations shall apply to any such System. Mesa Water® expressly declines to provide, or guarantee, any particular water service, or pressure, to a Mesa Water® Customer, or customer account, that has such a System, and no contractual obligation therefore shall arise, whether through a Water Service Agreement or otherwise, without the express prior written agreement of the Board. Mesa Water® assumes no liability whatsoever for any injuries or damages, of whatever nature, that arise or occur based on the installation, ownership or use of any such System. The provisions of this Section shall be in addition to, and not in derogation of, Mesa Water’s statutory protections applicable to such matters.

4.2.11 Fire Hydrant Installation

The appropriate fire department or authority having jurisdiction shall designate the size and location of all fire hydrants to be installed. Fire hydrants shall be installed in the parking and/or sidewalk area adjacent to the curb within the public right of way. Residential and commercial developments requiring fire hydrants shall be considered private fire hydrants. Mesa Water® shall not be responsible for maintaining or relocating private fire hydrants. Upon request and approval by the appropriate fire agency Mesa Water® will change the location of fire hydrants owned and operated by Mesa Water® when necessary. At the sole cost of the property Owner, Mesa Water® may relocate a public fire hydrant with approval from the appropriate fire protection authority.

4.2.12 Water Main Extensions

Mesa Water® will extend its water distribution Mains to individual developers at the expense of the property Owner. If Mesa Water® deems it necessary to install larger Mains for future use; Mesa Water® will bear the costs of such over sizing.

4.2.13 Benefited Property Agreement

In the event that a Mainline extension or a new Mainline will benefit adjacent properties,
at its discretion, Mesa Water® may enter into a benefited property agreement with developer(s) of the adjacent properties. All terms and conditions of such a benefited property agreement will be subject to approval by the Mesa Water® Board of Directors.

4.2.14 Regulation of Booster Pumps

When it becomes necessary, due to low water pressure or special operating conditions, to install a booster pump on the service to any premise, such pump shall be equipped with a low pressure cut-off switch designed to shutoff the pump when a water pressure on the inlet side is 25 pounds per square inch gauge (PSIG) or less. It shall be the duty of the Customer of Record to maintain the cut-off device in proper working order and certify to Mesa Water®, at least once a year that the device is operable. A person deemed competent by Mesa Water® shall execute low-pressure cut-off device certification.

4.2.15 Acceptance of Easements

Subject to the provisions of this Section 4.2.15, Mesa Water® requires that all facilities to convey potable and Recycled Water to Customers be installed in the public right-of-way. Mesa Water® shall not accept facilities, constructed on private property. However, the District Engineer and General Manager will consider the acceptance of an easement and water facilities under the following conditions:

1. **Closed or Dead End Layout**: Developments that contain a closed or dead-end layout that could result in substandard water quality as determined by the District Engineer; and/or

2. **Multiple Unit Developments**: Developments with 30 or more individually owned units requiring large Mainline construction as determined by the District Engineer.

The above conditions shall be at the discretion of the District Engineer and General Manager and subsequent approval of the Board of Directors. Acceptance of an easement by Mesa Water® shall include, but not be limited to, the following criterion:

1. **Points of Connection**: Customer shall establish a minimum of two points of connection Mesa Water's Mainline system as determined by the District Engineer.

2. **Easement Preparation & Costs**: Easements shall be designed by the customer at their costs and be certified by a California Registered Professional Land Surveyor. Easement documents shall be submitted to and approved by the Mesa Water® Board prior to meters being approved for installation.

3. **Easement Requirements**: A 15 feet easement (7.5 feet each side of
Main) shall be granted to Mesa Water® for Mainlines and five feet for water services (2.5 feet each side of the service). Easements shall include within the boundaries Mainlines, service laterals, fire hydrants and water meters.

4. **Water System Repair & Maintenance Responsibilities**: Mesa Water® shall not be responsible for replacing decorative concrete, pavers, block walls, fences, grass, rock, irrigation systems or other appurtenances within the boundaries of a granted easement as a result of standard maintenance or emergency repair work. Mesa Water® shall use asphalt paving to repair maintenance work performed within the easement and only over the location of repair. Mesa Water® shall not be responsible for any cost over the cost of replacing the asphalt pavement. This requirement shall be written into the easement document.

5. **Water System Design Requirements**: Mesa Water® reserves the right to determine the location of Mains, services, meters and other appurtenances within the private development.

6. **City of Costa Mesa Private Gate Waiver**: Customers shall not apply to the City or construct a privately gated community. This condition must be written into the easement document and a letter from the City received designating their agreement.

7. **Hold Harmless Agreement**: The Customer shall execute Mesa Water’s hold harmless agreement indemnifying Mesa Water® with any existing or future damage caused by Mesa Water’s facilities.
MEMORANDUM

TO: Engineering and Operations Committee
FROM: Phil Lauri, P.E., Assistant General Manager
DATE: November 17, 2015
SUBJECT: MWRF Outreach Center and Building Improvements

RECOMMENDATION

Utilizing the Board’s feedback, direct staff to modify the MWRF Outreach Center’s scope of work to include development of the following:

- 1-2 conceptual designs for the existing Boardroom
- Reduced versions of Concepts 1 & 2 for the MWRF Outreach Center

STRATEGIC PLAN

Goal #2: Practice perpetual infrastructure renewal and improvement.
Goal #4: Increase public awareness about Mesa Water® and about water.
Goal #6: Provide outstanding customer service.
Goal #7: Actively participate in regional water issues.

PRIOR BOARD ACTION/DISCUSSION

October 22, 2015 Board Workshop - The Board was presented the conceptual design options for the MWRF Outreach Center. The Board requested that the MWRF Outreach Center and the Board Room Improvements Project be discussed at an upcoming E&O Committee Meeting.

April 21, 2015 – Board of Directors approved award of a contract to IBI Group for professional architectural services for a not-to-exceed amount of $184,699 and authorized execution of the contract.

October 17, 2014 Board Workshop – The Board was updated on the status of the MWRF Outreach Center and MWRF Parking Consultants selection process.

April 2014 – At the Executive Committee Meeting the topic of Boardroom improvements was discussed. Cost concerns remained and the topic was tabled.

March 15, 2014 Board Workshop – The Board was presented parking options and decided to proceed with parking along the Gisler frontage. The MWRF Outreach Center was discussed as part of the presentation.

October 29, 2013 – Conceptual improvement layouts and their associated rough order of magnitude (ROM) costs were presented. Findings by Tamera Kay Interior Design Consulting (TKIDC) show a range of approximately $100,000 to $500,000 ROM costs associated with various finishes and building systems improvements. The Board provided no direction to staff and deferred item to be revisited at later time.
April 23, 2013 – The Engineering and Operations Committee discussed TKIDC space-planning details and facility improvements. The discussion included addressing refurbishment, American with Disabilities Act compliance, and replacement of aging materials throughout Mesa Water’s headquarters. Staff was directed to provide additional cost information at a future meeting.

March 27, 2013 – The Engineering and Operations Committee received a presentation by Tamera Kay Interior Design Consulting, Inc. consisting of three design concepts. The Committee directed staff to pursue option #1 and contract with TKIDC to provide space-planning details that would incorporate facility improvements at Mesa Water’s headquarters building.

January 18, 2013 Board Workshop – Staff was directed to initiate the Board Room Improvement Project and to further develop the MWRF Outreach Center conceptual design layouts by developing an RFP for architectural services.

December 11, 2012 – The Board was provided an update on the consultant selection for the audio visual improvements project.

November 13, 2012 – The Board was provided an update on the audio-visual improvements project.

September 4, 2012 – Engineering and Operations Committee members requested staff to evaluate, procure and install a new sound system in the Boardroom to update the existing outdated sound system.

June 14, 2011 – Cost estimates of the proposed board room and lobby improvements discussed at the January 11, 2011, Board meeting were presented to the board for consideration. The Board conceptually approved the proposed improvements and directed staff to bring back an implementation proposal for each of the proposed items.

January 11, 2011 – Staff presented to the Board a list of proposed improvements for the boardroom and lobby. The Board discussed the information provided and directed staff to obtain cost estimates from various firms for all the proposed improvements.

BACKGROUND

MWRF Outreach Center:
The initial concept of the MWRF Outreach Center Project was discussed at the January 2013 Board Workshop along with direction to proceed with a design for parking along Gisler Avenue. MWRF Outreach design concepts discussions continued at the fall and spring 2014 Workshops. The Board directed staff to develop a scope of work to retain the services of an architectural consultant to develop three design concept levels that comprise minimal improvements, moderate improvements, and major improvements that would accommodate more functional use of the MWRF. Through the competitive selection process IBI Group was recommended and approved by the Board at the April 21, 2015 Board Meeting. The three design concepts originally approved by the Board are summarized as follows:
• **Minimal Improvements**: This option includes consideration of using the existing “multi-purpose room” in the MWRF Operations and Administration Building as a joint meeting space for District meetings, events and public tours. Improvements would include updated lighting and audio visual equipment, installation of a heating ventilation and air condition (HVAC) system, interior and exterior finish improvements, updated restrooms, installation of a catering prep kitchen; and consideration of educational décor and exhibits.

• **Moderate Improvements**: This option includes consideration of rehabilitating and remodeling the existing MWRF Operations and Administration Building to relocate the restrooms, meeting rooms, water quality lab, control room, and installing a multi-purpose room that could function as a boardroom and educational forum. This option would completely reconfigure the existing facility space to integrate the installation of a multi-purpose room with Mesa Water’s Demonstration Garden. The multi-purpose room would contain all the same improvements identified in the minimal option but with a focus put on streamlining the functional uses of the existing space. Additionally, this option considers accommodating on-site school assemblies for local students.

• **Major Improvements**: This option includes consideration of demolishing the existing MWRF Operations and Administrative Building and constructing a new facility that would allow for the routine operational uses and provide for a dedicated multi-purpose room and dedicated education room. Reconstruction of the building may allow for a more efficient and functional use of the existing space and better meet Mesa Water’s public education and outreach goals. A newly constructed building could potentially consider a second floor option that would maximize the footprint of the site. This option includes accommodating industry conferences in addition to on-site school assemblies for local students as well as an indoor/outdoor tour experience.

