



## Board of Directors

Brian Brennan, Director  
Richard Hajas, Director  
Neil Cole, Director

Mary Bergen, Director  
Pete Kaiser, Director

CASITAS MUNICIPAL WATER DISTRICT  
Meeting to be held at the

The meeting will be conducted via Zoom.

Join Zoom Meeting <https://zoom.us/j/98414854813?pwd=UXhtWS9zdm83ZU5CazNXenIEVEIRUT09>  
Meeting ID: 984 1485 4813 Passcode: 757052

To join and participate via telephone please call (888) 788-0099 or (877) 853- 5247  
Enter Meeting ID: 984 1485 481# and Passcode: 757052#

October 27, 2021 @ 4:00 PM

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

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

CS1. CALL TO ORDER - CLOSED SESSION - 4:00 P.M.

CS2. ROLL CALL

CS3. PUBLIC COMMENTS - Comments on closed session items.

CS4. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9(a) Santa Barbara Channelkeeper v. State Water Resources Control Board, City of San Buenaventura, et al.; and City of San Buenaventura v Duncan Abbott, et al., Cross Complaint; Superior Court of the State of California, County of Los Angeles, Case No. 19STCP01176.

1. CALL TO ORDER - Regular Session at 5:00 p.m.
2. ROLL CALL
3. CLOSED SESSION REPORT
4. AGENDA CONFIRMATION
5. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three minute limit.
6. CONSENT AGENDA
  - 6.a. Accounts Payable Report.  
[Accounts Payable Report.pdf](#)
  - 6.b. Minutes of the October 13, 2021 Board Meeting.  
[10 13 2021 Minutes.pdf](#)
7. ACTION ITEMS
  - 7.a. Review and Approval of the revised Casitas MWD Reserve Fund Policy.  
[Reserve Policy Board Memo 102721.pdf](#)  
[Proposed Revised Reserve Policy 102721 ATT1.pdf](#)  
[Reserve Policy 2009 ATT2.pdf](#)
  - 7.b. Review and Approval of Staff Recommendations for setting of District reserve funds for Fiscal Year 2021-2022.  
[Reserve Recommendation Memo FY 2022 102721.pdf](#)  
[Reserves ending Balance FY21 102721 ATT1.pdf](#)
  - 7.c. Award the contract for the Heidelberger Tank Retaining Wall (Specification No. IFB178) submitted through the Sourcwell eziQC process to MDJ Management in the amount of \$68,059.30.  
[Board Memo for Heidelberger Tank Retaining Wall Award.pdf](#)
  - 7.d. RFQ for Prequalification of Pipeline Contractors for 2022, determining that all bidders on pipeline projects undertaken by the District in 2022 must be pre-qualified prior to submitting bids.

[BoardMemo\\_ContractorPreQualification.pdf](#)

- 7.e. Award a contract to BSN Construction in the amount of \$111,000.00 for the Lake Casitas Recreation Area Paving FY21-22, Specification No. 21-444, and approve Change Order No. 1 in the amount of \$39,000 to BSN Construction for additional paving based on the unit price.

[Board Award Memo LCRA Paving.pdf](#)

- 7.f. Assignment of Conservation Penalty Appeal Panel Members.

[Board Memo on Appeals Panel Member Assignment 102721.pdf](#)

## 8. DISCUSSION ITEMS/PRESENTATIONS

- 8.a. Presentation by the Ojai Fire Safe Council.

- 8.b. Review and Discussion of a proposed draft term sheet for the Ventura-Santa Barbara Intertie Agreements.

[Board Memo Ventura-SB Proposed Term Sheet 102721.pdf](#)

[Draft Term Sheet Ventura-SB Interconnection 102721 ATT1.pdf](#)

[Ven-SB Intertie Term Sheet Presentation 102721 ATT2.pdf](#)

- 8.c. Update on Casitas MWD Redistricting.

## 9. INFORMATION ITEMS

- 9.a. Recreation Committee Minutes.

[Rec Minutes 10-12-2021.pdf](#)

- 9.b. Finance Committee Minutes.

[Finance Minutes 101521.pdf](#)

- 9.c. Monthly Engineering Report.

[Engineering Status Report.pdf](#)

- 9.d. Monthly Hydrology Report.

[Hydrology.pdf](#)

## 10. GENERAL MANAGER COMMENTS

## 11. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

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

## 13. ADJOURNMENT

**CASITAS MUNICIPAL WATER DISTRICT**  
**General Fund Check Authorization**  
**Checks Dated 10/07/21 - 10/20/21**  
**Presented to the Board of Directors For Approval October 27, 2021**

<b>Check</b>	<b>Payee</b>		<b>Description</b>	<b>Amount</b>
001076	Payables Fund Account	# 9759651478	Accounts Payable Batch 101321	\$ 395,612.74
001077	Payables Fund Account	# 9759651478	Accounts Payable Batch 102021	\$ 862,518.80
				<u>\$ 1,258,131.54</u>
001078	Payroll Fund Account	# 9469730919	Estimated Payroll 11/04/21	\$ 234,000.00
			Total	<u>\$ 1,492,131.54</u>

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

The above numbered checks, 001076-001078 have been duly audited is hereby certified as correct.




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Janyne Brown, Chief Financial Officer

## *A/P Fund*

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

001076    A/P Checks:                            044454-44519  
          A/P Draft  
          Voids:  
          044494 - Meiners Oaks Ace Hardware - Continuation of detail of check 044493  
          044495 - Meiners Oaks Ace Hardware - Continuation of detail of check 044493

001077    A/P Checks:                            044520-044602  
          A/P Draft                            000219-000223  
          Voids:  
          044525 - Amazon Capital Service - Continuation of detail of check 044524  
          044564 - Meiners Oaks Ace Hardware - Continuation of detail of check 044563  
          244590-244596 - Wrong check sequence number



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Janyne Brown , Chief Financial Officer

CERTIFICATION

Payroll disbursements for the pay period ending 10/16/21

Pay Date 10/21/21

have been duly audited and are

hereby certified as correct.

Signed: Jayne Brown

Jayne Brown

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	C-CHECK		VOID CHECK	V	10/13/2021			
	C-CHECK		VOID CHECK	V	10/13/2021	044494		
	C-CHECK		VOID CHECK	V	10/20/2021	044495		
	C-CHECK		VOID CHECK	V	10/20/2021	044525		
	C-CHECK		VOID CHECK	V	10/20/2021	044564		
00215	SOUTHERN CALIFORNIA EDISON							
	C-CHECK		SOUTHERN CALIFORNIA EDISVOIDED	V	10/20/2021	244590		63.51CR
00471	UNION ENGINEERING COMPANY, INC.							
	C-CHECK		UNION ENGINEERING COMPANVOIDED	V	10/20/2021	244591		176,468.44CR
00270	Wells Fargo Bank							
	C-CHECK		Wells Fargo Bank VOIDED	V	10/20/2021	244592		63.51CR
04010	CALIFORNIA STATE DISBURSEMENT							
	C-CHECK		CALIFORNIA STATE DISBURSVOIDED	V	10/20/2021	244593		386.30CR
02823	Franchise Tax Board							
	C-CHECK		Franchise Tax Board VOIDED	V	10/20/2021	244594		500.00CR
00124	ICMA RETIREMENT TRUST - 457							
	C-CHECK		ICMA RETIREMENT TRUST - VOIDED	V	10/20/2021	244595		649.37CR
00985	NATIONWIDE RETIREMENT SOLUTION							
	C-CHECK		NATIONWIDE RETIREMENT SOVOIDED	V	10/20/2021	244596		8,348.14CR

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	11	VOID DEBITS 0.00		
		VOID CREDITS 186,479.27CR	186,479.27CR	0.00
TOTAL ERRORS:	0			

VENDOR SET: 01 BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
		11	186,479.27CR	0.00	0.00
BANK:	TOTALS:	11	186,479.27CR	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00128	INTERNAL REVENUE SERVICE							
I-T1 202110181930	Federal Withholding	D	10/20/2021	40,268.87		000219		
I-T3 202110181930	SS Withholding	D	10/20/2021	37,742.80		000219		
I-T4 202110181930	Medicare Withholding	D	10/20/2021	9,744.12		000219		87,755.79
00187	CALPERS							
I-PBB202110181930	PERS BUY BACK	D	10/20/2021	130.46		000220		
I-PBP202110181930	PERS BUY BACK	D	10/20/2021	161.96		000220		
I-PEB202110181930	PEPRA EMPLOYEES PORTION	D	10/20/2021	9,702.27		000220		
I-PEM202110181930	PERS EMPLOYEE PORTION MGMT	D	10/20/2021	1,774.91		000220		
I-PER202110181930	PERS EMPLOYEE PORTION	D	10/20/2021	7,139.68		000220		
I-PRB202110181930	PEBRA EMPLOYER PORTION	D	10/20/2021	10,909.62		000220		
I-PRR202110181930	PERS EMPLOYER PORTION	D	10/20/2021	11,783.14		000220		41,602.04
00180	S.E.I.U. - LOCAL 721							
I-COP202110181930	SEIU 721 COPE	D	10/20/2021	27.50		000221		
I-UND202110181930	UNION DUES	D	10/20/2021	822.75		000221		850.25
00049	STATE OF CALIFORNIA							
I-T2 202110181930	STATE WITHHOLDING (CA)	D	10/20/2021	15,318.40		000222		15,318.40
05790	STATE OF OREGON							
I-OST202110181930	OR STATE TRANSIT TAX	D	10/20/2021	5.58		000223		
I-T2 202110181930	STATE WITHHOLDING (OR)	D	10/20/2021	412.56		000223		418.14
02587	A&M LAWNMOWER SHOP							
I-51080	Repair FS 250 - MAINT	R	10/13/2021	145.49		044454		145.49
00010	AIRGAS USA LLC							
I-9118164494	Stringer Bead - PL	R	10/13/2021	384.67		044455		
I-9118256017	Welding Supplies - PL	R	10/13/2021	207.54		044455		
I-9983296195	Gas Cylinder Rental - PL	R	10/13/2021	356.70		044455		948.91
03044	Amazon Capital Services							
I-11LJ-TKQX-L4GY	Lawn Mower Part - LCRA	R	10/13/2021	40.07		044456		
I-149T-WCQ4-6F79	Crimpers Tool - IT	R	10/13/2021	36.56		044456		
I-177T-JGQL-PL4F	Door Closer - LCRA	R	10/13/2021	102.74		044456		
I-19X7-TVGG-NMQV	Battery for Laptop - SAFE	R	10/13/2021	56.82		044456		
I-1CHW-KDHX-6CQ1	Hose Timers - LCRA	R	10/13/2021	85.78		044456		
I-1CJN-V67W-1JMK	24 Port Gigabit Switch - UT	R	10/13/2021	161.68		044456		
I-1VFY-CC7W-RNKG	Monitor & Tablet - FISH	R	10/13/2021	180.90		044456		
I-1VMH-KMT4-14J9	Planting Rings - LCRA	R	10/13/2021	128.67		044456		
I-1X36-PMJY-NQLX	Biohazard Bags - SAFE	R	10/13/2021	9.80		044456		
I-1YLH-C9*XV-7XMN	Indicators Lights - TP	R	10/13/2021	9.11		044456		812.13

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00014	AQUA-FLO SUPPLY							
I-SI1813268	Pop-up Rotor & PVC Cement - LC	R	10/13/2021	217.58		044457		
I-SI1815730	Fittings - LCRA	R	10/13/2021	89.90		044457		
I-SI1816299	Threaded Sch Cap - LCRA	R	10/13/2021	38.43		044457		
I-SI1817011	Steel Pipe - LCRA	R	10/13/2021	143.43		044457		
I-SI1818323	Smartline Modular Control - LC	R	10/13/2021	265.48		044457		
I-SI1818328	PVC 90 Ell - LCRA	R	10/13/2021	47.09		044457		
I-SI1818340	PVC 90 Ell - LCRA	R	10/13/2021	35.66		044457		
I-SI1818825	PVC 90 Ell - LCRA	R	10/13/2021	55.65		044457		893.22
02179	Art Street Interactive							
I-2251	Reservation Sys. Hosting/Maint	R	10/13/2021	549.70		044458		
I-2270	Reservation Sys. Hosting/Maint	R	10/13/2021	549.70		044458		1,099.40
01666	AT & T							
I-000017164042	Local, Reginoal, Long Distance	R	10/13/2021	1,333.85		044459		1,333.85
03429	AT&T							
I-3131771353	Acct#8003-093-9773	R	10/13/2021	12.70		044460		12.70
00030	B&R TOOL AND SUPPLY CO							
I-1900964269	Metal Cutting - PL	R	10/13/2021	102.56		044461		
I-1900964270	Tools for Robles - PL	R	10/13/2021	504.26		044461		
I-1900964645	Sockets - PL	R	10/13/2021	645.73		044461		
I-1900964804	Turbine Oil - TP	R	10/13/2021	170.25		044461		
I-1900964805	24" Pipe Wrench - UT	R	10/13/2021	216.69		044461		1,639.49
05861	Bend Genetics, LLC							
I-CS2103	Cyanobacteria Testing 10/04/21	R	10/13/2021	340.00		044462		340.00
00756	BOARD OF EQUALIZATION							
I-093021	Usa Tax Return 15300115	R	10/13/2021	821.00		044463		821.00
05897	Anthony Brown							
I-100621	Entry Agreement 6940 Casitas P	R	10/13/2021	2,000.00		044464		2,000.00
05712	Caterpillar Financial Services							
I-31483536	Backhoe Loader - GARAGE	R	10/13/2021	30,831.64		044465		30,831.64
00061	COMPUWAVE							
I-SB07045410	Dell Stereo Soundbar - IT	R	10/13/2021	60.06		044466		60.06
00719	CORELOGIC INFORMATION SOLUTION							
I-82102158	Realquest Subscription	R	10/13/2021	137.50		044467		137.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00740	DELL MARKETING L.P. Dell Computers - MAINT	R	10/13/2021	2,989.04		044468		2,989.04
02765	Demaria Electric Motor Service 30 HP Electric Motor - TP	R	10/13/2021	1,953.02		044469		1,953.02
02544	Department of Justice Fingerprinting - LCRA	R	10/13/2021	64.00		044470		64.00
03910	DoIT International USA, INC Google Apps 08/21	R	10/13/2021	1,599.48		044471		1,599.48
00091	ERNST & YOUNG LLP Client#0012205436	R	10/13/2021	1,323.00		044472		1,323.00
00095	FAMCON PIPE & SUPPLY Flow Control Valve - EM Romac Clamp - PL	R R	10/13/2021 10/13/2021	984.56 729.30		044473 044473		1,713.86
03640	Famcon Utility Supply, Inc. 4" Conduit - LCRA	R	10/13/2021	3,050.19		044474		3,050.19
00013	FERGUSON ENTERPRISES INC H553 Orig - LCRA	R	10/13/2021	30.41		044475		30.41
00099	FGL ENVIRONMENTAL Arrowhead Distilled Water 9/14	R	10/13/2021	52.00		044476		52.00
00101	FISHER SCIENTIFIC Nutrient Agar - LAB	R	10/13/2021	49.36		044477		49.36
00104	FRED'S TIRE MAN Flat Repair - Unit 48	R	10/13/2021	20.00		044478		20.00
03856	Granicus, LLC Maint, Hosting & Licensing Fee	R	10/13/2021	8,186.85		044479		8,186.85
00746	GREEN THUMB INTERNATIONAL Shredded Redwood - PR	R	10/13/2021	20.33		044480		20.33
02217	Greg Rents Concret Mix & Cart Mixer - LCR Clean-Up Bags - PL Concrete Mix & Cart Mixer - LC	R R R	10/13/2021 10/13/2021 10/13/2021	263.04 36.46 264.22		044481 044481 044481		563.72

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00121	HACH COMPANY							
I-12619505	Chemkey Recycling Box - TP	R	10/13/2021	210.52		044482		
I-12673269	Free Ammonia Reagent - LAB	R	10/13/2021	138.35		044482		
I-12673319	Nitrite Chemkeys & Vials - TP	R	10/13/2021	670.37		044482		1,019.24
04022	Hamner, Jewell & Associates							
I-201229	Ventura-SB Row Srvs - ENG	R	10/13/2021	486.25		044483		
I-201237	Ojai Ave PL Row Srvs - ENG	R	10/13/2021	2,191.16		044483		2,677.41
01838	WILLIS HAND							
I-101121	Reimburse Expenses 10/21	R	10/13/2021	105.00		044484		105.00
00596	HOME DEPOT							
I-5484029	Diaph Kit - LCRA	R	10/13/2021	158.41		044485		158.41
00127	INDUSTRIAL BOLT & SUPPLY							
I-226087-1	Flange Frame Bolts - EM	R	10/13/2021	54.82		044486		54.82
00131	JCI JONES CHEMICALS, INC							
I-869182	Chlorine - TP, CM 869325	R	10/13/2021	2,479.18		044487		2,479.18
05744	Kear Groundwater							
I-2740	Hydrogeologic Services - HOBO	R	10/13/2021	1,860.00		044488		1,860.00
00478	Layne Christensen Company							
C-2115981b	Accrue use Tax	R	10/13/2021	357.29CR		044489		
D-2115981a	Accrue Use Tax	R	10/13/2021	357.29		044489		
I-2115981	Pull & Install Pump Mutual #4	R	10/13/2021	19,826.93		044489		19,826.93
00145	MAGNUM FENCE & SECURITY, INC.							
I-14018	Repair Fance at SA Plant - PL	R	10/13/2021	2,498.00		044490		2,498.00
04197	Ian McMahon							
I-101121	Reimburse Expenses 10/21	R	10/13/2021	158.41		044491		158.41
02129	Tracy Medeiros							
I-101321	1102WC180000001 10/02-10/15/21	R	10/13/2021	580.00		044492		580.00
00151	MEINERS OAKS ACE HARDWARE							
C-983946	Pipe Return - LCRA	R	10/13/2021	14.03CR		044493		
I-982700	Spray Paint, Bolt & Screws - F	R	10/13/2021	69.29		044493		
I-982777	Circuit Breakers - LCRA	R	10/13/2021	19.31		044493		
I-982796	Fittings - LCRA	R	10/13/2021	68.70		044493		
I-982824	Nipple Galv & Coupling - LCRA	R	10/13/2021	32.98		044493		
I-983014	Motor Oil - FISH	R	10/13/2021	14.20		044493		
I-983023	1/2" Rebar - LCRA	R	10/13/2021	21.45		044493		
I-983082	Gloves & Batteries - LCRA	R	10/13/2021	123.68		044493		
I-983092	Hose, Nozzle & Screws - UT	R	10/13/2021	18.28		044493		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-983146	Animal Tramp & HydraulicCement	R	10/13/2021	148.26		044493		
I-983249	Window Heat & Wraoocer Tape -UT	R	10/13/2021	69.98		044493		
I-983544	Trash Can - LCRA	R	10/13/2021	386.05		044493		
I-983554	Hook Cup & Batteries - EM	R	10/13/2021	11.38		044493		
I-983568	Utility Hngr & Hook - MAINT	R	10/13/2021	29.75		044493		
I-983586	Spray Nozzle - FISH	R	10/13/2021	35.12		044493		
I-983588	Concrete Mix & Block - LCRA	R	10/13/2021	88.01		044493		
I-983614	Batteries & Blade - LCRA	R	10/13/2021	8.96		044493		
I-983616	Plywood - MAINT	R	10/13/2021	54.10		044493		
I-983643	Drill/Drive Set - MAINT	R	10/13/2021	54.38		044493		
I-983747	Fittings - LCRA	R	10/13/2021	12.05		044493		
I-983754	Light Bulb - LCRA	R	10/13/2021	14.63		044493		
I-983763	Screws & Storage Box - MAINT	R	10/13/2021	63.92		044493		
I-983780	Rebar & Lamp - LCRA	R	10/13/2021	64.34		044493		
I-983924	Lubricant & Screws - LCRA	R	10/13/2021	6.25		044493		
I-983942	PVC Pipe & Adapter - LCRA	R	10/13/2021	39.38		044493		
I-983952	Socket - FISH	R	10/13/2021	6.34		044493		
I-984071	Janitorial Supplies - TP	R	10/13/2021	34.15		044493		
I-984072	Filters & Toilet Seat - TP	R	10/13/2021	95.37		044493		
I-984176	Adapter - FISH	R	10/13/2021	7.31		044493		
I-984237	Eye Hoe & Bolts - FISH	R	10/13/2021	17.94		044493		1,601.53
05893	Meiners Oaks Nursery							
I-1575	Plants - LCRA	R	10/13/2021	376.32		044496		376.32
03724	Michael K. Nunley & Associates							
I-9652	OWS-Casitas System Integration	R	10/13/2021	2,100.05		044497		2,100.05
03444	Mission Linen Supply							
C-515703687	CR for Prep - PL	R	10/13/2021	6.00CR		044498		
I-515605604	Uniform Pants - PL	R	10/13/2021	39.71		044498		
I-515650465	Uniform Pants - PL	R	10/13/2021	33.71		044498		
I-515650466	Uniform Pants - MAINT	R	10/13/2021	27.11		044498		
I-515650470	Uniform Pants - TP	R	10/13/2021	39.05		044498		133.58
00163	OFFICE DEPOT							
I-202457185001	Cabinets - UT	R	10/13/2021	379.64		044499		379.64
00169	OJAI VALLEY SANITARY DISTRICT							
I-23483	Cust #20594	R	10/13/2021	299.60		044500		299.60
00169	OJAI VALLEY SANITARY DISTRICT							
I-23560	Cust #52921	R	10/13/2021	59.92		044501		59.92