**Existing Boardroom:**
At multiple Engineering and Operations Committee meetings and Board meetings between January 2011 and October 2013 (see prior Board actions above) the Board discussed several options regarding the improvements to the Board room. Board room improvement options included procurement and installation of a new audio-visual system, upgrades required to make the Boardroom ADA compliant, and building modifications to heighten the ceiling and move walls to extend the boardroom. In January 2013, TKIDC was hired to provide conceptual design options for the existing Boardroom. The options were presented to the Board at various Board and Committee meetings in 2013; however, the project was placed on hold due to project cost concerns.

Concepts provided Tamera Kay Interior Design Consulting, Inc. have been included in Attachment A.

**October 2015 Board Workshop**
IBI Group presented the design and functionality of the three design concepts for Board input. The Board discussed the three concepts and directed staff to provide the following:

• Revisit previous design improvement concepts for the existing Boardroom
• A comprehensive renovation of the main campus Boardroom

• MWRF Outreach Center design concepts with scaled back cost versions of the options presented at the Board Workshop

DISCUSSION

At the upcoming Engineering and Operations Committee meeting IBI Group will be present to gather the Board’s ideas and vision for the remodeling the existing Boardroom.

Staff recommends that based upon the Board’s feedback, IBI prepare a scope of work and fee to develop 1-2 conceptual designs for the existing Boardroom and to bring back a reduced version of Concepts 1 & 2 for the MWRF Outreach Center.

FINANCIAL IMPACT

$100,000 is budgeted in fiscal year 2016 for the conceptual design effort; $41,562 has been spent in fiscal year 2016; and the requested funding will come from Cash on Hand.

<table>
<thead>
<tr>
<th>MWRF Outreach Center Preliminary Design</th>
<th>Project Estimate Amounts</th>
<th>Project Cost Amounts</th>
</tr>
</thead>
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<tr>
<td>Initial Project Estimate (FY 2016)</td>
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<td>Original Contracts</td>
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<tr>
<td>Change Orders</td>
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<tr>
<td>Requested Funding</td>
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<tr>
<td>Revised Contracts</td>
<td></td>
<td>$ 184,699</td>
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<tr>
<td>Actual spent to date (9/30/15)</td>
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<td>$ 41,562</td>
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<tr>
<td>Revised Project Estimate</td>
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<td>$ 184,699</td>
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</table>

ATTACHMENTS

Attachment A: 2015 Concepts – MWRF Outreach Center
Attachment B: 2013 Concepts – Existing Boardroom
NARRATIVE & ROM COST – PLAN A

**TOTAL COST $158,139.00**

**Summary:**
This estimate is based on the minimal necessary to renovate the boardroom, adjacent kitchen, small conference room, storage, entry and restrooms. The goal is to have aesthetically pleasing finishes and make minor upgrades to the function & technical aspects of the room. Those items deemed necessary to achieve this level of renovation are listed below:

**FINISHES/MATERIALS**
1. Remove & replace carpet. -$ 11,359.00
2. Replace existing fabric on walls with decorative acoustic panels, wood & wood columns. $19,250.00
3. New granite counter to the existing Dais & Kitchen buffet only.-$ 5,100.00
4. Existing slate tile to remain. -$0.00
5. Re-use existing 6” wood base, adding same wood base to the new wood columns. $559.00
6. Add new standard VCT to storage room floor. -$353.00
7. Repaint all areas unless otherwise noted. $1,000.00
8. Add decorative window film - $0.00  
**Sub-Total** $37,621.00

**DESIGN FEATURES**
1. Align entry way wall. - $ 3,416.00
2. Remove existing movable wall. - $1,475.00
3. Box in the Lightolier wall light controls with touch latch wood door opening. - $781.00
4. Relocate Mesa Water sign & Mission Statement. - $250.00
5. Add new Water District territory map – approximate size 7’x7’. -$1,062.00  
**Sub- Total** $6,984.00

**CEILING**
1. No changes to ceiling or lights other than to align wall. - $ 0.00  
**Sub-Total** $0.00

**FURNITURE**
1. Re-use all existing furniture. - $0.00  
**Sub-Total** $0.00

**AV/IT**
1. Move ceiling mounted projector to appropriate location for maximum screen usage. -$352.00
2. Re-use existing projection screen. - $0.00
3. Install progressive AV base system for future expansion. - $27,780.00
4. Minor TI.- $2,000.00  
**Sub-Total** $30,132.00

**HVAC**
1. Adjust existing HVAC to work at most efficient and quite level . - $ 17,250.00  
**Sub-Total** $17,250.00

**ADA**
1. New ADA drinking fountain. - $3,527.00
2. Reverse the ADA restroom stalls for compliance door swing in. -$190.00
3. Current back exit and ramp length are not ADA compliant . – $0.00  
**Sub-Total** $3,717.00

**NOTES:**
- **Architectural/Engineering** - $16,000.00
- **Contingency, Demo & Taxes/Indirect Costs** - $46,435.00
FACILITY RENOVATIONS & ADA COMPLIANCE
7/8/2013

NARRATIVE & ROM COST – PLAN B

Summary:
This estimate is to include the changes in finishes, walls and the renovation and angle change of the Dais. Also included in this renovation is the relocation of the existing recessed projection screen, updated AV/IT and ADA upgrades for compliance. The goal is to have upgrade finishes to give and clean and technically functional room that is aesthetically pleasing taking the design further than Plan A in the adjustment of the Dais for improved function of the Board. Those items deemed necessary to achieve this level of renovation are listed below:

FINISHES/MATERIALS
1. Remove & replace carpet. - $11,359.00
2. Replace existing fabric on walls with decorative acoustic panels, wood & wood columns.- $24,790.00
3. Reconfigure Dais, add new counter top to Dias & Kitchen buffet.-$ 21,237.00
4. Existing slate tile to remain. - $0.00
5. Re-use existing 6” wood base, adding same wood base to the new wood columns.- $559.00
6. Add new standard VCT to storage room floor. -$353.00
7. Repaint all areas unless otherwise noted. $1,000.00
8. Add decorative window film - $0.00 

Sub-Total     $59,298.00

DESIGN FEATURES
1. Align entry way wall. - $2,881.00
2. Remove existing movable wall. - $1,475.00
3. Box in the Lightolier wall light controls with touch latch wood door opening. - $781.00
4. Relocate Mesa Water sign & Mission Statement. - $250.00
5. Add new Water District territory map – approximate size 7’x7’. - $1,062.00

Sub-Total     $6,449.00

CEILING
1. Renovate ceiling soffit at Dais  $ 9,550.00

Sub-Total     $9,550.00

FURNITURE
1. All new furniture. - $ 64,783.00

Sub-Total     $64,783.00

AV/IT
1. Move ceiling mounted projector to appropriate location for maximum screen usage. -$352.00
2. Re-use existing projection screen. - $0.00
3. Install all new AV system, new LED monitors(re-use projection system). - $100,986.00
4. Minor TI. - $3,000.00

Sub-Total     $104,338.00

HVAC
1. Adjust existing HVAC to work at most efficient and quite level. -$ 17,250.00

Sub-Total     $17,250.00

ADA
1. New ADA drinking fountain.- $3,527.00
2. Reverse the ADA restroom stalls for compliance door swing in. -$190.00
3. Add ramps & close off conf. rm door for ADA compliant . – $1,241.00

Sub-Total     $4,958.00

Contingencies, Demo & Taxes/Indirect Costs -

Sub Total  $87,403.00

NOTE: Architectural/Engineer-

Sub-Total $19,000.00
### FACILITY RENOVATIONS & 
### ADA COMPLIANCE 
### 7/8/2013

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<tr>
<th>NARRATIVE &amp; ROM COST – PLAN C</th>
<th>TOTAL COST $489,485.00</th>
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<tbody>
<tr>
<td><strong>Summary:</strong></td>
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<tr>
<td>This estimate is to include changing the orientation of the Dais to centered on the back wall. This also includes renovation of ceiling heights in areas only as needed to allow viewing over the Dais, new AV/IT, new finishes, relocating walls, new Dais, new recessed screen, upgrading the kitchen and ADA upgrades for compliance. The goal is to improve the layout function, provide ADA compliance, update finishes to give the room an aesthetically pleasing appearance and make the room technically functional for the Public, the Board and the multifunction purposes of the room without the extreme remodel of the ceiling. Those items deemed necessary to achieve this level of renovation are listed below:</td>
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#### FINISHES/MATERIALS
1. Remove & replace carpet. - $11,359.00
2. Replace existing fabric on walls with decorative acoustic panels, wood & wood columns. - $31,946.00
3. Reconfigure Dais, add new counter top to Dias & Kitchen buffet. - $26,737.00
4. Replace existing slate tile. - $698.00
5. Re-use existing 6” wood base, adding same wood base to the new wood columns. - $559.00
6. Add new standard VCT to storage room floor. - $353.00
7. Repaint all areas unless otherwise noted. - $2,437.00
8. Add decorative window film. - $774.00

Sub-Total $74,863.00

#### DESIGN FEATURES
1. Align entry way wall. - $1,231.00
2. Remove existing movable wall. - $1,475.00
3. Relocate the Lightolier wall light controls with touch latch wood door opening. - $2,164.00
4. Relocate Mesa Water sign & Mission Statement. - $250.00
5. Add new Water District territory map – approximate size 7’x7’. - $1,062.00

Sub-Total $6,182.00

#### CEILING
1. Completely renovate ceiling. - $58,254.00

Sub-Total $58,254.00

#### FURNITURE
1. All new furniture. - $64,783.00

Sub-Total $64,783.00

#### AV/IT
1. Remove Existing ceiling mounted projector & Screen. - $0.00 (In AV Cost)
2. Re-use existing projection screen in small conference room only. - $0.00
3. Install all new AV system, new LED monitors & projection system. - $109,624.00
4. Minor TI. - $5,000.00

Sub-Total $114,624.00

#### HVAC
1. Adjust existing HVAC to work at most efficient and quite level. - $17,250.00

Sub-Total $17,250.00

#### ADA
1. New ADA drinking fountain. - $3,527.00
2. Reverse the ADA restroom stalls for compliance door swing in. - $190.00
3. Add ramps & close off conf. rm door for ADA compliant. - $2,054.00

Sub-Total $5,771.00

### NOTES:
- Architectural/Engineering – Sub-Total $32,890.00
- Contingencies, Demo & Taxes/Indirect Costs - Sub-Total $114,868.00
**FACILITY RENOVATIONS & ADA COMPLIANCE 7/8/2013**

### Narrative & ROM Cost – Minimal Cost Option

**Summary:**
This option was prepared in the event that the Board decides to complete minimal Boardroom upgrades to finishes & defer continued improvement to 2014. Those deferred improvements would include HVAC, Audio Visual, IT & kitchen. All improvements from 2013 would be progressive & require no rework in 2014 to continue renovations & compliance upgrades.

<table>
<thead>
<tr>
<th>FINISHES/MATERIALS</th>
<th>Cost</th>
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<tbody>
<tr>
<td>1. Remove &amp; replace carpet. -$ 11,359.00</td>
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<td>4. Existing slate tile to remain. - $0.00</td>
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<td>5. Re-use existing 6” wood base, adding same wood base to the new wood columns. $559.00</td>
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<td>6. Add new standard VCT to storage room floor.-$0.00</td>
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<td>7. Repaint all areas unless otherwise noted. $1,000.00</td>
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<td>8. Add decorative window film - $0.00</td>
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**Sub-Total $37,268.00**

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<tr>
<th>DESIGN FEATURES</th>
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<tr>
<td>1. Align entry way wall. - $ 3,416.00</td>
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<td>2. Remove existing movable wall. - $0.00</td>
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<tr>
<td>3. Box in the Lightolier wall light controls with touch latch wood door opening. -$ 781.00</td>
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<td>4. Relocate Mesa Water sign &amp; Mission Statement. - $250.00</td>
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<tr>
<td>5. Add new Water District territory map – approximate size 7’x7’. -$1,062.00</td>
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**Sub- Total $5,509.00**

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**Sub-Total $0.00**

<table>
<thead>
<tr>
<th>FURNITURE</th>
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<tbody>
<tr>
<td>1. Re-use all existing furniture. - $0.00</td>
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**Sub-Total $0.00**

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<thead>
<tr>
<th>AV/IT</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Move ceiling mounted projector to appropriate location for maximum screen usage. -$0.00</td>
<td></td>
</tr>
<tr>
<td>2. Re-use existing projection screen. - $0.00</td>
<td></td>
</tr>
<tr>
<td>3. Install progressive AV base system for future expansion. - $0.00</td>
<td></td>
</tr>
<tr>
<td>4. Minor TI.- - $0.00</td>
<td></td>
</tr>
</tbody>
</table>

**Sub-Total $0.00**

<table>
<thead>
<tr>
<th>HVAC</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Adjust existing HVAC to work at most efficient and quite level . - $ 0.00</td>
<td></td>
</tr>
</tbody>
</table>

**Sub-Total $0.00**

<table>
<thead>
<tr>
<th>ADA</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. New ADA drinking fountain. - $3,527.00</td>
<td></td>
</tr>
<tr>
<td>2. Reverse the ADA restroom stalls for compliance door swing in. -$190.00</td>
<td></td>
</tr>
<tr>
<td>3. Current back exit and ramp length are not ADA compliant . – $0.00</td>
<td></td>
</tr>
</tbody>
</table>

**Sub-Total $3,717.00**

**NOTES:**

- Architectural/Engineering - Coordination Sub-Total $10,000.00
- Contingency, Demo & Taxes/Indirect Costs - Sub-Total $42,036.00

**TOTAL COST $98,530.00**
EXISTING - FINISH CHANGES & MINOR RENOVATIONS

PLAN A
7-8-2013

ROM COST EVALUATIONS

1. REMODEL......................................$112,359.00
2. AUDIO/VISUAL .............................$  27,780.00
3. INFORMATION TECHNOLOGY....$    2,000.00
4. ARCHITECT/ENGINEER...............$  16,000.00
5. FURNITURE...................................$           0.00

TOTAL ROM COST    $158,139.00

2137 SQ FT INCLUDES BACK EXIT/EXCLUDES RESTROOMS

NOTES:
1. ALL ROW COST ESTIMATES BY INDUSTRY PROFESSIONAL ASSUMPTIONS—NO DESTRUCTIVE TESTING, ENGINEERING OR STRUCTURAL TESTS WERE COMPLETED.
2. AV IS BASED ON A PROGRESSIVE SYSTEM—BASE SYSTEM COST ALLOWS FOR FUTURE EXPANSION OF CAPABILITIES.
3. ABOVE COSTS DO NOT INCLUDE LOBBY OR CUSTOMER SERVICE ADA COMPLIANCE OR REMODEL.
4. BACK EXIT NON-ADA COMPLIANT.

PDF 11X17 FORMAT NOT TO SCALE
EXISTING - CHANGES IN FINISHES, WALLS, MILLWORK, SCREENS & ADA UPGRADES

PLAN B
7-8-2013

ROM COST EVALUATIONS

1. REMODEL .................................. $185,260.00
2. AUDIO/VISUAL ............................. $100,986.00
3. INFORMATION TECHNOLOGY .... $ 3,000.00
4. ARCHITECT/ENGINEER ............... $ 19,000.00
5. FURNITURE .................................. $ 64,783.00 (ALL NEW)

TOTAL ROM COST $373,029.00

2137 SQ FT
INCLUDING BACK EXIT/EXCLUDING RESTROOMS

NOTES:
1. ALL ROM COST ESTIMATES BY INDUSTRY PROFESSIONAL ASSUMPTIONS—NO Destructive TESTING, ENGINEERING OR STRUCTURAL TESTS WERE COMPLETED.
2. AV FULL SYSTEM INCLUDED—WITH REUSE OF EXISTING PROJECTION EQUIPMENT.
3. ABOVE COSTS DO NOT INCLUDE LOBBY OR CUSTOMER SERVICE ADA COMPLIANCE OR REMODEL.

Lobby not included—see separate estimate

Tamra Kay Interior Design Consulting, Inc.
tkintdes@pacbell.net 949.433.2151

Mesa Water District

FACILITY RENOVATIONS & ADA COMPLIANCE
2013
NEW LAYOUT- CHANGES IN FINISHES, WALLS, MILLWORK, SCREENS & ADA UPGRADES

PLAN C
7-8-2013

ROM COST EVALUATIONS

1. REMODEL......................................$277,188.00
2. AUDIO/VISUAL .............................$109,624.00
3. INFORMATION TECHNOLOGY....$    5,000.00
4. ARCHITECT/ENGINEER...............$  32,890.00
5. FURNITURE...................................$  64,783.00 (ALL NEW)

TOTAL ROM COST   $489,485.00

2137 SQ FT
INCLUDING BACK EXIT/EXCLUDING RESTROOMS

PDF 11X17 FORMAT NOT TO SCALE
OPTION - MINIMAL COST IN 2013
FUTURE IMPROVEMENTS
IN 2014
7-8-2013

ROM COST EVALUATIONS
1. REMODEL......................................$112,359.00  $88,530.00
2. AUDIO/VISUAL.............................$  27,780.00
3. INFORMATION TECHNOLOGY........$    2,000.00
4. ARCHITECT/ENGINEER...............$  16,000.00
Add Coordination $  10,000.00
5. FURNITURE...................................$           0.00
TOTAL ROM COST $158,139.00  $ 98,530.00

2137 SQ FT
INCLUDES BACK EXIT/EXCLUDES RESTROOMS

FACILITY RENOVATIONS & ADA COMPLIANCE
2013

Tamra Kay Interior Design Consulting, Inc.
tkintdes@pacbell.net 949.433.2151
<table>
<thead>
<tr>
<th>FILE NO.</th>
<th>PROJECT ADDRESS</th>
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<th>PROJECT NOTES/STATUS</th>
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<tr>
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</tbody>
</table>
## PROJECT STATUS - DEVELOPER PROJECTS