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01342	ONSET COMPUTER CORPORATION							
I-210349	HOBA Waterproof Shuttle - FISH	R	10/13/2021	280.57		044502		280.57
05713	Pops Auto Repair							
I-0135	Rear Brake Pads - Unit 105	R	10/13/2021	1,514.38		044503		1,514.38
00790	PROFORMA							
I-BI85005032A	Logos to Shirts - Maint	R	10/13/2021	339.42		044504		
I-BI85005252A	Envelopes & Letterhead - LCRA	R	10/13/2021	338.30		044504		
I-BI85005339A	Polo & Caps - PR	R	10/13/2021	154.91		044504		
I-BI85005400A	Disposable Mask - SAFE	R	10/13/2021	754.25		044504		1,586.88
05899	Richard & Mary Sanchez							
I-100621	Entry Agreement Rincon Road	R	10/13/2021	500.00		044505		500.00
01107	SAWYER PETROLEUM							
I-S139640	Gas & Diesel - LCRA	R	10/13/2021	3,405.41		044506		3,405.41
00872	Smart Rain							
I-INV-SR664	Weather Station Signal	R	10/13/2021	79.00		044507		79.00
01944	Luke Scholt							
I-101221	Reimburse Expenses 10/21	R	10/13/2021	129.00		044508		129.00
00215	SOUTHERN CALIFORNIA EDISON							
I-100521a	Acct#700598317666	R	10/13/2021	34.98		044509		
I-100521b	Acct#700009638309	R	10/13/2021	25.57		044509		
I-100621a	Acct#700030209177	R	10/13/2021	15,581.50		044509		
I-100621b	Acct#700028735181	R	10/13/2021	27,139.45		044509		42,781.50
05786	Stericycle, Inc.							
I-8000174359	Shredding Service - DO	R	10/13/2021	281.88		044510		281.88
02703	Sunbelt Rentals							
C-118299552-0002	Pickup Charge - MAINT	R	10/13/2021	85.00CR		044511		
I-118224881-0002	Compressor Rental - P1	R	10/13/2021	507.28		044511		
I-118299552-0001	Step Ladder - MAINT	R	10/13/2021	361.80		044511		784.08
02643	Take Care by WageWorks							
I-13284644	Reimburse Med/Dep Care	R	10/13/2021	57.46		044512		57.46
00317	TIERRA CONTRACTING INC							
I-093021	Lion St Construction - ENG	R	10/13/2021	221,243.60		044513		221,243.60

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02527	Traffic Technologies LLC							
I-38930	Wadleigh Arm Trail - LCRA	R	10/13/2021	131.10		044514		
I-39029	Signs for Closures - UT	R	10/13/2021	731.98		044514		863.08
04385	UniShield							
I-14-000915	First Aid Kit Restock - SAF	R	10/13/2021	2,047.94		044515		2,047.94
02784	United Rentals							
I-198000186-001	Emergency Generators - EM	R	10/13/2021	8,300.70		044516		
I-198001082-001	Emergency Generators - EM	R	10/13/2021	9,394.65		044516		17,695.35
00258	VENTURA STEEL, INC							
I-259744	Aluminum Square & Round - PL	R	10/13/2021	42.90		044517		
I-259957	Aluminum Angle - PL	R	10/13/2021	109.40		044517		152.30
01283	Verizon Wireless							
I-9889847592	Monthly Cell Charges - DO	R	10/13/2021	3,825.92		044518		
I-9889848037	Monthly Cell Charges - LCRA	R	10/13/2021	425.18		044518		4,251.10
05898	Belmote West							
I-100621	Entry Agreement 9310 Rincon	R	10/13/2021	500.00		044519		500.00
05900	Abbott Ranch LLC							
I-101421	Entry Agreement - Rincon Rd	R	10/20/2021	5,000.00		044520		5,000.00
01325	Aflac Worldwide Headquarters							
I-240661	Supplemental Insurance 09/21	R	10/20/2021	3,342.22		044521		
I-635501	Supplemental Insurance 10/21	R	10/20/2021	3,342.22		044521		6,684.44
00010	AIRGAS USA LLC							
I-9118542848	Welding Supplies - LCRA	R	10/20/2021	796.64		044522		796.64
00323	ALLIANT INSURANCE SRVCS, INC							
I-10084	Special Liability Insurance	R	10/20/2021	80,477.13		044523		80,477.13
03044	Amazon Capital Services							
I-11JV-JRTN-P9PG	Biohazard Bags - TP	R	10/20/2021	4.90		044524		
I-13CW-RMRD-XYKL	Plastic Secchi Disk - LAB	R	10/20/2021	29.23		044524		
I-13PK-XYLF-JVY4	Calculator Ink - ADM	R	10/20/2021	13.91		044524		
I-14VP-HLLH-DKWR	Caps - MAINT	R	10/20/2021	96.48		044524		
I-16DW-KXFW-7QCG	Samsung Monitor - TP	R	10/20/2021	352.84		044524		
I-16DW-KXFW-7XQ9	Attic Ventilator - PL	R	10/20/2021	198.33		044524		
I-1C79-QFYK-LK9X	Badge Holders - SAFE	R	10/20/2021	28.95		044524		
I-1CJ6-WF4Q-PPNQ	Heat Shrink Tubing - E&M	R	10/20/2021	219.60		044524		
I-1CK7-N4TM-NJ36	Door Handle - Unit 24	R	10/20/2021	13.94		044524		
I-1GR3-KFVC-46QY	Timer Switches - LCRA	R	10/20/2021	23.01		044524		
I-1GR3-KFVC-T91W	Safety Rain Set - LCRA	R	10/20/2021	42.89		044524		
I-1HHD-D9JT-WN6D	Bumper - Unit 55	R	10/20/2021	321.72		044524		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	I-1J4Y-TD4D-7LW		Calculator Ink - ADM	R	10/20/2021	12.84		044524
	I-1JUG-CL33-6MGK		Air Filter Cover - MAINT	R	10/20/2021	34.29		044524
	I-1LP9-CXK7-GFPT		Incandescent Boulds - LAB	R	10/20/2021	43.26		044524
	I-1QKD-747D-QVKM		Indicator Pilot Light - EM	R	10/20/2021	63.80		044524
	I-1TDF-PW9F-W1DX		Cap - UT	R	10/20/2021	32.16		044524
	I-1WV4-HX94-WCMV		Wire Rope Tool - IT	R	10/20/2021	28.95		044524
	I-1XJ6-WF4Q-VL1T		Computer Camera - PR	R	10/20/2021	26.80		044524
	I-1YP9-T7DP-F3F3		Fire Extinguisher Chemical -TP	R	10/20/2021	187.69		044524 1,775.59
00029			AMERICAN TOWER CORP					
	I-3714245		Tower Rent - Red Mountain	R	10/20/2021	1,035.62		044526 1,035.62
02746			American Water Works Inc					
	I-31696		Pressure Washer - GARAGE	R	10/20/2021	7,851.49		044527 7,851.49
00014			AQUA-FLO SUPPLY					
	I-SI1819853		PVC Pipe Cutter - LCRA	R	10/20/2021	193.32		044528
	I-SI1819868		ICV Valve Box - LCRA	R	10/20/2021	150.35		044528 343.67
00018			AT & T MOBILITY					
	I-287290467941X1021		Acct#287290467941	R	10/20/2021	245.12		044529
	I-287294256431X1021		Acct#287294256431	R	10/20/2021	1,087.14		044529
	I-287299383384X1021		Acct#287299383384	R	10/20/2021	77.76		044529 1,410.02
03429			AT&T					
	I-4155244604		Acct#8310009376372	R	10/20/2021	1,302.40		044530 1,302.40
03429			AT&T					
	I-5066745608		Acct#8310009376326	R	10/20/2021	1,302.40		044531 1,302.40
00021			AWA OF VENTURA COUNTY					
	I-06-13639		Champion Sponership	R	10/20/2021	2,500.00		044532
	I-101121		CCWUC Membership Renewal	R	10/20/2021	150.00		044532 2,650.00
00030			B&R TOOL AND SUPPLY CO					
	I-1900964857		Dechlorinating Diffuser - PL	R	10/20/2021	5,473.70		044533
	I-1900964974		Turbine Oil - TP	R	10/20/2021	170.25		044533
	I-1900965078		Padlock-Keyed Alike - LCRA	R	10/20/2021	259.89		044533 5,903.84
00679			BAKERSFIELD PIPE & SUPPLY INC					
	I-S2860458.001		SS Bushings & Ball Valve - PL	R	10/20/2021	587.58		044534 587.58
05794			BMC West, LLC					
	I-69410587-00		Railroad Ties - LCRA	R	10/20/2021	1,732.70		044535
	I-69600001-00		Shed Lunber - WP/LCRA	R	10/20/2021	2,830.57		044535 4,563.27

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03207	BMI PacWest Inc.							
I-015545	AC Maint - SA Plant - MAINT	R	10/20/2021	1,262.00		044536		1,262.00
01295	BSN CONSTRUCTION							
I-5516	Canal Panel Replacement - ENG	R	10/20/2021	57,210.00		044537		57,210.00
03702	Cannon Corporation							
I-77990	Lion St & Fairview Design -ENG	R	10/20/2021	1,171.50		044538		
I-77996	Grand Ave. PL Design - ENG	R	10/20/2021	1,065.00		044538		2,236.50
03021	Central Communications							
I-000022-851-361	Call Center 09/21	R	10/20/2021	174.68		044539		174.68
03978	Virgil Clary							
I-Sept 21	Reimburse Expenses 09/21	R	10/20/2021	49.39		044540		49.39
00060	COASTLINE EQUIPMENT							
I-845090	Hose - Unit 114	R	10/20/2021	45.34		044541		45.34
00061	COMPUWAVE							
I-SB02098058	Adobe Illustrator Licensing-EN	R	10/20/2021	209.00		044542		209.00
03756	County Fire Protection							
I-21-26575	Fire Extinguishers Service	R	10/20/2021	1,349.62		044543		
I-21-26576	Fire Extinguishers - TP	R	10/20/2021	976.93		044543		
I-21-26577	Fire Extinguisher Service-LCRA	R	10/20/2021	997.43		044543		3,323.98
00081	DELTA LIQUID ENERGY							
I-19141	Propane - LCRA	R	10/20/2021	269.78		044544		
I-19142	Propane - LCRA	R	10/20/2021	144.03		044544		413.81
00086	E.J. Harrison & Sons Inc							
I-1587	Acct#500546088	R	10/20/2021	2,171.22		044545		2,171.22
00086	E.J. Harrison & Sons Inc							
I-1598	Acct#500766090	R	10/20/2021	542.10		044546		542.10
00086	E.J. Harrison & Sons Inc							
I-549	Acct#500139629	R	10/20/2021	2,065.54		044547		2,065.54
00095	FAMCON PIPE & SUPPLY							
I-S100065082.001	8'' Muller Valve - PL	R	10/20/2021	1,610.63		044548		
I-S100065199.001	Pipeline Parts - PL	R	10/20/2021	1,061.78		044548		
I-S100065279.002	Falange Adapter - ENG	R	10/20/2021	277.78		044548		2,950.19

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE:10/07/2021 THRU 10/20/2021

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00714	FAST SIGNS							
I-264-60860	Vinyl Letters - GARAGE	R	10/20/2021	258.60		044549		258.60
00013	FERGUSON ENTERPRISES INC							
I-0775287	Tank Lid - LCRA	R	10/20/2021	43.16		044550		43.16
00101	FISHER SCIENTIFIC							
I-8595166	Nitrile Gloves - LAB	R	10/20/2021	494.38		044551		494.38
00106	FRONTIER PAINT							
I-F0276114	FLoor Scraper - MAINT	R	10/20/2021	55.08		044552		55.08
00115	GRAINGER, INC							
I-9086556785	Data Loggers - ENG	R	10/20/2021	2,535.35		044553		2,535.35
00121	HACH COMPANY							
I-12683013	Free Chlorine & Total Chlorine	R	10/20/2021	173.29		044554		
I-12686606	Phosver 3 PWD - LAB	R	10/20/2021	45.15		044554		218.44
00369	HARRINGTON INDUSTRIAL PLASTICS							
I-013C0444	Drum Pump Lift Leg - TP	R	10/20/2021	900.97		044555		900.97
05746	Hasa Inc.							
I-783178	Chlorine for Ojai Sys. - TP	R	10/20/2021	2,242.12		044556		2,242.12
05884	Ibis Scientific, LLC							
I-IN048018	Serological Pipette - LAB	R	10/20/2021	107.02		044557		
I-INV048045	5ml Serological Pepette - LAB	R	10/20/2021	115.60		044557		222.62
00127	INDUSTRIAL BOLT & SUPPLY							
I-226061-1	Fittings - PL	R	10/20/2021	14.64		044558		14.64
00131	JCI JONES CHEMICALS, INC							
I-869773	Chlorine - TP, CM869783	R	10/20/2021	2,479.18		044559		2,479.18
05744	Kear Groundwater							
I-2301	Hydrogeologic Services - HOBO	R	10/20/2021	8,660.95		044560		8,660.95
05866	L&J Engineering Inc							
I-571662	Capacitance Level Probe - TP	R	10/20/2021	1,652.61		044561		1,652.61
00329	MCMMASTER-CARR SUPPLY CO.							
I-66764770	Safety Railng Base Mount - TP	R	10/20/2021	26.11		044562		26.11

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00151	MEINERS OAKS ACE HARDWARE							
C-980927	Sprinkler Timer Return - LCRA	R	10/20/2021	13.14CR		044563		
I-980130	Spray Paint - PL	R	10/20/2021	57.37		044563		
I-980177	Tube Heat Shrink - IT	R	10/20/2021	5.83		044563		
I-982116	Machete 22", Bolts & Screws-FI	R	10/20/2021	24.70		044563		
I-983892	Pliers - MAINT	R	10/20/2021	93.74		044563		
I-983939	Scraper Blade - MAINT	R	10/20/2021	38.03		044563		
I-984206	Power Adapter & Batteries - LC	R	10/20/2021	43.40		044563		
I-984269	Lav. Aerator - LCRA	R	10/20/2021	3.51		044563		
I-984280	Cement & Caps - LCRA	R	10/20/2021	54.28		044563		
I-984367	Bolts & Screws - LCRA	R	10/20/2021	59.29		044563		
I-984412	PP Interior - LCRA	R	10/20/2021	12.66		044563		
I-984468	Hammer - UT	R	10/20/2021	29.27		044563		
I-984477	Sealer Concrete & Flapper - LC	R	10/20/2021	50.20		044563		
I-984498	Construction Adhesives - LCRA	R	10/20/2021	51.48		044563		
I-984514	Brass Coupling - LCRA	R	10/20/2021	0.92		044563		511.54
03444	Mission Linen Supply							
I-515694956	Uniform Pants - PL	R	10/20/2021	34.87		044565		
I-515694957	Uniform Pants - MAINT	R	10/20/2021	27.64		044565		
I-515694960	Uniform Pants - TP	R	10/20/2021	40.39		044565		
I-515738345	Uniform Pants - PL	R	10/20/2021	34.87		044565		
I-515738346	Uniform Pants - MAINT	R	10/20/2021	27.64		044565		
I-515738350	Uniform Pants - TP	R	10/20/2021	40.39		044565		205.80
03508	NTT Industrial Supply, Inc.							
I-9047	PL Parts - PL	R	10/20/2021	244.00		044566		244.00
03845	Oakridge Geoscience, Inc.							
I-048.017-02	Geotechnical Svcs Lion St -ENG	R	10/20/2021	5,830.00		044567		
I-048.018-01	Concrete Consulting Canal -ENG	R	10/20/2021	2,320.00		044567		8,150.00
01570	Ojai Auto Supply							
I-529757	Coolant Reservoir - Unit 73	R	10/20/2021	10.81		044568		
I-529978	Lamp - Unit 22	R	10/20/2021	13.74		044568		24.55
00165	OJAI LUMBER CO, INC							
I-2110-656376	Wallpaper & Scrap Blades - MAI	R	10/20/2021	16.87		044569		
I-2110-657027	Douglas Fir - LCRA	R	10/20/2021	172.29		044569		
I-2110-657037	Gouglas Fir - LCRA	R	10/20/2021	35.15		044569		224.31
00884	OJAI TERMITE & PEST CONTROL, I							
I-220183	Monthly Rodent Service - MAINT	R	10/20/2021	75.00		044570		75.00