<table>
<thead>
<tr>
<th>FILE NO.</th>
<th>PROJECT ADDRESS</th>
<th>PROJECT DESCRIPTION</th>
<th>PROJECT NOTES/STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>MC 2095</td>
<td>2023-2027 Placentia</td>
<td>36 Condos</td>
<td>Plans received and fees paid on 6/3/14. Plans reviewed and discussed with Phil L and easement proposal denied. Plan revisions emailed to Engineer and discussed over the counter. Engineer inquired about master meter options. Mesa Water indicated that master meter option was not within Board policy. Direction to install meter manifolds sent to Engineer on 7/3/14. Engineer submitted completely revised plans on 8/19/14. 1st plan check comments (1st with complete revised design) issued on 8/21/14. Revised plans received on 9/4/14 and 2nd plan check complete on 9/9/14. Final plans submitted, reviewed, and approved for mylar printing on 9/9/14. Signed/stamped mylars received, forms signed, and fees paid on 10/2/14. Water service agreement signed and permit issued on 10/21/14. USA underground marking on 3/30/15. Awaiting request for inspection. Pre-con meeting on 7/15/15. Inspector performed site visit on 8/26/15 to check status. Inspected 6&quot; manifold installation on 10/3/15. (11/6/15)</td>
</tr>
<tr>
<td>MC 2099</td>
<td>1974 Meyer Place</td>
<td>5 New Homes</td>
<td>Inactive project reopened on 7/22/15. Awaiting plan resubmittal. (11/6/15)</td>
</tr>
<tr>
<td>MC 2118</td>
<td>220 E. 16th St.</td>
<td>Home Remodel (Complete Remodel)</td>
<td>Plans received and plan check fees paid 08/27/14. Plan check complete 8/28/14. Following plan check, and while awaiting corrected plans, inaccuracies in Mesa Water records were discovered, and inspector was requested to field verify the actual conditions. 2nd set of plans were revised to reflect actual conditions, and plan check finalized on 10/02/14. Mylars received and fees paid on 10/14/14. Permit issued on 10/21/14, and issued inspection checklist on 10/27/14. Mesa Water inspector reported no activity onsite 5/5/15. Contractor came into Mesa Water Plan Check Desk to discuss project status on 8/25/15. (11/6/15)</td>
</tr>
<tr>
<td>FILE NO.</td>
<td>PROJECT ADDRESS</td>
<td>PROJECT DESCRIPTION</td>
<td>PROJECT NOTES/STATUS</td>
</tr>
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</tr>
<tr>
<td>MC 2119</td>
<td>236 E. 16th St.</td>
<td>Home Remodel (Complete Remodel)</td>
<td>Plans received and fees paid 08/27/14. Plan check complete 8/28/14. Following plan check, and while awaiting corrected plans, inaccuracies in Mesa Water records were discovered, and inspector was requested to field verify the actual conditions. 2nd set of plans were revised to reflect actual conditions, and plan check finalized on 10/2/14. Mylars received and fees paid on 10/14/14. Permit issued on 10/21/14, and issued inspection checklist on 10/27/14. Mesa Water inspector reported Contractor contacted on 8/10/15 to obtain status of project. Contractor scheduled to complete work, waiting for inspection to be scheduled. (11/6/15)</td>
</tr>
<tr>
<td>FILE NO.</td>
<td>PROJECT ADDRESS</td>
<td>PROJECT DESCRIPTION</td>
<td>PROJECT NOTES/STATUS</td>
</tr>
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</tr>
<tr>
<td>MC 2130</td>
<td>789-795 Paularino</td>
<td>19 New Homes</td>
<td>Plans received and fees paid on 10/17/14. Plans reviewed on 10/28/14 and circulated for Dept. signature. Due to an existing private well nearby and discharge piping on site, staff has asked the Developer to have the well capped and the discharge piping removed prior to issuance of plan check comments. After Developer agreed to cap the well, plan check comments were issued to Developer on 11/20/14. Received revisions from developer on 1/8/15. Plans approved 2/3/15. PreCon meeting held 2/4/15. Installed 6 - 2&quot; services on 2/13/15. Installed 19 - 1&quot; services on 4/28/15. Installed 1 - 3/4&quot; irrigation meter on 6/4/15. Flow through test completed on 7/6/15. Inspection ongoing as work progresses.</td>
</tr>
<tr>
<td>MC 2134</td>
<td>2026 Placentia</td>
<td>15 New Homes</td>
<td>Plans received and fees paid on 10/30/14. Plans reviewed on 10/30/14 and circulated for Dept. signatures. Plan check comments issued to Engineer on 11/13/14. Received revised plans 1/6/14. Plan check completed and permit issued 2/9/15. PreCon meeting held 2/11/15. Inspection ongoing as work progresses. Main hot-tap performed on 5/5/15. Services installed by contractor on 5/7/15. 16 - 1 inch meters installed on 7/6/15.</td>
</tr>
<tr>
<td>MC 2149</td>
<td>1620-1644 Whittier Ave and 970 16th St</td>
<td>89 Single Family Homes</td>
<td>Plans received and plan check fees paid 2/2/14. Working with developer to receive more information about the floor plans and irrigation as of 2/3/15. Hydraulic model is being performed by RBF. Conceptual Plan Check Completed and returned to customer 4/20/15. Second plan check returned to developer 4/7/15. Permit issued on 7/23/15. Pre-con meeting held on 7/27/15. Pipeline installation on 10/21/15. Pressure test and chlorination on 11/5/15.</td>
</tr>
<tr>
<td>FILE NO.</td>
<td>PROJECT ADDRESS</td>
<td>PROJECT DESCRIPTION</td>
<td>PROJECT NOTES/STATUS</td>
</tr>
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<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>MC 2165</td>
<td>341 16th Place</td>
<td>2 Single Family Homes</td>
<td>Plans received and plan check fees paid 4/22/15. First plan check completed and returned to developer 4/30/15. Mylars received on 8/6/15. Permit issued on 8/13/15. Installed 1 - 1&quot; service on 9/28/15. Installed 2 - 1&quot; meters on 10/1/15. (11/6/15)</td>
</tr>
<tr>
<td>MC 2178</td>
<td>334 East 16th Street</td>
<td>2 Single Family Homes</td>
<td>Plans received and plan check fees paid on 6/12/15. Comments returned on 6/24/15. Second plan check received 8/10/15 and returned on 8/24/15. Awaiting fee payment. (11/6/15)</td>
</tr>
<tr>
<td>MC 2181</td>
<td>250 Flower Street</td>
<td>Remodel</td>
<td>Plans received and plan check fees paid on 6/22/15. Comments returned on 7/22/15. Second submittal received on 10/29/15 and returned on 11/6/15. (11/6/15)</td>
</tr>
<tr>
<td>MC 2183</td>
<td>262 Esther Street</td>
<td>Single Family Home</td>
<td>Plans received and plan check fees paid on 7/1/15. Comments returned on 7/31/15. Second plan comments returned on 8/24/15. Plan check process completed on 9/17/15. Permit issued on 10/19/15. 1 inch service installed on 10/28/15. (11/6/15)</td>
</tr>
<tr>
<td>MC 2184</td>
<td>1670 Tustin Ave</td>
<td>Remodel</td>
<td>Plans received and plan check fees paid on 7/1/15. Comments awaiting pick-up at Plan Check Desk. Plan check called contact and was told the project is currently on hold. (11/6/15)</td>
</tr>
<tr>
<td>MC 2187</td>
<td>2245 Tustin Ave</td>
<td>Single Family Home</td>
<td>Plans received and plan check fees paid on 7/8/15. Second plan check comments returned on 8/17/15. Awaiting fee payment. (11/6/15)</td>
</tr>
<tr>
<td>MC 2188</td>
<td>2701 Harbor Blvd</td>
<td>Restaurant</td>
<td>Plans received and plan check fees paid on 7/13/15. Inspector performed pre-site survey to determine size of meter in meter room. First plan check comments awaiting pick up. (11/6/15)</td>
</tr>
<tr>
<td>FILE NO.</td>
<td>PROJECT ADDRESS</td>
<td>PROJECT DESCRIPTION</td>
<td>PROJECT NOTES/STATUS</td>
</tr>
<tr>
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</tr>
<tr>
<td>MC 2193</td>
<td>3154 G Airway Ave</td>
<td>Tenant Improvement</td>
<td>Plans received and plan check fees paid on 7/23/15. Plan check comments returned 8/24/15. Permit issued on 11/2/15. (11/6/15)</td>
</tr>
<tr>
<td>MC 2198</td>
<td>217 Ogle St.</td>
<td>Single Family Home</td>
<td>Plans received and plan check fees paid on 7/30/15. Plan check comments awaiting pick up. (11/6/15)</td>
</tr>
<tr>
<td>MC 2199</td>
<td>225 Ogle St.</td>
<td>Single Family Home</td>
<td>Plans received and plan check fees paid on 7/30/15. Permit issued on 9/21/15. (11/6/15)</td>
</tr>
<tr>
<td>MC 2202</td>
<td>2880 Mesa Verde Drive East</td>
<td>10 Single Family Homes</td>
<td>Plans received and plan check fees paid on 8/19/15. Second submittal received 10/29/15 and returned on 11/6/15. (11/6/15)</td>
</tr>
<tr>
<td>MC 2203</td>
<td>1239 Victoria Street</td>
<td>28 Single Family Homes</td>
<td>Plans received and plan check fees paid on 8/25/15. Second submittal received on 10/25/15 and returned on 11/6/15. (11/6/15)</td>
</tr>
<tr>
<td>MC 2204</td>
<td>1672 Placentia</td>
<td>32 Single Family Homes</td>
<td>Plans received and plan check fees paid on 8/26/15. Plan check picked up by customer on 10/6/15. (11/6/15)</td>
</tr>
<tr>
<td>MC 2206</td>
<td>247 E 23rd St</td>
<td>Single Family Home</td>
<td>Plans received and plan check fees paid on 9/21/15. Plan check waiting to be picked up. (11/6/15)</td>
</tr>
<tr>
<td>MC 2207</td>
<td>1654 Oahu Pl</td>
<td>Single Family Home</td>
<td>Plans received and plan check fees paid on 9/22/15. Permit issued on 10/1/15. (11/6/15)</td>
</tr>
<tr>
<td>MC 2208</td>
<td>353 &amp; 355 Rochester St.</td>
<td>2 Single Family Homes</td>
<td>Plans received and plan check fees paid on 9/22/15. Plan check awaiting pick up. (11/6/15)</td>
</tr>
<tr>
<td>MC 2210</td>
<td>3086 Warren Lane</td>
<td>Single Family Home</td>
<td>Plans received and plan check fees paid on 9/22/15. Plan check awaiting pick up. (11/6/15)</td>
</tr>
<tr>
<td>MC 2212</td>
<td>341 Bayside Drive</td>
<td>Fireline installation</td>
<td>Plans received and plan check fees paid on 9/29/15. Plan check awaiting pick up. (11/6/15)</td>
</tr>
<tr>
<td>MC 2213</td>
<td>847 W 16th St</td>
<td>Tenant Improvement</td>
<td>Plans received and plan check fees paid on 9/29/15. Plan check awaiting pick up. (11/6/15)</td>
</tr>
<tr>
<td>MC 2214</td>
<td>1944 Church St</td>
<td>2 Single Family Homes</td>
<td>Plans received and plan check fees paid on 10/5/15. Plan check awaiting pick up. (11/6/15)</td>
</tr>
<tr>
<td>MC 2215</td>
<td>119 Cecil Pl</td>
<td>3 Single Family Homes</td>
<td>Plans received and plan check fees paid on 10/5/15. Plan check awaiting pick up. (11/6/15)</td>
</tr>
<tr>
<td>MC 2216</td>
<td>320 E 18th St</td>
<td>4 Single Family Homes</td>
<td>Plans received and plan check fees paid on 10/5/15. Plan check awaiting pick up. (11/6/15)</td>
</tr>
<tr>
<td>MC 2217</td>
<td>823 Towne St</td>
<td>Assisted Living Facility</td>
<td>Plans received and plan check fees paid on 11/3/15. Plan check in progress. (11/6/15)</td>
</tr>
</tbody>
</table>
## Project Title: OC-44 Transmission Main Leak

**File No.:** MC 1977  
**Description:** Replace damaged section of pipeline

**Status:** Notice of intent to issue permit was granted by California Coastal Commission on 3/14/13. Staff is working on preparing a plan to monitor the disturbed area. Requested RBF to review the Habitat Restoration Plan and provide recommendations 7/2/14. Working with RBF on developing Permit Application and CEQA documents for OC-44 repair and proposed slip-lining project (see below OC-44 Replacement and Rehabilitation Evaluation and Cathodic Protection Study MC 2034).