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00168	OJAI VALLEY NEWS							
I-300041728	Legal Notice 10/15/21	R	10/20/2021	120.00		044571		120.00
01627	OSCAR'S TREE SERVICE							
I-15763	Tree Trimming SA Reservoir - MA	R	10/20/2021	1,450.00		044572		
I-15764	Branch Removal - LCRA	R	10/20/2021	750.00		044572		2,200.00
05733	Pacific Surveys, LLC							
I-28700	Mutual 6 Video - ENG	R	10/20/2021	3,233.00		044573		3,233.00
00188	PETTY CASH							
I-101421	Replenish Petty Cash - DO	R	10/20/2021	349.97		044574		349.97
05155	Plaza Locksmith Inc							
I-51209	Door Lock - MAINT	R	10/20/2021	902.50		044575		902.50
00790	PROFORMA							
I-BI85005028A	Uniforms - PL	R	10/20/2021	3,359.21		044576		
I-BI85005340A	Carhartt Hats - MAINT	R	10/20/2021	200.42		044576		
I-BI85005341A	Casitas Logo - MAINT	R	10/20/2021	80.81		044576		3,640.44
02767	Pueblo Water Resources, Inc.							
I-2021-126	On-Call Hydro Service - ENG	R	10/20/2021	2,860.00		044577		2,860.00
01107	SAWYER PETROLEUM							
I-S139883	Gas - LCRA	R	10/20/2021	1,253.38		044578		
I-S139884	Diesel - LCRA	R	10/20/2021	1,794.96		044578		3,048.34
01345	MICHAEL SHIELDS							
I-101921	Reimburse Expenses 10/21	R	10/20/2021	105.00		044579		105.00
03669	Sierra Traffic Service, Inc.							
I-36162	Emergency Traffic Control - PL	R	10/20/2021	1,473.85		044580		1,473.85
00048	STATE OF CALIFORNIA							
I-102021	State Water Plan Payment	R	10/20/2021	205,522.00		044581		205,522.00
02643	Take Care by WageWorks							
I-13313368	Reimburse Med/Dep Care	R	10/20/2021	111.78		044582		
I-13327527	Reimburse Med/Dep Care	R	10/20/2021	18.59		044582		
I-13341106	Reimburse Med/Dep Care	R	10/20/2021	25.23		044582		
I-13349870	Reimburse Med/Dep Care	R	10/20/2021	60.00		044582		215.60

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00317	TIERRA CONTRACTING INC West Ojai PL Repl. - ENG	R	10/20/2021	77,202.29		044583		77,202.29
01131	COUNTY OF VENTURA IRWM Program Services	R	10/20/2021	2,500.00		044584		2,500.00
01396	VULCAN CONSTRUCTION MATERIALS Cold Mix - PL	R	10/20/2021	803.87		044585		803.87
02583	WageWorks FSA Monthly Admin Fee	R	10/20/2021	175.00		044586		175.00
00663	WAXIE SANITARY SUPPLY Car Wash Wax - LCRA	R	10/20/2021	62.84		044587		62.84
00270	Wells Fargo Bank Distribution Containers - GARA	R	10/20/2021	56.68		044588		
	I-101121b Portable Turbidimeter - FISH	R	10/20/2021	286.37		044588		
	I-101121c Carfax Report - GARAGE	R	10/20/2021	59.99		044588		
	I-101121d Campfire Monogram - LCRA	R	10/20/2021	129.95		044588		
	I-101121f MCE Membrane Filters - LAB	R	10/20/2021	171.88		044588		704.87
04724	WM Corporate Services, Inc Haz Waste Disposal - SAFE	R	10/20/2021	1,461.60		044589		1,461.60
04010	CALIFORNIA STATE DISBURSEMENT 200000001181291	R	10/20/2021	386.30		044597		386.30
02823	Franchise Tax Board STATE TAX GARNISHMENT	R	10/20/2021	500.00		044598		500.00
00124	ICMA RETIREMENT TRUST - 457 DEFERRED COMP FLAT	R	10/20/2021	550.00		044599		
	I-DI%202110181930 DEFERRED COMP PERCENT	R	10/20/2021	99.37		044599		649.37
00985	NATIONWIDE RETIREMENT SOLUTION 457 CATCH UP	R	10/20/2021	480.77		044600		
	I-DCN202110181930 DEFERRED COMP FLAT	R	10/20/2021	7,468.57		044600		
	I-DN%202110181930 DEFERRED COMP PERCENT	R	10/20/2021	398.80		044600		8,348.14
00471	UNION ENGINEERING COMPANY, INC. Robles Forebay Restoration-ENG	R	10/20/2021	176,468.44		044601		176,468.44

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00270	Wells Fargo Bank							
I-101121g	Lakecasitasdiversions.org	R	10/20/2021	63.51		044602		63.51

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

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	138	1,113,786.40	0.00	1,113,786.40
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	5	145,944.62	0.00	145,944.62
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
VOID DEBITS		0.00		
VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			143	1,259,731.02	0.00	1,259,731.02
BANK: AP		TOTALS:	143	1,259,731.02	0.00	1,259,731.02
REPORT TOTALS:			143	1,259,731.02	0.00	1,259,731.02

Void Check #44060

Total (\$1,599.48)  
 \$1,258,131.54

## *Adjudication Charge Fund Account*

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

Adj. Checks:                   000036

Voids:



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Janyne Brown , Chief Financial Officer

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
05782	GSI Water Solutions, Inc							
I-0888.001-10	Hydrologic & Hydrogeologic Con	R	10/13/2021	13,835.00		000036		13,835.00

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

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	13,835.00	0.00	13,835.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
VOID DEBITS		0.00		
VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: ADJ	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	13,835.00	0.00	13,835.00
BANK: ADJ		TOTALS:	1	13,835.00	0.00	13,835.00
REPORT TOTALS:			1	13,835.00	0.00	13,835.00

Minutes of the Casitas Municipal Water District  
Board Meeting Held  
October 13, 2021

A meeting of the Board of Directors was held October 13, 2021. The meeting was held via teleconference.

1. CALL TO ORDER

Vice President Hajas called the meeting to order at 5:00 p.m.

2. ROLL CALL

Directors Bergen, Kaiser, Cole, and Hajas are present. Director Brennan was not present for roll call but arrived a few minutes later. Also present are GM Flood, AGM Dyer, EA Vieira and Counsel Mathews.

3. AGENDA CONFIRMATION

There were no changes

4. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda  
- three minute limit.

Doug Hanson spoke to the board regarding a tagging incident at Lake Casitas Recreation Area on September 27<sup>th</sup> claiming that his tag was not attached correctly and he was later denied entry to the lake because the boat was not tagged.

5. CONSENT AGENDA

5.a. Accounts Payable Report.  
[Accounts Payable Report.pdf](#)

5.b. Minutes of the September 22, 2021 Board Meeting.  
[9 22 2021 Minutes.pdf](#)

5.c. Resolution proclaiming a local emergency, ratifying the proclamation of a state of emergency by executive order, and authorizing remote teleconference meetings of the legislative bodies of Casitas Municipal Water District for the period of October 13, 2021 to November 12, 2021 Pursuant to Brown Act Provisions.  
[Board Memo Reso AB361.pdf](#) [Reso AB361.pdf](#)

The Consent Agenda was offered by Director Hajas, seconded by Director Kaiser and adopted by the following roll call vote:

AYES:	Directors:	Bergen, Kaiser, Cole, Hajas, Brennan
NOES:	Directors:	None

ABSENT: Directors: None

6. ACTION ITEMS

- 6.a. Claim of Jennifer and Antar Ron for damage to trailer.  
[Board Memo Ron Claim.pdf](#)

GM Flood reported that the claim initially included damage estimate and the district received information that their insurance is going to take care of it and there is some indication that the claimant is looking to have living expenses while the repairs are being made as they do use their trailer as a residence. Based on the contents of the claim, it is recommended that the claim be rejected. What we have in hand is the estimate for the cost to repair. President Brennan questioned how long the repairs will take. If we get another claim we can bring it back for the board to consider. The claimant was provided an opportunity to speak but was not on the call when the item was heard.

On the motion of Director Bergen, seconded by Director Cole the board voted to reject the claim by the following roll call vote:

AYES: Directors: Bergen, Kaiser, Cole, Hajas, Brennan  
NOES: Directors: None  
ABSENT: Directors: None

- 6.b. Reject all bids for Marion Walker Pressure Filtration Plant Operations Building Addition, Specification No. 21-441.  
[Board Memo Reject 20211013.pdf](#)

On the motion of Director Cole, seconded by Director Kaiser, the above recommendation to reject all bids was approved by the following roll call vote:

AYES: Directors: Bergen, Kaiser, Cole, Hajas, Brennan  
NOES: Directors: None  
ABSENT: Directors: None

- 6.c. Authorize amendments to the agreements for professional environmental consulting services for the Ventura-Santa Barbara Counties Intertie as follows:

6.c.i Approve and amend the agreement with Water Works Engineers, LLC, for a fee increase not to exceed \$1,613,561.00 for a total fee of \$2,376,320.00.

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

AYES: Directors: Bergen, Kaiser, Cole, Hajas, Brennan  
NOES: Directors: None  
ABSENT: Directors: None

6.c.ii Approve and amend the agreement with Rincon Consultants, Inc., for a fee increase not to exceed \$53,355.00 for a total fee of \$243,728.00.

[Board Memo Vta SB County Intertie.pdf](#)

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

AYES:	Directors:	Bergen, Kaiser, Cole, Hajas, Brennan
NOES:	Directors:	None
ABSENT:	Directors:	None

During discussion of this item, President Brennan noticed the claimant from item 6.a. was on the call and stated we would address his situation in a moment. When President Brennan asked for the claimant to speak it was discovered that he had left the call.

- 6.d. Approve Change Order No. 1 to Tierra Contracting for the Lion St Pipeline Replacement and Fairview Road Connections, Spec. No. 20-437 in the amount of \$33,465.  
[Board Memo for Change Order 1\\_20211013.pdf](#)

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

AYES:	Directors:	Bergen, Kaiser, Cole, Hajas, Brennan
NOES:	Directors:	None
ABSENT:	Directors:	None

- 6.e. Designation of Casitas Real Property Negotiator General Manager Mike Flood for the listed properties and individuals that the negotiator may negotiate with APN 022-2-140-64 and APN 022-0-140-68, Willem and Bethalyn Jonker.

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

AYES:	Directors:	Bergen, Kaiser, Cole, Hajas, Brennan
NOES:	Directors:	None
ABSENT:	Directors:	None

7. DISCUSSION ITEMS/PRESENTATIONS

- 7.a. Discussion of Water Efficiency Allocation Program (WEAP) Lake Level Triggers for Drought Stages.  
[Memo\\_Board\\_WEAP\\_2021-10-13 v2.pdf](#)  
[ATT1\\_Casitas MWD WEAP 051221.pdf](#)  
[ATT2\\_PPT\\_Board\\_WEAP\\_2021-10-13.pdf](#)

AGM Dyer provided a presentation on the Lake Level Triggers for drought stages in the

lake. She informed the Board that the Biologic Opinion is tied to the WEAP as far as levels and the stage number. There was no action on this item just information and discussion on the things that will need to be addressed as part of a revised WEAP as we move along.

7.b. Casitas MWD Redistricting.

GM Flood reported that in the past the district handled this in house with Director Cole doing it the last time. Mr. Flood said he can have the staff look at it to determine if it can be handled in house or if we may want to involve a consultant to assist with some of the nuances and changes that have happened in the last decade.

8. INFORMATION ITEMS

- 8.a. Draft Letter to California Governor Regarding 15% Voluntary Conservation Metric.  
[Draft Casitas\\_Letter\\_State15%Conservation.pdf](#)
- 8.b. Draft Letter to Upper Ventura River Groundwater Management Agency Regarding Comments on the Draft Groundwater Sustainability Plan.  
[Draft Casitas Comment Letter on UVRGSA Draft GSP\\_101321.pdf](#)
- 8.c. CFD 2013-1 Project Report.  
[CFD 2013-1 Project Cost 9-30-2021.pdf](#)
- 8.d. State Water Project Intertie Report.  
[SWP Intertie Project Cost 9-30-21.pdf](#)
- 8.e. Adjudication Report.  
[Adjudication Charges YTD 9.30.21.pdf](#)
- 8.f. Investment Report.  
[Investment Report 9.30.2021.pdf](#)

On the motion of Director Kaiser, seconded by Director Cole, the Information Items were approved for filing by the following roll call vote:

AYES:	Directors:	Bergen, Kaiser, Cole, Hajas, Brennan
NOES:	Directors:	None
ABSENT:	Directors:	None

9. GENERAL MANAGER COMMENTS

GM Flood reported he will be providing a presentation to Rotary on the current water supply and projects we are doing and improvements in the Ojai system.

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

Director Kaiser reported on his attendance at the AWA Policy Makers Reception which included a good presentation to encourage more regional planning for water security measures.

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

None

President Brennan moved the meeting to closed session at 6:08 p.m.

12. CLOSED SESSION

12.a. Conference with Real Property Negotiators pursuant to California Government Code Section 54956.8 for APN 022-0-140-64 and APN 022-0-140-68, Willem and Bethalyn Jonker. District Negotiator: General Manager, Mike Flood

12.b. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
(Government Code Section 54956.9(a) Nancy Duffy McCarron v. County of Ventura et al, United States District Court, Central District of California, Case No. 2:21-cv-05234-MWF-PD.

12.c. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(Government Code Section 54956.9(a) Santa Barbara Channelkeeper v. State Water Resources Control Board, City of San Buenaventura, et al.; and City of San Buenaventura v Duncan Abbott, et al., Cross Complaint; Superior Court of the State of California, County of Los Angeles, Case No. 19STCP01176.

President Brennan moved the meeting back into open session at 6:46 p.m. with Mr. Mathews stating the board met with general and special counsel and insurance counsel and there was no reportable action taken.

13. ADJOURNMENT

President Brennan adjourned the meeting at 6:47 p.m.

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Neil Cole, Secretary

# MEMORANDUM

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TO: Board of Directors  
From: Michael L. Flood, General Manager  
RE: Review of the Casitas MWD Reserve Policy  
Date: October 27, 2021

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## **RECOMMENDATION:**

The Board of Directors approve the revised Casitas MWD Reserve Policy.

## **BACKGROUND:**

The current Casitas MWD Reserve Policy was adopted by the Board of Directors on August 5, 2009 (attached) and can be found on Casitas MWD's website at:

<https://www.casitaswater.org/home/showpublisheddocument/365/636898075732430000>

## **DISCUSSION:**

An updated Reserve Policy was brought forth to Finance Committee during the October 2021 meeting.

At that Finance Committee Meeting, the Committee Members directed staff to forward the revised Reserve Policy to the Board of Directors for consideration.

## **ATTACHMENT:**

Proposed Reserve Policy October 27, 2021  
Reserve Policy adopted August 9, 2009



## **Reserve Policy**

October 27, 2021

### **Purpose**

A key element prudent financial planning is to ensure that sufficient funding is available for current operating, capital, and debt service needs. Additionally, fiscal responsibility requires anticipating the likelihood of, and preparing for, unforeseen events. Casitas Municipal Water District (“District” or “CMWD”) will strive to have sufficient funding available to meet its existing operating, capital, and debt service obligations in a manner consistent with its Operating Budget and Capital Spending Plan. The District has established reserves for operational stability and for future capital needs in order to minimize significant rate fluctuations due to unforeseen and unexpected cash flow requirements. Reserves may be designated for specific purposes with minimum balances consistent with statutory obligations. The Reserve Policy is intended to ensure that the District has sufficient funds to meet current and future needs.

### **General Provisions**

The District maintains the reserves in separate designated accounts within its accounting system in a manner that ensures financial soundness and provides transparency. Maintaining reserves at appropriate levels is a prudent, ongoing business process that consist of regular assessment and application of various funding alternatives. Either alone or in combination with each other these alternatives may include rates, loans and grants, debt financing, investment of funds, and levels of capital expenditures.

The Board of Directors along with the General Manager will be responsible for managing the reserves. The Board must authorize all the expenditures for the reserve funds and approve any reallocation of funds or any transfers among the reserves. The balance of the reserves will be reviewed annually to evaluate the goals and propose of each reserve and make adjustments as necessary.

### **Definitions**

**Restricted Reserves:** Restrictions on the use of these funds are imposed by an outside source such as creditors, grantors, contributors, laws or regulations governing use.

**Unrestricted Reserves:** These funds have no externally imposed use restrictions. The use of unrestricted funds is at the discretion of the Board. Unrestricted funds are designated for a specific purpose, which is determined by the board. The Board has authority to redirect the use of these funds as needs change.

### **District Specific Reserves**

The District maintains the following reserves:

## Restricted

### Bond/Debt Service Reserves:

#### 1. Safe Drinking Water Reserve

- Purpose and use of reserves- Established as a condition of each bond issue. The funds are legally protected by bond covenants and can only be used in the event of default by the District or to pay down principal and interest. May be used by the Trustee if the amounts in the bond fund are insufficient
- Target Level- The bond reserve requirement is established at the time of a bond issue and can be recalculated as the bonds are paid down.

### Unspent Bond Proceeds:

#### 1. CFD 2013-1 Improvement Fund

- Purpose- Established as a condition of each bond issue. The funds are restricted for use designated in the bond's Official Statement.
- Use of reserves- May be used as designated in the official statement which include costs incurred to plan, design, engineer, finance, supervise, construct, and install, inspect, and obtain necessary permits for the purchase, construction, improvement, or rehabilitation to property or facilities with in the CFD boundaries

### Capital Reserves:

#### 1. Capital Facilities Reserve

- Purpose and use of reserves- Funds are used to fund capital projects or the rehabilitation, enhancement or replacement of capital assets as they reach the end of their useful life. Staff recommends capital projects during the annual budget process and as these projects are approved, funds are appropriated from reserve funds or available revenues.
- Target Level- No specific target level. The District may set aside capital moneys for replacement funds on a project-by-project basis.

## Unrestricted

### Operating Reserves:

#### 1. Cash Flow Reserve

- Purpose and use of reserves- This reserve may be routinely utilized by staff to cover temporary cash flow deficiencies caused by timing differences between revenue and expenses, unexpected decreases in revenues and increase in expenses, and to fund improvement capital projects.
- Target Level –Funding for this reserve fluctuates based on the revenue received from water sales.

#### 2. Other Post-Employment Benefits (OPEB)

- Purpose and use of reserves- Non-pension benefits provided to employees after employment ends and includes health insurance coverage for retirees and their families. The District currently funds OPEB on a pay-as-you-go basis, paying an amount annually equal to the benefits distributed or claimed that year. If necessary funds can be used to pay down the District's obligations.
- Target Level- No specific target level.

## Emergency Reserves:

### 1. Storm Damage

- Purpose and use of reserves- This reserve may be used to cover temporary cash flow deficiencies related to maintenance and repair activities at the Robles facility.
- Target Level- No specific target level.

### 2. Variation in Water Sales

- Purpose and use of reserves- - This reserve may be utilized to cover temporary cash flow deficiencies caused by reduction in water sales.
- Target Level- No specific target level.

## Capital Reserves:

### 1. Capital Improvements

- Purpose and use of reserves- Funds are used to make improvements to existing infrastructure. Staff recommends improvement projects during the annual budget process and as these projects are approved, funds are appropriated from reserve funds or available revenues.
- Target Level- No specific target level. The District may set aside capital moneys for replacement funds on a project-by-project basis.

### 2. Alternate Water Supply Study

- Purpose and use of reserves- This reserve may be used for costs associated with alternate water supply development and acquisition.
- Target Level- No specific target level.

### 3. Conservation Penalty

- Purpose and use of reserves- Established to accumulate funds received from customers for penalties associated with consumption. This reserve may be utilized to cover costs associated with conservation activities and water supply development and acquisition.
- Target Level- Funding for this reserve fluctuates based on the revenue received from conservation penalties.



## Reserve Fund Policy

August 5, 2009

### 1. PURPOSE

Prudent financial planning and fiscal responsibility includes anticipating and preparing for future funding requirements as well as unforeseen and unexpected emergencies disasters, and other events. Casitas Municipal Water District (District) has established reserve funds for its long term organizational and operational stability and the reserve funds enable the District to minimize significant rate fluctuations due to unforeseen and unexpected cash flow requirements. This Reserve Fund Policy is to ensure that the District accumulates, manages, maintains and uses certain financial resources only for specified purposes.

### 2. TYPES OF RESERVE RUNDS

The District maintains two types of reserve funds:

- a. Restricted Reserves. Restricted reserves are reserves that are restricted by an outside source, such as by statute, court order, or contract.
- b. Designated Reserves. Designated reserves are reserves that are established and set aside to be used only for a specific, designated purpose.

### 3. SPECIFIC RESERVE FUNDS

The District maintains the following reserve funds:

- a. Debt Service Reserve. The Debt Service Reserve is a restricted reserve that is governed by legal bond covenants and is to be used if the District is unable to meet the required debt service obligation. The bond covenants require that Debt Service Reserve be maintained at a level sufficient to fund the maximum annual debt service payments.
  - i. Mira Monte Fund – Restricted Fund
  - ii. Debit Service Fund – Restricted Fund
  - iii. Safe Drinking Water Fund – Restricted Fund
- b. Emergency Reserve. The Emergency Reserve is to be used only to cover cash flow shortages caused by an unexpected event, such as a natural disaster, water shortage situation, or other unforeseen expense.
  - i. Storm Damage Fund – Un-restricted, Designated Fund
  - ii. Variation in Water Sales Fund – Un-restricted, Designated Fund

- c. Operating Reserve. The Operating Reserve is a designated reserve to be used only to cover cash flow shortages caused by a short-term, unexpected disruption of anticipated revenue or when expenses become due before the anticipated revenue to pay expenses received.
  - i. Cash Flow Fund – Un-restricted, Designated Fund
  
- d. Capital Reserve. The Capital Reserve is a designated reserve to be used to fund the capital improvement program and for unforeseen capital projects that are necessary to meet regulatory requirements, system reliability, and future needs.
  - i. Capital Facilities Fund – Restricted Fund
  - ii. Flexible Storage Fund – Un-restricted, Designated Fund
  - iii. Capital Improvement Fund – Un-restricted, Designated Fund

#### 4. MANAGEMENT OF RESERVE FUNDS

The Board of Directors and General Manager will be responsible for managing the reserve funds. The Board must authorize all expenditures for the District's reserve funds. The Board will review annually the balance of the reserve funds, work collaboratively with the General Manager and Accounting Manager to designate unrestricted reserves and evaluate the goals and purposes of each reserve fund.



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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD- GENERAL MANAGER  
**SUBJECT:** REVIEW STAFF RECOMMENDATION TO SET CASITAS MUNICIPAL WATER DISTRICT RESERVE ACCOUNT AMOUNTS FOR THE 2021/2022 FISCAL YEAR  
**DATE:** 10/27/2021

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**RECOMMENDATION:**

Recommend the Board of Directors set reserves for the 2021/2022 fiscal year as recommended.

**DISCUSSION:**

Reserves for the fiscal-year-end 2020/2021 are calculated as follows:

***Restricted:***

**Capital Facilities** - Has been increased from \$85,242.62 to **\$159,640.62** a total of \$74,398.

**Safe Drinking Water**- Has had no change and remains at **\$60,000.**

**Flexible Storage** – Has been removed.

**CFD 2013-1Improvement Fund**- Has been reduced from \$13,488,878.95 to **\$9,917,331.29** a total of \$3,571,547.66.

***Un-Restricted:***

**Cash Flow** – Has had no change remains at **\$2,046,856.32.**

**Storm Damage** - Has been reduced from \$2,674,589.77 to **\$2,656,009.02** a total of \$18,580.75.

**Variation in Water Sales** - Has had no change and remains at **\$2,604,460.31.**

**Capital Improvements** - Has been reduced from \$2,167,042.19 to **\$1,985,040.02** a total of \$182,002.17.

**OPEB**- Has had no change and remains at **\$4,131,100.**

**Conservation Penalty** – Has been increased from \$2,688,982 to **\$3,933,597.84** a total of \$1,244,615.84.

**Alternate Water Supply** – Has been increased from \$1,361,271.25 to **\$1,970,930.26** a total of \$609,659.01.

**The net change** - The net change for Reserves from Fiscal Year End 2019 / 2020 to Fiscal Year End 2020 / 2021 is \$1,903,657.73.

Staff recommends that the Board of Directors sets the District's Fiscal Year 2021/2022 reserve account amounts as listed above.

**Casitas Municipal Water District  
Reserves / Restricted – Unrestricted  
FY 2020/2021**

**6/30/2021**

General Fund Balance - Mechanics Bank	6,616,588
LAIF	482
U.S. Bank Custodial Account	11,185,313
U.S. Bank Money Market Account	595,084
County of Ventura Investment (C.O.V.I.)	3,056
CFD 2013-1 Improvement Fund	11,067,442
<b>Total Reserves</b>	<b>29,467,966</b>

<b>Restricted:</b>	
Capital Facilities	159,641
Safe Drinking Water	60,000
Flexible Storage	-
CFD 2013-1 Improvement Fund	9,917,331
<b>Total Restricted</b>	<b>10,136,972</b>
<b>Un-Restricted (designated funds)</b>	
Cash Flow	2,046,856
Storm Damage	2,656,009
Variation in Water Sales	2,604,460
Capital Improvements	1,985,040
OPEB	4,134,100
Conservation Penalty	3,933,598
Alternate Water Supply Studies	1,970,930
<b>Total Un-Restricted (designated funds)</b>	<b>19,330,994</b>
<b>Un-designated funds 06/30/2021</b>	<b>-</b>
<b>Total Un-Restricted</b>	<b>19,330,994</b>
<b>Total Reserves</b>	<b>29,467,966</b>
	-

Restricted funds = Funds restricted by a third party and/or for Debt Service Fund.  
Designated funds = Funds designated by Board for specific purpose.

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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD, GENERAL MANAGER  
**SUBJECT:** HEIDELBERGER TANK RETAINING WALL, INFORMAL BID NO. 178  
(IFB178)  
**DATE:** 10/27/21

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**RECOMMENDATION:**

- Award the contract for the Heidelberg Tank Retaining Wall (Specification No. IFB178) submitted through the Sourcewell ezIQC process to MDJ Management in the amount of \$68,059.30.

**BACKGROUND:**

The District acquired the Heidelberg Tank from Golden State Water Company in July 2017. The Ojai Water System Master Plan targeted the Heidelberg Tank site for erosion control measures which will be addressed by this proposed work. This facility has actively eroding slopes from the hillside above onto the site; the tank requires protection to prevent damage and operational issues. The proposed work provides erosion protection and allows debris diversion measures.

Casitas is a member of Sourcewell, a public agency dedicated to serving education and government entities with solutions which are more efficiently delivered cooperatively than by an entity individually. This includes, but is not limited to, the bidding of public construction contracts and purchasing.

Casitas, through Sourcewell, advertised and noticed a bid for an indefinite quantity construction (IQC) for the project. The work tasks in the IQC agreement are bid at unit costs. This contract is administered by the Gordian Group (Gordian) on behalf of Sourcewell. Gordian created ezIQC to make its industry-leading Job Order Contracting (JOC) Solutions easily available through cooperative purchasing. JOC is an indefinite delivery/indefinite quantity procurement process that helps facility and infrastructure owners complete a large number of repair, renovation and straightforward new construction projects with a single, competitively-bid contract. Unlike traditional bidding where each project is identified, designed and then put out to bid, ezIQC establishes competitively-bid prices up front and eliminates the need to bid each project separately. The ezIQC process will expedite the completion of the building improvements by reducing the time necessary to bid the project. The ezIQC process also saves Casitas money by reducing the staff time necessary during the bidding process.

The bidding process used by Sourcewell for the IQC agreement meets the requirements of Public Contract Code Section 20642. California Public Contract Code Section 20644 allows the Board to approve this type of procurement.

MDJ Management, a licensed Class B contractor, submitted the lowest pricing for this project through Gordian's ezIQC program.

**BUDGET IMPACT:**

The fiscal year (FY) 2021-22 budget includes \$150,000 from CFD 2013-1 for the Heidelberg Tank and Pump Plant Retaining Walls.

Attachments: Scope of Work from MDJ Management dated October 8, 2021

### Work Order Signature Document

**EZIQC Contract No.: CA-08-SL-B-A-030618-MDJ**

**New Work Order**       **Modify an Existing Work Order**

Work Order Number.: 096718.00      Work Order Date: 10/08/2021  
Work Order Title: Casitas WD - Heidelberger Tank diversion wall  
Owner Name: Casitas Water District      Contractor Name: MDJ Management  
Contact: Virgil Clary      Contact: Matt McMillon  
Phone: (805) 649-2251 x109      Phone: 310-490-1521

#### Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of Sourcewell EZIQC Contract No CA-08-SL-B-A-030618-MDJ.

Brief Work Order Description:

Casitas Mutual Water District - Heidelberger Tank Debris Diversion Wall

**Time of Performance**      Estimated Start Date:  
Estimated Completion Date:

**Liquidated Damages**      Will apply:       Will not apply:

**Work Order Firm Fixed Price: \$68,059.30**

Owner Purchase Order Number:

### Approvals

\_\_\_\_\_  
Casitas Water District      Date

\_\_\_\_\_  
Contractor      Date

**Detailed Scope of Work**

---

**To:** Matt McMillon  
MDJ Management  
531 Main St #611  
El Segundo, CA 90245  
310-490-1521

**From:** Virgil Clary  
Casitas Water District  
1055 Ventura Avenue  
Oak View, CA 93022  
(805) 649-2251 x109

**Date Printed:** October 08, 2021

**Work Order Number:** 096718.00

**Work Order Title:** Casitas WD - Heidelberger Tank diversion wall

**Brief Scope:** Casitas Mutual Water District - Heidelberger Tank Debris Diversion Wall

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Preliminary

Revised

Final

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The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

See attached.

Subject to the terms and conditions of ezIQC Contract **CA-08-SL-B-A-030618-MDJ**.

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Casitas Water District

\_\_\_\_\_  
Date



MDJ Management  
License # 1044711  
DIR # 1000061313  
531 Main St. #611 El Segundo CA 90245

Job Name: Heidelberger Tank - Debris Diversion Wall

Location: Ojai CA

Customer: Lake Casitas Water District

Submitted: 9/14/2021

## **Detailed Scope of work**

### **Debris Removal and Demolition**

- Removal of eroded soil behind existing fence
  - Will require trimming of existing tree to allow access
  - Haul away and removal of accumulated dirt, rock, and debris
- Removal of existing chain link fence
  - Only the portion of fence as part of plans
  - For fence that will remain, some of it will be removed and replaced as needed to allow access

### **New Debris Diversion Wall**

- Per plans provided
  - (6) 18" holes drilled into rock hillside for Pile
  - Installation of steel H piles per plan
    - Concrete back filled
  - Installation of all timber, lagging, and shims

### **New Fence Panels**

- Installation of new fence panels
  - Will be removable panels
  - Will connect to existing fence remaining

#### Notes:

- All Work will be Prevailing Wage Normal Working Hours
- Existing Glass-Lined Tank will be protected and extreme caution will be used at all times
- Roadway and access to tank will remain open at all times

Submitted by:



**Matthew McMillon**  
**President MDJ**  
**310.490.1521**  
**matt.mdjmanagement@gmail.com**

## Contractor's Price Proposal - Summary

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**Date:** October 08, 2021

**Re:** IQC Master Contract #: CA-08-SL-B-A-030618-MDJ  
Work Order #: 096718.00  
Owner PO #:  
Title: Casitas WD - Heidelberger Tank diversion wall  
Contractor: MDJ Management  
Proposal Value: \$68,059.30

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<b>Section - 01</b>	<b>\$25,105.95</b>
<b>Section - 03</b>	<b>\$3,438.47</b>
<b>Section - 05</b>	<b>\$3,102.78</b>
<b>Section - 06</b>	<b>\$1,265.51</b>
<b>Section - 31</b>	<b>\$26,778.54</b>
<b>Section - 32</b>	<b>\$7,425.81</b>
<b>Section - 34</b>	<b>\$942.24</b>
<b>Proposal Total</b>	<b>\$68,059.30</b>

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This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

**The Percentage of NPP on this Proposal:** %

# Contractor's Price Proposal - Detail

Date: October 08, 2021

Re: IQC Master Contract #: CA-08-SL-B-A-030618-MDJ  
 Work Order #: 096718.00  
 Owner PO #:  
 Title: Casitas WD - Heidelberger Tank diversion wall  
 Contractor: MDJ Management  
 Proposal Value: \$68,059.30

Sect.	Item	Mod.	UOM	Description	Line Total																
Labor	Equip.	Material	(Excludes)																		
<b>Section - 01</b>																					
1	01 22 16 00 0002		EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs. The base cost of the Reimbursable Fee is \$1.00. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee (e.g. quantity of 125 = \$125.00 Reimbursable Fee). If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warrantee, expedited shipping costs, etc.). A copy of each receipt shall be submitted with the Price Proposal.	\$1,562.52																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>1,328.00</td> <td>x</td> <td>1.00</td> <td>x</td> <td>1.1766</td> <td></td> <td>1,562.52</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		1,328.00	x	1.00	x	1.1766		1,562.52	
Installation	Quantity		Unit Price		Factor	=	Total														
	1,328.00	x	1.00	x	1.1766		1,562.52														
				bond \$1,236 = \$61,845.70 x 2%																	
2	01 22 20 00 0039		HR	Laborer For tasks not included in the Construction Task Catalog® and as directed by owner only.	\$2,347.88																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>32.00</td> <td>x</td> <td>72.53</td> <td>x</td> <td>1.0116</td> <td></td> <td>2,347.88</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		32.00	x	72.53	x	1.0116		2,347.88	
Installation	Quantity		Unit Price		Factor	=	Total														
	32.00	x	72.53	x	1.0116		2,347.88														
				4 guys one day to install timber beams for retaining wall																	
3	01 22 23 00 0264		WK	700 LB Capacity, 36" Wide, Skid-Steer Loader With Full-Time Operator	\$12,711.87																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>3.00</td> <td>x</td> <td>4,188.70</td> <td>x</td> <td>1.0116</td> <td></td> <td>12,711.87</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		3.00	x	4,188.70	x	1.0116		12,711.87	
Installation	Quantity		Unit Price		Factor	=	Total														
	3.00	x	4,188.70	x	1.0116		12,711.87														
				to be used for removal of soil behind existing fence, removal of existing fence and post holes, grad...																	
4	01 22 23 00 0279		WK	Hydraulic Hammer Attachment For Skid-Steer Loaders	\$1,904.52																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>3.00</td> <td>x</td> <td>627.56</td> <td>x</td> <td>1.0116</td> <td></td> <td>1,904.52</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		3.00	x	627.56	x	1.0116		1,904.52	
Installation	Quantity		Unit Price		Factor	=	Total														
	3.00	x	627.56	x	1.0116		1,904.52														
				for removal of rock and existing fence																	
5	01 22 23 00 0285		WK	Backhoe Attachment For Skid-Steer Loaders	\$652.97																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>3.00</td> <td>x</td> <td>215.16</td> <td>x</td> <td>1.0116</td> <td></td> <td>652.97</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		3.00	x	215.16	x	1.0116		652.97	
Installation	Quantity		Unit Price		Factor	=	Total														
	3.00	x	215.16	x	1.0116		652.97														
				for removing of soil and rock																	
6	01 22 23 00 0294		WK	Auger Attachment (Excludes Bits And Extensions) For Skid-Steer Loaders	\$647.26																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>3.00</td> <td>x</td> <td>213.28</td> <td>x</td> <td>1.0116</td> <td></td> <td>647.26</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		3.00	x	213.28	x	1.0116		647.26	
Installation	Quantity		Unit Price		Factor	=	Total														
	3.00	x	213.28	x	1.0116		647.26														
				for holes required for piles																	
7	01 22 23 00 0300		WK	>18" To 48" Diameter, 4' Length, Auger Bit For Skid-Steer Mounted Augers (Excludes Auger)	\$216.65																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>3.00</td> <td>x</td> <td>71.39</td> <td>x</td> <td>1.0116</td> <td></td> <td>216.65</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		3.00	x	71.39	x	1.0116		216.65	
Installation	Quantity		Unit Price		Factor	=	Total														
	3.00	x	71.39	x	1.0116		216.65														
				4" auger bit																	
8	01 22 23 00 0306		WK	2' Length, Auger Bit Extension For Skid-Steer Mounted Augers (Excludes Auger)	\$60.15																
				<table> <tr> <td>Installation</td> <td>Quantity</td> <td></td> <td>Unit Price</td> <td></td> <td>Factor</td> <td>=</td> <td>Total</td> </tr> <tr> <td></td> <td>3.00</td> <td>x</td> <td>19.82</td> <td>x</td> <td>1.0116</td> <td></td> <td>60.15</td> </tr> </table>	Installation	Quantity		Unit Price		Factor	=	Total		3.00	x	19.82	x	1.0116		60.15	
Installation	Quantity		Unit Price		Factor	=	Total														
	3.00	x	19.82	x	1.0116		60.15														
				2" extension for auger bit																	