## Project Title: Project Management Guidelines

**File No.:** MC 2043  
**Description:** Develop Project Management Guidelines


## Project Title: MWRF Finished Water Quality Polishing Project

**File No.:** MC 2039  
**Description:** Enhance finished water quality at the MWRF via Pilot Scale test

J.R. Filanc Construction, Inc. lowest bidder. Project kick off meeting took place on 2/24/14. Installation of the SBS Addition System is to be completed 3/14/2014. The Full Scale Pilot Start Up and testing started on March 19, 2014 and completed May 27, 2014. Report to be submitted on 7/3/2014. Meeting with Trussell Technologies to discuss staff comments held on 7/30/14. Meeting to review next phase recommendations held on 8/19/14. Revised Draft Final Report submitted August 27, 2014. Staff reviewed the Report and provided comments. The re-revised Draft Report submitted 10/9/14. Staff reviewed the report and recommended for approval continued operations of the full-scale polishing pilot until a permanent full-scale system can be implemented (E&O Committee meeting 10/21/14). Request for extension of the operation of the MWRF Water Polishing Project pilot testing past December 4, 2014 granted by DDW on November 11, 2014. Developing RFP for design of the permanent SBS addition system (2/6/15). RFP distributed 2/27/15 and proposals received 3/26/15. Selection interviews held on 4/9/15. Team Carollo/Trussell is proposed for the project. Proposal approved by E&O Committee 4/21/2015 and Board 5/14/2015. Contract with Carollo finalized 6/12/13 and the kickoff meeting held on 6/17/15. Preliminary Design Report received 8/3/15. Progress meeting and conference call with Carollo to discuss the review comments was held on 8/25/15 and 10/1/15, respectively. 60% design package submitted on 10/28/15. Review in progress. (11/5/15)

**Project Title:** OC-44 Replacement and Rehabilitation Evaluation and Cathodic Protection Study

**File No.:** MC 2034

**Description:** Evaluate potential repair and replacement options

**Status:** Contract awarded to RBF Consulting 2/12/13. Kick-off meeting held on 2/21/13. TM 1, 2 and 3 reviewed by Mesa Water® and City of Huntington Beach. Revised TM 1 and 3 submitted 6/12/13. Final study report due 7/31/13. Staff requested RBF to perform hydraulic modeling and habitat assessment to supplement original SOW. A meeting with MWDOC, MET and RBF to analyze possible new service connections on the OC Feeder held on 6/25/13. Workshop to discuss TM’s held on 7/2/13. Meeting to discuss PDR, permitting, work plan and design concerns held on 7/16/13. Draft PDR and final design scope proposal received 8/6/13. Hydraulic studies “Evaluation of MWD Water Supply Facilities” and “Analysis of Emergency Supply from OC-44 and OCF” received 8/8/13. Staff reviewed the PDR and Hydraulic Study reports and submitted comments to RBF 9/12/13. Received proposal for design of OC-44 Pipeline Rehabilitation Project 9/24/13. Proposal approved by E&O Committee 11/19/13 and by Board on 12/12/13. Staff prepared change order to RBF. Kick-off meeting held on 01/22/14. Project on progress. Outreach coordination meetings with project stakeholders took place on 2/14/2014. RBF is working with City of Newport Beach, County of Orange, and Irvine Company on receiving permits for surveying and geotechnical boring work. Orange County Health Care Permit issued 3/24/2014. Geotechnical boring conducted on 3/28/14. The county of Orange permit was issued April 7, 2014. Biological and Topographic Survey started
in mid-April and will continue through the end of July. Scour analysis completed on May 29, 2014. Jurisdictional Delineation completed on 6/30/2014. Project progress meeting with RBF and City of Huntington Beach held on 7/2/14 to review environmental assessment and predesign requirements. The design of the pipeline rehabilitation started on 7/8/2014. 60% plans and specifications submitted for review 9/8/2014. Staff is coordinating with City of Huntington Beach and finalizing review of the design package. Initial Study and Mitigated Negative Declaration submitted 11/2/14. Staff is reviewing the submittal (11/6/14). 60% review meeting with City of Huntington Beach and RBF held on 12/1/14. 90% design submittal received on 2/5/15. Notice of Intent (NOI) posted at County Clerk and State Clearinghouse on 1/29/15. Initial Study/Mitigated Negative Declaration (IS/MND) posted on Mesa Water website and distributed to agencies/parties identified on distribution list on 1/29/15. Permit applications submitted to the regulatory agencies, legal notice posted in the Daily Pilot, and hard copy of IS/MND posted at front counter on 1/29/15 for public review. The review period concluded 2/27/15. Three comment letters received. Prepared written responses to the comments and held public hearing at the Board Meeting on 4/9/15. 90% design submittal comments sent back to RBF on 3/26/15. Additional questions from RBF analyzed in coordination with the City of Huntington Beach and comments provided to RBF on 6/1/15. Progress meeting with RBF and City of Huntington Brach held 7/1/15. RBF is working with the regulatory agencies on obtaining encroachment permits and/or certifications. On 7/16/15 the consultant is scheduled to meet with the US Army Corps of Engineers (USACE) to discuss initial comments and obtain additional directions. Due to USACE staff shortage the permit is anticipated to be issued in March 2016. RBF is working with Regional Water Quality Control Board (RWQCB) on drafting the 401 Water Quality Certification for the project. The 401 Water Quality Certification was issued on 9/29/15. Comments to the California Department of Fish and Wildlife (CDFW) draft agreement were sent by RBF on 7/17/15. The CDFW permit is predicted to be issued in late October, 2015. In mid-June, 2015 RBF provided response to the California Coastal Commission’s (CCC) comments. The comments from CCC were received in the late July, 2015 and the permit is expected to be issued in mid-November, 2015. Permit from Caltrans obtained on August 17, 2015. 100% design package submitted on 7/21/15. Final bid set will be completed once permits are approved (10/12/15). Scour protection evaluation and recommendations submitted on 11/5/15. Project in progress (11/5/15).

**Project Title:** Well Automation and Rehabilitation  
**File No.:** MC2101  
**Description:** Rehabilitate all clear water wells and add remote control SCADA capabilities  
**Status:** Design: RFP for Design Services released on 7/1/2014. Pre-proposal meeting held on 7/9/2014. 6 proposals received on 7/28/2014; interviewed 3 shortlisted firms on 8/6/2014. Recommendation to award contract to Carollo Engineers approved by E&O on 8/19/2014; Board approval requested on 9/11/2014. Project kickoff meeting held on

Construction Management (CM) Services: Released and RFP for CM services on December 30, 2014 Preproposal meeting held on January 12, 2015. Four (4) proposals were received on January 26, 2015. Three proposers were interviewed on February 4, 2015, and the recommended Contract with RBF was approved by the Board on March 12, 2015.

60% design received on April 13, 2015. General 60% Design Review workshop held on April 27, 2015 and electrical/instrumentation review workshop held on May 11, 2015. Working on optimizing construction sequence. Electrical design workshop scheduled for June 25, 2015. 90% design submittal received on July 15, 2015. Engineer’s Estimate of probable cost at 90% is approximately $8.5M. Workshop to review and address 90% comments held on July 29, 2015. Contractor prequalification package sent to eight (8) General Contractors on July 18, 2015. Four prequalification applications were received on August 17, 2015. 100% Design received on September 16, 2015. Notice Inviting Sealed Bids was released to four prequalified contractors on October 5, 2015. Job Walks were conducted on October 13, 2015 for prequalified Prime Contractors and on November 3, 2015. Bid opening in scheduled for December 9, 2015.

**Project Title:** Well 9 Repair  
**File No.:** MC2145  
**Description:** Comprehensive cost/benefit evaluation and planning for Well 9  
**Status:** Change Order 1 to Well Automation and Rehabilitation Project issued on 10/23/14 to provide comprehensive evaluation and recommendations for Well 9. Kickoff held on 10/24/14. OCWD provided requested aquifer information on 11/3/14. Evaluation recommended rehabilitation of existing Well 9 and placement of pump at 300’ below ground to account for predicted aquifer drawdown levels at 500,000 AF overdraft. Design of rehabilitation and pump specification are in process. Change Order 2 issued to Carollo on 12/15/14 for Well 9 Design scope. Draft Well Rehabilitation design package and pump procurement design package were received on January 16, 2015. Draft combined Request for Bid (RFB) for well rehabilitation, pump procurement, and pump installation was received on February 3, 2015. The RFP was released to six recommended contractors on February 24, 2015. A job walk was held on March 5 with four contractors. Bid opening is held on March 16, 2015. Three bids were received. A contract was awarded to General Pump, the low bidder, on March 30, 2015. Pre-construction meeting was held on March 27, 2015. Well video to diagnose camera port damage conducted on April 1, 2015, and viewed on April 5, 2015. Well screens
cleaned May 1-May 11, 2015. Well redevelopment and pumping tests planned for May 25-June 4, 2015, stopped due to sanding. Well 9 progress report provided at May 19, 2015 E&O Committee meeting, and updated at July 21, 2015 E&O Committee meeting. Swage of casing successfully completed on July 27, 2015. Well screen swabbing completed on July 31, 2015. Video after swabbing on August 3, 2015, confirmed filter pack in place and no additional visible issues. Test pumping and redevelopment successfully completed August 14-21, 2015. Well casing survey performed on August 27, 2015, and well bottom bailing and re-capping planned for September 16, 2015. Well pump factory witness testing was completed August 31, 2015. Well pump installed during the week of September 28, 2015 and construction of water flush system and reconnection to distribution system piping performed during the week of October 5, 2015. Well start up was attempted on October 22, 2015. The well produced an unacceptable about of sand. Evaluation of the source of the sand is in progress, and recommendations for repairs are expected by November 30, 2015,

<table>
<thead>
<tr>
<th>Project Title:</th>
<th>Two New Wells</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No.:</td>
<td>MC2158</td>
</tr>
<tr>
<td>Description:</td>
<td>New wells and real estate services to identify and acquire property</td>
</tr>
<tr>
<td>Status:</td>
<td>Change Order to Well Rehabilitation and Automation approved at January 20, 2015 E&amp;O to retain Carollo and subconsultant Geotechnical Consultants Inc. (GTC) to provide typical well site layout and hydrogeological investigation to identify promising locations for two new 2,000-gpm clear wells. Met with Real Estate Professionals on February 2, 2015, to discuss scope of work for well site property identification and acquisition. Met with OCWD Chief Hydrogeologist on March 24, 2015, to identify study area for new well sites. Gave Notice to Proceed to Real Estate company on May 4, 2015, and provided consultant report on preferred well site property characteristics. Real Estate consultant developed an advertisement postcard to describe the type of property needed, and sent it to over 1,000 commercial and industrial property owners in the study area. Three sites have been presented for evaluation. Also met with the Laguna Beach County Water District (LBCWD) Manager of Engineering &amp; Operations on October 13, 2015, to discuss development of a jointly-owned well on property in Fountain Valley owned by LBCWD. An offer to purchase one site has been prepared for presentation to the property owner.</td>
</tr>
</tbody>
</table>
### Project Title: MWRF Parking Project