**Contractor's Price Proposal - Detail Continues..**

**Work Order Number:** 096718.00  
**Work Order Title:** Casitas WD - Heidelberger Tank diversion wall

**Section - 01**

9	01 71 13 00 0002	EA	First 25 Miles, Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed TruckIncludes delivery of equipment , off loading on site, rigging, dismantling, loading and transporting away. For equipment such as trenchers, skid-steer loaders (bobcats), industrial warehouse forklifts, sweepers, scissor platform lifts, telescoping and articulating boom manlifts with up to 40' boom lengths, etc.						\$203.66	
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	201.32	1.0116		203.66		
			delivery and pickup of skid steer							
10	01 71 13 00 0003	MI	>25 Miles, Equipment Delivery And Pickup Using A Rollback Flatbed TruckExcludes first 25 miles.						\$61.15	
			Installation	Quantity	Unit Price	Factor	=	Total		
				15.00	4.03	1.0116		61.15		
			15 miles above first 25 required							
11	01 74 19 00 0015	EA	30 CY Dumpster (4 Ton) "Construction Debris"Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.						\$605.93	
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	598.98	1.0116		605.93		
			basic dumpster for trash and debris							
12	01 74 19 00 0018	EA	15 CY Low-Boy Dumpster Clean RecyclableFor clean dirt, rock, concrete brick or asphalt with no trash or organics. Includes service to deliver and pick-up dumpster, hauling, rental and disposal fee.						\$3,113.75	
			Installation	Quantity	Unit Price	Factor	=	Total		
				4.00	769.51	1.0116		3,113.75		
			for soil and rock to be removed							
13	01 74 19 00 0021	MO	Rampless Concrete Washout BinIncludes delivery.						\$263.28	
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	260.26	1.0116		263.28		
			for concrete work throughout project							
14	01 74 19 00 0034	CY	Excavated Dirt Landfill Dump Fee						\$350.82	
			Installation	Quantity	Unit Price	Factor	=	Total		
				30.00	11.56	1.0116		350.82		
			Dirt dump fee							
15	01 74 19 00 0038	CYM	Hauling On Paved Roads, First 15 Miles						\$323.21	
			Installation	Quantity	Unit Price	Factor	=	Total		
				450.00	0.71	1.0116		323.21		
			hauling of dirt and equipment							
16	01 74 19 00 0039	CYM	Hauling On Paved Roads, Miles Over Initial 15 Miles						\$47.55	
			Installation	Quantity	Unit Price	Factor	=	Total		
				100.00	0.47	1.0116		47.55		
			hauling to site							
17	01 74 19 00 0040	CYM	Hauling On Unimproved Roads, First 15 Miles						\$32.78	
			Installation	Quantity	Unit Price	Factor	=	Total		
				30.00	1.08	1.0116		32.78		
			back and forth over unimproved roads							

**Subtotal for Section - 01** **\$25,105.95**

**Section - 03**

**Contractor's Price Proposal - Detail Continues..**

**Work Order Number:** 096718.00  
**Work Order Title:** Casitas WD - Heidelberger Tank diversion wall

**Section - 03**

18	03 31 13 00 0015	CY	Concrete Pump, Place 3,000 PSI Concrete Pile CapsExcludes pumping equipment.						\$2,418.13	
			Installation	Quantity	Unit Price	Factor	=	Total		
				15.00	159.36	1.0116		2,418.13		
			concrete for pile holes and fence post holes							
19	03 31 13 00 0104	HR	35 CY/HR, 66 HP Trailer Mounted Concrete PumpIncludes hoses						\$1,020.34	
			Installation	Quantity	Unit Price	Factor	=	Total		
				8.00	126.08	1.0116		1,020.34		
			pump for concrete							

**Subtotal for Section - 03** **\$3,438.47**

**Section - 05**

20	05 05 23 00 0060	EA	5/8" Diameter x 4" Long, Galvanized A325 High Strength Structural Bolt						\$1,241.84	
			Installation	Quantity	Unit Price	Factor	=	Total		
				90.00	13.64	1.0116		1,241.84		
			to connect timber to steel piles							
21	05 05 23 00 1425	EA	5/8" Inside Diameter, Hot Dipped Galvanized Steel Flat Washer						\$41.88	
			Installation	Quantity	Unit Price	Factor	=	Total		
				90.00	0.46	1.0116		41.88		
			to connect timber to steel piles							
22	05 05 23 00 1573	EA	Up To 1/2" Diameter Drill Through >1/4" To 1/2" Steel Plate						\$1,819.06	
			Installation	Quantity	Unit Price	Factor	=	Total		
				90.00	19.98	1.0116		1,819.06		
			holes to connect timber to steel piles							

**Subtotal for Section - 05** **\$3,102.78**

**Section - 06**

23	06 13 23 00 0040	LF	4" x 12", Pressure Treated, Heavy Timber Beam						\$1,265.51	
			Installation	Quantity	Unit Price	Factor	=	Total		
				150.00	8.34	1.0116		1,265.51		
			timber for diversion retaining wall							

**Subtotal for Section - 06** **\$1,265.51**

**Section - 31**

24	31 23 16 26 0004	CY	Rock Breaking By Machine, Hard Igneous Rock (Granite, Basalt)						\$528.26	
			Installation	Quantity	Unit Price	Factor	=	Total		
				20.00	26.11	1.0116		528.26		
			Due to rock hillside							
25	31 23 16 36 0003	CY	Excavation For Building Foundations And Other Structures By Skid-Steer Loader In Soil						\$74.76	
			Installation	Quantity	Unit Price	Factor	=	Total		
				10.00	7.39	1.0116		74.76		
			excavation of existing soil							
26	31 23 16 36 0004	CY	Excavation For Building Foundations And Other Structures By Skid-Steer Loader In Loose Rock						\$91.75	
			Installation	Quantity	Unit Price	Factor	=	Total		
				10.00	9.07	1.0116		91.75		
			excavation of existing rock							

**Contractor's Price Proposal - Detail Continues..**

**Work Order Number:** 096718.00  
**Work Order Title:** Casitas WD - Heidelberger Tank diversion wall

**Section - 31**

27	31 23 16 36 0009	CY	Excavation For Building Foundations And Other Structures By Hand in Soil						\$552.64	
			Installation	Quantity	Unit Price	Factor	=	Total		
				5.00	109.26	1.0116		552.64		
			excavation needed to be performed by hand do to small space							
28	31 23 16 36 0010	CY	Excavation For Building Foundations And Other Structures By Hand in Loose Rock						\$947.97	
			Installation	Quantity	Unit Price	Factor	=	Total		
				5.00	187.42	1.0116		947.97		
			excavation needed to be performed by hand do to small space							
29	31 25 14 16 0004	SY	S75BN Single Net Erosion Control BlanketStraw Matrix with Biodegradable Thread to a Single Natural Fiber Netting as manufactured by North American Green.						\$333.83	
			Installation	Quantity	Unit Price	Factor	=	Total		
				200.00	1.65	1.0116		333.83		
			in place during construction							
30	31 25 14 26 0003	LF	2' High Silt Fence with Stakes at 4' On Center						\$237.73	
			Installation	Quantity	Unit Price	Factor	=	Total		
				100.00	2.35	1.0116		237.73		
			in place during construction							
31	31 25 14 26 0017	LF	Removal Of Silt Fence And Stakes						\$73.85	
			Installation	Quantity	Unit Price	Factor	=	Total		
				100.00	0.73	1.0116		73.85		
			in place during construction							
32	31 25 14 26 0024	LF	12" Sediment Log						\$687.89	
			Installation	Quantity	Unit Price	Factor	=	Total		
				100.00	6.80	1.0116		687.89		
			in place during construction							
33	31 63 36 00 0003	EA	>12" To 24" Diameter Hole, Drilling Mobilization						\$4,356.21	
			Installation	Quantity	Unit Price	Factor	=	Total		
				6.00	717.71	1.0116		4,356.21		
			6 separate holes for piles							
34	31 63 36 00 0006	LF	18" Diameter, Up To 24' Depth, Drilled/Augered Hole						\$7,593.07	
			Installation	Quantity	Unit Price	Factor	=	Total		
				180.00	41.70	1.0116		7,593.07		
			6 separate six foot deep holes. item in book calls for soil. Most of the hole will need to be thro...							
35	31 63 36 00 0025	VLF	14" x 14" x 117 LB/FT, Placed In Drilled Hole, Rolled Steel H Pile						\$11,300.58	
			Installation	Quantity	Unit Price	Factor	=	Total		
				100.00	111.71	1.0116		11,300.58		
			closest thing to the called out steel pile. Galvanized Steel Soldier Piles: Increased VLF to accommodate large increase in steel prices							

**Subtotal for Section - 31**

**\$26,778.54**

**Section - 32**

36	32 31 13 13 0016	CF	Jackhammer Post Hole In Rock						\$1,208.26	
			Installation	Quantity	Unit Price	Factor	=	Total		
				20.00	59.72	1.0116		1,208.26		
			Used where rock needs to be hammered and removed by hand							

**Contractor's Price Proposal - Detail Continues..**

**Work Order Number:** 096718.00  
**Work Order Title:** Casitas WD - Heidelberger Tank diversion wall

**Section - 32**

37	32 31 13 13 0017	CF	Rock Drill Post Hole In Rock							\$1,377.39
			Installation	Quantity	Unit Price	Factor	=	Total		
				80.00	17.02	1.0116		1,377.39		
			post holes in rock for removable fence posts							
38	32 31 13 13 0041	VLF	18" Diameter, Grout Fill For Post Hole							\$1,218.53
			Installation	Quantity	Unit Price	Factor	=	Total		
				42.00	28.68	1.0116		1,218.53		
			for fence post holes							
39	32 31 13 13 0062	LF	1-7/8" Galvanized H-beam Post, 7' To 10' In Length							\$356.08
			Installation	Quantity	Unit Price	Factor	=	Total		
				40.00	8.80	1.0116		356.08		
			H post per note 6 sheet 4							
40	32 31 13 13 0166	LF	1-5/8" Galvanized Steel Rail, 0.085" Wall Thickness, Tie Wires And Fittings							\$334.23
			Installation	Quantity	Unit Price	Factor	=	Total		
				80.00	4.13	1.0116		334.23		
			Fence Accessories							
41	32 31 13 13 0176	LF	6' Full Height Fabric Galvanized Chain Link #9 Gauge, 1.2 Oz Coating, 2" Mesh							\$354.16
			Installation	Quantity	Unit Price	Factor	=	Total		
				30.00	11.67	1.0116		354.16		
			Fence Fabric							
42	32 31 13 13 0311	EA	8' Wide x 6' High Single Gate Galvanized Steel Without Barbed Wire							\$1,355.65
			Installation	Quantity	Unit Price	Factor	=	Total		
				3.00	446.70	1.0116		1,355.65		
			Removable Fence Panels per Note 6 Sheet 4 - QTY-003							
43	32 31 13 13 0789	LF	Removal And Reinstallation Of Chain Link Fence 6' To 12' Height							\$1,221.51
			Installation	Quantity	Unit Price	Factor	=	Total		
				50.00	24.15	1.0116		1,221.51		
			Remove existing fencing for access and excavation. re-install.							

**Subtotal for Section - 32** **\$7,425.81**

**Section - 34**

44	34 05 43 00 0117	EA	Refabricate And Install Shim Plates At One Bearing							\$942.24
			Installation	Quantity	Unit Price	Factor	=	Total		
				8.00	116.43	1.0116		942.24		
			Shims per plans on diversion wall. Calls out for (2) between timber members							

**Subtotal for Section - 34** **\$942.24**

**Proposal Total** **\$68,059.30**

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

**The Percentage of NPP on this Proposal:** %

## Subcontractor Listing

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**Date:** October 08, 2021

**Re:** IQC Master Contract #: CA-08-SL-B-A-030618-MDJ  
Work Order #: 096718.00  
Owner PO #:  
Title: Casitas WD - Heidelberger Tank diversion wall  
Contractor: MDJ Management  
Proposal Value: \$68,059.30

Name of Contractor	Duties	Amount	%
Refined Construction		\$55,000.00	80.81

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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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TO: BOARD OF DIRECTORS

FROM: MICHAEL L. FLOOD, GENERAL MANAGER

SUBJECT: REQUEST FOR QUALIFICATIONS FOR PIPELINE CONTRACTORS FOR  
CALENDAR YEAR 2022

DATE: 10/27/2021

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**RECOMMENDATION:**

- Determine all bidders on pipeline projects undertaken by the District in 2022 must be pre-qualified prior to submitting bids.

**BACKGROUND AND DISCUSSION:**

In 1999 the California State Legislature passed Assembly Bill 574 authorizing cities, counties, and special districts the ability to pre-qualify construction contractors for specific projects or for a specific duration. Public Contracts Code Section 21101 codifies the requirements for contractor prequalification and the Department of Industrial Relations (DIR) prepared model forms for use by public agencies in the solicitation of pre-qualified contractors.

The District pre-qualified nine pipeline contractors in 2019, 2020, and 2021 and has awarded several projects in the Casitas and Ojai Water Systems. The District has several pipeline projects in design and expects to release these for bidding in the first quarter of 2022. Pre-qualification gives the District and the public a high level of confidence in the quality of work and its successful completion.

The attached Request for Qualifications (RFQ) was prepared using the DIR forms as a guide. The anticipated schedule milestones are:

Issue RFQ	October 28, 2021
Pre-Qualification Meeting (optional)	November 4, 2021
Deadline for Questions	November 12, 2021
Qualifications Due	December 1, 2021
Review Complete	December 8, 2021
Board Action	December 22, 2021

**BUDGET IMPACT:**

There is no budget impact to this action.

Attachment: Request for Qualifications (RFQ) for Pipeline Contractors for 2022



**REQUEST FOR QUALIFICATIONS (RFQ)  
FOR PIPELINE CONTRACTORS FOR 2022**

October 28, 2021

*Statements of Qualification will be received*

*via email to [bids@casitaswater.com](mailto:bids@casitaswater.com)*

*until **Wednesday, December 1, 2021@ 4:00 p.m.***



## ANNOUNCEMENT OF PRE-QUALIFICATION PROCEDURES AND OPEN DATE FOR ANNUAL PRE-QUALIFICATION

Notice is hereby given that on **October 27, 2021**, Casitas Municipal Water District (Casitas or District) determined all bidders on public works pipeline projects to be undertaken by the District in calendar year 2022 must be pre-qualified prior to submitting bids. All Licensed Contractors who intend to submit bids for pipeline construction projects must fully complete the pre-qualification questionnaire, provide all materials requested herein, and be approved by the District to be on the final Bidders list. No bid will be accepted from a Contractor who has failed to comply with these requirements. If two or more business entities submit a bid on a project as a Joint Venture, or expect to submit a bid as part of a Joint Venture, each entity within the Joint Venture must be separately qualified to bid.

An optional pre-qualification meeting will be held via Google Meet on **Thursday, November 4, 2021 at 10:00 a.m.** To request web link and/or call-in information, send a request to Julia Aranda, PE, Engineering Manager, at [jaranda@casitaswater.com](mailto:jaranda@casitaswater.com). Questions regarding this RFQ must be submitted in writing no later than **Friday, November 12, 2021 at 4:00 p.m.**

Contractors who submit a complete pre-qualification package will be notified by email of their qualification status, such notice to be sent no later than sixty business days after submission of the information.

Answers to questions contained in the attached questionnaire, information about current bonding capacity on an aggregate and per project limit, notarized statement from surety, and the most recent reviewed or audited financial statements, with accompanying notes and supplemental information, are required. Casitas will use these documents as the basis of rating Contractors in respect to the size and scope of contracts upon which each Contractor is qualified to bid. Casitas reserves the right to check other sources available. Casitas' decision will be based on objective evaluation criteria.

Pre-qualification approval will remain valid for one (1) calendar year from the date of notice of qualification, except that Casitas reserves the right during that calendar year to adjust, increase, limit, suspend or rescind the pre-qualification ratings based on subsequently learned information and after giving notice of the proposed action to the Contractor and an opportunity for a hearing consistent with the hearing procedures described below for appealing a pre-qualification determination.

While it is the intent of the pre-qualification questionnaire and documents required therewith to assist Casitas in determining bidder responsibility prior to the submission of bids and to aid Casitas in selecting the lowest responsible bidder, neither the fact of pre-qualification, nor any pre-qualification rating, will preclude Casitas from a post-bid consideration and determination on a specific project of whether a bidder has the quality, fitness, capacity, and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness. Contractors are encouraged to submit pre-qualification packages no later than **Wednesday, December 1, 2021**, so they may be notified of pre-qualification status well in advance of upcoming projects.

The pre-qualification packages should be submitted *via email to* [bids@casitaswater.com](mailto:bids@casitaswater.com).

The pre-qualification packages (questionnaire answers and financial statements) submitted by Contractors are not public records and are not open to public inspection. All information provided will be kept confidential to the extent permitted by law, although the contents may be disclosed to third parties for the



purpose of verification, investigation of substantial allegations, and in the process of an appeal hearing. State law requires the names of contractors applying for pre-qualification status shall be public records subject to disclosure, and the first page of the questionnaire will be used for that purpose.

Each questionnaire must be signed under penalty of perjury in the manner designated at the end of the form, by an individual who has the legal authority to bind the Contractor on whose behalf that person is signing. If any information provided by a Contractor becomes inaccurate, the Contractor must immediately notify Casitas and provide updated accurate information in writing, under penalty of perjury.

Casitas reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted, to make all final determinations, and to determine at any time the pre-qualification procedures will not be applied to a future public works project.

A Contractor who has submitted a completed application form, and who receives a rating of "not qualified" from Casitas may appeal that determination. There is no appeal from a finding that a Contractor is not pre-qualified because of a failure to submit required information, but re-application during one of the designated time periods is permitted. A Contractor may appeal Casitas' decision with respect to its request for pre-qualification, and request a hearing, by giving notice to Casitas no later than ten business days after receipt of notice of its qualification status. Unless a Contractor files a timely appeal, the Contractor waives any and all rights to challenge the qualification decision of Casitas, whether by administrative process, judicial process or any other legal process or proceeding.

If the Contractor gives the required notice of appeal and requests a hearing, the hearing shall be conducted so that it is concluded no later than ten business days after Casitas' receipt of its Notice of Appeal. The hearing so provided shall be an informal process conducted by a panel to whom the Board of Directors of Casitas has delegated responsibility to hear such appeals (the "Appeals Panel"). At or prior to the hearing, the Contractor will be advised of the basis for Casitas' pre-qualification determination. The Contractor will be given the opportunity to present information and present reasons in opposition to the pre-qualification determination. At the conclusion of the hearing or no later than one day after completion of the hearing, the Appeals Panel will render its decision. The date for submission and opening of bids for a specific project will not be delayed or postponed to allow for completion of an appeal process.

A Contractor may be found not pre-qualified for bidding on a specific public works contract to be let by Casitas, or on all contracts to be let by Casitas until the Contractor meets Casitas' requirements. In addition, a Contractor may be found not pre-qualified for either: (1) Omission of requested information or (2) Falsification of information.



To contractors who are using subcontractors, please be advised Casitas **may** require, as to the qualification of subcontractors in the following crafts or trades, following acceptance of your bid, but before the award is made:

- Hot-tapping
- Pipe bursting
- Horizontal directional drilling
- Bore-and-jack construction
- Asphalt paving
- Traffic control



## 1. INTRODUCTION

Casitas Municipal Water District (Casitas or District) is requesting Statements of Qualifications (SOQ) from construction contractors to perform pipeline construction for calendar year 2022.

Casitas is a Municipal Water District established in 1952, providing potable water to Western Ventura County including approximately 6,000 agricultural, commercial, and residential customers. The District boundaries (Exhibit A) encompass the City of Ojai, Upper Ojai, the Ventura River Valley area, the City of Ventura (west of Mills Road), and the beach communities of Solimar, La Conchita, and Rincon.

Casitas operates the Robles Diversion Facility, Robles Canal, Lake Casitas, Casitas Dam (owned by the US Bureau of Reclamation), Lake Casitas Recreation Area, Casitas Water Treatment Plant, as well as 14 steel tanks totaling 30 million gallons of storage, nine pump stations, and approximately 160 miles of pipelines.

Casitas acquired the Ojai Water System in 2017, which obtains its water supplies from local wells in the Ojai Valley Basin and from Casitas, and serves approximately 2,800 customers. The Ojai Water System includes 32 miles of pipelines, five tanks totaling 1.544 million gallons of storage, five booster pump stations, five active groundwater wells, and an iron and manganese treatment facility.

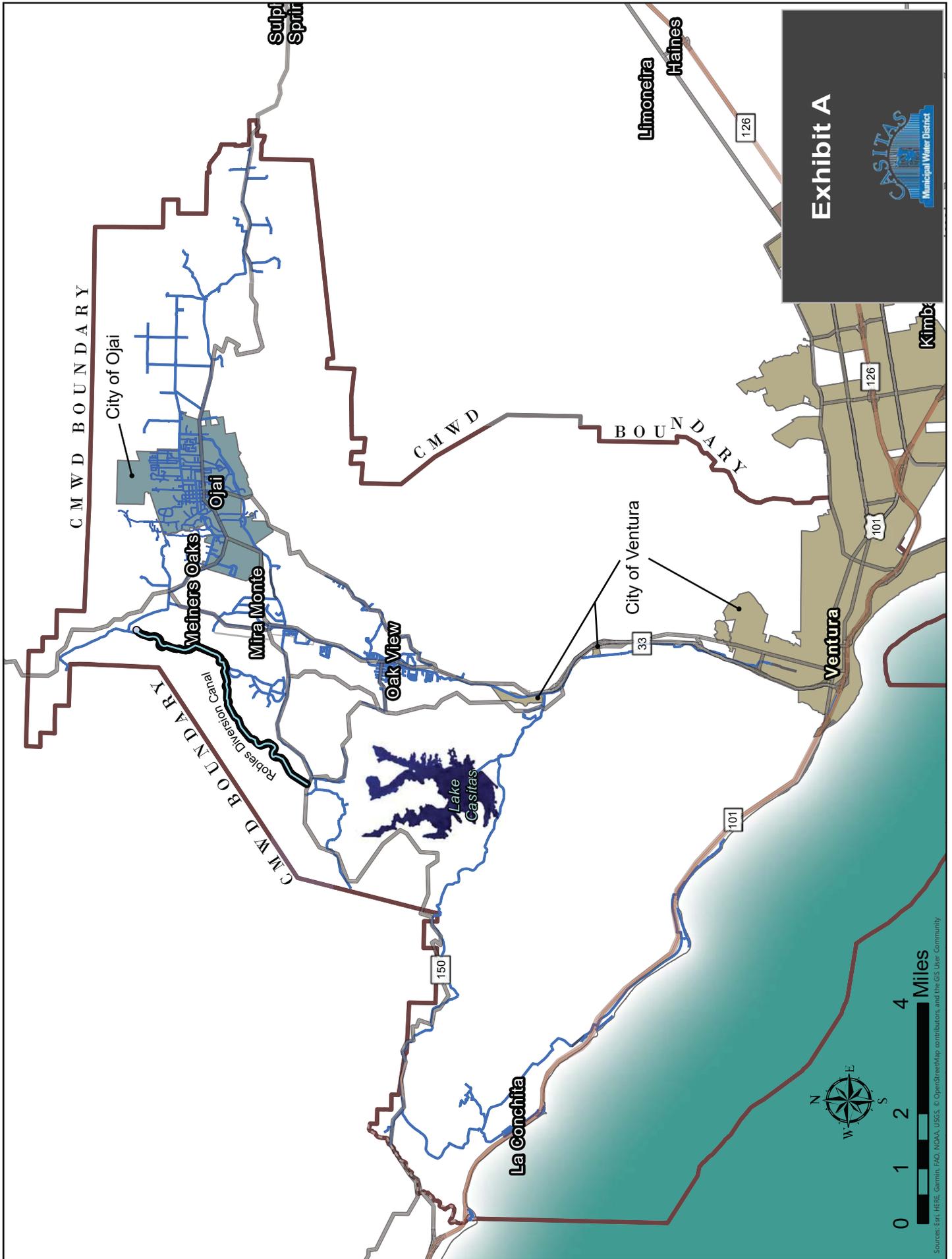
The District intends to pre-qualify Contractors, with subcontractor support as needed, to support the implementation of pipeline construction projects in the Casitas Water System and the Ojai Water System. Pipelines may be installed using open-cut trenching, pipe bursting, horizontal directional drilling, and/or bore-and-jack construction methods. Encroachment permits and paving standards may be required from the City of Ojai, County of Ventura, and/or Caltrans.

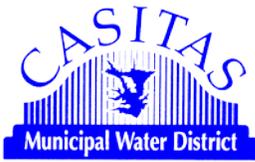
An optional pre-qualification meeting will be held via conference call on **Thursday, November 4, 2021 at 10:00 a.m.** To request conference call information, send a request to Julia Aranda, PE, Engineering Manager, at [jaranda@casitaswater.com](mailto:jaranda@casitaswater.com). Questions regarding this RFQ must be submitted in writing no later than **Friday, November 12, 2021 at 4:00 p.m.**

Prequalification packages will be accepted until **Wednesday, December 1, 2021 at 4:00 p.m.** *via email to [bids@casitaswater.com](mailto:bids@casitaswater.com)*. No prequalification packages will be accepted after this date and time. It is the Contractor's responsibility to ensure the prequalification package are received prior to the deadline.

There will be no formal opening of the received prequalification packages. This solicitation does not commit the District to award any work nor to pay any costs incurred from the preparation of prequalification packages. Firms responding to this RFQ are solely responsible for all costs and expenses incurred during the prequalification process.

The District may have need for emergency services for Pipeline Contractors to respond to leaks and breaks on short notice. **Please provide your rate schedule for labor and equipment for 2022.** The rate schedule shall be used for time and materials work performed on an emergency basis. Contractors must be able to respond within two hours for emergency work.





**PREQUALIFICATION QUESTIONNAIRE  
INSTRUCTIONS**

Accurately and completely fill in and answer all questions in the Contact Information Sheet, Parts I, II, and III. Inaccurate and incomplete responses may be grounds for disqualification.

Contractors must receive a passing score in each of the three categories to be considered prequalified.

For Part III, the District will interview two project owners, randomly selected from information provided in Part III. During these interviews, the project owners will be asked a series of questions regarding the management of the project, adherence to schedule, claims by the Contractor, claims against the Contractor, and the quality of the work.

Scoring of each question is based upon criteria established in advance. After this package is approved for distribution, the District cannot influence how questions are scored.

The point system is as follows:

Part No.	Description	Points Possible	Passing Score
I	Essential Requirements for Qualification	N/A	Must pass all
II	Organization, History, Organizational Performance, Compliance with Civil and Criminal Law	129	90
III	Project Experience Based on Interviews	120 each	84 each



**CONTACT INFORMATION**

Firm Name: \_\_\_\_\_ Check One:  Corporation  
(as it appears on license)  Partnership

Sole Proprietor

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

If firm is a sole proprietor or partnership:

Owner(s) of Company \_\_\_\_\_

Contractor's License Number(s):

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



**PART I. ESSENTIAL REQUIREMENTS FOR QUALIFICATION**

**Contractor will be immediately disqualified if the answer to any of questions 1 through 5 is “No.”<sup>1</sup>**

**Contractor will be immediately disqualified if the answer to any of questions 6, 7, 8 or 9 is “yes.”<sup>2</sup> If the answer to question 8 is “yes,” and if debarment would be the sole reason for denial of pre-qualification, any pre-qualification issued will exclude the debarment period.**

- 1. Contractor possesses a valid and current California Contractor’s license for the project or projects for which it intends to submit a bid.  
 Yes  No
- 2. Contractor has a liability insurance policy with a policy limit of at least \$1,000,000 per occurrence and \$2,000,000 aggregate.  
 Yes  No
- 3. Contractor has current workers’ compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code section 3700 et. seq.  
 Yes  No             Contractor is exempt from this requirement, because it has no employees
- 4. Have you attached your latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information?<sup>3</sup>  
 Yes  No

**A financial statement that is not either reviewed or audited is not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and is not a substitute for the required financial statement.**

- 5. Have you attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states: (a) your current bonding capacity is sufficient for the project for which you seek pre-qualification if you are seeking pre-qualification for a single project; or (if you are seeking pre-qualification valid for a year) (b) your current available bonding capacity?<sup>4</sup> **Notarized statement must be from the surety company, not an agent or broker.**  
 Yes  No

<sup>1</sup> A “no” answer to Question 4 will not be disqualifying if the contractor is exempt from complying with Question 4, for reasons explained in footnote 3.

<sup>2</sup> A contractor disqualified solely because of a “Yes” answer given to question 6, 7, or 9 may appeal the disqualification and provide an explanation of the relevant circumstances during the appeal procedure.

<sup>3</sup> Public Contract Code section 20101(e) exempts from this requirement a contractor who has qualified as a small business pursuant to Government Code section 14837(d)(1), if the bid is “no more than 25 percent of the qualifying amount provided in section 14837(d)(1).” As of January 1, 2019, the qualifying amount is \$15 million, and 25 percent of that amount, therefore, is \$3.75 million.

<sup>4</sup> An additional notarized statement from the surety may be requested by Casitas at the time of submission of a bid, if this pre-qualification package is submitted more than 60 days prior to submission of the bid.



6. Has your contractor's license been revoked at any time in the last five years?  
 Yes  No
7. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was default terminated by the project owner within the last five years?  
 Yes  No
8. At the time of submitting this pre-qualification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7?  
 Yes  No  
If the answer is "Yes," state the beginning and ending dates of the period of debarment:  
  
Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_
9. At any time during the last five years, has your firm, or any of its owners or officers, been convicted of a crime involving the awarding of a contract of a government construction project, or the bidding or performance of a government contract?  
 Yes  No

**END OF SECTION I**



**PART II. ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE, COMPLIANCE WITH CIVIL AND CRIMINAL LAWS**

**A. Current Organization and Structure of the Business**

**For Corporations:**

- 1a. Date incorporated: \_\_\_\_\_
- 1b. Under the laws of what State: \_\_\_\_\_
- 1c. Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, treasurer), or (b) the owner of at least ten percent of the corporation's stock.

Name	Position	Years with Company	% Ownership	Social Security #

- 1d. Identify every construction firm any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years. **For this question, "owner" and "partner" refer to ownership of ten percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.**

Name	Construction Firm	Dates of Person's Participation with Firm

**For Partnerships:**

- 1a. Date of formation: \_\_\_\_\_
- 1b. Under the laws of what State: \_\_\_\_\_
- 1c. Provide all the following information for each partner who owns 10 percent or more of the firm.

Name	Position	Years with Co.	% Ownership	Social Security #



- 1d. Identify every construction company any partner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years. **For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.**

Name	Construction Company	Dates of Person’s Participation with Company

**For Sole Proprietorships:**

- 1a. Date of commencement of business: \_\_\_\_\_
- 1b. Social security number of company owner: \_\_\_\_\_
- 1c. Identify every construction firm that the business owner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years. **For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.**

Name	Construction Company	Dates of Person’s Participation with Company

**For Joint Ventures:**

- 1a. Date of commencement of joint venture: \_\_\_\_\_
- 1b. Provide all of the following information for each firm that is a member of the joint venture that expects to bid on one or more projects:

Name of Firm	% Ownership of Joint Venture



**B. History of the Business and Organizational Performance**

2. Has there been any change in ownership of the firm at any time during the last three years? **A corporation whose shares are publicly traded is not required to answer this question.**  
 Yes  No  
If "yes," explain on a separate signed page.
3. Is the firm a subsidiary, parent, holding company or affiliate of another construction firm? **Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.**  
 Yes  No  
If "yes," explain on a separate signed page.
4. Are any corporate officers, partners or owners connected to any other construction firms? **Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm.**  
 Yes  No  
If "yes," explain on a separate signed page.
5. State your firm's gross revenues for each of the last three years:
- |          |        |
|----------|--------|
| \$ _____ | (2020) |
| \$ _____ | (2019) |
| \$ _____ | (2018) |
6. How many years has your organization been in business in California as a contractor under your present business name and license number? \_\_\_\_\_ years
7. Is your firm currently the debtor in a bankruptcy case?  
 Yes  No  
If "yes," please attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.
8. Was your firm in bankruptcy at any time during the last five years? (This question refers only to a bankruptcy action that was not described in answer to question 7, above)  
 Yes  No  
If "yes," please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.



**Licenses**

9. List all California construction license numbers, classifications and expiration dates of the California contractor licenses held by your firm:

Contractor License No.	Classification	Expiration Date

10. If any of your firm’s license(s) are held in the name of a corporation or partnership, provide the names of the qualifying individual(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license.

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11. Has your firm changed names or license number in the past five years?  
 Yes  No  
 If “yes,” explain on a separate signed page, including the reason for the change.

12. Has any owner, partner or (for corporations) officer of your firm operated a construction firm under any other name in the last five years?  
 Yes  No  
 If “yes,” explain on a separate signed page, including the reason for the change.

13. Has any CSLB license held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended within the last five years?  
 Yes  No  
 If “yes,” please explain on a separate signed sheet.

**Disputes**

14. At any time in the last five years has your firm been assessed and paid liquidated damages after completion of a project under a construction contract with either a public or private owner?  
 Yes  No  
 If “yes”, explain on a separate signed page, identifying all such projects by owner, owner’s address, the date of completion of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.

15. In the last five years has your firm, or any firm with which any of your company’s owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?



**“Associated with” refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form.**

Yes  No

If “yes,” explain on a separate signed page. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

16. In the last five years has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?

Yes  No

If “yes,” explain on a separate signed page. Identify the year of the event, the owner, the project and the basis for the finding by the public agency.

**The following two questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor. You need not include information about “pass-through” disputes in which the actual dispute is between a sub-contractor and a project owner. Also, you may omit reference to all disputes about amounts of less than \$50,000.**

17. In the past five years has any claim **against** your firm concerning your firm’s work on a construction project been **filed in court or arbitration**?

Yes  No

If “yes,” on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

18. In the past five years has your firm made any claim against a project owner concerning work on a project or payment for a contract and **filed that claim in court or arbitration**?

Yes  No

If “yes,” on separate signed sheets of paper identify the claim by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

19. At any time during the past five years, has any surety company made any payments on your firm’s behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm’s behalf, in connection with a construction project, either public or private?

Yes  No

If “yes,” explain on a separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present



status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

20. In the last five years has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?  
 Yes  No  
If "yes," explain on a separate signed page. Name the insurance carrier, the form of insurance and the year of the refusal.

**Criminal Matters and Related Civil Suits**

21. Has your firm or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?  
 Yes  No  
If "yes," explain on a separate signed page, including identifying who was involved, the name of the public agency, the date of the investigation and the grounds for the finding.
22. Has your firm or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?  
 Yes  No  
If "yes," explain on a separate signed page, including identifying who was involved, the name of the public agency, the date of the conviction and the grounds for the conviction.
23. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?  
 Yes  No  
If "yes," identify on a separate signed page the person or persons convicted, the court (the county if a state court, the district or location of the federal court), the year and the criminal conduct.

**Bonding**

24. Provide documentation from your surety identifying the following:

Name of bonding company/surety: \_\_\_\_\_  
Name of surety agent, address and telephone number: \_\_\_\_\_  
Name: \_\_\_\_\_ Phone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_



25. If your firm was required to pay a premium of more than one percent for a performance and payment bond on any project(s) on which your firm worked at any time during the last three years, state the percentage your firm was required to pay. You may provide an explanation for a percentage rate higher than one percent, if you wish to do so.

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26. List all other sureties (name and full address) that have written bonds for your firm during the last five years, including the dates during which each wrote the bonds:

Name	Full Address	Dates – From and To
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<hr/>		

27. During the last five years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

Yes  No

If “yes”, provide details on a separate signed sheet indicating the date when your firm was denied coverage and the name of the company or companies which denied coverage; and the period during which you had no surety bond in place.

**C. Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety**

28. Has CAL OSHA cited and assessed penalties against your firm for any “serious,” “willful” or “repeat” violations of its safety or health regulations in the past five years? **If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.**

Yes  No

If “yes,” attached a separate signed page describing the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Board and a decision has been issued, state the case number and the date of the decision.



29. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years? **If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.**

Yes  No

If "yes," attach a separate signed page describing each citation.

30. Has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractor, in the past five years? **If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.**

Yes  No

If "yes," attach a separate signed page describing each citation.

31. How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project?

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32. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years:  
**An Experience Modification Rate is issued to your firm annually by your workers' compensation insurance carrier.**

2020: \_\_\_\_\_

2019: \_\_\_\_\_

2018: \_\_\_\_\_

If your EMR for any of these three years is or was 1.00 or higher you may, if you wish, attach a letter of explanation.

33. Within the last five years has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

Yes  No

If "yes," please explain the reason for the absence of workers' compensation insurance on a separate signed page. If "No," please provide a statement by your current workers' compensation insurance carrier that verifies periods of workers' compensation insurance coverage for the last five years. (If your firm has been in the construction business for less than five years, provide a statement by your workers' compensation insurance carrier verifying continuous workers' compensation insurance coverage for the period that your firm has been in the construction business.)



**Prevailing Wage and Apprenticeship Compliance Record**

34. Has there been more than one occasion during the last five years in which your firm was required to pay either back wages or penalties for your own firm’s failure to comply with the **state’s** prevailing wage laws? This question refers only to your own firm’s violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.

Yes  No

If “yes,” attach a separate signed page or pages, describing the nature of each violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that you were required to pay.

35. During the last five years, has there been more than one occasion in which your own firm has been penalized or required to pay back wages for failure to comply with the **federal** Davis-Bacon prevailing wage requirements?

Yes  No

If “yes,” attach a separate signed page or pages describing the nature of the violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid, the amount of back wages you were required to pay along with the amount of any penalty paid.

36. Provide the **name, address and telephone number** of the apprenticeship program (approved by the California Apprenticeship Council) from whom you intend to request the dispatch of apprentices to your company for use on any public work project for which you are awarded a contract by Casitas.

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37. If your firm operates its own State-approved apprenticeship program:

(a) Identify the craft or crafts in which your firm provided apprenticeship training in the past year.

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(b) State the year in which each such apprenticeship program was approved, and attach evidence of the most recent California Apprenticeship Council approval(s) of your apprenticeship program(s).

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- (c) State the number of individuals who were employed by your firm as apprentices at any time during the past three years in each apprenticeship and the number of persons who, during the past three years, completed apprenticeships in each craft while employed by your firm.

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38. At any time during the last five years, has your firm been found to have violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works? **You may omit reference to any incident that occurred prior to January 1, 1998, if the violation was by a subcontractor and your firm, as general contractor on a project, had no knowledge of the subcontractor's violation at the time they occurred.**

Yes  No

If "yes," provide the date(s) of such findings, and attach copies of the Department's final decision(s).

**END OF SECTION II**



**PART III. RECENT CONSTRUCTION PROJECTS COMPLETED**

39. Provide information about your six most recently completed public works projects and three largest completed private projects within the last three years.<sup>5</sup> **Names and references must be current and verifiable.** Use separate sheets of paper that contain all of the following information:

Project Name: \_\_\_\_\_

Location: \_\_\_\_\_

Owner: \_\_\_\_\_

Owner Contact

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Architect or Engineer: \_\_\_\_\_

Architect or Engineer Contact

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Construction Manager:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Description of Project, Scope of Work Performed:

\_\_\_\_\_

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<sup>5</sup> If you wish, you may, using the same format, also provide information about other projects that you have completed that are similar to the project(s) for which you expect to bid.



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Total Value of Construction (including change orders): \$ \_\_\_\_\_

Original Scheduled Completion Date: \_\_\_\_\_

Time Extensions Granted (number of days): \_\_\_\_\_

Actual Date of Completion: \_\_\_\_\_

END OF SECTION III



**MODEL INTERVIEW QUESTIONS – FOR INFORMATION ONLY**

The following questions will be used to interview randomly selected contacts from at least two completed projects. Casitas will conduct the interviews. No action on the contractor's part is necessary. These questions are included on the package given to the contractor for information only.

The highest possible score is 120 Points. A score less than 55 points disqualifies a contractor from bidding on projects that are proposed by Casitas. A score of between 56 and 83 indicates Casitas should conduct an interview of another contact, that is, a manager of another completed project. A score of 84 or higher on each of two interviews is sufficient for pre-qualification.

First, please give a brief description of the project.

1. Are there any outstanding stop notices, liens, or claims by the contractor that are currently unresolved on contracts for which notices of completion were recorded more than 120 days ago? (1 point for each is deducted from overall score; maximum amount to be deducted is 5 points)
2. On a scale of 1-10, with 10 being the best, did the contractor provide adequate personnel? (Max. 10 points)
3. On a scale of 1-10, with 10 being the best, did the contractor provide adequate supervision? (Max. 10 points)
4. On a scale of 1-10, with 10 being the best, was there adequate equipment provided on the job? (Max. 10 points)
5. On a scale of 1-10, with 10 being the best, was the contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates? (Max. 10 points)
6. On a scale of 1-10, with 10 being the best, did the contractor adhere to the project schedule that your [agency] [business] approved? (Max. 10 points)
7. Was the project completed on time? (10 points if the answer is "Yes").  
Or, if the answer is "no," on a scale of 1-10, with 10 being the best, to what extent was the contractor responsible for the delay in completion?
8. On a scale of 1-10, with 10 being the best, rate the contractor on the timely submission of reasonable cost and time estimates to perform change order work. (Max. 10 points)
9. On a scale of 1-10, with 10 being the best, rate the contractor on how well the contractor performed the work after a change order was issued, and how well the contractor integrated the change order work into the existing work. (Max. 10 points).



10. On a scale of 1-10, with 10 being the best, rate how has the contractor been performing in the area of turning in Operation & Maintenance manuals, completing as-built drawings, providing required training and taking care of warranty items? (Max. 10 points)
11. On a scale of 1-10, with 10 being the best, rate the contractor on whether there were an unusually high number of claims, given the nature of the project, or unusual difficulty in resolving them. (Max. 10 points)
12. On a scale of 1-10, with 10 being the highest, rate the contractor with respect to timely payments by the contractor to either subcontractors or suppliers. (If the person being interviewed knows of no such difficulties, the score on this question should be "10.")
13. On a scale of 1-10, with 10 being the best, how would you rate the quality of the work overall? (Max. 10 points)



I, the undersigned, certify and declare I have read all the foregoing answers to this prequalification questionnaire and know their contents. The matters stated in the questionnaire answers are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

Dated: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD, GENERAL MANAGER  
**SUBJECT:** AWARD OF CONTRACT FOR LAKE CASITAS RECREATION AREA  
PAVING FY21-22, SPECIFICATION NO. 21-444  
**DATE:** 10/27/2021

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**RECOMMENDATION:**

- Award a contract to BSN Construction in the amount of \$111,000.00 for the Lake Casitas Recreation Area Paving FY21-22, Specification No. 21-444.
- Approve Change Order No. 1 in the amount of \$39,000 to BSN Construction for additional paving based on the unit price.

**BACKGROUND AND DISCUSSION:**

The access road between the Main Entrance to Lake Casitas Recreation Area and the Coyote parking Lot is in need of asphalt repair.

Five bids were received at the bid opening on October 19, 2021. Table 1 shows a summary of the bids received. A detailed bid summary is attached.

**Table 1 – Bid Summary**

<b>Bidder</b>	<b>Total Bid</b>
DASH Construction Company	\$119,977
NPG, Inc	\$149,887
BSN Construction	\$111,000
Toro Enterprises, Inc	\$126,450
Prestige Striping Services dba Prestige Paving Company	\$137,277
J. Cardenas, Inc.	\$138,900

BSN Construction has a Contractor's license in good standing and has satisfactory references.

**FINANCIAL IMPACT:**

The fiscal year 2021-22 budget includes \$150,000.00 for the project. Since there are sufficient funds, the area of paving performed at the bid schedule unit price can be increased to make use of the full budget. Change Order No. 1 in the amount of \$39,000 for an additional 17,972 square feet of paving is requested.

Attachments: Detailed Bid Analysis  
Change Order No. 1

CASITAS MUNICIPAL WATER DISTRICT  
 1055 VENTURA AVENUE  
 Oak View, CA 93022  
 (805) 649-2251  
 SPEC 21-444  
 Project: LCRA Paving FY 21-22  
 Bid: 10/19/21 2:00 P.M.

				DASH Construction Company 8110 Remmet Ave, Unit 9, Canoga Park CA 91304		NPG Inc, 1354 Jet Way, Perris CA 92572		BSN Construction, PO Box 6714, Ventura CA 93006		Toro Enterprises, 2101 Ventura Blvd, Oxnard CA 93036		Prestige Striping Services, DBA Prestige Paving Company, 1054 Railroad St, Corona CA 92882		J. Cardenas, Inc. 12899 Nellie Bell Dr, Victorville CA 92392	
ITEM#	DESCRIPTION	QTY	UNIT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT
1	Mobilization	1	LS	\$ 2,977.00	\$ 2,977.00	\$ 7,387.00	\$ 7,387.00	\$ 2,500.00	\$ 2,500.00	\$ 8,450.00	\$ 8,450.00	\$ 4,777.00	\$ 4,777.00	\$ 1,000.00	\$ 1,000.00
2	Grind and overlay	50,000	SF	\$ 2.34	\$ 117,000.00	\$ 2.85	\$ 142,500.00	\$ 2.17	\$ 108,500.00	\$ 2.36	\$ 118,000.00	\$ 2.65	\$ 132,500.00	\$ 2.76	\$ 137,900.00
<b>BASE BID TOTAL AMOUNT FOR BID ITEMS 1 THROUGH 2</b>				<b>\$</b>	<b>119,977.00</b>	<b>\$</b>	<b>149,887.00</b>	<b>\$</b>	<b>111,000.00</b>	<b>\$</b>	<b>126,450.00</b>	<b>\$</b>	<b>137,277.00</b>	<b>\$</b>	<b>138,900.00</b>
<b>DIVISION OF WORK OR TRADE</b>				<b>SUBCONTRACTOR</b>		<b>SUBCONTRACTOR</b>		<b>SUBCONTRACTOR</b>		<b>SUBCONTRACTOR</b>		<b>SUBCONTRACTOR</b>		<b>SUBCONTRACTOR</b>	
				CTI Grinding	Diversified Asphalt Products	Pavement Recycling	None	None	Pavement Recycling						Pavement Coatings
					Precision Cold Planing, Inc	Pavement Coatings									



## CHANGE ORDER #1

October 27, 2021

PROJECT: Lake Casitas Recreation Area Paving FY21-22 Specification 21-444
CONTRACTOR: BSN Construction
ADDRESS: PO Box 6714, Ventura CA 93006

ITEM	DESCRIPTION OF WORK	TOTAL
1	Cost associated with additional 17,972 square feet of asphalt grinding and overlay at Bid Schedule unit price	\$ 39,000.00

TOTAL AMOUNT OF CHANGE ORDER NO. 1	<u>\$ 39,000.00</u>
ORIGINAL CONTRACT AMOUNT	<u>\$ 111,000.00</u>
PREVIOUS APPROVED CHANGE ORDER AMOUNT	<u>\$ 0.00</u>
NEW CONTRACT AMOUNT	<u>\$ 150,000.00</u>
EXTENSION OF CONTRACT TIME <u>-0-</u> DAYS	

CASITAS MUNICIPAL WATER DISTRICT

By: \_\_\_\_\_  
 MICHAEL L. FLOOD  
 GENERAL MANAGER

DATE: \_\_\_\_\_

BSN CONSTRUCTION

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

DATE: \_\_\_\_\_

# MEMORANDUM

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TO: Board of Directors  
From: Michael L. Flood, General Manager  
RE: **Assignment of Conservation Penalty Appeals Panel Members**  
Date: October 21, 2021

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## RECOMMENDATION:

Assign Conservation Penalty Appeals Panel Members as desired.

## BACKGROUND:

In January 2021, the Board undertook the assignment of members to the District's Committees including the Conservation Penalty Appeals Panel.

A subsequent vacancy on the Board of Directors created a vacancy on the Conservation Penalty Appeals Panel.

## DISCUSSION:

As per Casitas MWD's Water Efficiency and Allocation Program, customer appeals of Conservation Penalties are handled through a quasi-judicial process involving a three-member quorum of the Board of Directors.

Appellants are allowed to provide written as well as verbal testimony to the panel prior to the panel's decision which is final and not subject to further review by the Board of Directors.

In January 2021, assignment of the members of the Conservation Penalty Appeals Panel were thus:

1. Director Brennan
2. Director Hajas
3. Director Spandrio

Alternates: Director Kaiser and Director Cole

The subsequent resignation of Director Spandrio created a vacancy on the panel that should be officially assigned through an action of the Board.

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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD, GENERAL MANAGER  
**SUBJECT:** DISCUSSION OF PROPOSED DRAFT TERM SHEET FOR VENTURA -  
SANTA BARBARA COUNTIES INTERTIE DELIVERY AGREEMENTS  
**DATE:** 10/27/21

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**RECOMMENDATION:**

It is recommended that the Board review the draft proposed term sheet for delivery of water to the Ventura-Santa Barbara Counties Intertie, and receive a status update on discussions with water agencies in Santa Barbara County.

**BACKGROUND:**

In March 2021, the Board of Directors awarded design of the Santa Barbara Counties Intertie Project (Intertie), which includes approximately 8,200 feet of 16-inch pipeline and two booster pump stations to connect the Carpinteria Valley Water District (CVWD) and Casitas systems. The Board received a presentation of the estimated project costs at their regular meeting on March 24, 2021.

**DISCUSSION:**

In order to receive water at the Intertie, the water must be conveyed through a network of existing infrastructure that is owned or managed by various agencies, including:

- California Department of Water Resources
- Central Coast Water Authority
- United State Bureau of Reclamation/Cachuma Operation and Maintenance Board
- Carpinteria Valley Water District
- City of Santa Barbara
- County of Santa Barbara

Staff has prepared the attached proposed draft term sheet to outline a proposed structure of agreements for delivery of water. The draft proposal works within the structure of existing agreements among the water agencies in Santa Barbara County, and attempts to streamline the process by minimizing the number of new agreements required. Staff has reviewed the proposed draft term sheet with the Finance Committee and it was recommended that it be passed on to the Board for Directors for discussion.

Staff will also provide an update on meetings and discussions with the Central Coast Water Authority and Cachuma Project Member Units.

**ATTACHMENTS:**

1. Proposed Draft Term Sheet for Delivery Agreements
2. Powerpoint Presentation

**Proposed Term Sheet for  
Delivery of State Water via CCWA/CVWD to Casitas MWD System**

Prepared by: Casitas MWD Staff

DRAFT 10-27-21

**Background:**

Casitas Municipal Water District (Casitas) holds agreements for up to 5,000 AFY (Table A) from the State Water Project. Casitas is designing a 16-inch, 1.3 mile pipeline that would connect to Carpinteria Valley Water District and provide local infrastructure necessary for delivery of imported water. The imported water would be routed into Casitas' service area for delivery throughout the entirety of Casitas' system. The connection will provide bi-directional flows and will serve as a regional emergency connection.

**Proposal:**

Casitas is proposing the following preliminary terms for delivery of State Water.

- Casitas will use excess capacity in the water treatment and delivery system managed by water agencies in Santa Barbara County (CCWA facilities, USBR facilities, City of Santa Barbara facilities, and Carpinteria Valley Water District facilities). Water agencies in Santa Barbara County will continue to have first priority use of capacity as per their current arrangement.
- The amount of water to be delivered will be evaluated each year based on DWR allocations, available capacity in the system, need for delivery, and funding.
- Casitas and CCWA will request authorization from DWR for a multi-year transfer of Casitas' Table A water to CCWA under the approved State Water Contract Water Management Amendments.
  - \_\_\_% of the water will be distributed to CCWA for use by water purveyors in Santa Barbara County.
  - \_\_\_% remaining will be distributed to Carpinteria Valley Water District for sole purposes of delivery to Casitas.
- Casitas will pay CCWA:
  - Variable Costs: All DWR and CCWA variable costs incurred to deliver water to the terminus of CCWA's authorized deliveries, including costs associated with CCWA's Warren Act Contract for conveying water through the Cachuma Project.
  - Fixed Costs: \_\_\_% of fixed costs per AF associated with the Coastal Branch DWR & local CCWA facilities. It is assumed that excess capacity would not be limited to Carpinteria's proportional share, and payment of fixed costs would be based on costs of total capacity by reach.
- Casitas will pay Carpinteria:
  - All costs incurred by Carpinteria VWD under the existing Cater WTP JPA, which include fixed and variable costs, and are billed based on the volume of water treated.
  - Carpinteria is invoiced by the City of Santa Barbara; and Carpinteria will in turn invoice Casitas based on the amount of water delivered.

**Total estimated payment to CCWA: \$XXX/AF plus \_\_\_% of transferred water**

**Total estimated payment to CVWD: \$XXX/AF**

Proposed Term Sheet for  
Delivery of State Water via CCWA/CVWD to Casitas MWD System

Prepared by: Casitas MWD Staff

DRAFT 10-27-21

**Benefits to Water Agencies in Santa Barbara County:**

- \_\_\_% of Casitas' Table A will be transferred to water agencies in Santa Barbara County with no return obligation
- Casitas will pay \_\_\_% of the fixed cost per AF associated with the Coastal Branch facilities. Potential operational benefits to prevent low flows and reduce unit pumping costs.
- Regional emergency interconnection to Casitas MWD's potable water system.

**Benefits to Casitas MWD:**

- Regional emergency interconnection to deliver imported water and mitigate droughts and emergencies

**Agreements required for delivery through CCWA and CVWD systems:**

- Agreements between DWR, Santa Barbara County, and Ventura County for transfer of Casitas water to CCWA
- Agreement between Casitas and CCWA
- Agreement between Casitas and Carpinteria
- Initial term of agreements: 30 years

**Other considerations:**

- CCWA Warren Act Renewal
- County Approvals
- Cater and COMB JPA's



# Ventura-Santa Barbara Counties Intertie



**Board of Directors  
October 27, 2021**

# Agenda

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- Project Concept and Yield
- Estimated Costs & Proposed Draft Terms
- Next Steps

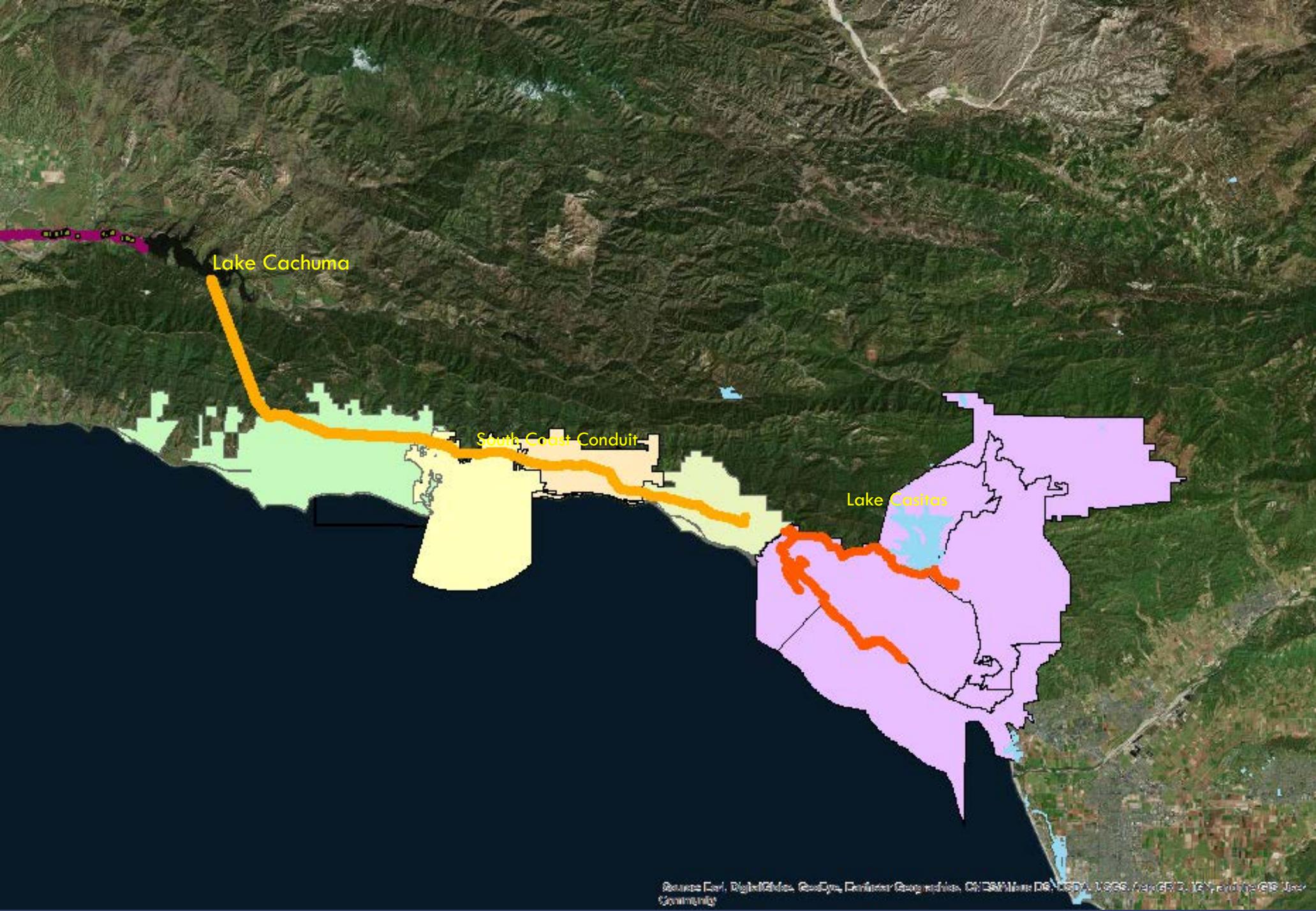




# Project Concept and Yield







Lake Cachuma

South Coast Conduit

Lake Casitas



# Assumed Average Yield

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- Casitas contracted for up to 5,000 AFY Table A
- Casitas would use excess capacity in CCWA's system
  - CCWA agencies would continue to have first priority use
- 12-year utilization of CCWA is 50%, approx. 7,500 AFY
  - Typical availability for CCWA during non-drought years
- 16-inch diameter at 4,000 gpm
- 2,000 acre-feet available over 4 months of year





# Estimated Project Costs & Proposed Key Terms



# Estimated Capital Costs

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- \$15.5 Million
- SRF ASADRA Loan
  - \$3M forgiveness
  - \$7M financed over 30 year at 0% rate
  - \$5.5M financed over 30 year at 50% of CA general obligation bond rate for previous calendar year (assume 0.85% interest)
- Annual Debt Payment ~ \$443,000



# Operational Cost Components

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- DWR Fixed Costs for Coastal Branch
- DWR Variable Costs
- CCWA Fixed and Variable Costs
- USBR Warren Act Charges
- City of Santa Barbara Treatment Costs
- Carpinteria Valley Water District Wheeling Costs
- Casitas Pumping and Treatment Costs



# Preliminary Operational Unit Cost

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- \$2900/AF (fixed and variable)
- Casitas' share of fixed costs is negotiable
  - Casitas would use excess capacity and have lower priority use
- Payment with water could reduce monetary costs
- Example: \$1600/AF assuming Casitas pays all variable costs and 25% of fixed cost per AF

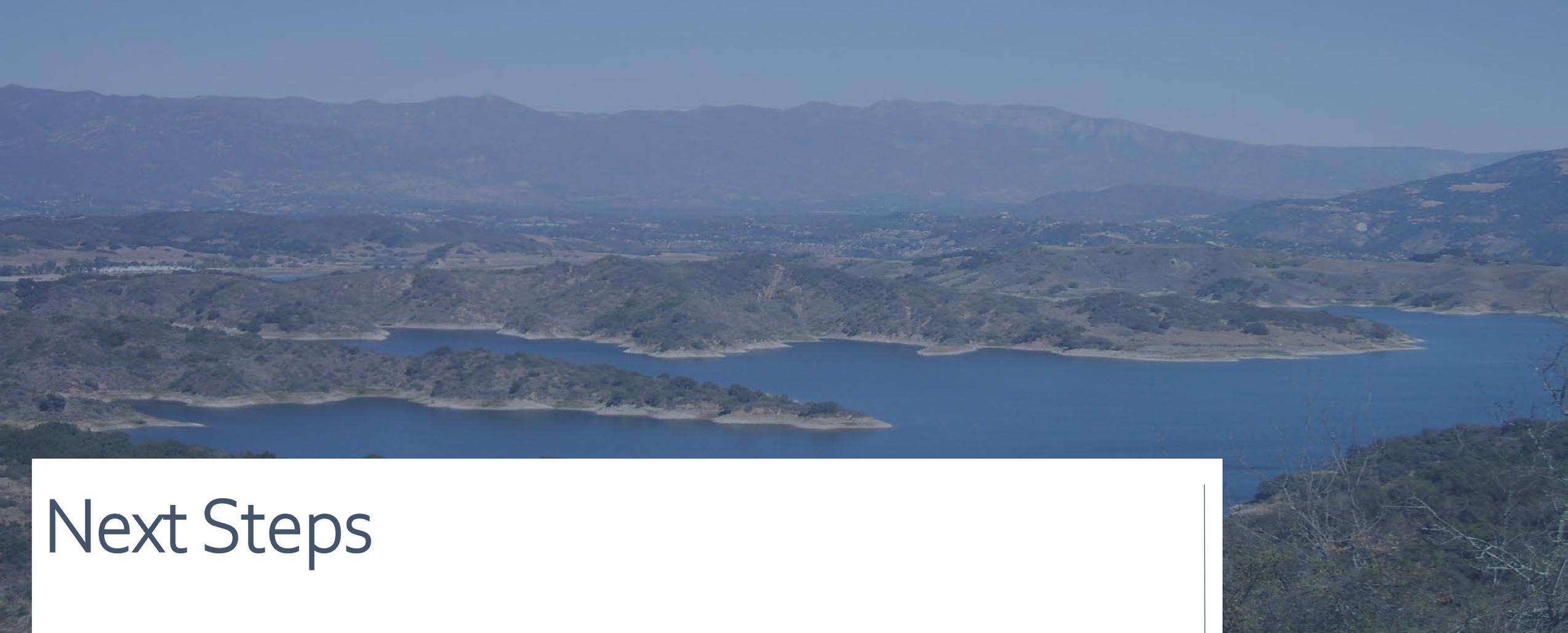


# Key Terms Proposed by Casitas

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- Generally works within existing agreement structures
- Pay all variable costs incurred to deliver water
- Pay percentage of fixed cost per AF
- Pay a portion of water to CCWA member units (with no return obligation)
- 30 Year Term





# Next Steps



# Next Steps

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- Coordinate with CCWA and other agencies on draft terms for delivery of water
- Adopt Initial Study-Mitigated Negative Declaration (2022)
- Complete Design and Permitting (2023)
- Award Construction



End of Presentation



**CASITAS MUNICIPAL WATER DISTRICT**

**MINUTES**  
**Recreation Committee**  
**(this meeting was held telephonically)**

DATE: October 12, 2021  
TO: Board of Directors  
FROM: Assistant General Manager, Kelley Dyer  
Re: Recreation Committee Meeting of October 12, 2021, at 1000 hours.

**RECOMMENDATION:**

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

**BACKGROUND AND OVERVIEW:**

1. **Roll Call.**  
Director Brian Brennan  
Director Pete Kaiser  
Assistant General Manager, Kelley Dyer  
Park Services Manager, Joe Martinez  
Park Ranger, Mitchell Abel
2. **Public Comments.**  
None
3. **Donation of retired SS Relief #169 floats to the Ojai Rowing Club for their solar project.**  
PSM Martinez provided a summary of the additional information requested by the Recreation Committee at their September 13, 2021 meeting.

Director Kaiser asked who would be responsible for disposal of the barge if it is no longer seaworthy.

PSM Martinez responded that the Rowing Club would be responsible for all maintenance and disposal.

Director Kaiser suggested adding language regarding disposal to make that a clear responsibility of the Rowing Club.

Director Brennan asked if the solar components could be used on shore if the barge is no longer functioning in the future, recognizing that the solar technology is a longer-term investment.

Director Kaiser said he is supportive of the project and acknowledged that solar technology can change over time.

PSM Martinez said he would confirm there is language regarding potential onshore use (in the even the barge is no longer functioning on water) to allow the maximum use of the solar investment.

Director Kaiser requested clearance from Casitas water quality staff.

Director Kaiser and Director Brennan recommended the item be moved to the Board agenda.

4. **Review of the August 2021 Recreation Report**

PSM Martinez reviewed the report with the Committee, noting the decrease in visitors compared with last year the new rock sign at the event area, new lighting installations, rehabilitation of the Lazy River in preparation for next year, postponement of the Nest Fest event, and slight decrease in revenue compared with last year. PSM Martinez also noted that full hookup sites continue to be sold out on weekends, but tent camping sites have openings.

Director Brennan commented that it is difficult to compare visitation and revenues with last year, since there was a very high demand last year following the closures due to COVID-19.

Director Brennan also commented that staff may consider advertising the 90-minute pass for visitors to enjoy the LCRA for lunch.

Director Kaiser commented that he is very impressed with what staff is achieving with the sign monuments and lighting, and asked that his appreciation be conveyed to staff.

Director Kaiser suggested constant reinforcement of marketing to get the message out, and acknowledged that some patrolling is required to enforce the 90-minute passes.

PSM Martinez said that the LCRA has a social media presence and marketing activities will continue.

5. **Review of Incidents and Comments.**

PR Abel reported LCRA incident statistics including number of calls for service and disturbance, as well as types of incidents including dogs off leash, medical emergencies, noise, fire, trespassing, water contact, traffic, boating and fishing violations, and others.

Director Brennan thanked staff for the thorough report and for their customer service.

Director Kaiser thanked staff for monitoring fires and patrolling the Teague Watershed, and commented on the constant dumping of trash along Santa Ana Road. Staff efforts are appreciated to keep the LCRA safe.

**CASITAS MUNICIPAL WATER DISTRICT**

**MINUTES**

**Finance Committee**

**(this meeting was held telephonically)**

DATE: October 21, 2021  
TO: Board of Directors  
FROM: General Manager, Michael Flood  
Re: Finance Committee Meeting of October 15, 2021 at 1000 hours.

**RECOMMENDATION:**

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

**BACKGROUND AND OVERVIEW:**

1. **Roll Call.**

Director Neil Cole  
Director Richard Hajas  
General Manager, Michael Flood  
Assistant General Manager, Kelley Dyer  
Executive Administrator, Rebekah Vieira  
Chief Financial Officer, Janyne Brown

2. **Public Comments.**

None

3. **Board/Management comments.**

None

4. **Review of Casitas MWD Reserve Policy**

GM Flood introduced the item noting some of the updates to the proposed policy.

Director Hajas made comments regarding variation of water sales reserves in regard to the District's Water Efficiency and Allocation Program (WEAP).

The Committee asked that the revised policy be forwarded to the Board of Directors for consideration.

5. **Review of Staff Recommendations for Setting of District Reserve Funds for Fiscal Year 2021-2022.**

GM Flood introduced this item noting that the recommended reserve fund levels reflect the District's Fiscal Year 2022 budget.

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

6. **Discussion of the Proposed Draft Term Sheet for Ventura-Santa Barbara Counties Intertie Delivery Agreements**

AGM Dyer introduced the item and covered the contents on the term sheet with the Committee including estimated costs to Casitas and provisions to exchange water for a lowering of fixed costs for wheeling through the water system in Santa Barbara County, often referred to as 'leave-behind' water.

Director Hajas thought it best to leave the leave-behind portion of the term sheet blank for now until the costs are better known to the Board of Directors. He also indicated that a term longer than ten years should be applied to the agreement.

The Committee asked that the term sheet be forwarded to the Board of Directors absent the percentage of 'leave-behind' water for their consideration.

7. **Review of the Financial Statements for June, July, and August 2021**

CFO Brown made comments regarding the statements including revenues, expenses, and the budgeted costs of the Human Resources Department that was created this year.

Director Hajas asked questions/made comments regarding the net loss or gain and asked that a profit/loss statement for operations be included in future reports (less capital costs).

8. **Review of the Consumption Report for June, July, and August 2021.**

GM Flood covered the report with the Committee.

Director Hajas noted that current demands are well below the recently-defined Planned Demand for Lake Casitas.

**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD, GENERAL MANAGER  
**SUBJECT:** MONTHLY ENGINEERING STATUS REPORT  
**DATE:** 10/27/2021

**RECOMMENDATION:**

- Receive and file the Monthly Engineering Project Status Report for October 2021.

**DISCUSSION:**

The status of Water Security and Infrastructure Improvements projects for October 2021 is provided below and in the attachment.

Project	Anticipated Committee / Date	Anticipated Board Date / Action
<b>WATER SECURITY PROJECTS</b>		
<b>Ojai Wellfield Rehabilitation/ Replacement</b>	TBD	TBD
<ul style="list-style-type: none"> <li>• Mutual Well #7 well equipping and site work submittals in review</li> </ul>		
<b>Horizontal Bore (HOB0)/Deep Vertical Test Bore</b>	TBD	TBD
<ul style="list-style-type: none"> <li>• No work performed</li> </ul>		
<b>Ventura-Santa Barbara Counties Intertie</b>	TBD	TBD
<ul style="list-style-type: none"> <li>• Weekly design meetings held with WWE</li> <li>• Amendments for design and environmental services approved</li> <li>• Pipe condition assessment draft report under review</li> <li>• Some geotech and survey complete; remainder pending permit from County of Ventura</li> <li>• USBR Water SMART Drought Resiliency grant application submitted 10/4/21 for \$2M</li> </ul>		
<b>Robles Diversion Fish Screen Prototype Testing</b>	TBD	TBD
<ul style="list-style-type: none"> <li>• Fish screens blasted to clean calcification in preparation for 2021/22 winter</li> </ul>		
<b>Robles Forebay Cleanout</b>	TBD	TBD
<ul style="list-style-type: none"> <li>• Construction complete</li> <li>• Final survey field work complete; expect results early November</li> </ul>		
<b>INFRASTRUCTURE IMPROVEMENTS</b>		
<b>Ojai Water System Improvements</b>	TBD	01/12/22 Award Contract
<ul style="list-style-type: none"> <li>• West Ojai Meter Relocations – 6 complete, 2 ready for construction, 2 pending agreements/permits</li> <li>• Lion Street Pipeline Replacement and Fairview Road Connections (Spec No 20-437) construction complete</li> </ul>		

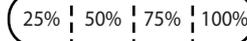
Project	Anticipated Committee / Date	Anticipated Board Date / Action
<ul style="list-style-type: none"> <li>West and East Ojai Avenue Pipeline Replacement Caltrans permit received. Negotiating contractor storage/staging areas with property owners. Expect to release for bidding 11/19/21; expect to award construction contract 01/12/22</li> <li>Ojai Water System and Casitas System Integration Evaluation; final Tech Memo revision expected by end of October</li> <li>Mutual Wellfield Piping Improvements to be re-started in January 2022</li> <li>Wellfield VFDs installation underway</li> </ul>	TBD	TBD
<b>Asphalt Paving</b>	TBD	TBD
<ul style="list-style-type: none"> <li>Patch list #3 complete</li> <li>Patch list #4 being prepared for early November</li> </ul>		
<b>Casitas Dam Hollow Jet Valve Replacement</b>	TBD	TBD
<ul style="list-style-type: none"> <li>Expecting proposal from USBR staff for design services</li> </ul>		
<b>Santa Ana Bridge Pipeline Relocation</b>	TBD	TBD
<ul style="list-style-type: none"> <li>Phase 1 complete 10/22/21</li> <li>Phase 2 when bridge complete (anticipated May 2022)</li> </ul>		
<b>Robles Canal Panel Replacement</b>	TBD	TBD
<ul style="list-style-type: none"> <li>Construction complete</li> </ul>		
<b>Emergency Generators at Rincon, Avenue 1, and Avenue 2 Pump Plants</b>	TBD	TBD
<ul style="list-style-type: none"> <li>Geotech and survey work complete</li> <li>60% design expected mid-December 2021</li> </ul>		

Attachment: Monthly Status Report  
 Paving List #3



# Engineering Project Status October 2021

★ Indicates Change



Casitas Water System  
Ojai Water System  
Lake Casitas Recreation Area



	CONSULTANT SELECTION	PLANNING	DESIGN	BIDDING	CONSTRUCTION
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Water Security

Infrastructure Improvements

			Counties Intertie		Robles Forebay Cleanout ★
					Mutual Well #7 Equipping and Site Work ★
		Casitas System Master Plan	Casitas Dam Hollow Valve Replacement	Upper Rincon Lateral Replacement	LCRA Paving FY21-22 ★
	OWS and Casitas System Integration Evaluation		Ojai East Reservoir Emergency Generators		Santa Ana Blvd Bridge Pipeline Relocation (Casing) ★
			Rincon, Avenue 1 and Avenue 2 Pump Plants ★		Santa Ana Blvd Bridge Pipeline Relocation (Pipeline) ★
			West and East Ojai Avenue Pipeline Replacement	Diesel Tank Pad Design ★	Ojai Water System Wellfield Paving FY21-22 ★
			Running Ridge Zone Hydraulic Improvements		Lion St Pipeline Replacement and Fairview Road Connections ★
			Mutual Wellfield and Grand Ave Pipeline Improvements		FY 21-22 Asphalt Paving
			Boat Inspection Facility ★		
					FY 21-22 Asphalt Paving ★





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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD, GENERAL MANAGER  
**SUBJECT:** HYDROLOGIC STATUS REPORT FOR SEPTEMBER 2021  
**DATE:** OCTOBER 27, 2021

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**RECOMMENDATION:**

This item is presented for information only and no action is required. Data are provisional and subject to revision.

**DISCUSSION:**

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**Rainfall Data**

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	Casitas Dam	Matilija Dam	Thacher School
This Month	0.00"	0.00"	0.00"
Water Year (WY: Oct 01 – Sep 30)	6.39"	6.48"	5.82"
Average station rainfall to date	23.31"	28.23"	21.53"

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**Ojai Water System Data**

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Wellfield production	97.81 AF
Surface water supplement	78.20 AF
Static depth to water surface – Mutual #5	130.10 feet
Change in static level from previous month	+13.67 feet

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**Robles Fish Passage and Diversion Facility Diversion Data**

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Diversions this month	0 AF
Diversion days this month	0
Total Diversions WY to date	33.5 AF
Diversion days this WY	4

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**Casitas Reservoir Data**

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Water surface elevation as of end of month	487.15 feet AMSL
Water storage last month	81,658 AF
Water storage as of end of month	79,621 AF
Net change in storage	- 2,037 AF
Change in storage from same month last year	- 18,217 AF

AF = Acre-feet

AMSL = Above mean sea level

WY = Water year