**File No.:** MC 2052  
**Description:** Conduct parking layout design

**Status:** Parking study prepared by Onward Engineering in November 2013. The Board approved alternative # 3 Parking Along the MWRF Frontage on Gisler Ave. on 3/15/2014. RFP for the parking design in consultants' review (11/6/14). RFP sent out to consultants 11/25/14. Proposals due 12/19/14. Interview with three consultants held on 1/7/15. Recommendation brought to January E and O for consideration of approval and will be brought to the Board on 2/12/15 for approval. Project approved 2/12/15. Kick-off meeting held on 2/19/15. Design in progress. 30% design submittal submitted 3/23/15. Staff met with C.J. Segerstrom and discussed concept and details of the proposed parking layout. Segerstrom verbally approved the project. City of Costa Mesa approved the concept and currently consultant is evaluating the landscape requirements with the City of Costa Mesa. E and O Committee accepted the conceptual design and provided comments on 5/19/15. The condition approval from Segerstrom received on 6/29/15. Staff is working with the designer (CivilSource), Mesa Water's attorney, and City of Costa Mesa on addressing Segerstrom’s comments. Staff is reviewing the Initial Study/Summary of Findings Report received on 8/3/15. Staff has addressed all Segerstrom’s requests included in their 6/29/15 letter and prepared a response letter. Staff and City of Costa Mesa are reviewing the 100% design submittal package. The final design package is expected to be submitted on 11/13/15 after receiving the City approval. (11/5/15)

### Project Title: OC 44 Import Stations Flow Meter Replacement

**File No.:** MC 2088  
**Description:** Provide design for replacement of Flow Meters in the OC 44 Import Turnouts No. TO-2, TO-4, and TO-5

**Status:** Task Order No. RBF-3 for preparing construction drawings, technical specifications, and bid documents for the flow meter replacements in the import turnouts No. TO-2, TO-4, and TO-5 issued to RBF Consulting on July 23, 2014. 75% plans and specifications submitted for review 10/7/2014. Staff is reviewing the submittal (10/9/2014). The review comments returned back to the consultant 11/4/14. Design of new pressure gauges, pressure transmitters, and related improvements were added to the scope in December 2014. Design in progress. 90% design package submitted for review on 2/20/15. Working with consultant and CLA-VAL on reviewing the design (3/6/15).

100% design submitted on 3/10/15. The comments to the 100% design sent back to the designer 4/30/15. Final design package received on 5/27/15. Mesa Water staff is reviewing the package and working with RBF on addressing final comments 6/8/15. Project solicited 6/17/15 and pre-bid walk held on 6/29/15. Bids opened on 7/10/15.
Staff recommended that the Board of Directors award a contract to the lowest bidder Jamison Engineering. E & O Committee recommended approval on 7/21/15. Board approved the project on 8/10/15. The kick-off meeting held on 8/17/15. Staff has finalized the contract and issued Notice to Proceed on 9/16/15. Project in progress (11/5/15).

<table>
<thead>
<tr>
<th>Project Title: Reservoir 1 and 2 Improvements</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No.: MC 2111</td>
</tr>
<tr>
<td>Description: Installation of gas flow meters at Reservoir 1 and Reservoir 2,</td>
</tr>
<tr>
<td>Status: Staff prepared Scope of Work and sent a request for quote to on-call Engineering consultant (As-Needed Design Consultant) to provide:</td>
</tr>
<tr>
<td>Design and specifications for installation of gas meters for Res 1, Res 2, and Well 5. Evaluation and design of Res 1 Air Vent Covers and Roof Membrane, and design for replacement of Res 1 silencers. Request for quote sent out 3/5/15. Brady Engineers selected for the project. Kickoff meeting held on 4/7/15. 30% design package submitted 5/27/15. Designer is working on addressing the review comments and continuing the design (7/10/15). Well 5 gas meter moved into the well automation and rehabilitation project scope of work. 100% Design Package received on 8/4/15. Meeting with the designer to discuss reviewers’ comments held on 8/10/15. The designer is revising the design and final bid package is anticipated to be submitted on 9/4/15. The final bid package submitted on 10/12/15. Staff has reviewed the submittal (11/5/15). Project will be advertised for bid in spring 2016.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Title: Pipeline Testing Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No.: MC 2112</td>
</tr>
<tr>
<td>Description: Implement Resolution No. 1442 Replacement of Assets to annually perform non-destructive testing of 1% of the distribution system, and destructive testing of segments that are shown to have less than 70% of original wall thickness by non-destructive testing.</td>
</tr>
<tr>
<td>Status: Identifying segments for FY 2015 non-destructive testing and arranging for excavation and removal of segments that tested below 70% remaining wall thickness in FY2014 non-destructive testing. Released a Request for Proposal for a consultant to administer the program and develop standard operating processes on February 6, 2015. Three proposals were received on February 26, 2015, and interviews conducted on March 4, 2015. A contract with RBF was approved by the Board on April 9, 2015. Kickoff meeting held on April 21, 2015. Project status meeting held on June 8, 2015. Draft deliverable of prioritization of asbestos concrete pipe (ACP) for non-destructive testing received on June 26, 2015; updated draft received on August 7, 2015. Draft deliverable with recommendations for non-destructive testing technologies for metallic pipe received on August 7, 2015. Draft evaluation of destructive testing laboratories and tests received on August 21, 2015; final report received on September 16, 2015.</td>
</tr>
</tbody>
</table>

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Echologics performed non-destructive testing of 3 miles of ACP from July 13-17, 2015. Draft report received on August 14, 2015; final report received on September 1, 2015. Based on the Echologics reports from 2013 and 2015, ten ACP segments were selected for sampling and destructive testing. Three ferrous material pipelines with a history of repairs were also selected for field sampling and destructive testing. Draft bid documents for field sampling received on October 16, 2015. Final bid documents expected on November 18, 2015.

**Project Title:** Fall Protection Implementation  
**File No.:** MC 2129  
**Description:** Implement recommendations from Fall Protection evaluation.  
**Status:** Developing project schedule and recommendations for procurement. Identifying qualified contractors for design-build for construction of guardrails and access gates. Developing scope of services. Job walk conducted on March 25, 2015, with Versatile Fall Protection to identify options for closing the fall protection audit findings. Initial recommendations and cost estimate received on April 8, 2015. Contract for implementation of fall protection recommendations signed with Versatile Fall Protection under General Manager’s authority on July 7, 2015. Preconstruction meeting held on July 9, 2015. Initial project submittals received on July 22, 2015. Installation of guardrails, skylight screens, ladder gates, and anchor points at the Administration Building and Field Office completed Aug 20-22, 2015. Installation of skylight screens and guardrails completed at the MWRF on September 1, 2015, and anchor points on September 14, 2015. Installation of new ladders, guardrail repair, and ladder gates at the Reservoir 2 Pump House completed on September 15-16, 2015. Installation of ladder extenders at the Reservoir 1 access hatches and Admin building roof completed on September 21, 2014. All construction is completed. Project will be completed upon acceptance of record drawings.

**Project Title:** MWRF Outreach Center  
**File No.:** MC 2147  
**Description:** Report on the feasibility of reconfiguring and potentially expanding the functional uses of the MWRF Operations and Administration Building to include a multi-purpose room and educational forum.  
**Status:** Mesa Water® is coordinating with IBI Group (designer) on the feasibility of implementing an education and outreach center at the MWRF. Kick-off meeting was held on 6/1/2015. Program Requirement Questionnaire meetings were held on 6/9/2015 and 6/17/15. Program Report delivered to Mesa Water® for review on 7/7/2015. 60% design concepts are scheduled for submittal on 08/14/15. 100% concept design received on 09/29/15. Virtual rendering received on 10/6/15. Concept designs presented at the October Board Workshop. A follow-up planning session will be held at the November Engineering and Operations Committee Meeting to capture
the Board’s input on evaluating reduced cost options and to revisit the existing Boardroom improvements.

**Project Title:** Mesa Water Main Office HVAC Study  
**File No.:** MC 2171  
**Description:** Evaluate the existing HVAC system and provide recommendations for improved efficiency and operations of the system.  
**Status:** Mesa Water® has contracted with Goss Engineering Inc. to perform this study.

**Project Title:** South Coast Plaza Pipeline Repair  
**File No.:**  
**Description:** Water main repair due to failed 12" main.  
**Status:** On October 19, 2015, around 2:00 a.m., a 50 year old waterline near the western end of the main driveway to South Coast Plaza ruptured and impacted the soil supporting the pavement. At the rupture location, the pavement caved-in resulting in a deep sinkhole. Beyond the immediate location of the waterline rupture, the asphalt was uplifted due to the water pressure and the base course was filled with water, soaking the upper parts of the clay subgrade. The majority of the driveway was impacted by the water line break; however, the most significant impact was in the eastern parts of the driveway approximately 200 feet away from the location of the water line rupture. To repair the ruptured water line, Mesa Water® retained the on-call contractor Paulus Engineering, Inc. (PEI). Due to the close proximity of a retaining wall and high voltage electrical conduits, significant pipeline depth, saturated and constantly caving-in slopes of the sink hole it has been decided to abandon the broken section of the pipeline by capping its ends, backfill the sinkhole with a cement slurry and install approximately 450 linear feet of a new pipeline. The new pipeline was constructed by PEI. All impacted pavement and saturated clay subgrade had to be removed from the site and replaced with a layer of Crushed Miscellaneous Base (CMB) material overlaid by 8-inch thick layer of asphalt. To evaluate alternatives, establish limits of removal of impacted soils/pavement and assure proper subgrade preparation and CMB and pavement placement Mesa Water® retained a geotechnical consultant (Geotechnical Professionals Inc.). The subgrade and pavement were installed by United Paving Company. During construction activities portions of the adjacent parking were deteriorated by construction equipment. The portions of the parking were repaired by applying a layer of a seal coat and re-striping. The project was completed on Thursday, October 29, 2015.
Project Title: Other Agency Project Coordination

File No.: 

Description: Median construction in Placentia Ave. between Wilson St. and Adams Ave.

Status: Mesa Water 16” main runs 5’ East of the street center line. Mesa Water® is coordinating with designer and City on design of necessary protection and root barrier for the water main. 85% design plans received on (12/22/14). Plan review in progress 1/8/15. Plan review comments sent to the City 2/6/15. Mesa Water® provided update comments to landscaping plans on 6/17/15. Mesa Water® continuing to coordinate with the City, Stivers and Associates, Inc., and City Designer on layout of project. Revised final plans submitted for Mesa Water review on 11/5/15. Staff is reviewing the submittal (11/5/15).

Project Title: Other Agency Project Coordination

File No.: 

Description: Water main relocation in New Hampshire Ave. due to Greenville-Banning Channel Improvements by County of Orange.

Status: Relocation of 12” water main is required due to enlarged box culvert on Greenville-Banning Channel. Task Order No. RBF-2 issued to RBF Consulting on June 24, 2014 for design of the relocation. Mesa Water® is coordinating with County of Orange and RBF. Design in progress. Hydraulic analysis received from RBF 9/12/14 indicated that taking the New Hampshire pipeline out of service during construction of the Greenville-Banning Channel will have no adverse impacts on the distribution system (8/9/14). Mesa Water® is working with OCFCD on finalizing the cooperative agreement. E&O Committee approved the agreement 11/18/14. Pipeline relocation design package submitted to Mesa Water® on 1/31/15. Mesa Water® is coordinating with OCFCD and consultant to address final comments. Plans and specifications for the pipeline relocation completed 3/3/15 and forwarded to OCFCD on 3/5/15. Attended the pre-construction meeting on 7/21/15. Project start date has been moved to end of March 2016. (11/5/15)

Project Title: Other Agency Project Coordination

File No.: 

Description: Water main relocation due to proposed improvements at the Performing Arts Center.

Status: Mesa Water staff is coordinating with Pacific Arts Center and RBF (designer) on relocation of 12” water main. Coordination meeting with Performing Arts Center and RBF held on 8/5/2014. Additional information regarding the proposed type of trees and root barrier submitted on August 28, 2014. Submittal was received and comments
provided. Revised submittal received on 10/6/14. Staff is reviewing the submittal and coordinating with RBF and Performing Arts Center (11/6/14). Project on hold due to C.J. Segerstrom’s review until April/May 2015. Coordination meeting with Performing Arts Center and RBF held on 6/17/15. Awaiting revised submittal. (10/12/15)
## Water Quality Call Report
### October 2015

<table>
<thead>
<tr>
<th>Date</th>
<th>10/6/2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>Phone</td>
</tr>
<tr>
<td>Address</td>
<td>1567 Orange Ave.</td>
</tr>
<tr>
<td>Description</td>
<td>Customer concerned about the water quality and wants to know if it's safe to drink.</td>
</tr>
<tr>
<td>Outcome</td>
<td>Explained to customer that Mesa Water® does extensive water quality testing at the sources, treatment plant, and distribution system. Monthly water quality reports are sent to the Division of Drinking Water and the water meets and surpasses drinking water standards.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>10/16/2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>Phone/Visit</td>
</tr>
<tr>
<td>Address</td>
<td>2865 Monterey</td>
</tr>
<tr>
<td>Description</td>
<td>Customer lives in area where there was a recent shut down for valve replacement. Since then she noticed that the water has not been clear (looks dirty) and the pipes were noisy.</td>
</tr>
<tr>
<td>Outcome</td>
<td>Customer was not home during site visit but allowed staff to check the water from the outside hose bib. Water was clear but staff noticed some air coming out while flushing. Field tests showed the water was within normal range for pH, temperature and chlorine residual. Called customer back and explained that the water is fine. Customer was advised to remove all faucet aerators, flush the lines with water, and replace the faucet aerators just in case sediments/particles were trapped in the aerators.</td>
</tr>
</tbody>
</table>
Date: 10/21/2015  
Source: Phone/Visit  
Address: 3375 Marigold  
Description: Fishy odor from washing machine.  
Outcome: During site visit, no fishy odor was detected in the water sample taken at the hose bib and field tests were within normal range for pH, temperature, and chlorine residual. Explained to customer that odor may be internal with his pipes or the washing machine.

Date: 10/24/2015  
Source: E-mail  
Address: 2043 Monrovia Ave  
Description: Customer had some questions regarding the disinfectant used, chlorine residual levels, and testing for disinfection & disinfection byproducts (DBPs).  
Outcome: Responded to customer's questions and provided latest DBP data of sample station closest to customer's home.
Policy Assignments for 2015

<table>
<thead>
<tr>
<th>Policy Name</th>
<th>Resolution</th>
<th>Date Adopted</th>
<th>Revision Schedule</th>
<th>Next Review</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rules and Regulations for Water Services (will include review of meter capacity charges and easement procedures)</td>
<td>Resolution No. 1452</td>
<td>10/09/14</td>
<td>Review and update as needed</td>
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<tr>
<td>Standard Specifications and Drawings</td>
<td>Resolution No. 1449</td>
<td>08/14/14</td>
<td>Review and update as needed</td>
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</table>
## Water Operations Status Report

**July 1, 2015 - October 31, 2015**

<table>
<thead>
<tr>
<th>Program</th>
<th>Operations</th>
<th>Wk Unit</th>
<th>Plan Days</th>
<th>Act Days</th>
<th>Plan Qty</th>
<th>Act Qty</th>
<th>Plan Cost</th>
<th>Actual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>01 - HYDRANTS</strong></td>
<td>WD-0101 - HYDRANT MAINTENANCE</td>
<td>HYDRANTS</td>
<td>61</td>
<td>13</td>
<td>12</td>
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<td>WD-0102 - HYDRANT PAINTING</td>
<td>HYDRANTS</td>
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<td>144</td>
<td>66</td>
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<td>WD-0103 - HYDRANT REPAIR</td>
<td>HYDRANTS</td>
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<td>13</td>
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<td>8</td>
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<td>$9,068</td>
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<td>WD-0104 - DAMAGED HYDRANT</td>
<td>HYDRANTS</td>
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<tr>
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<td><strong>Program 01 TOTAL</strong></td>
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<td>83</td>
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<tr>
<td><strong>02 - VALVES</strong></td>
<td>WD-0201 - DISTRIBUTION VALVE MAINTENANCE</td>
<td>VALVES</td>
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<td>25</td>
<td>925</td>
<td>474</td>
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<td>WD-0202 - NIGHT VALVE MAINTENANCE</td>
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<tr>
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<td>WD-0203 - REPLACE VALVE BOX</td>
<td>BOXES</td>
<td>9</td>
<td>2</td>
<td>11</td>
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<td>$8,258</td>
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<td><strong>Program 02 TOTAL</strong></td>
<td></td>
<td>52</td>
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<td></td>
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<td>$45,770</td>
<td>$20,072</td>
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<tr>
<td><strong>03 - METERS</strong></td>
<td>WD-0301 - NEW METER INSTALLATION</td>
<td>METERS</td>
<td>4</td>
<td>5</td>
<td>18</td>
<td>39</td>
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<td>WD-0302 - RAISE REPLACE METER BOX</td>
<td>BOXES</td>
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<td>3</td>
<td>27</td>
<td>10</td>
<td>$11,221</td>
<td>$8,806</td>
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<tr>
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<td>WD-0303 - METER LEAK INVESTIGATE/REPAIR</td>
<td>INV/REP</td>
<td>7</td>
<td>11</td>
<td>53</td>
<td>67</td>
<td>$6,522</td>
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<td>WD-0304 - METER FLOW TEST</td>
<td>TESTS</td>
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<td>$0</td>
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<td>WD-0305 - ANGLE STOP/BALL VALVE REPLACE</td>
<td>REPLACE</td>
<td>21</td>
<td>19</td>
<td>42</td>
<td>38</td>
<td>$21,412</td>
<td>$13,739</td>
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<tr>
<td></td>
<td>WD-0306 - LARGE METER TEST/REPAIR - C</td>
<td>TESTS</td>
<td>3</td>
<td>0</td>
<td>21</td>
<td>0</td>
<td>$7,340</td>
<td>$349</td>
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<tr>
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<td><strong>Program 03 TOTAL</strong></td>
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<td>$55,881</td>
<td>$40,579</td>
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<tr>
<td><strong>04 - MAIN LINES</strong></td>
<td>WD-0401 - MAIN LINE REPAIR</td>
<td>REPAIRS</td>
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<td>5</td>
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<tr>
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<td>WD-0402 - AIR VAC MAINTENANCE/REPAIR</td>
<td>AIR VACS</td>
<td>6</td>
<td>2</td>
<td>28</td>
<td>15</td>
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<td>WD-0404 - DEAD END FLUSHING</td>
<td>LOCATIONS</td>
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<td><strong>Program 04 TOTAL</strong></td>
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<td>$5,091</td>
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<tr>
<td><strong>05 - SERVICE LINES</strong></td>
<td>WD-0501 - SERVICE LINE REPAIR</td>
<td>SERVICES</td>
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<td>12</td>
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<td>4</td>
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<td>WD-0502 - ABANDON SERVICE LINE</td>
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<tr>
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<td>WD-0503 - RELOCATE SERVICE LINE</td>
<td>SERVICES</td>
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<td>1</td>
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<td>$104</td>
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<tr>
<td></td>
<td><strong>Program 05 TOTAL</strong></td>
<td></td>
<td>27</td>
<td>12</td>
<td></td>
<td></td>
<td>$26,010</td>
<td>$8,600</td>
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<tr>
<td><strong>06 - CAPITAL</strong></td>
<td>CAP AV - CAPITAL AIR VACUUM REPLACE</td>
<td>AIR VACS</td>
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<td>1</td>
<td>3</td>
<td>1</td>
<td>$1,392</td>
<td>$612</td>
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<tr>
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<td>CAP BI - CAPITAL BYPASS &amp; METER INSTALL</td>
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RECOMMENDATION
This report is for information only. No action is recommended at this time.

STRATEGIC PLAN
Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION
None.

DISCUSSION
This report on Municipal Water District of Orange County (MWDOC) issues is intended to brief the Committee and Board on activities relevant to Mesa Water District (Mesa Water®). The first section, “On-Going Issues”, is a status update on current studies, reports, and/or policy work groups that staff are involved with. The second section, “Last Month’s Issues”, is a report on noteworthy items that were covered at the last month’s MWDOC Board and Committee meetings. The last section, “Upcoming Issues”, is a preview of new and forthcoming issues important to Mesa Water®. This format is intended to keep the Committee and Board informed about current and future items at MWDOC in order to provide direction to staff and its MWDOC representatives in a timely manner, if required.

ON-GOING ISSUES

LAST MONTH’S ISSUES

- **California Waterfix Recirculated Draft EIR/Supplemental EIS**: Recommendation to authorize the General Manager to submit a formal comment letter on the BDCP/California Water Fix partially Recirculated Draft EIR/Supplemental EIS. Moved and approved.

- **Secondary Assignment of Surplus Met Allocation**: General Manager informed the Board that there is 10,000 acft available due to conservation. OCWD is interested and can take the entire amount within a 5-week period. No other agencies have expressed interest in the water and 17 of the 29 MWDOC member agencies have submitted e-mails in support of this concept. Moved and approved.

- **MWDOC Legislative Policy Principles**: MWDOC’s Legislative Policy will be going to the Board for approval and adoption. General Managers were asked to review the draft policy and give MWDOC input by November 6, 2015. The Draft Policy can be found on MWDOC’s web-site.
**MET IRP Update:** An update on MET’s Integrated Water Resource Plan (IRP) process and progress was provided. Some of the topics discussed were:

- Status of where MWDOC is with the 2015 IRP process.
- What is the current outlook of supplies and demands?
- What has changed since the 2010 IRP?
- Do changes need to be made to current IRP targets?
- What potential risks are being evaluated in the planning targets?
- What are the potential strategies being evaluated to mitigate these risks?
- Next steps in the IRP process.

**MWDOC Drought Allocation and State Water Use Tracking:** MWDOC Member Agencies are living within their MET allocations and there is a surplus. MWDOC asked the members if they were accepting of releasing 16,000 acft of the 26,000 acft available to OCWD or other members for the purpose of storage. The consensus of the member agencies was that the 16,000 acft surplus was an acceptable quantity and represents good water management. The MWDOC Board will vote on this issue at their next Board Meeting. OCWD, IRWD and/or Serrano Water District would be the most likely recipients of this water. OCWD is ready to take the water and would like to do so as soon as possible, before the rainy season starts. Also, it is imperative that agencies take the water before May to avoid “peaking fees”. IRWD and Serrano can take the water into Irvine Lake.

**Choice Communications Program/Value of Water:** MWDOC staff talked about the article that will run in the OC Register starting Dec-June. Santa Margarita Water District and Moulton Niguel Water District have run similar ads with good results relating to their conservation programs.

**RFP for Water Loss Control Consultant:** MWDOC has selected WSO Consultants as the choice Consultant. Member agencies can contract via MWDOC for water loss and water balance/leak detection. This offering is part of the choice program and is menu driven. There will be a water loss committee formed for technical information and that part is covered under the core program at no additional fee. Agencies wishing to use the choice options need to “opt-in” to the programs. The contact will be going to MWDOC Board at the next meeting for consideration of approval.

**UPCOMING ISSUES**

MWDOC Management will be considering a second phase contract award for the Orange County Water Reliability Study.
FINANCIAL IMPACT

None.

ATTACHMENTS

None.
MEMORANDUM

TO: Engineering and Operations Committee
FROM: Phil Lauri, P.E., Assistant General Manager
DATE: November 17, 2015
SUBJECT: Orange County Water District Activities Update

RECOMMENDATION

This report is for information only. No action is recommended at this time.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

This report on Orange County Water District (OCWD) issues is intended to brief the Committee and Board on activities relevant to Mesa Water District (Mesa Water®). The first section, “On-Going Issues”, is a status update on current studies, reports, and/or policy work groups that staff are involved with. The second section, “Last Month’s Issues”, is a report on noteworthy items that were covered at the last month’s OCWD Board and Committee meetings. The last section, “Upcoming Issues”, is a preview of new and forthcoming issues important to Mesa Water®. This format is intended to keep the Committee and Board informed about current and future items at OCWD in order to provide direction to staff and its OCWD representatives in a timely manner, if required.

ON-GOING ISSUES

LAST MONTH’S ISSUES

• **Raise the BPP to 76% for the remainder of the year:** OCWD staff informed all Producers that the Board had voted to raise the BPP to 76% which effectively equates to a 75% BPP through June 2016. In addition, OCWD staff notified the Producers that MWD has called for the CUP water stored in the basin. The Producers that are part of the CUP program will try their best to pump the remaining 16,000 acft. This could be difficult if demands continue to drop due to conservation and possible rain this winter.

• **MWDOC Orange County Water Reliability Study:** MWDOC staff gave an update on this project. Phase I was designed to estimate future gaps between projected demands and existing supplies. MWDOC staff would like to propose a Phase II of the study to design project portfolios with the cost and benefits of increasing supply reliability through a combination of Orange County local projects, operations and advocacy from MWD improvements. These could be projects from Metropolitan Water District (MWD) or projects developed from within Orange County or by Orange Water Districts.
County agencies. After further discussion, both the Producers and OCWD staff requested that MWDOC staff make their Board aware that the Agency Managers would like to study the outcome of Phase I as a collective group. It was envisioned that several meetings would be scheduled within the next 2-3 months to get a better understanding of the information from Phase I before a Phase II is commissioned. MWDOC staff will relay the request to Upper Management and the MWDOC Board.

- **MWD/Los Angeles County Sanitation District Indirect Potable Reuse Project:** MWD and LACSD are considering a program similar to GWRS at LACSD’s Carson Plant. Phase I is projected to produce 60 MGD, expandable to 150 MGD with pipelines extending to Orange County, Long Beach and the Central Basin. An initial pilot plant producing 1 MGD is being considered by MWD and LACSD. MWD’s Board is excited about this project and calls it a possible “Third River”. Three RFP’s will be announced; the first for the design of the pilot plant, the second for an institutional issues study and the third for an expert water quality committee. Upper Management at MWD would like to see this project operational within 5 years.

- **Groundwater Remediation Projects:**
  - **North Basin:** OCWD staff met last month with the EPA to discuss action items. OCWD will be receiving a letter from the EPA for a voluntary participation concept with the EPA, OCWD and the businesses that have been identified as responsible parties. The EPA will also send OCWD a Statement of Work and the Administrative Order for OCWD’s Board approval. OCWD staff continues to work with a large manufacturer in Fullerton on taking the treated water from the pilot treatment plant. Additional alternatives would be to a) send the treated water to sewer; b) send the treated water to OCWD spreading basins; or c) send to Fullerton for domestic use. The EPA is aware of this project and will not contest it.
  - **South Basin:** OCWD staff is concerned with the lack of effort and movement from the responsible parties. A meeting was held on October 28th in South County to address the role OCWD will play in the cleanup process. A small pilot pump & treat project is projected to be operational in the near future. This project will be in Santa Ana and will help stop the migration of the plume.
  - **MTBE:** No Report.

- **OCSD Flows:** Flow has increased slightly over the past 2 months. GWRS is producing as designed and as scheduled. However, source water is still a major concern. Last months flows were 190 MGD.

- **U.S Ninth Circuit Court of Appeals upholds Fish and Wildlife Service Expansion:** In an effort to protect and add the Santa Ana Sucker to the endangered species/habitat. The Upper Watershed agencies lost the original project and have now lost the appeal. The next move is to appeal to the Supreme Court.
• **State Groundwater Management Act Update:** On September 16, 2014, Governor Brown signed three bills (SB1168, AB1739, and SB1319), which comprise the Sustainable Groundwater Management Act (Act). The Act requires that all high- and medium-priority basins designated by the Department of Water Resources (DWR) be sustainably managed by 2020 or 2022 depending on basin conditions. In June 2014, DWR published a report on basin prioritization and designated the Coastal Plain of Orange County Groundwater Basin (Basin 8-1) as a medium priority basin. This was primarily due to heavy reliance on groundwater within the basin and how this was accounted for in the ranking system. It is not an indication that the basin needs to be managed differently. The Act requires that there be no unmanaged areas within basin boundaries as defined by DWR Bulletin 118 for high and medium priority basins. Bulletin 118 states that basin boundaries are based on hydro-geologic conditions and political boundary lines whenever practical. OCWD overlies much of the Coastal Plain of the Orange County Groundwater Basin (Basin 8-1) District’s boundary. A minor portion of the District’s area outside of the boundary needs to be managed in some fashion. OCWD covers 89 percent of the basin as defined by Bulletin 118, the La Habra area 6 percent, the Santa Ana Canyon area 1 percent and the southern portion 4 percent. District staff worked with the authors of the Act to ensure that special act districts, including OCWD, were listed in the Act as the exclusive groundwater manager within its statutory boundaries. This designation prevents another agency from establishing a Groundwater Sustainability Agency (GSA) within a special district’s boundaries. Now that the Act is being implemented and interpreted, compliance options are becoming better defined. All special act districts must comply with the Act by completing one of two options: 1) Present an Alternative Submittal, which is functionally equivalent to a Groundwater Sustainability Plan. 2) Opting to become a Groundwater Sustainability Agency (GSA) and preparing a Groundwater Sustainability Plan (GSP). This information went to the OCWD Board on October 21st for action.

• **Alamitos Barrier Improvement Project:** The Board awarded a contract for $9,984,335 to Jensen Drilling Company for the Alamitos Barrier Improvement Project and amended an agreement with CH2M Hill for additional well construction design services.

**UPCOMING ISSUES**

OCWD will be considering the continued operation of the Green Acres Program

**FINANCIAL IMPACT**

None.

**ATTACHMENTS**

None.
There are no support materials for this item.
REPORTS AND INFORMATION ITEMS:

12. REPORT OF THE GENERAL MANAGER:
REPORTS AND INFORMATION ITEMS:

13. DIRECTORS' REPORTS AND COMMENTS: