



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
District Office
1055 Ventura Ave.
Oak View, CA

The meeting will be held in person and via Zoom by phone and video conference.
To attend/listen to the meeting please call (888) 788-0099 or (877) 853-5247
Meeting ID: 984 1485 4813# Passcode: 757052#

Join Zoom Meeting

<https://us06web.zoom.us/j/98414854813?pwd=UXhtWS9zdm83ZU5CazNXenIEVEIRUT09>

September 28, 2022 @ 5:00 PM

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

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

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE

4. AGENDA CONFIRMATION
5. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three minute limit.
6. CONSENT AGENDA
 - 6.a. Accounts Payable Report
[Accounts Payable.pdf](#)
 - 6.b. Minutes of the September 14, 2022 Board Meeting.
[9 14 2022 Min.pdf](#)
7. ACTION ITEMS
 - 7.a. Approve and file the Notice of Exemption for Camp Chaffee Temporary Booster Pump Station.
[Camp Chaffee_Board Memo_NOE_20220928.pdf](#)
[Camp Chaffee Temp PS_NOE.pdf](#)
 - 7.b. Discussion and possible action on the Calleguas MWD-City of Ventura Interconnection Project.
[Board Memo_Calleguas Ventura Interconnection 09.28.2022.pdf](#)
[ATTA. Supply Options White Paper_DRAFT_09.28.2022 v2.pdf](#)
 - 7.c. Approve Change Order No. 5 To Travis Agricultural Construction, Inc. for the Mutual Well #7 Well Equipment and Site Work, Specification No. 20-438 in the amount of \$4,217.85.
[Board Memo for Mutual Well 7 Well Equipment and Site Work Change Order 5.pdf](#)
 - 7.d. Determine all bidders on pipeline construction and trenchless pipeline construction undertaken by the District in 2023 must be pre-qualified before submitting bids.
 - 7.d.i. Approve Request for Qualifications and determine all bidders be pre-qualified prior to submitting bids for pipeline projects undertaken by the District in 2023.
 - 7.d.ii. Approve Request for Qualifications and determine all bidders by pre-qualified prior to submitting bids for trenchless pipeline construction on the Ventura-Santa Barbara Counties Intertie project.
[BoardMemo_ContractorPreQualification_20220928 \(4\).pdf](#)
[Pre-Qualification-of-Contractors-2023.pdf](#)
[Prequalification of Trenchless Pipeline Contractors 2023.pdf](#)
 - 7.e. Declaration of Surplus Casitas MWD Assets.
[Board Memo on Surplus District Assets 092822.pdf](#)

- 7.f. Discussion and possible action by resolution regarding the LAFCo Call for Nominations Special District Regular Member and Special District Alternate Member.
[LAFCo Call for Nominations.pdf](#)

8. INFORMATION ITEMS

- 8.a. Hydrology Report.
[Hydrology August 2022.pdf](#)
- 8.b. Recreation Committee Minutes.
[Rec Minutes 091322.pdf](#)
- 8.c. Finance Committee Minutes.
[Finance Minutes 091622.pdf](#)

9. GENERAL MANAGER COMMENTS

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

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

12. CLOSED SESSION

- 12.a. 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.

13. ADJOURNMENT

CASITAS MUNICIPAL WATER DISTRICT

General Fund Check Authorization

Checks Dated 09/08/22 - 09/14/22

Presented to the Board of Directors For Approval September 28, 2022

Check	Payee		Description	Amount
001149	Payables Fund Account	# 9759651478	Accounts Payable Batch 091422	\$ 794,216.92
				\$ 794,216.92
001150	Payroll Found Account	# 9469730919	Estimated Payroll 10/06/22	\$ 260,000.00
			Total	\$ 1,054,216.92

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,
001149-001150
have been duly audited is hereby certified as correct.



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.

001149 A/P Checks: 047581-047642
 A/P Draft 000408
 Voids:
 047550 - Meiners Oaks Ace Hardware - Continuation of detail of check 047549



Janyne Brown , Chief Financial Officer

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04684	Univar Solutions USA Inc.							
I-50456508	Sod Hypo 12.5% Liquichlor	D	9/14/2022	6,087.54		000408		
I-50521195	Hydrochloric Acid - WP	D	9/14/2022	1,668.39		000408		
I-50532637	Sod Hypo 12.5% Liquichlor	D	9/14/2022	2,377.95		000408		10,133.88
01869	805 WINDOW CLEANING							
I-13541	DO Window Clean - MAINT	R	9/14/2022	1,275.00		047581		1,275.00
00010	AIRGAS USA LLC							
I-9129669620	Welding Supplies - LCRA	R	9/14/2022	904.59		047582		
I-9991257902	Gas Cylinder Rental - PL	R	9/14/2022	422.23		047582		1,326.82
00012	ALL-PHASE ELECTRIC SUPPLY CO.							
C-5665-1026845	CR Invoice 5665-1026055	R	9/14/2022	5,774.94CR		047583		
I-5665-1026055	CM 5665-1026845	R	9/14/2022	5,774.94		047583		
I-5665-1026064	Hammon Power Solutions - EM	R	9/14/2022	538.15		047583		
I-5665-1026748	PL Electrical Panel Upgrade-EM	R	9/14/2022	1,126.76		047583		1,664.91
03044	Amazon Capital Services							
I-11J3-6TRV-LLL	Dewalt Circular Saw - MAINT	R	9/14/2022	166.18		047584		
I-11T3-6VW4-DQ31	Desk Organizer - DO	R	9/14/2022	89.17		047584		
I-19KX-R3PQ-LWFK	Extended Range Spray Tip - MAI	R	9/14/2022	114.00		047584		
I-1D9W-YCYL-196C	Induction Tip/Caps, Quick Cap	R	9/14/2022	198.74		047584		
I-1H7Q-39DY-LPLT	Magnetic Hooks - ADM	R	9/14/2022	15.43		047584		
I-1H7Q-39DY-N7FM	Shirts - MAINT	R	9/14/2022	71.86		047584		
I-1JQ7-C7W6-VNW9	Batteries - MAINT	R	9/14/2022	53.46		047584		
I-1NKF-9M3M-Y9CP	Air Freshener - MAINT	R	9/14/2022	70.37		047584		
I-1PFY-H191-9T44	Envelope Mailers - ADMIN	R	9/14/2022	57.32		047584		
I-1YKW-NP93-1L7V	Office Supplies - WP	R	9/14/2022	483.79		047584		1,320.32
00029	AMERICAN TOWER CORP							
I-4000245	Tower Rent - Red Mountain	R	9/14/2022	1,087.40		047585		1,087.40
00014	AQUA-FLO SUPPLY							
I-SII1988260	Fittings - PL	R	9/14/2022	86.27		047586		86.27
01323	ARGO CHEMICAL INC							
I-2208172	Ammonia Solution - TP	R	9/14/2022	6,048.50		047587		6,048.50
01666	AT & T							
I-000018755867	Local, Regional, long Distance	R	9/14/2022	1,301.17		047588		1,301.17
00018	AT & T MOBILITY							
I-287290467941X0922	Acct#287290467941	R	9/14/2022	245.61		047589		
I-287294256431X0922	Acct#287294256431	R	9/14/2022	1,092.94		047589		
I-287299383384X0922	Acct#287299383384	R	9/14/2022	77.76		047589		1,416.31

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03429	AT&T I-3141788266 Acct#80030939773	R	9/14/2022	13.12		047590		13.12
04254	Automation Services, LLC I-22-067 Reporting System Upgrade	R	9/14/2022	1,575.00		047591		1,575.00
00030	B&R TOOL AND SUPPLY CO I-1900977635 Clearing Saw - MAINT	R	9/14/2022	2,193.14		047592		2,193.14
00679	BAKERSFIELD PIPE & SUPPLY INC I-S2954861.001 Smls Pipe & SS Welded - PL	R	9/14/2022	7,484.63		047593		7,484.63
05861	Bend Genetics, LLC I-CS2201 Cyanotoxin Analysis - LAB	R	9/14/2022	970.00		047594		970.00
03207	BMI PacWest Inc. I-18893 AC Maint Fairview Pump Plant	R	9/14/2022	492.00		047595		
	I-18895 AC Maint 3M Pump Plant	R	9/14/2022	360.00		047595		
	I-18896 AC Maint Treatment Plant	R	9/14/2022	762.00		047595		1,614.00
09182	CalPERS I-100000016918624 Unfunded Accrued Liab. 09/22	R	9/14/2022	70,320.58		047596		70,320.58
00055	CASITAS BOAT RENTALS I-Aug 22 Gas for Boats - LCRA	R	9/14/2022	417.81		047597		417.81
00511	Centers for Family Health I-108690 Drug Screening - PR/LCRA	R	9/14/2022	195.00		047598		195.00
00117	CERTEX USA, INC I-10814341.02 Celvis Sling Hk - PL	R	9/14/2022	107.75		047599		107.75
00062	CONSOLIDATED ELECTRICAL I-9009-1024952 E-Learning Rockwell	R	9/14/2022	2,010.00		047600		2,010.00
00719	CORELOGIC INFORMATION SOLUTION I-82146806 Realquest Subscription	R	9/14/2022	137.50		047601		137.50
02544	Department of Justice I-604747 Fingerprinting - LCRA/PR	R	9/14/2022	194.00		047602		194.00
00086	E.J. Harrison & Sons Inc I-990 Acct#500766090	R	9/14/2022	105.32		047603		105.32

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00091	ERNST & YOUNG LLP I-US01U001040073 Client#0012205436	R	9/14/2022	1,362.00		047604		1,362.00
00095	FAMCON PIPE & SUPPLY I-S100085222.001 3", 4" & 5" Butterfly Valve I-S100086362.001 6" Repair Clamp - PL	R R	9/14/2022 9/14/2022	3,202.40 305.66		047605 047605		3,508.06
00013	FERGUSON ENTERPRISES INC I-0000701 Copper Pipe - PL I-0001309 4" Flange Gate Valve - PL	R R	9/14/2022 9/14/2022	3,728.52 1,037.42		047606 047606		4,765.94
05962	First on Scene Training LLC I-91458-A NFPA-70E Course I-91461-A Traffic Control & Flagging Cla	R R	9/14/2022 9/14/2022	1,050.00 1,365.00		047607 047607		2,415.00
00101	FISHER SCIENTIFIC I-6008716 Flat Surface PH Prove - LAB	R	9/14/2022	325.58		047608		325.58
02710	Ford of Ventura Inc I-5087873 Mirror ASY - Unit 8	R	9/14/2022	160.58		047609		160.58
02720	Garda CL West, Inc. I-20539628 Excess Premise Time - LCRA	R	9/14/2022	6.43		047610		6.43
00121	HACH COMPANY I-13228160 Chemkey Recycling Program - TP	R	9/14/2022	115.18		047611		115.18
00894	HOSE-MAN, INC. I-5297696-0001-05 Hose Parts - PL	R	9/14/2022	167.94		047612		167.94
02344	Janitek Cleaning Solutions I-47257A Floor Care Service	R	9/14/2022	375.00		047613		375.00
00667	Kennedy/Jenks Consultants, Inc I-157474 On-Call Wellfield Tech - ENG	R	9/14/2022	1,742.50		047614		1,742.50
00329	MCMaster-CARR SUPPLY CO. I-84431295 Pressure-Relief Valve - ENG	R	9/14/2022	423.46		047615		423.46
00151	MEINERS OAKS ACE HARDWARE I-015364 Spray Paint & Handle Magnet I-015581 Paint Supplies - PL I-015583 Painters Tape - PL I-015807 Wrench - UT I-016977 Bushing & Couple - LCRA I-017274 Batteries - MAINT I-017325 Ball Valve & Brass Ell - PL I-017761 Blades & Trash Can - WP	R R R R R R R R	9/14/2022 9/14/2022 9/14/2022 9/14/2022 9/14/2022 9/14/2022 9/14/2022 9/14/2022	60.91 237.30 20.08 39.58 3.70 55.16 39.77 90.28		047616 047616 047616 047616 047616 047616 047616 047616		546.78

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03444	Mission Linen Supply							
C-517773827	Uniform Pants CR - TP	R	9/14/2022	68.00CR		047617		
I-517586870	Uniform Pants - PL	R	9/14/2022	34.00		047617		
I-517674282	Uniform Pants - TP	R	9/14/2022	85.00		047617		
I-517726258	Uniform Pants - PL	R	9/14/2022	32.36		047617		
I-517726259	Uniform Pants - MAINT	R	9/14/2022	28.27		047617		
I-517726263	Uniform Pants - TP	R	9/14/2022	52.09		047617		163.72
05425	MP Environmental Service, Inc							
I-22466164	Filter Media #4 - TP	R	9/14/2022	92,999.00		047618		92,999.00
01570	Ojai Auto Supply							
I-551434	Silicone Carbide - LCRA	R	9/14/2022	7.93		047619		
I-551532	Auto Cleaning Supplies - GARAG	R	9/14/2022	95.84		047619		103.77
00165	OJAI LUMBER CO, INC							
I-2209-703229	Tape & Rope - EM	R	9/14/2022	29.02		047620		29.02
00884	OJAI TERMITE & PEST CONTROL, I							
I-229838	Rodent Control SA Plant -MAINT	R	9/14/2022	75.00		047621		75.00
02255	Ojai Valley Land Conservancy							
I-090822	Rice Bridge - OVLC	R	9/14/2022	8,131.27		047622		8,131.27
00168	OJAI VALLEY NEWS							
I-2213	Ad 06/24/22	R	9/14/2022	37.50		047623		37.50
00169	OJAI VALLEY SANITARY DISTRICT							
I-24478	Cust #52921	R	9/14/2022	60.45		047624		60.45
04531	Peace Officers Research Associ							
I-362137	PORAC Insurance for Rangers	R	9/14/2022	154.00		047625		154.00
02187	Pitney Bowes Inc							
I-1021496821	Quarterly Postage Maint - ADM	R	9/14/2022	112.61		047626		112.61
05713	Pops Auto Repair							
I-0284	Smog Check - Unit 52	R	9/14/2022	80.00		047627		80.00
05984	PORAC LDF							
I-686484	Legal Defence Found - LCRA	R	9/14/2022	270.00		047628		270.00
03554	J. Harris Industrial Water Tre							
I-2010801	Water Softner Service - WP	R	9/14/2022	160.97		047629		160.97

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02475	Rutan & Tucker, LLP Acct#029518-0007	R	9/14/2022	462.00		047630		462.00
01107	SAWYER PETROLEUM Diesel - LCRA Gas - LCRA	R R	9/14/2022 9/14/2022	2,598.26 1,170.47		047631 047631		3,768.73
00215	SOUTHERN CALIFORNIA EDISON Acct#700030209177 Acct#700598317666 Acct#700009638309	R R R	9/14/2022 9/14/2022 9/14/2022	17,449.64 35.19 30.26		047632 047632 047632		17,515.09
02178	Southern California Gas Compan Damage Gas Claim - PL	R	9/14/2022	5,264.80		047633		5,264.80
00048	STATE OF CALIFORNIA State Water Plan Payment	R	9/14/2022	257,400.00		047634		257,400.00
01173	TOICO INDUSTRIES, INC. Multi Purpose PVC Suction - LC	R	9/14/2022	532.47		047635		532.47
02527	Traffic Technologies LLC Plastic Stencils - PL	R	9/14/2022	321.74		047636		321.74
09465	TRAVIS AGRICULTURAL CONSTRUCTI Mutual Well 7 Equip Contract Mutual Well 7 Equip Contract	R R	9/14/2022 9/14/2022	11,937.08 253,848.64		047637 047637		265,785.72
09955	VENTURA WHOLESALE ELECTRIC Fittings - EM	R	9/14/2022	148.87		047638		148.87
00247	County of Ventura Encroachment Permit PE22-0843 Encroachment Permit PE22-0390- Encroachment Permit PE22-0873 Encroachment Permit PE22-0448- Encroachment Permit PE22-0907 Encroachment Permit PE21-0696- Encroachment Permit PE22-0955 Encroachment Permit PE21-1059-	R R R R R R R R	9/14/2022 9/14/2022 9/14/2022 9/14/2022 9/14/2022 9/14/2022 9/14/2022 9/14/2022	390.00 180.00 390.00 180.00 390.00 180.00 390.00 180.00		047639 047639 047639 047639 047639 047639 047639 047639		2,280.00
03864	County of Ventura Resource Man Permit Sky High Rd - ENG	R	9/14/2022	42.19		047640		42.19

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00330	WHITE CAP CONSTRUCTION SUPPLY							
I-10016667564	Safety Fence - LCRA	R	9/14/2022	116.36		047641		116.36
1	TICKELL, JOSH & REBE							
I-000202209132022	US REFUND	R	9/14/2022	9,288.76		047642		9,288.76

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	62	784,083.04	0.00	784,083.04
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	10,133.88	0.00	10,133.88
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: AP TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
	63	794,216.92	0.00	794,216.92
BANK: AP TOTALS:	63	794,216.92	0.00	794,216.92
REPORT TOTALS:	63	794,216.92	0.00	794,216.92

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: 000085

Voids:



Janyne Brown , Chief Financial Officer

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02475 I-937864	Rutan & Tucker, LLP Adjudication litigation	08/22 R	9/14/2022	11,765.19		000085		11,765.19

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	11,765.19	0.00	11,765.19
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	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: ADJ TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
	1	11,765.19	0.00	11,765.19
BANK: ADJ TOTALS:	1	11,765.19	0.00	11,765.19
REPORT TOTALS:	1	11,765.19	0.00	11,765.19

CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM

TO:	BOARD OF DIRECTORS
FROM:	MICHAEL FLOOD, GENERAL MANAGER
SUBJECT:	DECLARATION OF SURPLUS CASITAS MWD ASSETS
DATE:	9/28/2022

RECOMMENDATION:

Declare the following Casitas MWD assets surplus and direct staff to dispose of the following District assets:

District Vehicles:

- Unit #38 - 2003 Chevy ¾ Ton Utility via Enterprise
- Unit #13 - 2003 Chevy ½ Ton via Enterprise
- Unit #42 - 2008 Ford ¾ Ton 4x4 via Enterprise
- Unit #29 - 2003 Chevy ½ Ton via Enterprise
- Unit #04 - 1998 Chevy ½ Ton via Enterprise
- Unit #34 - 2001 Chevy ½ Ton via Enterprise
- Unit #15 – 2007 Chevy ¾ Ton Utility via Enterprise
- Unit #22 – 2007 Chevy ¾ Ton Utility via Enterprise
- Unit #23 – 1999 Chevy ½ Ton via Enterprise
- Unit #68 - 2001 International Dump Truck via GovDeals
- Unit #72 – 1981 Chevy Manlift Truck via GovDeals

District Equipment (out of service):

- Precision Scientific - Thelco Incubator Oven via GovDeals
- Jewett – Polarstar Undercounter Refrigerator via GovDeals
- Market Forge – Sterilmatic Autoclave via GovDeals
- Despatch – Lab Oven via GovDeals
- Kyocera – TASKalfa 4551ci Printer via GovDeals

BACKGROUND:

The vehicles and equipment that are recommended to dispose of have exceeded their useful life are now either inoperable or been replaced by newer units. Most of the vehicles are from the Lake Casitas Recreation Area maintenance fleet as we will be transferring over newer water operations vehicles once the Enterprise replacements arrive.

The following is an estimate on expected revenue generated from the vehicle sale:

Table 1 – Estimated Revenue from Vehicles

Unit #	Unit Description	Enterprise Fee	Est. Low Value	Est. High Value
38	2003 Chevy ¾ Ton Utility	\$400	\$2,500	\$3,500
13	2003 Chevy ½ Ton	\$400	\$1,800	\$2,800
42	2008 Ford ¾ Ton 4x4	\$400	\$5,500	\$6,500
29	2003 Chevy ½ Ton	\$400	\$2,000	\$3,000
04	1998 Chevy ½ Ton	\$400	\$1,000	\$2,000
34	2001 Chevy ½ Ton	\$400	\$1,500	\$2,500
15	2007 Chevy ¾ Ton Utility	\$400	\$2,200	\$3,200
22	2007 Chevy ¾ Ton Utility	\$400	\$2,800	\$3,800
23	1999 Chevy ½ Ton	\$400	\$1,000	\$2,000
68	2001 International Dump Truck		\$25,000	\$35,000
72	1981 Chevy Manlift Truck		\$1,000	\$3,000

FINANCIAL IMPACT:

It is estimated to generate \$46,300-67,300 in revenue to the 2022/23 budget with a cost of goods sold of \$2,400. The operating costs of the fleet are expected to decrease as capital is moved to assets instead of maintenance.

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: NOTICE OF EXEMPTION
DATE: 09/28/22

RECOMMENDATION:

- Approve and file the Notice of Exemption for the Camp Chafee Temporary Booster Pump Station

BACKGROUND:

Casitas Municipal Water District is currently installing a booster pump station at the lower portion of Camp Chafee Road. The booster pumps are needed to meet the requirements of the State of California Division of Drinking Water to maintain a minimum of 20 pounds per square inch (psi) of pressure to customers. Water pressure in this area is directly dependent on the level of water in Lake Casitas. The ongoing drought has caused the lake level to decline, and the booster pumps are needed to provide adequate pressure to the homes in this neighborhood.

The pumps are relatively small (0.5 and 3.0 horsepower) and noise concerns are not anticipated. Construction has a target completion date in early November. During this time there may be temporary road closures and/or delays while the work is performed.

To comply with the California Environmental Quality Act (CEQA) a Notice of Exemption is attached for approval. The project is exempt from CEQA under Section 15301 Existing Facilities, paragraph (f): "Addition of safety or health protection devices for use during construction of or in conjunction with existing structures, facilities, or mechanical equipment...". The NOE will be filed with the County of Ventura and State Clearinghouse after approval by the Board.

FUNDING SOURCE:

The Board approved a budget of \$105,000 at their meeting of August 10, 2022.

Attachments:

- CEQA Notice of Exemption

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: _____

From: (Public Agency): _____

(Address)

Project Title: _____

Project Applicant: _____

Project Location - Specific:

Project Location - City: _____ Project Location - County: _____

Description of Nature, Purpose and Beneficiaries of Project:

Name of Public Agency Approving Project: _____

Name of Person or Agency Carrying Out Project: _____

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: _____
- Statutory Exemptions. State code number: _____

Reasons why project is exempt:

Lead Agency

Contact Person: _____ Area Code/Telephone/Extension: _____

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: DISCUSSION AND POSSIBLE ACTION ON THE CALLEGUAS-VENTURA INTERCONNECTION PROJECT
DATE: 09/28/22

RECOMMENDATIONS:

- Approve an unbudgeted item in the amount of \$550,000 for Fiscal Year 2023 toward the design costs of the Calleguas-Ventura Interconnection Project.
- Authorize the General Manager to send a letter notifying Ventura Water of Casitas' financial commitment toward design of the Calleguas-Ventura Interconnection Project

BACKGROUND:

Since 1971, Casitas MWD along with United Water Conservation District and the City of Ventura (Ventura Water) have paid for and held rights to water from the State Water Project. However, Ventura Water and Casitas have lacked local delivery infrastructure to receive the water.

A regional project is currently underway that would have a dual purpose of delivering imported water to western Ventura County and provide an emergency water connection from Ventura Water's to Calleguas MWD.

Three segments of proposed pipeline and facilities would provide imported water to Ventura Water's western system and allow for a potential exchange program in which the Ventura Water would take delivery of Casitas' allocation from the State Water to offset their similar demand on Lake Casitas. The required components of this project are:

- **Calleguas-Ventura (Calleguas portion).** Calleguas is leading the preliminary design of a new pipeline from Santa Clara Avenue to the connection point to their system at Springville Reservoir.
- **Calleguas-Ventura (Ventura Water portion).** Ventura Water is currently working on the design of the pipeline and facilities from the City's eastern system connection on Henderson Road to Calleguas' system connection on Santa Clara Road.
- **East-West Waterline Project (Ventura Water Capital Project).** This project would deliver required imported water to the western portion of the City's service area in order to offset water supplied from Lake Casitas. Note: This is a City-funded capital project and is thus not part of the Calleguas-Ventura Interconnection Project but is required to make an exchange arrangement physically operate.

In January 2017, the Casitas Board of Directors passed a motion dedicating \$200,000 to the development of a State Water Interconnection Alignment Study which was completed in June 2018 in partnership with Ventura Water, United, Calleguas and Casitas. An environmental impact

report was subsequently prepared and certified by City Council on August 5, 2019. The actual cost to Casitas upon completion was \$123,667.60.

On May 18, 2020, the Ventura City Council approved a professional services agreement in the amount of \$3,550,000 with Stantec Consulting Services to provide engineering design services for Ventura Water's portion of the pipeline (connection point on Henderson Road to the connection point on Santa Clara Avenue).

Capital costs of the Ventura Water's portion of the Calleguas-Ventura pipeline are estimated to be \$30 million. Ventura Water has proposed that Casitas share in 1/3 cost (or approximately \$10 million) to support a future exchange program. The estimated operating cost to deliver State Water to the Ventura Water is \$1,200-\$1,500 per acre-foot. Annual fixed maintenance costs that would be charged to Casitas are currently unknown but assumed to be on the order of \$100,000.

DISCUSSION:

Casitas has a long history of considering improvements to its water supply portfolio. Most recently, Casitas evaluated several options in a draft Comprehensive Water Resources Plan (CWRP), including conveyance of State Water, groundwater, recycled water, local operational agreements, existing facility improvements, desalination, and conservation.

Based on the draft CWRP and subsequent discussions by the Board, staff has prepared a white paper summarizing various water supply and demand management options currently under consideration (Attachment A). A presentation will be provided during the Board meeting.

At this time, Ventura Water is requesting a response regarding participation in the Calleguas-Ventura Interconnection project and related agreements.

Staff recommends the following with regard to the Calleguas-Ventura Interconnection project:

1. Participate in design costs in the amount of \$550,000. This is an unbudgeted expense and could be funded out of Conservation Penalty reserves as development of alternative water supplies is one of the reserve's designated purposes.
2. Research funding options available to Casitas for construction costs up to \$10 million
3. Once more information is available, direct staff to return to the Ad-Hoc Imported Water Project Committee for further discussion of the draft Interagency Agreement and draft Exchange Agreement.

Participation in the Calleguas-Ventura Interconnection Project does not preclude Casitas from moving forward with other options under consideration.

ATTACHMENTS:

- A. Draft White Paper on Short List of Supply options for Drought and Emergency Preparedness



**WHITE PAPER ON
SHORT LIST OF SUPPLY OPTIONS
FOR DROUGHT AND EMERGENCY PREPAREDNESS**

Prepared by:

- Michael Flood, PE, General Manager
- Kelley Dyer, PE, Assistant General Manager
- Julia Aranda, PE, Engineering Manager

DRAFT

September 28, 2022

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1. Introduction

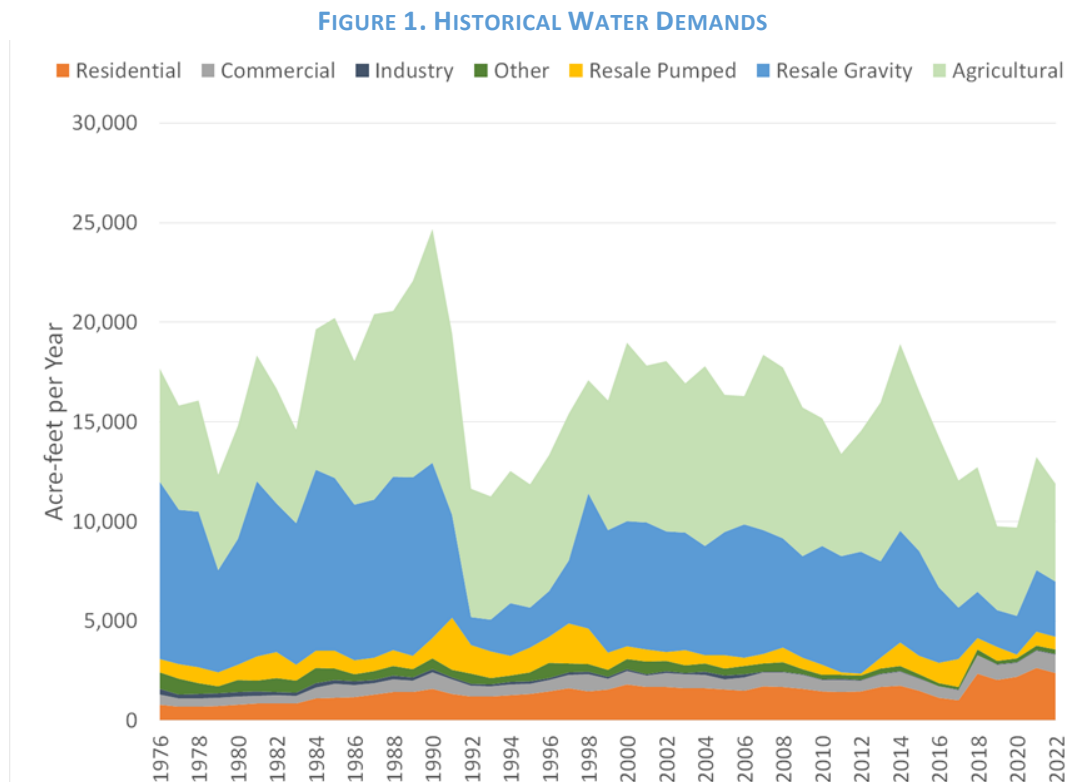
The Ventura River Watershed has been experiencing extreme dry conditions that have persisted since 2012. While Lake Casitas is designed to supply water during multi-year drought conditions, lake levels as of September 2022 are approximately 31 percent of capacity (73,600 Acre-feet remaining). Should dry conditions persist, the Casitas Board of Directors will face major decisions in the near term related to drought response and planning. The purpose of this white paper is to summarize information currently available on management options.

The District operates two water systems known as the Casitas System and the Ojai System, with the Casitas System being the larger of the two systems. The Casitas System is primarily supplied by Lake Casitas along with one groundwater well located in the Upper Ventura River Groundwater Basin. The Ojai System is primarily supplied by groundwater wells in the Ojai Groundwater Basin, with supplemental supply from the Casitas System.

Given the current status of Lake Casitas, the focus of this paper is related to the Casitas System.

2. Demands

Customer demands on the Casitas System over the last several decades have ranged from a high of approximately 24,000 Acre-feet (AF) in 1989 to a low of approximately 8,500 AF in 2019¹. Figure 1 shows a snapshot of water demands over the last two decades (1999-2020). In general, agricultural customers make up the majority of demand at 50 percent. Wholesale customers comprise approximately 30 percent and retail urban customers 20 percent.



¹ Based on fiscal year consumption data. Does not include system water loss.

Casitas manages customer demands through the Water Efficiency Allocation Program (WEAP), which includes conservation targets based on lake level. Since 2016, Casitas has been in Stage 3 of the WEAP with mandated 30 percent conservation. The average demands on the Casitas System over the last 10 years from 2011- 2020 were approximately 14,525 AFY (including losses), which includes periods before and after the WEAP was implemented.

2.1. Planned Long-Term Demands

In accordance with California Water Code, the District prepares an Urban Water Management Plan (UWMP) every five years. The UWMP outlines the reliability of water sources over a 20-year timeframe, demand management measures and water shortage contingency plans, and progress toward meeting State target reduction goals for water consumption.

The Board adopted the 2020 UWMP on June 23, 2021. The long-term planned demands in the 2020 UWMP reflect the average demands over the last 10 years, which are 14,525 AFY on the Casitas System and 1,850 AFY on the Ojai System. The Casitas System has supplied the Ojai System an average of 461 AFY over the last 10 years. Therefore, the combined total planned demand is 15,914 AFY (14,525 + 1850 – 461 = 15,914).

2.2. Water Efficiency and Allocation Program

During drought conditions, the WEAP is a cornerstone policy for Casitas’ demand management. The WEAP describes the water demand reduction strategies and measures to address water shortage conditions, promote water conservation and the efficient use of water, and the application of a penalty to customers who waste water. The WEAP was originally developed in response to the 1987-1991 drought period, and is updated and modified as needed. The collective work in 1992 set the starting point for a system of water allocation assignments and demand response criteria based on the level of water storage in Lake Casitas.

Under the WEAP, each customer is assigned an individual allocation based on reasonable use for their water use classification and property characteristics. As Lake Casitas levels decline, allocations are reduced according to mandatory water use reductions associated with each declared water shortage stage. Table 1 shows the recommended stages based on Lake Casitas storage levels based on the most recently adopted WEAP.

TABLE 1. WEAP STAGES, LAKE CASITAS VOLUMES, AND DEMAND REDUCTIONS

	<u>Stage 1</u>	<u>Stage 2</u>	<u>Stage 3</u>	<u>Stage 4</u>	<u>Stage 5</u>
Lake Casitas Storage (Percent of Capacity)	100%	50%	40%	30%	25%
Lake Casitas Storage (Volume in Acre-feet)	237,761	118,880	95,116	71,328	59,440
Demand Reduction (Percentage)	20% Voluntary	20% Mandatory	30% Mandatory	40% Mandatory	50% Mandatory
Target Demand from Lake Casitas¹ (Acre-feet per Year)	19,127	19,127	16,736	14,345	11,955

¹ Target demand represents percent reductions of Lake Casitas deliveries compared with 1989, and is measured based on Marion Walker WTP production.

2.3. Current Demand Status

Since fiscal year (FY) 2013-14, the demand on the Lake Casitas supply continued to decline through the 2020 Fiscal Year (Table 2) in response to the WEAP, water resource changes by large customers, and the heightened customer awareness of water resource conditions.

The Lake Casitas demand reached 12,460 Acre-Feet in FY 2021 and 11,304 in FY 2022. (The amounts in Table 2 are registered at the Marion Walker Treatment Plant and differ from amounts reported on the District’s Monthly Consumption Reports, which do not include system losses)

TABLE 2. WATER DELIVERIES FROM THE LAKE CASITAS SUPPLY

Fiscal Year	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Lake Casitas Deliveries (AF)	20,417	17,339	15,662	13,200	12,322	9,340	8,802	12,460	11,304
Declared WEAP Stage	1	1	2	3	3	3	3	3	3

3. Existing Supplies

The District operates two water systems known as the Casitas System and the Ojai System, with the Casitas System being the larger of the two systems. The Casitas System is primarily supplied by Lake Casitas along with one groundwater well located in the Upper Ventura River Groundwater Basin. The Ojai System is primarily supplied by groundwater wells in the Ojai Groundwater Basin, with supplemental supply from the Casitas System.

The following is a description of planned existing supplies and uncertainty related to planning assumptions.

3.1. Local Supplies

All supplies currently delivered are from local groundwater and surface water resources. The following is a description of water supplies for the Casitas System and Ojai System, as well as uncertainty in planned existing supplies.

3.1.1 Casitas System Supply

Lake Casitas was formed by the construction of Casitas Dam by the US Bureau of Reclamation in 1958. The total lake capacity is 237,761 AF as of 2017. The Robles Diversion and Fish Passage Facility is located on the north end of the Ventura River and allows Casitas to divert river flow to the Robles Canal to supply Lake Casitas. Operation of the Robles Facility is in accordance with the 2003 non-jeopardy Biological Opinion (BO) prepared by National Marine Fisheries Service (NMFS) due to the listing of steelhead trout as an endangered species.

The water supply availability from Lake Casitas was previously studied by the USBR in the 1954 evaluation of the Ventura River Project, and later by the District in the 1989, 2004 and 2021. In the “Water Supply and Use Status Report” (Casitas, 2004), the Safe Yield of Lake Casitas was determined to be 20,480 AFY based on a mass-balance model that tracks Lake Casitas inflows, outflows (including evaporation) and change in storage to simulate operations over a time series of assumed hydrology conditions. From 2019 through April 2021, the Lake Casitas model was updated to include:

- Extended hydrologic period of record (from previous of 1945-1999)
- Incorporated results of recent Lake Casitas bathymetric survey – reduced maximum storage capacity from 254,000 AF to 237,761 AF
- Added function to compute reservoir spills
- Incorporated Robles Diversion operations based on 2003 Biological Opinion requirements and 2018 Critical Drought Protection Measures
- Reduced modeled Robles diversions based on a diversion efficiency consistent with operational data since the Fish Passage Facility was constructed
- Improved method of calculating monthly net evaporation loss

On January 15, 2021, the Board directed staff to use the modeling and policy assumptions as follows:

- Safe Yield approach that models the largest yield that can be withdrawn from the lake in every year without dropping below the minimum allowable storage level
- Historical hydrologic period from 1945-2018

- Minimum Allowable Storage of 950 AF, which is the dead pool elevation at which water can no longer flow by gravity to the water treatment plant
- Robles Diversion Efficiency of 70%
- Initial Lake Volume of 237,761 AF (full reservoir)

In addition, the Board directed staff to provide considerations for a safety factor for future hydrologic uncertainty. Figure 2 and Table 3 present the modeled Lake Casitas storage levels and yields based on varying levels of supply safety factors.

FIGURE 2. MODELED LAKE CASITAS STORAGE LEVELS WITH VARIOUS SAFETY FACTOR SCENARIOS

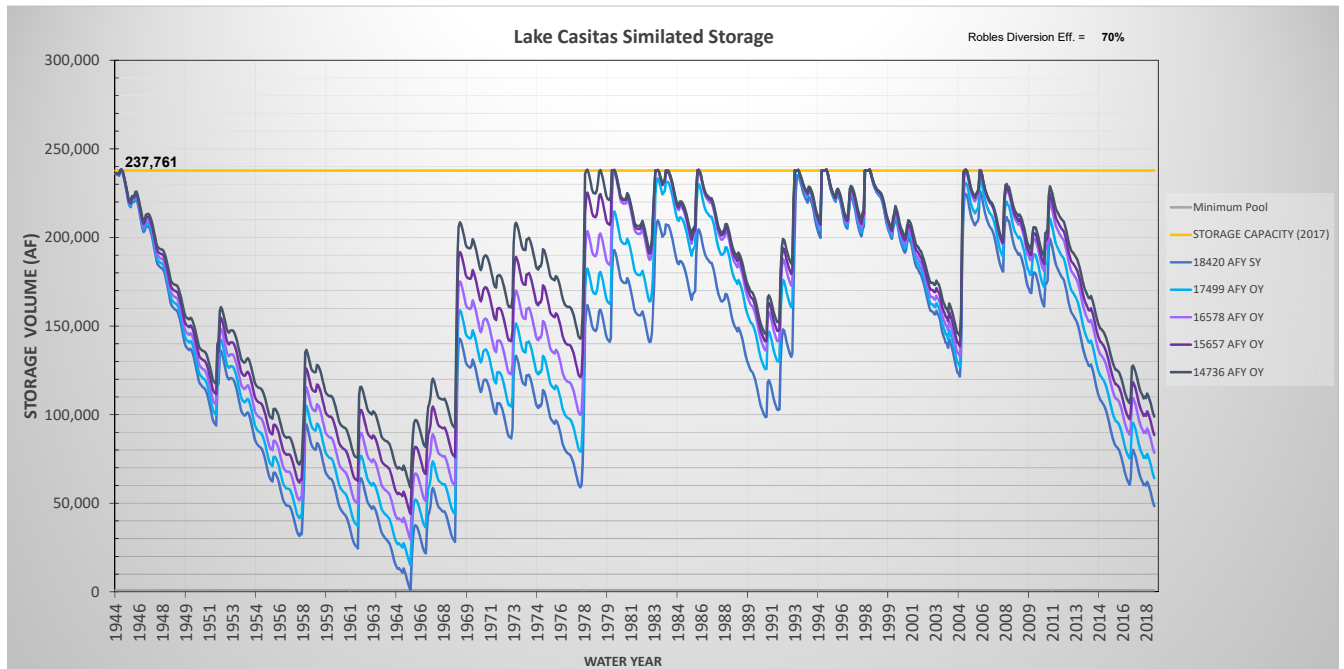


TABLE 3. MODELED LAKE CASITAS MINIMUM STORAGE LEVELS WITH VARIOUS SAFETY FACTOR SCENARIOS

Safety Factor	Lake Casitas Yield, AFY	Minimum Storage Level, AF
-----	18,420	970
-5%	17,499	15,049
-10%	16,578	29,439
-15%	15,657	44,068
-20%	14,736	58,783

Based on safe yield modeling and a report titled *Projected Changes in Ventura County Climate* prepared by the Desert Research Institute in 2019, increased evaporation of six inches/year was found to reduce the Lake Casitas safe yield for historical inflow hydrology by 4.3 percent. This factor was applied to results of yield simulations to account for potential future climate change.

In April 2021, the Board adopted a Lake Casitas safe yield of 18,420 acre-feet per year (AFY) with a supply safety factor of -15 percent and a climate change adjustment of -4.3 percent was applied for planning purposes. When these two factors are included, the combined planned operational yield from Lake Casitas and the one groundwater well is determined to be **15,010 AFY** for the Casitas System.

3.1.2 Ojai System Supply

Casitas acquired the Ojai System from Golden State Water Company in June 2017. The Ojai System receives water from Ojai Basin groundwater and two interconnects supplying water from the Casitas System. Approximately 461 AFY of the planned demands on the Casitas System are for deliveries to the Ojai System. The 2017 acquisition included several groundwater wells, with some wells over 60 years old and in need of rehabilitation and replacement. The wells acquired by GSWC were unable to produce their original design capacity of 4,404 AFY and average Ojai wellfield production from 1994-2016 was about 1,800 AFY. Casitas has made progress in improving the condition of the wells, although work is still underway and not yet completed. The well improvements are anticipated to provide an average production of 2,300 AFY.

3.1.3 Uncertainty in Planned Existing Local Supplies

As with any future planning efforts, there is uncertainty. The following is a summary of considerations related to future uncertainty of supplies from Lake Casitas:

- Hydrology may not be the same as modeling assumptions. Future droughts could be more severe than historical hydrology. Because the Casitas System is dependent on surface water for its water supply, its exposure to risk from future changes in regional climate and hydrology is significant.
- Matilija Dam Removal could result in sediment loading impacts that reduce the ability to divert or extract water supply along the Ventura River.
- State Water Resources Control Board (SWRCB) and California Department of Fish and Wildlife (CDFW) Instream Flow Studies could reduce local region water supplies and increase reliance on Casitas. Based on preliminary analysis of the CDFW Instream Flow Recommendations, the potential supply impacts would exceed the supply safety factors considered herein. Therefore, this analysis will need to be revisited once more information is known regarding the SWRCB modeling study.
- Ventura River Watershed Adjudication initiated by the City of Ventura has the potential to reduce supply availability depending on the outcome of the flow regime and water rights issues.

3.2. Imported Water

In 1963, the Ventura County Flood Control District (VCFCD, now the Ventura County Watershed Protection District), contracted with the State of California for 20,000 AFY of water from the State Water Project (SWP). In 1971, the VCFCD and Casitas executed a contract assigning the rights (including payment of all costs) of the Water Supply Contract to Casitas. Casitas subsequently subcontracted a 10,000 AFY share to the City of Ventura and a 5,000 AFY share to UWCD, leaving Casitas with 5,000 AFY for its own use. UWCD can access SWP through Lake Piru (via Pyramid Lake and Piru Creek), although local infrastructure is not in place to deliver the contractual share to Casitas and the City of Ventura.

While Casitas and the City of Ventura have not historically taken delivery of imported water, the agencies have continued to make payments for their contractual share of fixed costs of the State Water Project. Options to construct local infrastructure and allow delivery of State Water supplies are currently under design as discussed herein.

3.2.1 Overview of State Water Project Facilities

Planned, constructed, and operated by the California Department of Water Resources (DWR), the SWP is one of the world's largest water, power, and conveyance systems supplying water to more than 27 million people and 750,000 acres of farmland. The SWP relies on a delivery system of reservoirs, aqueducts, power plants, and pumping plants that allow the movement of water from northern to southern California and the ability to exchange and transfer water with SWP contractors throughout the state. The SWP primary delivery facilities are shown in Figure 3. More information on the SWP and its facilities can be found at: <https://water.ca.gov/Programs/State-Water-Project>.

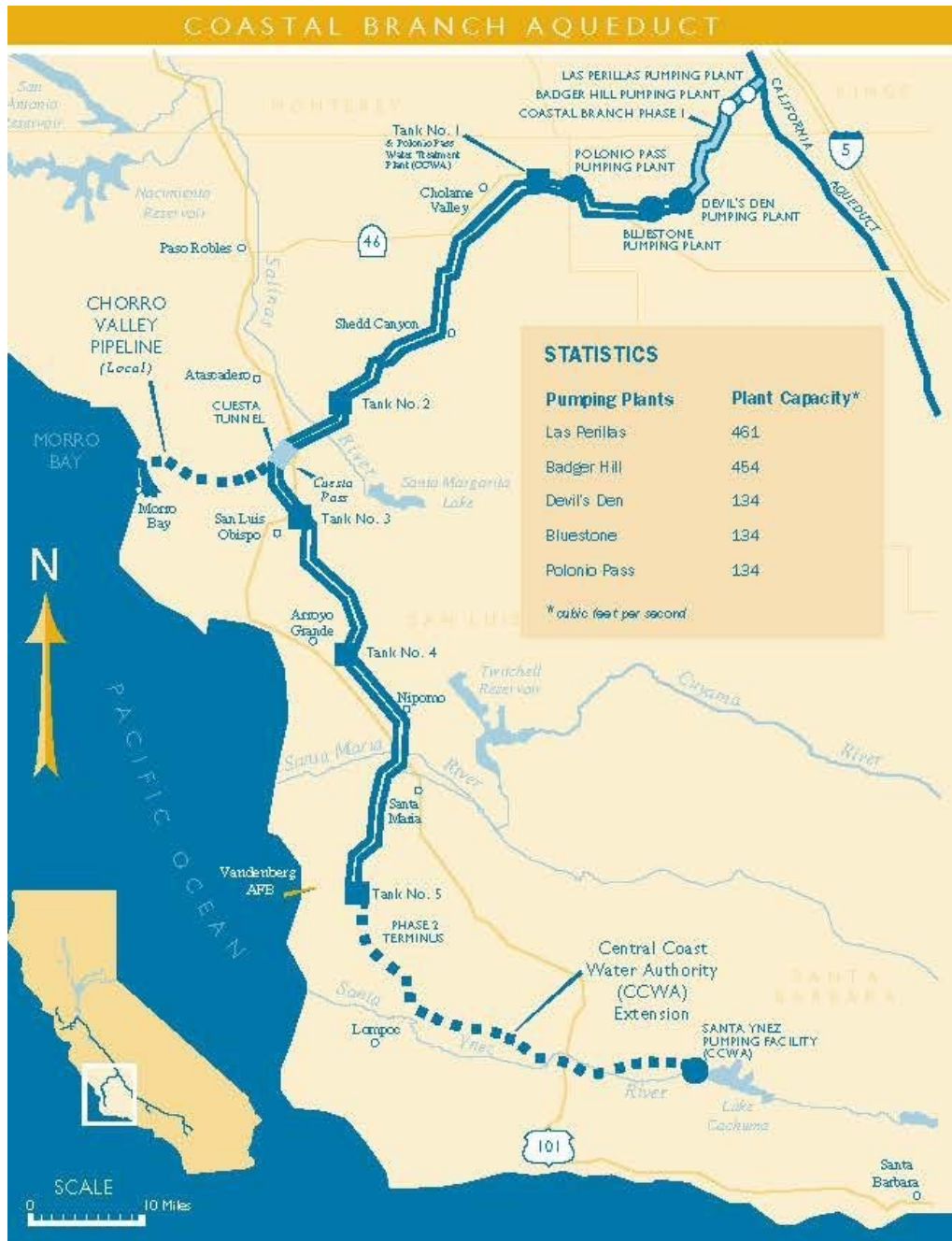
FIGURE 3. SWP DELIVERY FACILITIES



(Source: DWR Bulletin 132, 2015)

To the north of Ventura County, the SWP serves Santa Barbara County through the Coastal Branch Aqueduct and a 42-mile long Central Coast Water Authority pipeline shown in Figure 4. This pipeline allows for the SWP to deliver water to Lake Cachuma for conveyance to South Santa Barbara County agencies via Tecolote Tunnel and the South Coast Conduit, which extend as far south as Carpinteria Reservoir, serving the Carpinteria Valley Water District (CVWD). (The Tecolote Tunnel and South Coast Conduit are not shown in Figure 4 but are shown in Figure 7.)

FIGURE 4. STATE WATER PROJECT COASTAL BRANCH AQUEDUCT



To the south of Ventura County, the Metropolitan Water District of Southern California (MWD) is a regional wholesaler that provides water to 26 member public agencies (*The Metropolitan Water District of Southern California, 2020*). MWD imports water from both the SWP and the Colorado River Aqueduct. Calleguas Municipal Water District (Calleguas) is a member agency of MWD and receives their SWP water through a complex delivery system. Water delivered to Calleguas is treated by MWD at the Joseph Jensen Filtration Plant in Granada Hills. Once SWP water reaches Calleguas via the East Portal Facility in Chatsworth, it is distributed through the potable water distribution system (Figure 5), stored in Lake Bard, or injected into the Fox Canyon aquifer.

FIGURE 5. CALLEGUAS MUNICIPAL WATER DISTRICT POTABLE WATER DISTRIBUTION SYSTEM



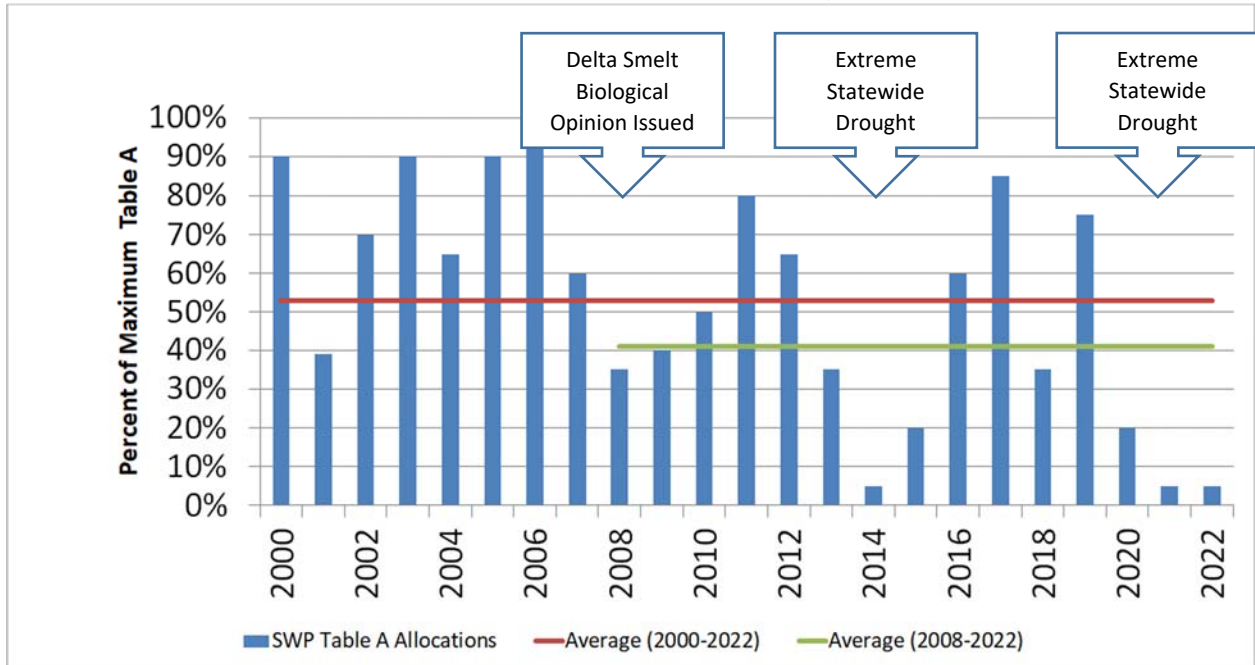
3.2.2 State Water Project Reliability

While Casitas’ SWP Table A entitlement is 5,000 AFY, this level of reliability is not expected from the State Water Project on an annual basis. DWR prepares a biennial report to assist SWP contractors and local planners in assessing the availability of supplies from the SWP. In December 2021, DWR issued its most recent update, the *2021 Draft DWR State Water Project Delivery Capability Report (DCR)*. The 2021 Draft DCR includes DWR’s estimates of SWP water supply availability under existing conditions. According to the Draft DCR, the long-term average delivery under existing conditions is 55 percent of Table A. For Casitas, this would result in a long-term average yield of 2,750 AFY under existing conditions.

DWR’s estimates of SWP deliveries are based on a computer model that simulates monthly operations of the SWP and Central Valley Project systems. In the existing conditions model scenario, DWR applied the existing facilities; hydrologic inflows to the model based on 94 years of historical inflows (1922–2015); current regulatory and operational constraints, including 2018 Coordinated Operation Amendment, 2019 biological opinions, and 2020 Incidental Take Permit; and contractor demand at maximum Table A amounts.

This estimate of existing reliability is about the same as the historical Table A deliveries for 2000-2022 shown in Figure 6. The average allocation in the last ten years has been reduced due to extreme drought and environmental restrictions. If completed, the proposed Delta Conveyance Project is intended to improve the long-term reliability of its State Water Project deliveries.

FIGURE 6. HISTORICAL SWP TABLE A DELIVERIES, 2000-2022



4. Drought and Emergency Supply Options

Casitas has a long history of considering improvements to its water supply portfolio. Most recently, Casitas evaluated several options in a draft Comprehensive Water Resources Plan (CWRP), including conveyance of State Water, groundwater, recycled water, local operational agreements, existing facility improvements, desalination, and conservation (Stantec, 2020).

Based on the draft CWRP analyses, select options are described herein for further consideration. Casitas continues to plan additional supplies in the event that lake levels continue to decline. The Casitas Board could implement demand management, supply options, or a combination of both.

4.1. Additional Demand Management

In the event of continued decline of Lake Casitas storage, the Board could restrict demands beyond the current Stage 5 targets in the WEAP. This could be a possible Stage 6 declaration and would require determining which types of uses would be curtailed.

Table 4 shows the recent water use and allocations by customer class and by system.

TABLE 4. ALLOCATIONS AND WATER USE BY CLASS

Casitas System			
Classification	Stage 3 Allocation, AFY	5-Year Average, CY 2016-2020, AFY	FY 2022 Water Use, AFY
Agricultural	8,609	5,412	4,862
Residential	2,248	1,141	1,210
CII/Other	941	662	768
Resale	5,724	2,886	3,403
Total	17,522	10,101	10,243
Ojai System			
Classification	Stage 3 Allocation, AFY	5-Year Average, CY 2016-2020, AFY	FY 2022 Water Use, AFY
Agricultural	65	61	64
Residential	1577	1,081	1,194
CII/Other	586	420	397
Resale	0	0	0
Total	2,228	1,562	1,655

4.1.1 Critical Demands

Due to persistent dry conditions, the DWR has supplied water based on minimum unmet water demands to meet domestic water supply, fire protection, and sanitation needs (referred to as “health and safety” needs). The DWR determined these health and safety needs to be not more than 55 gallons per capita per day (gpcd), consistent with recent State Water Resources Control Board emergency curtailment regulations².

² Cal. Code Regs., tit. 23, §§ 877.1(g), 878.; see also https://www.waterboards.ca.gov/drought/delta/docs/deltareg_oal_approval.pdf

Using the State’s approach, Table 5 shows the estimated health and safety demand for Casitas’ service area.

TABLE 5. ESTIMATED HEALTH AND SAFETY DEMAND USING STATE’S APPROACH (55 GPCD)

System/Classification	Population¹	Health and Safety Demand, AFY
Ojai Retail	6,712	414
Casitas Retail	11,042	680
Casitas Resale	45,964	2,832
Total	63,718	3,926

¹Source: 2020 UWMP

A policy consideration for the Board is whether to include agricultural uses in planned critical demands. The intended uses for the Ventura River Project included both municipal and industrial (M&I) as well as agricultural irrigation. Construction costs were distributed such that 42.67% of costs were paid by M&I customers and 57.33% of costs were paid by agricultural customers, according to the 1957 Amendatory Contract with the United States³.

For consideration, the following options are presented with various levels of agricultural demands included in critical demands (Table 6).

TABLE 6. POLICY OPTIONS RELATED TO CRITICAL DEMANDS FOR AGRICULTURE

Policy Options	M&I Health and Safety Demand	Agricultural Share of Critical Demand	Total Critical Demand, AFY
1. No Ag Demand	3,926	0	3,926
2. Ag and M&I have equal share	3,926	3,926	7,852
3. Ag has 57.33% share	3,926	5,275	9,200

Over the 5 year period from fiscal years ending 2016-2021, total M&I demands ranged from 5,396 to 7,684 AFY, and averaged 6,213 AFY. Therefore, the M&I health and safety demands of 3,926 AFY would be a 37% reduction from recent usage. Table 7 shows how the critical demand options for agriculture compare with recent usage.

TABLE 7. AGRICULTURAL CRITICAL DEMAND OPTIONS COMPARED WITH RECENT USAGE

Policy Option	Agricultural Critical Demand, AFY	5-year Average Agricultural Demand, AFY (FY16-21)	Critical Demand Reduction from Recent Usage
No Ag Demand	0	5,355	100%
Ag and M&I have equal share	3,926	5,355	27%
Ag has 57.33% share	5,275	5,355	1%

Staff recommends Option 2, which would result in a total critical demand of 7,852 AFY. With an assumed 10% water loss contingency, this would be a planned critical demand of 8,725 AFY. It is expected that some of this demand could be supplied by groundwater, although the majority would come from Lake Casitas.

³ Amendatory Contract between the United States and the Ventura River Municipal Water District Providing for the Construction of a Storage and Conveyance System dated November 5, 1957.

In Table 3, the lowest modeled Lake Casitas storage level (with the Board-adopted safety factor of -15%) is 44,068 AF which is 18.5% of capacity. Assuming Stage 6 is declared when the lake level reaches 20% of capacity or 47,552 AF, there would be 4 years of supply remaining with a Stage 6 critical demand of 8,725 AFY. This estimate assumes average evaporation of 3,000 AFY based on maximum observed evaporation rates and projected surface area at lower storage volume.

Customers may reduce their water use voluntarily as the lake levels drop. However, if the Board were to take action to align allocations to match the critical demand, the following adjustments would need to be made:

- Eliminate non-essential allocations for Residential customers
- Reduce allocations for all other classes by 70%
- Consider further limitations on new allocations for temporary or permanent use

Table 8 shows the allocations by class and water system under a Stage 6, and Table 9 shows a summary of the proposed lake level and overall demand reduction with Stage 6.

TABLE 8. ALLOCATIONS AND WATER USE BY CLASS

Casitas System			
Classification	Stage 6 Allocation, AFY	5-Year Average, CY 2016-2020, AFY	FY 2022 Water Use, AFY
Agricultural	3,587	5,412	4,862
Residential	991	1,141	1,210
CII/Other	392	662	768
Resale	2,577	2,886	3,403
Total	7,547	10,101	10,243
Ojai System			
Classification	Stage 6 Allocation, AFY	5-Year Average, CY 2016-2020, AFY	FY 2022 Water Use, AFY
Agricultural	27	61	64
Residential	812	1,081	1,194
CII/Other	244	420	397
Resale	0	0	0
Total	1,083	1,562	1,655

TABLE 9. PROPOSED STAGE 6 LAKE CASITAS VOLUME AND DEMAND REDUCTION

	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Lake Casitas Storage (Percent of Capacity)	100%	50%	40%	30%	25%	20%
Lake Casitas Storage (Volume in Acre-feet)	237,975	118,988	95,190	71,393	59,494	47,552
Demand Reduction (Percentage)	20% Voluntary	20% Mandatory	30% Mandatory	40% Mandatory	50% Mandatory	Essential Only for Residential; 70% Mandatory for all other classes
Target Demand from Lake Casitas¹ (Acre-feet per Year)	19,127	19,127	16,736	14,345	11,955	8,725

¹ Target demand represents % reductions of Lake Casitas deliveries compared with 1989, and is measured based on Marion Walker WTP production.

4.1.2 Water Shortage

In the event existing Lake Casitas water supply is unavailable, staff recommends that backup water supplies be developed to meet health and safety demands of 3,926 AFY. Of this amount, 3,512 AFY is related to the Casitas System (680 AFY retail and 2,832 AFY resale – See Table 5 above). While some resale customers may be able to provide backup water supplies of their own, the full health and safety demand of 3,512 AFY should be used for planning purposes on the Casitas System.

4.2. Temporary Emergency Projects

In the event emergency supplies are needed to meet public health and safety needs, and facilities to access Casitas’ emergency water supply are not available, the District could construct facilities to increase groundwater production and convey water from neighboring water agencies or private well owners. The options for temporary supply during emergencies include, but are not limited to:

- **Resale Agency Interconnect:** Use excess capacity when available from resale agency groundwater wells (i.e. Meiners Oaks Water District, Ventura River Water District, City of Ventura, etc.) to supply water directly to Casitas’ potable water system or to Lake Casitas via the Robles Canal
- **Private Owner Interconnect:** Use excess capacity when available from a private groundwater well owner to supply water directly to Casitas’ potable water system or to Lake Casitas via the Robles Canal
- **Upper Rincon Creek Intertie:** An existing 6" Upper Rincon Creek lateral normally feeds water from Casitas’ potable water system to Carpinteria Valley Water District (CVWD). In this option, the flow in the pipeline would be reversed to allow water from CVWD to be pumped into Casitas’ system. Facilities would include a temporary booster pump skid and piping, as well as increased capacity of an existing turnout on the Rincon Main.
- **Increased Mira Monte Well Supply:** The existing Mira Monte Well produces water for Casitas’ potable water system but is limited in production due to elevated nitrate levels. To keep nitrate levels within drinking water quality requirements, water from Lake Casitas is blended with Mira

Monte Well. This option involves downsizing a pump at the Avenue 2 Pump Plant to provide longer blending periods and allow for increased production from the Mira Monte Well.

The feasibility of the options listed above is currently being evaluated for additional emergency supply.

4.3. VRBO

The Matilija Formation Deep Wells project consists of the construction of one or more deep water wells in the Matilija sandstone. This formation contains groundwater that recharged over very long time periods. Based on preliminary analysis, the Matilija Formation could yield approximately 5,000 gallons per minute of groundwater (potentially 8,000 acre-feet per year) in the Eastern Santa Ynez Mountains via vertical boring possibly extending as far as 15,000 feet. Preliminary estimates indicate 29,000 to 280,000 AF of water in storage in this formation. However, information regarding geologic characteristics is incomplete and requires further study.

The project includes the exploration of vertical wells located on property owned by Casitas, west of the Robles Diversion Facility. This water supply may be used as an emergency supply in drought conditions. Water can be treated at the site and fed into Casitas' transmission system and/or discharged to the Robles Canal and sent to Lake Casitas. Additional study is required regarding project feasibility including pilot tests to confirm well yields. In addition, the District will need to understand the water rights associated with this water source and the impacts to the landowners.

Based on initial evaluation, the anticipated capital cost of the project is \$5.6 million per well for drilling and construction. Drilling of a pilot well to test water quality and quantity is estimated to be approximately \$2 million (2018 dollars). The number of wells is undetermined currently. The project implementation period is estimated to be 5 years including design.

4.4. Imported Water Options

While Casitas does not currently have infrastructure in place to deliver its imported water supplies, two regional projects are currently under design and described herein.

4.4.1. [Effect of Imported Water Supply on Lake Casitas](#)

Imported water supplies would be used as available to offset customer demands on Lake Casitas. An analysis of Lake Casitas storage levels if Casitas' State Water Project Table A water supplies had been delivered over the last five years to the District's customers is provided in Appendix B. The overall impact would be approximately 7,000 Acre-Feet of additional supply during that timeframe.

4.4.2. [Ventura-Santa Barbara Counties Interconnection](#)

Casitas is currently designing the Ventura-Santa Barbara Counties Intertie to provide physical delivery of water to Casitas' system to mitigate droughts and emergencies (Figure 7). The project is a bi-directional 16-inch, 1.3 mile potable water pipeline to connect the transmission mains between the Carpinteria Valley Water District (CVWD) system and the Casitas water distribution system. The project also includes two proposed booster pump stations and minor treatment facilities to allow delivery of water 1) directly to Casitas customers and/or 2) to storage in Lake Casitas.

The project could be phased (Figure 8) where the first phase involves delivery of water only to the coastal areas, thereby reducing demands on Lake Casitas; and later phases could provide pumped water to the rest of the system, further reducing demands on existing local resources. It also may be possible

to deliver a portion of the water directly into the lake. The capital costs herein assume construction of all phases, including two new booster pump stations to deliver water throughout the system.

FIGURE 7. VENTURA-SANTA BARBARA COUNTIES INTERTIE VICINITY MAP

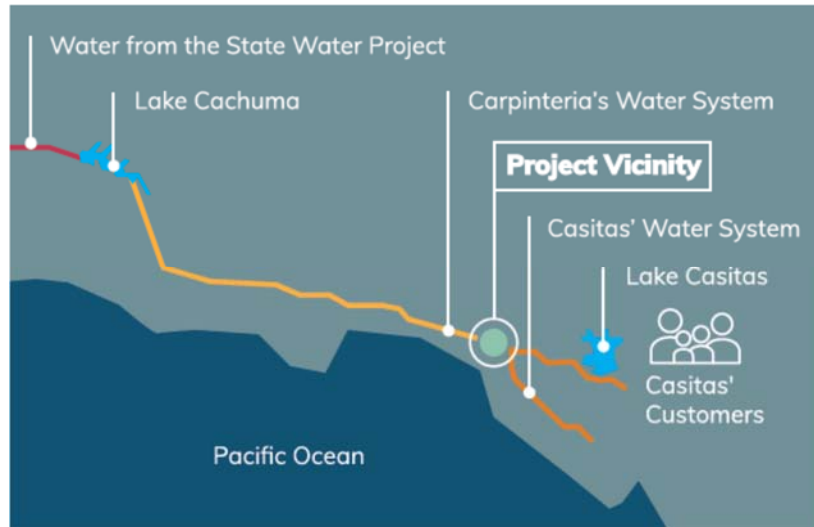
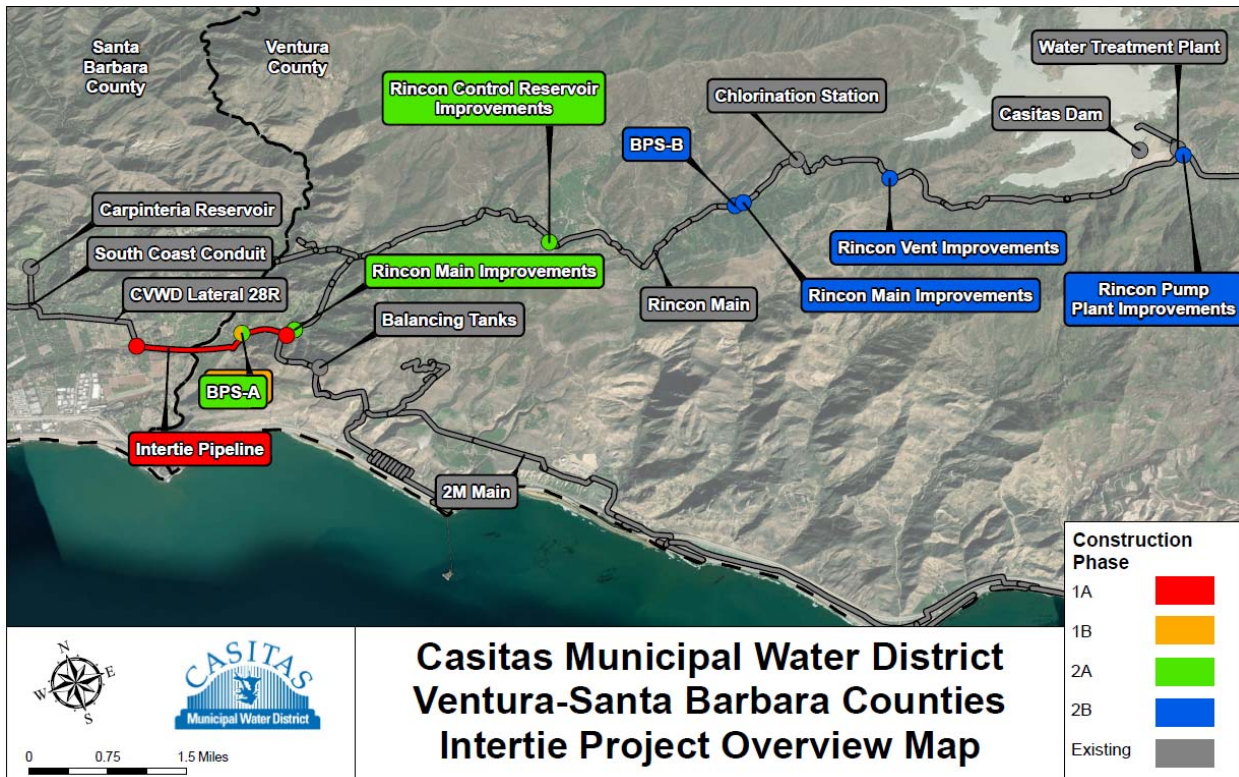


FIGURE 8. VENTURA-SANTA BARBARA COUNTIES INTERTIE PROJECT PROPOSED ALIGNMENT



Casitas' State Water would be delivered through facilities owned by various entities, including California DWR, Central Coast Water Authority, Bureau of Reclamation (Lake Cachuma and South Coast Conduit), City of Santa Barbara (treatment plant), and Carpinteria Valley Water District pipelines. Therefore, several delivery agreements would be necessary.

The 16-inch pipeline would have a capacity of 10 CFS (approximately 7,000 AFY). For planning purposes, it is assumed that available capacity would only be available over 4 months of the year, resulting in about 2,000 AFY of deliveries on average. Since the Santa Barbara water agencies use State Water as a backup water supply during drought conditions, there may be limited capacity during coincident water shortage events. However, there have been recent years when excess capacity was available and Casitas could have taken delivery if the infrastructure was in place.

This connection could also provide opportunities for supplemental water during times when South Coast Santa Barbara agencies have surplus water available.

Project Status

Design and permitting of the project are underway. It is estimated the Ventura-Santa Barbara Counties Intertie could be constructed in 3-4 years.

Project Costs

Under the current Memorandum of Understanding (MOU) with Carpinteria Valley Water District (CVWD), Casitas and CVWD would evenly divide construction costs of the portion of the pipeline within CVWD's service area and Casitas would be responsible for the balance of the costs.

While these costs will not be known until project bids are received, the overall estimated costs of the project are as follows:

Total annual costs to Casitas would be the debt payment, fixed maintenance cost, plus charges related to the unit cost of delivery.

Capital Cost: \$15,500,000 based on preliminary design estimate (2019 dollars); of this amount, the CVWD would pay approximately \$600,000 and Casitas would pay the balance.

Grants and Loans:

- \$2 million federal grant from United States Bureau of Reclamation
- \$17 million available State Revolving Fund ASADRA Loan
 - \$3 million forgiveness
 - \$7 million financed over 30 years at 0% interest
 - Remainder of loan financed over 30 years at 50% of the California general obligation bond rate for previous calendar year (assumed 0.85% interest)

Annual Debt Payment: **\$365,999**

Annual fixed maintenance cost: assume 1% of capital cost (**\$155,000**)

Variable Operational Unit Cost of Delivery (paid based on amount of water delivered):

- \$2100-2900/AF (includes fixed and variable costs of existing facilities in Santa Barbara)
- Casitas share of fixed cost is negotiable, since Casitas would use excess capacity and have lower priority use of the system
- Assume payment with water could reduce monetary cost by 10% to **\$1,890-2,610/AF**

4.4.3. Calleguas-Ventura Interconnection

Calleguas Municipal Water District (Calleguas) and the City of Ventura (City) are designing 7.4 miles of pipeline between Calleguas and the City of Ventura (Figures 9 and 10). The City is responsible for 4 miles and Calleguas for 3.4 miles. The project would have a dual purpose of delivering imported water to western Ventura County and provide an emergency water connection from the City to Calleguas MWD. The City of Ventura would also upgrade their existing infrastructure (known as the Eastside to Westside Waterline Project) to allow for the delivery of SWP water to reach the westside of their distribution system that is within the Casitas service area. The City could take delivery of Casitas' SWP allocation, instead of Lake Casitas water, thereby reducing demands on the lake through the water exchange.

Assuming the long-term average reliability of the State Water project, it is anticipated that average yield of this project would be 2,750 AFY to Casitas (based on 55% of 5,000 AFY). Under the proposed exchange agreement, the City would continue to be subject to a Casitas WEAP annual allocation. When SWP water is available and Casitas requests delivery, the City's allocation would be satisfied by the combined total of SWP water and Lake Casitas water. For example, if the City's allocation is 5,000 AFY, Casitas could supply 2,000 AF from the SWP and 3,000 AF from Lake Casitas water, reducing demand on the lake by 2,000 AF.

While this project would not provide direct delivery of water to Casitas' system during emergencies, it would provide delivery to demands within Casitas' service area located in the City of Ventura, thereby reduce demands on Casitas' system. Temporary or permanent facilities could be constructed for direct delivery to Casitas' distribution system but would be additional cost.

Project Status

The City of Ventura and Calleguas are leading the design and construction for their respective portions of the project. The following is a summary of the status design and permitting for each segment:

City of Ventura East-West Waterline Project

- 90% Design Complete; permits expected in 2022
- The City has indicated that construction of the East-West Waterline project will be out to bid for construction as soon as permits are received and design is finalized, likely within the next year.

City of Ventura 4-mile pipeline

- Design and permitting underway
- Hydraulic analysis and pipe sizing underway
- EIR challenged in court; appeal decision expected in 2022 (pending court date)

The City has indicated that design and permitting for the 4-mile pipeline could be complete within one year, with construction expected to begin in early 2024. Based on the City's 2020 Urban Water Management Plan, the City plans to use approximately 1,300 AFY of State Water to improve system water quality starting by 2025, although the City does not anticipate a water shortage during a multi-year drought condition until 2035.

Calleguas Pipeline

- Preliminary design underway
- Calleguas has indicated that construction is expected to begin in early 2025

FIGURE 9. CALLEGUAS-VENTURA INTERCONNECTION PROJECT VICINITY

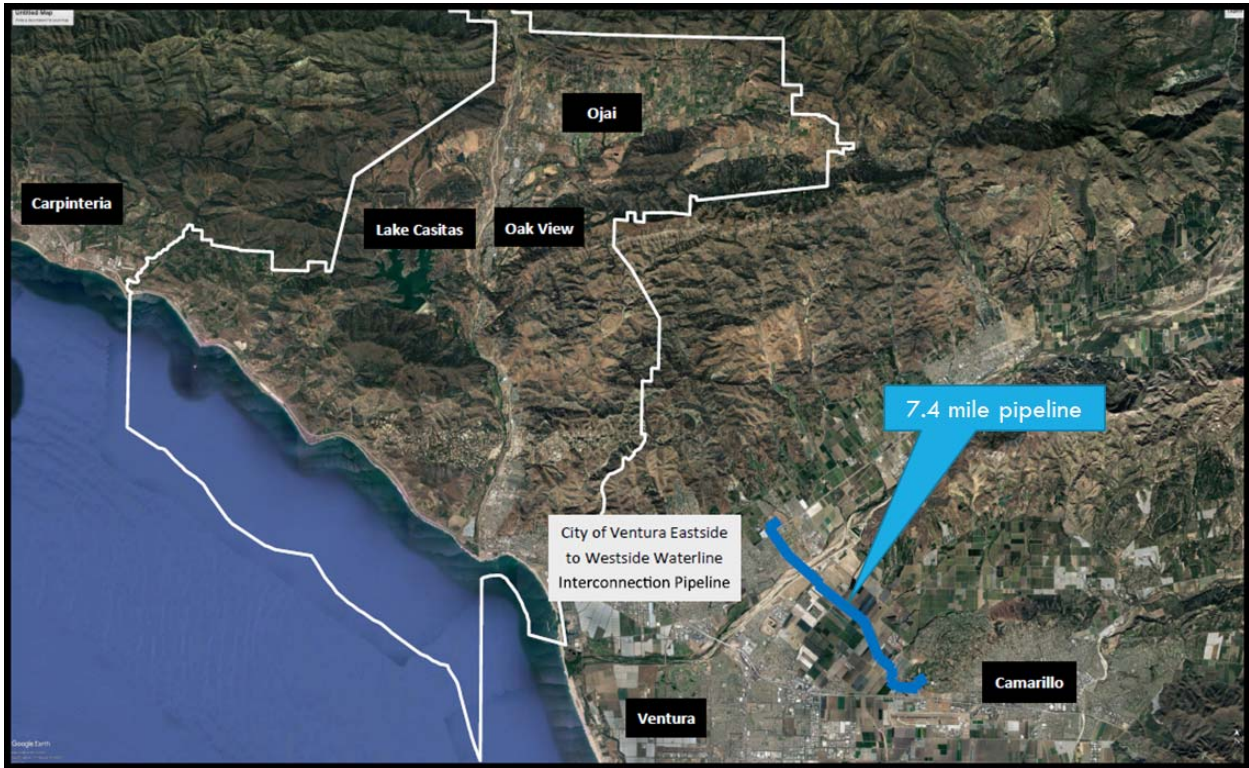
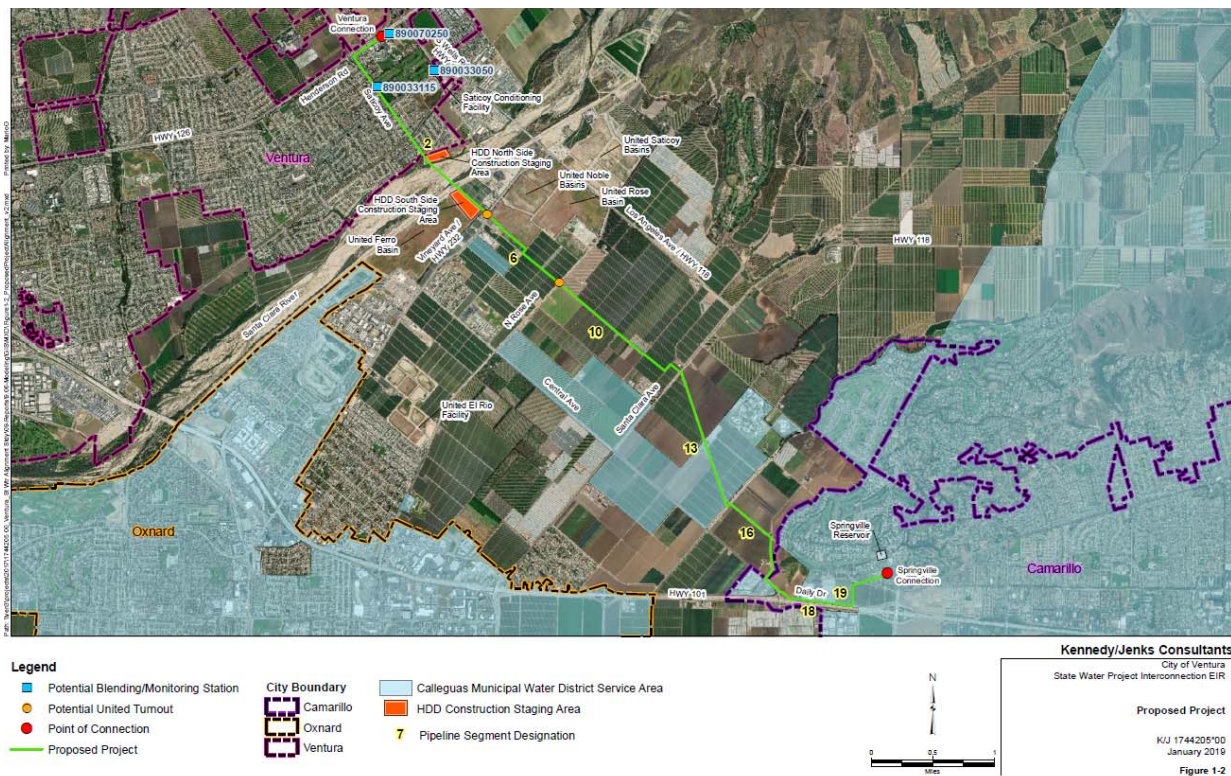


FIGURE 10. CALLEGUAS-VENTURA INTERCONNECTION PROJECT PROPOSED ALIGNMENT
 Source: (Kennedy/Jenks Consultants, State Water Project Interconnection EIR, 2018)



Project Costs

Casitas has previously shared in the cost of the City of Ventura's State Water Interconnection Alignment Study and Environmental Impact Report. Casitas could also consider participating in the design costs in the near term.

Two methods of longer-term participation provided for consideration. Option A is to participate through a commitment to fund construction and operational costs. Option B is to participate through wheeling as needed.

Calleguas-Ventura Interconnection Option A: Participate in Construction and Operational Cost

Under Option A, Casitas would invest in 1/3 of the capacity of the City of Ventura's 4-mile pipeline. Casitas would be a minority partner, and would be responsible for the following estimated costs:

Capital Cost to Casitas: \$10,000,000 based on preliminary design estimate (2019 dollars).

Grants and Loans:

- The City and Calleguas are in the process of applying a grant through the State's Integrated Water Resources Management Program.
- Note that since Casitas is not a lead agency for the project, Casitas is not eligible to apply for State or Federal grants or loans.
- For Casitas' share of the capital costs, assume a private loan at 5% for 30 years.

Annual Debt Payment: **\$650,514**

Annual fixed maintenance cost: assume 1% of capital cost (**\$100,000**)

Variable Operational Unit Cost of Delivery (paid based on amount of water delivered):

- **\$1,200-1,500/AF**
- Includes DWR variable costs, MWD treated water wheeling costs, Calleguas MWD wheeling costs, and operating costs of City-owned facilities

The operating costs of City-owned facilities are estimated to be \$50/AF and are included in this analysis.

The City is proposing to continue to pay the resale gravity rate to Casitas for any imported water delivered to its system within the Casitas service area.

Calleguas-Ventura Interconnection Option B: Participate in Wheeling as Needed

It may be possible to utilize the Calleguas-Ventura interconnection on an as needed basis when surplus pipeline capacity is available. While the City is still working to complete the hydraulic analysis on their portion of the pipeline, information from the preliminary design indicates that the pipe sizing is not dependent on whether Casitas participates in the project or not. The governing factor in the pipe sizing is the ability for the City to deliver water to Calleguas. Once sizing is determined for Calleguas' needs, it is expected the pipe capacity for water flowing the other direction (toward the City) will be sufficient for both the City and Casitas deliveries.

Under Option B, Casitas would not have dedicated capacity in the City of Ventura's 4-mile pipeline nor be responsible for annual debt service. Instead, Casitas would use excess capacity as needed and as

available. This option would be similar to the current level of participation by the United Water Conservation District.

The estimated costs for the wheeling option are as follows:

Capital Cost: None

Annual Debt Payment: None

Annual fixed maintenance cost: None

Variable Operational Unit Cost of Delivery (paid based on amount of water delivered):

- In Option A, the total unit cost including annual debt service, annual fixed maintenance costs, and variable operational unit cost of delivery is \$1,700-\$2,000/AF. *For example: \$1,700/AF = (\$650,000 + \$100,000 + \$1,200 x 1,500) / 1,500 AF.*
- For planning purposes, it is assumed the City would add \$100-200/AF additional cost for wheeling.
- Therefore, total unit cost of delivery is assumed to be **\$1,800-2,200/AF.**

4.4.4 Summary Table of Imported Water Costs

A detailed cost analysis of the imported water options is provided in Appendix A.

The variable costs will be subject to inflation. However, it is assumed that Casitas water rates would be increased to keep up with inflation and the analysis is presented in today’s dollars for simplicity.

The unit cost is calculated based on average imported water deliveries of 1,500 AFY, although it is expected that more or less than this amount could be delivered in any given year.

While a full cost of service analyses would need to be conducted through a water rate study, the average monthly cost for customers is estimated based on: 1) distribute total annual costs to resale versus retail customers proportional to planned water use, and 2) divide respective costs by number of resale or retail connections. This represents a very high-level, ballpark estimate of customer bill impacts.

Table 10 summarizes the unit cost and average monthly cost per connection for each option evaluated in Appendix A.

TABLE 10. SUMMARY OF COSTS FOR IMPORTED WATER OPTIONS
(FROM APPENDIX A)

Parameter	Ventura –Santa Barbara Counties Intertie	Ventura Pipeline: Option A (Invest)	Ventura Pipeline: Option B (Wheeling)
Unit Cost (\$/AF):	\$2,237-\$2,957	\$1,700-2,000	\$1,800-2,200
Retail Connection Average Monthly Cost:	\$33-44	\$25-30	\$27-33
Resale Connection Average Monthly Cost:	\$3,190-4,216	\$2,424-2,852	\$2,567-3,137

Appendix A:
Cost Analysis of Imported Water Options

Cost Parameters	Ventura - Santa Barbara Counties Intertie	Invest in portion of Ventura Pipeline	Wheeling in Ventura Pipeline
Average Yield, AFY	1,500	1,500	1,500
Capital Cost	\$15,500,000	\$10,000,000	N/A
Grant Funding Secured	\$2M USBR + \$3M ASADRA Loan	None	None
Loan Assumptions			
Loan Source	ASADRA	Unknown	N/A
Loan Amount (after grant funding)	\$10,500,000	\$10,000,000	N/A
Interest Rate	\$7M @ 0%; assume remainder @ 0.85%	assume 5%	N/A
Term	30 years	30 years	N/A
Annual Debt Service Payment	\$365,999	\$650,514	N/A
Annual Fixed Operational Cost, \$/year (assume 1% of capital cost)	\$155,000	\$100,000	N/A
Variable Operational Unit Cost, \$/AF Low Estimate	\$1,890	\$1,200	\$1,800
Variable Operational Unit Cost, \$/AF High Estimate	\$2,610	\$1,500	\$2,200

Ventura - Santa Barbara Counties Intertie

	Low Estimate	High Estimate
Yield	1,500	1,500
Fixed Cost	\$520,999	\$520,999
Variable Cost	\$2,835,000	\$3,915,000
Total Cost	\$3,355,999	\$4,435,999
Unit Cost, \$/AF	\$2,237	\$2,957
Average Monthly Cost per Retail Connection	\$33	\$44
Average Monthly Cost per Resale Connection	\$3,190	\$4,216

Other Information

Planned Resale Water Use, AFY	4356
Planned Retail Water Use, AFY	11558
Planned Total Water Use, AFY	15914
Number of Resale Customers	24
Number of Retail Customers	6124
Number of Total Customers	6148

Calleguas-Ventura Interconnection: Invest in Portion of Ventura Pipeline

	Low Estimate	High Estimate
Yield	1,500	1,500
Fixed Cost	\$750,514	\$750,514
Variable Cost	\$1,800,000	\$2,250,000
Total Cost	\$2,550,514	\$3,000,514
Unit Cost, \$/AF	\$1,700	\$2,000
Average Monthly Cost per Retail Connection	\$25	\$30
Average Monthly Cost per Resale Connection	\$2,424	\$2,852

Calleguas-Ventura Interconnection: Wheeling in Ventura Pipeline

	Low Estimate	High Estimate
Yield	1,500	1,500
Fixed Cost	\$0	\$0
Variable Cost	\$2,700,514	\$3,300,514
Total Cost	\$2,700,514	\$3,300,514
Unit Cost, \$/AF	\$1,800	\$2,200
Average Monthly Cost per Retail Connection	\$27	\$33
Average Monthly Cost per Resale Connection	\$2,567	\$3,137

Appendix B:
Analysis Lake Casitas Storage
with Imported Water Deliveries (2018 to 2022)

Analysis: Analyze the impact on the supply in Lake Casitas of the delivery of State Water Project water supplies with a target of 1,500 Acre-Feet per year of importation.

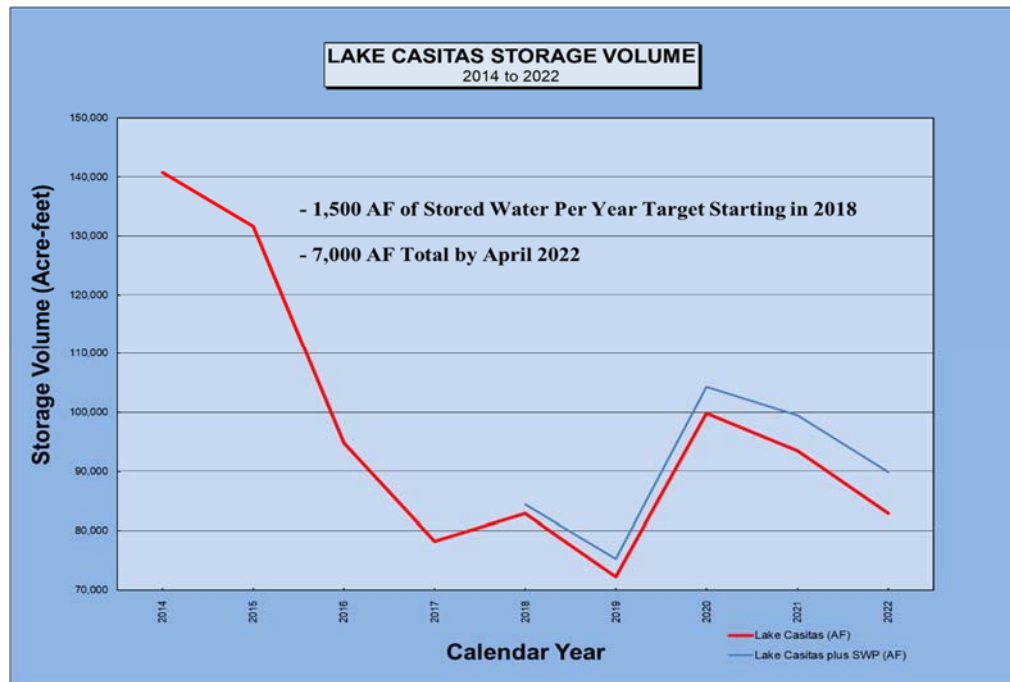
The table below shows the approximate cumulative impact on the supply in Lake Casitas from importation of 1,500 Acre-Feet of Casitas' State Water Project Table A water supply starting in the 2018 calendar year and proceeding for the following five years.

The first column shows Casitas' allocation from the State Water Project in that particular year, the second column shows the 'carryover' water that is available for the subsequent year or years after the annual importation of 1,500 Acre-Feet, and the third column shows the cumulative total deliveries.

SWP Supply Analysis (Target = 1,500 AF/Year)			
	Casitas' SWP Allocation	Carryover	Cumulative Total (AF)
2018	1750	250	1500
2019	3750	2500	3000
2020	1000	2000	4500
2021	250	750	6000
2022	250	0	7000*

*Note that only 1,000 Acre-Feet would have been available for import in 2022.

The graph below shows the approximate difference in the level in Lake Casitas from these deliveries. Note the historic level in Lake Casitas reflects that of January 1st of each year.



Result: Supplies in Lake Casitas would have been increased by approximately **7,000 Acre-Feet** during this period.

The supply analysis relating to Lake Casitas storage levels is based on actual historical demands that occurred from 2014-2022. On April 21, 2021, the Casitas Board of Directors adopted a planned demand of 14,525 AFY for the Casitas System which is based on average demands from 2011-2020. If this demand level had occurred going back to 2004, there would have been a total of 27,559 AF of conservation savings, plus an additional 7,000 AF with SWP deliveries for a total of 35,559 AF increased storage in the lake. This demonstrates that conservation will continue to be important going forward, in combination with a more diverse supply portfolio to mitigate droughts and emergencies.

Fiscal Year	Historical Demand, AFY	Lake Casitas Planned Demand, AFY	Planned Conservation Savings, AFY	Cumulative Conservation Savings, AF
2004	17,784	14,525	3,259	3,259
2005	16,344	14,525	1,819	5,078
2006	16,302	14,525	1,777	6,854
2007	18,354	14,525	3,829	10,684
2008	17,725	14,525	3,200	13,883
2009	15,899	14,525	1,374	15,257
2010	15,295	14,525	770	16,027
2011	13,541	14,525	-	16,027
2012	14,646	14,525	121	16,148
2013	16,093	14,525	1,568	17,716
2014	20,417	14,525	5,892	23,608
2015	17,339	14,525	2,814	26,422
2016	15,662	14,525	1,137	27,559
2017	13,200	14,525	-	27,559
2018	12,322	14,525	-	27,559
2019	9,340	14,525	-	27,559
2020	8,802	14,525	-	27,559
2021	12,460	14,525	-	27,559
2022	11,304	14,525	-	27,559

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: MUTUAL WELL #7 WELL EQUIPMENT AND SITE WORK, SPECIFICATION NO. 20-438 CHANGE ORDER #5
DATE: 09/28/2022

RECOMMENDATION:

- Approve Change Order No. 5 to Travis Agricultural Construction, Inc. for the Mutual Well #7 Well Equipment and Site Work, Specification No. 20-438 in the amount of \$4,217.85.

BACKGROUND AND DISCUSSION:

The Mutual Well #7 well drilling contract was specified with a stainless steel casing and the well equipping contract was specified with a carbon steel casing. The well casing extension is required to be stainless steel to eliminate potential corrosion issues from dissimilar metals.

The attached Change Order No. 5 describes the additional cost for the foot valve to be installed at the bottom of the well assembly. Since the cumulative change order amount exceeds 5 percent of the original contract, Board approval is required. The table below summarizes the contract change orders to date.

Original Contract Amount	\$1,232,667.00
Change Order No. 1	\$ 33,646.73
Change Order No. 2	\$ 20,312.30
Change Order No. 3	\$ 18,231.15
Change Order No. 4	\$ 12,565.35
Change Order No. 5	\$ 4,217.85
Revised Contract Amount	\$1,321,640.38
Percent increase from original contract	7%

BUDGET IMPACT:

The fiscal year 2022-23 budget includes \$1,000,000 from CFD 2013-1 for the Mutual Well #7 Well Equipment and Piping project.

Attachment: Change Order No. 5



CHANGE ORDER #5

September 02, 2022

PROJECT: Mutual Well #7 Well Equipment and Site Work Specification 20-438
CONTRACTOR: Travis Agricultural Construction, Inc.
ADDRESS: P.O. Box 4666, Ventura, CA 93007

ITEM	DESCRIPTION OF WORK	TOTAL
1	Cost associated with well casing modifications for procurement of stainless steel casing and accessory tubes extensions.	\$ 4,217.85

TOTAL AMOUNT OF CHANGE ORDER NO. 5	<u>\$ 4,217.85</u>
ORIGINAL CONTRACT AMOUNT	<u>\$ 1,232,667.00</u>
PREVIOUS APPROVED CHANGE ORDER AMOUNT	<u>\$ 84,755.53</u>
NEW CONTRACT AMOUNT	<u>\$ 1,321,640.38</u>
EXTENSION OF CONTRACT TIME <u>-0-</u> DAYS	

CASITAS MUNICIPAL WATER DISTRICT

By: _____
MICHAEL L. FLOOD
GENERAL MANAGER

DATE: _____

TRAVIS AGRICULTURAL CONSTRUCTION, INC.

By: _____

DATE: _____

T · R · A · V · I · S



CA Lic. A-588676-HAZ

Rex Bartle

CONTRACT CHANGE ORDER REQUEST#5 (09/02/22)

THIS AGREEMENT IS BETWEEN:

RE: PROJECT: CMWD Mutual Well #7 E-21964

TRAVIS AGRICULTURAL CONSTRUCTION, INC.

CASITAS MUNICIPAL WATER DISTRICT

(Contractor's Name)

(Owner's Name)

#588676-HAZ

1055 Ventura Ave.

(Contractor's License Number)

(Owner's Address)

P.O. Box 4666

Oak View, CA 93022

(Contractor's Address)

(City, State, & Zip)

Ventura, CA 93007

1055 Ventura Ave.

(City, State & Zip)

(Project Address)

(805) 647-7211 / (805) 647-3423 fax

Oak View, CA 93022

(Telephone / Fax)

(City, State & Zip)

CHANGE ORDER #5: Foot Valve and Intake Pipe

This Change Order (CO) #5 is based on plans and specs provided by C.M.W.D. per Work Change Directive (WCD) #1 dated 02/03/2022.

Foot Valve and Intake Pipe

This change order is to provide and install carbon steel foot valve.

Breakdown: Carbon Steel

General Pump – Materials and Labor \$ 4,017.00

Mark Up 5% \$ 200.85

Total Cost – Carbon Steel Foot Valve \$ 4,217.85

Total CO#5 Increase Amount

\$ 4,217.85

It is mutually agreed that the contract price is **increased** by **\$4,217.85 payable** per contract terms. As a result of this change order, the time for completion of the above-mentioned contract is hereby extended by an additional 0 days. This change order is incorporated into and governed by the above-mentioned contract and is incorporated therein.

Travis Ag Construction/Date

Casitas Municipal Water District /Date

Shop & Field Labor:

- Load/Unloading of materials
- Shop and Field Preparation of materials
- Machine port for leaky valve

Materials:

- 6"x 0.277W x 5 Ft long SS Suction Pipe End (Qty 1)
- 6" SS Foot Valve (Qty 1)
- Estimated Freight



159 N. ACACIA STREET * SAN DIMAS, CA 91773
PHONE: (909) 599-9606 * FAX: (909) 599-6238

CAMARILLO, CA 93010 * PHONE: (805) 482-1215
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WELL & PUMP SERVICE SINCE 1952

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Serving Southern California and Central Coast

Travis Ag Construction Inc.
P.O. Box 4666
Ventura, CA 93007
Attn: Earwin Bihis

September 1, 2022

Subject: CMWD Ojai Mutual #7 – Change Order Foot Valve and Intake Pipe

General Pump Company is pleased to provide our estimate to provide the recommended stainless steel foot valve for Ojai Mutual Well No. 7. Note, a suction pipe end will be included to allow laminar flow thru the valve and into the pump assembly. The option for a carbon steel body valve is provided.

Shop & Field Labor:

- Load/Unloading of materials
- Shop and Field Preparation of materials
- Machine port for leaky valve

Materials:

- 6"x 0.277W x 5 Ft long SS Suction Pipe End (Qty 1)
- 6" SS Foot Valve (Qty 1)
- Estimated Freight

Total Lump Sum Change Order Cost \$10,399.00

Total Change Order Cost for Optional Carbon Steel Foot Valve Body \$4,017.00

Material lead time is approximately 2-3 weeks. Should you have any questions, please do not hesitate to contact us. Thank you.

Sincerely,

GENERAL PUMP COMPANY, INC.

Luis Busso

Luis Busso, P.G.
Sr. Project Geologist

Ray Reece

Ray Reece
General Manager

PROCESS DISCHARGE
(3" FL- CL150 RF)

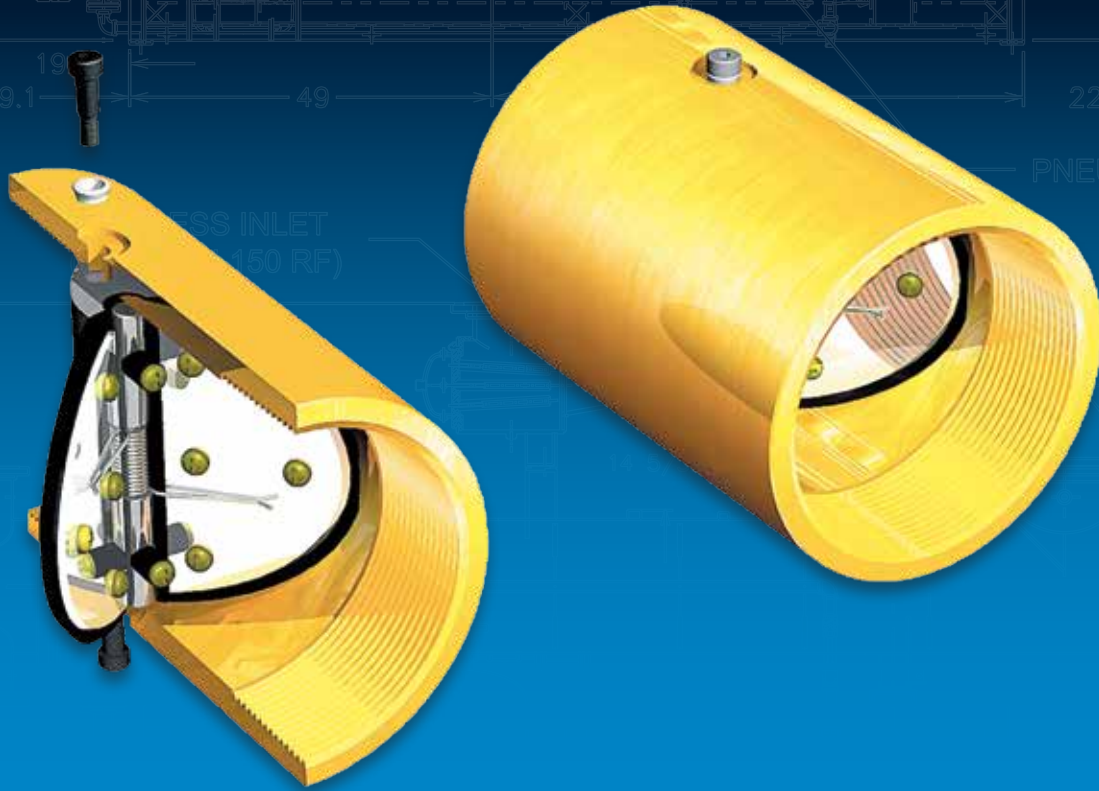
COOLING WATER
OUT (2" NPT) IN

BIODIESEL VACUUM SEAL
WATER COOLER
(E-B1-2403)

ELECTRICAL



ISO 9001:2008



Deep Well Check Valves

Full Port – Lowest Pressure Drop

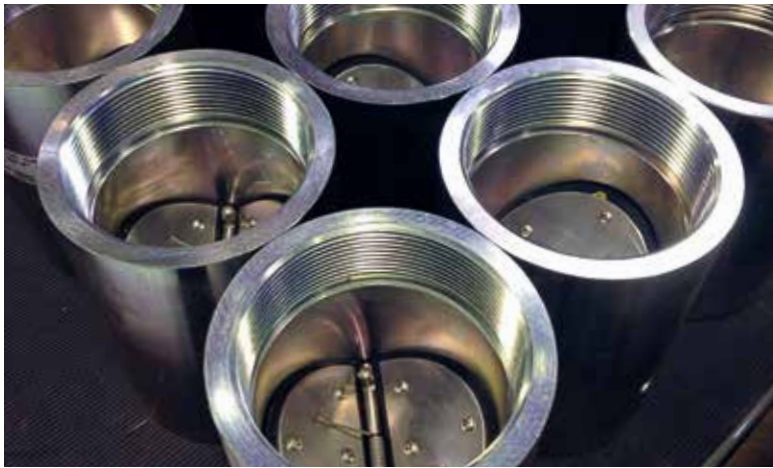
Maximizing the Flow

Full Port, Lowest Pressure Drop

Full Port Check Valves provide more flow and lower pressure drops than conventional check valves. Our elastomer hinge check valve design takes performance to an entirely new level by eliminating the restrictive valve seat and substantially increasing the valve's open area and flow coefficient (Cv). The resulting flow is more laminar, with lower pressure loss and reduced turbulence.

Valve Testing

Every elastomer hinge check valve we manufacture is assembled, inspected and tested in our plant in Maryland -USA. Our commitment to quality assures you the performance and reliability you demand and expect. Material test reports and test certificates are available on request.



US Valve Deep Well Check Valves are designed to support up to 1000 feet of pipe plus the weight of your typical well pump.

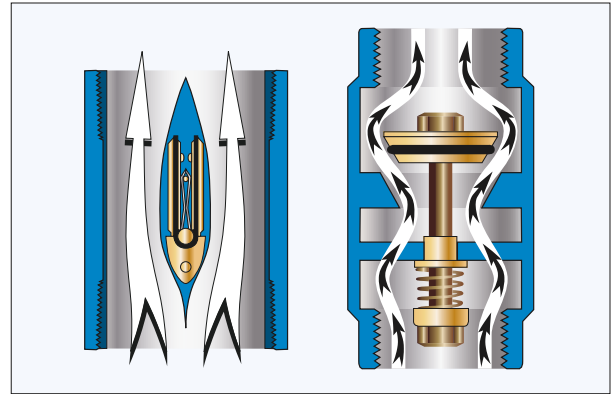
US Valve LLC – The Right Choice

US Valve is a New Jersey Corporation with headquarters in New Jersey and manufacturing locations in Maryland–USA, Europe and Asia. Our primary focus is check valves and our roots are grounded in low pressure drop designs. Our application engineers can assist you in making the right choice of valve for your application.

Low Price, Delivery & Service

We want to be your supplier of Full Port, Low Pressure Drop Check Valves, so we offer *Competitive Pricing, Fast Delivery* and *Outstanding Service*. We maintain an extensive inventory of valves, parts and components in a wide variety of materials so we can respond to your needs quickly. Valves are typically assembled and tested within 1 to 2 days after receipt of an order.

We can say with confidence that our customer service is the best in our industry. Give us a chance to prove it.



US Valve Design

Open flow path, low ΔP , more laminar flow

Conventional Design

Restricted flow path, high ΔP , increased turbulence

Features & Benefits

Full Port Check Valves offer some impressive advantages over other types of check valves.

• Low Pressure Drop (High Cv)

Our elastomer hinge check valves have larger open area than other designs, thus providing higher capacity and lower pressure drops than swing and lift check, or even traditional dual plate wafer designs.

• ARRA Compliant

USA content, substantial transformation and local assembly makes our Full Port Check Valves ARRA compliant for government funded projects.

• Alleviates Water Hammer

When spring activated, our discs are designed to close 33% faster than standard dual disc check valves due to the fact that they are closed at a 30 degree angle. This makes for an effective non-slam design when installed in liquid applications.

ISO9001:2008 Certified

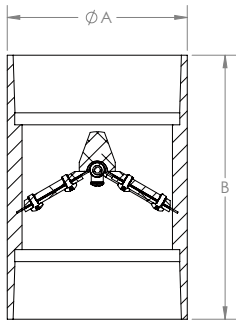
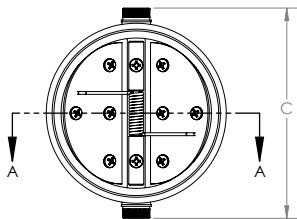
US Valve is **ISO 9001:2008 Certified**. We always keep our certification current. We take our commitment to product quality and documentation seriously. You can rest comfortably knowing that we provide only the best to our customers.



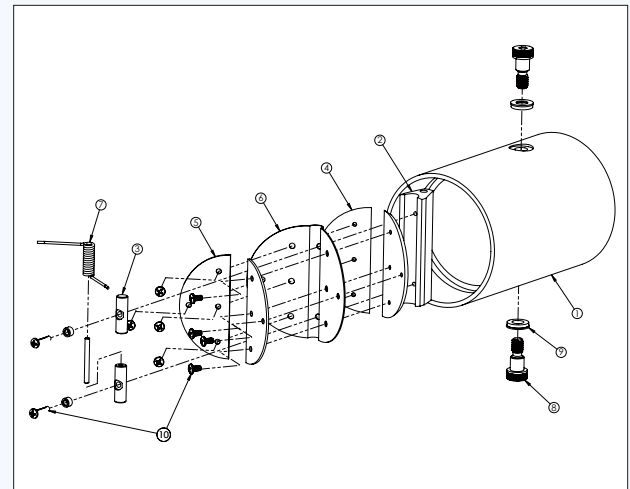
Valve Dimensions

Size	A	B	C
1	1.88	4.50	2.00
1 ¼	2.25	4.50	2.30
1 ½	2.50	5.00	2.70
2	3.00	5.00	3.10
2 ½	3.40	5.50	3.50
3	4.00	6.00	4.10
4	5.25	7.00	5.25
5	6.25	8.00	6.25
6	7.50	9.00	7.50
8	9.63	11.00	9.63

All dimensions in inches. Consult Factory for larger sizes.



Exploded View



Part No.	Part Description
1	Body (FNPT Shown)
2	Wing Support
3	Spring Pin
4	Disc
5	Back-up Disc
6	Elastomer Seal
7	Spring
8	WS/LM Fastener
9	Sealing Washer
10	Internal Fasteners

Standard Models and Materials

Model	Body	Discs	Wing Support	MAWP*
17-1-4SP	Carbon Steel ASTM A106 Gr.B	316 Stainless Steel ASTM A240	316 Stainless Steel ASTM A276	450 PSI
17-4-4SP	Stainless Steel ASTM A312 Gr.316	316 Stainless Steel ASTM A240	316 Stainless Steel ASTM A276	450 PSI

*MAWP — Maximum Allowable Working Pressure at 60°F

ELASTOMER SEAL		
Code	Material	Temp. Range
B	Buna N	-60°F to 225°F
E	EPDM	-40°F to 300°F
V	Viton	-20°F to 450°F
S	Silicon	-100°F to 500°F
T	Teflon	-20°F to 450°F

SPRING OPTIONS	
Code	Nomenclature
SP	316 SS Standard Torque
SL	316 SS Low Torque
SH	316 SS Heavy Torque

All fasteners and spring pins are 316 stainless steel. BUNA-N is standard seal in all valves. Optional seal materials: EPDM, VITON, SILICON and TEFLON. 316 stainless steel springs are standard for all models and are also available in low or heavy torque. Consult factory for any other special material requirements.

PROCESS DISCHARGE
(3" FL- CL150 RF)

COOLING WATER
OUT (2" NPT) IN

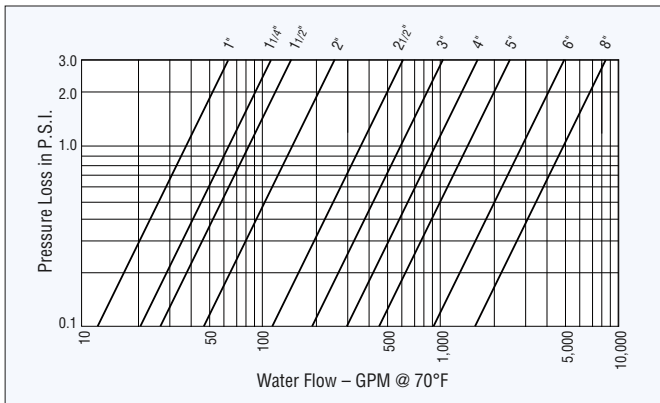
BIODIESEL VACUUM SEA
WATER COOLER
(E-B1-2403)



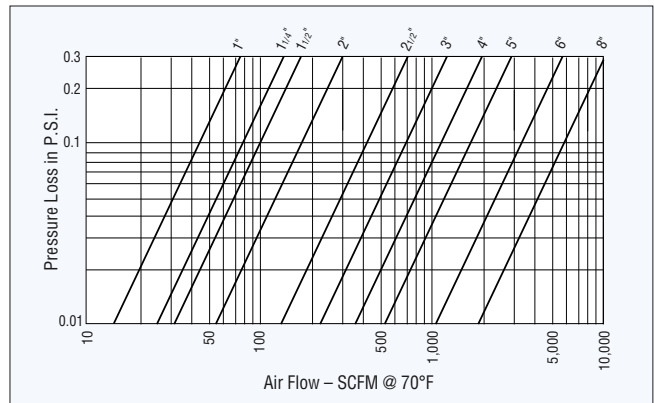
ISO 9001 : 2008

Pressure Losses

Liquid Applications



Gas Applications



Pressure Losses for Gas Applications are based on valves without optional springs.

US Valve Flow Coefficients (Cv) vs. Conventional Designs

Size	US Valve Full Port Dual Disc	Conventional Swing Check Design	Conventional Lift Check Valve
1	37	22	17
1 ¼	65	39	—
1 ½	83	55	35
2	145	65	63
2 ½	350	90	100
3	590	135	148
4	920	215	260
5	1400	680	415
6	2800	1270	620
8	4900	2350	1030

Check Valve Flow Coefficient Comparisons (Cv) — GPM of water @ 60°F and 1 PSI Pressure Drop

US Valve LLC
812E Oregon Avenue
Linthicum, MD 21090

T: 410.789.0999
F: 410.789.1009
info@usvalve.com
www.usvalve.com

Maximizing the Flow

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS

FROM: MICHAEL L. FLOOD, GENERAL MANAGER

SUBJECT: REQUESTS FOR QUALIFICATIONS FOR PIPELINE CONTRACTORS AND
TRENCHLESS PIPELINE CONSTRUCTION FOR CALENDAR YEAR 2023

DATE: 09/28/2022

RECOMMENDATION:

- Determine all bidders on pipeline projects undertaken by the District in 2023 must be pre-qualified prior to submitting bids.
- Determine all trenchless pipeline bidders on the Ventura-Santa Barbara Counties Intertie project 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 started pre-qualifying pipeline contractors in 2019 and has awarded several projects in the Casitas and Ojai Water Systems. The Ventura – Santa Barbara Counties Intertie project has a trenchless portion and will be released for bidding in 2023.

The RFQs will be prepared using the DIR forms as a guide. The anticipated schedule milestones are:

Issue RFQs	October 5, 2022
Pre-Qualification Meetings (optional)	October 19, 2022
Deadline for Questions	November 4, 2022
Qualifications Due	November 18, 2022
Review Complete	December 2, 2022
Board Action	December 14, 2022

BUDGET IMPACT:

There is no budget impact to this action.

Attachments:

- RFQ for Pipeline Contractors for 2023
- RFQ for Trenchless Pipeline Construction for 2023



DRAFT
REQUEST FOR QUALIFICATIONS (RFQ)
FOR PIPELINE CONTRACTORS FOR 2023

October 5, 2022

Statements of Qualification will be received

via email to bids@casitaswater.com

until Friday, November 18, 2022 at 4:00 p.m.



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

Notice is hereby given that on **September 28, 2022**, Casitas Municipal Water District (Casitas or District) determined all bidders on public works pipeline projects to be undertaken by the District in calendar year 2023 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 **Wednesday, October 19, 2022 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. Questions regarding this RFQ must be submitted in writing no later than **Friday, November 4, 2022 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 **Friday, November 18, 2022**, 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.

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



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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 Google Meet/conference call on **Wednesday, October 19, 2022 at 10:00 a.m.** To request conference call information, send a request to Julia Aranda, PE, Engineering Manager, at jaranda@casitaswater.com. Questions regarding this RFQ must be submitted in writing no later than **Friday, November 4, 2022 at 4:00 p.m.**

Prequalification packages will be accepted until **Friday, November 18, 2022 at 4:00 p.m.** *via email to 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 2023.** 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.



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CONTRACTOR PRE-QUALIFICATION QUESTIONNAIRE

A. CONTRACTOR INFORMATION

(All Questions Must Be Answered)

Firm Name (as it appears on CSLB license): _____

Firm Type (Select one): Corporation LLC Partnership Sole Proprietorship Joint Venture

Contact Person/Title: _____
(List Owner(s) if Firm is a Sole Proprietorship or Partnership)

Local Address (P.O. Box is not acceptable):
 Address 1: _____
 Address 2: _____
 City: _____
 Zip: _____
 Office Telephone: _____
 Contact Mobile: _____
 Fax Number: _____
 E-mail Address: _____

List all California construction or other professional license numbers, classifications and expiration dates held by your firm:

License Number	Classification	Expiration Date

List your firm's DIR Public Works Contractor (PWCR) Registration Number(s):

PWCR Number	Entity Name	Expiration Date

If any of your firm's license(s) are held in the name of a corporation, limited liability company, or partnership, list below the names of the qualifying individual(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license.

License Number	Qualifying Individual	Expiration Date



B. CURRENT ORGANIZATION AND STRUCTURE

Complete the section below for the appropriate type of firm:

For Firms That Are 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 Firm	% Ownership

- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: 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.

Person’s Name	Construction Firm	Date of Person’s Participation with Firm

For Firms That Are Limited Liability Companies (LLC):

- 1a. Date Article of Organization filed: _____
- 1b. Under the laws of what state: _____
- 1c. Provide all the following information for all members of the LLC:

Name	Position	Years with Firm	% Ownership



- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: 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.

Person’s Name	Construction Firm	Date of Person’s Participation with Firm

For Firms That Are Partnerships:

- 1a. Date incorporated: _____
 1b. Under the laws of what state: _____
 1c. Provide all the following information for each partner who owns ten percent or more of the firm.

Name	Position	Years with Firm	% Ownership

- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: 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.

Person’s Name	Construction Firm	Date of Person’s Participation with Firm



For Firms That Are Sole Proprietorships:

- 1a. Date of commencement of business _____
- 1b. 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.
NOTE: 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.

Person’s Name	Construction Firm	Date of Person’s Participation with Firm

For Firms That Intend to Make a Bid as Part of a Joint Venture:

- 1a. Date of commencement of joint venture: _____
- 1b. Provide all 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 Construction Firm	% Ownership

Note: Explain on a separate sheet. Provide all other pertinent information required in the sections above, for each Corporation, LLC, Partnership, or Sole-Proprietorship that is a part of the Joint Venture.

FOR ALL FIRMS:

- 2. At any time during the past five years, has your firm shared office space, warehouse space, yard, plant or shop facilities, staff, equipment, telecommunications or other assets with any other construction firm? (If yes, identify and explain below.)

Construction Firm	Description of Sharing Agreement	Location of Facilities



3. State your firm's gross revenues for each of the last three fiscal years:
 Current year (\$): _____
 Previous year (\$): _____
 Year prior to previous year (\$): _____

4. How many years has your firm been in business in California as a contractor under your present business name and license number? _____

5. Bonding Capacity – Provide documentation from your surety identifying the following:
 Name of Bonding Company/Surety: _____
 Name of Surety Agent: _____
 Address: _____
 Telephone number: _____

6. 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 that 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.

7. List all other sureties (name and full address) that have written bonds for your firm during the last five years, including the dates on which they were issued:

Name	Address	Date

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

9. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years:
 Current year rate: _____
 Previous year rate: _____
 Year prior to previous year rate: _____

10. Does your firm regularly utilize a third party consultant to review labor compliance documents of subcontractors on a public works project? Yes No



11. 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 employ on any public works project awarded by [*Public Entity*].

Name	Address	Phone

12. Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you have requested and/or employed apprentices in the past three years.

Name	Address	Phone

13. 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;
 - (b) State the year in which each such apprenticeship program was approved and attach evidence of the most recent California Apprenticeship Council approval(s);
 - (c) For each craft, list the number apprentices employed by your firm and the number of individuals that completed apprenticeships while employed by your firm during the last three years.

Craft	Year	No. Apprentices	No. Completed

14. Has your firm changed names or license number in the past five years? Yes No
(If yes, explain on a separate sheet, including the reason for the change.)

15. Has there been any change in ownership of your firm at any time during the last five years? Yes No
(If yes, explain on a separate sheet.)

NOTE: A corporation whose shares are publicly traded is NOT required to answer this question.



16. Is your firm a subsidiary, parent, holding company or affiliate of another construction firm? Yes No

(If yes, explain on a separate sheet.)

NOTE: 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.

17. Has any owner, partner and/or officer of your firm operated or been connected to a construction firm under any other name in the last five years not listed in Section A or Section B above at any time in the past five years? Yes No

(If yes, provide the person's name, construction firm name, and dates of participation.)

Name	Construction Firm	Dates of Participation



C. ESSENTIAL CRITERIA QUESTIONS

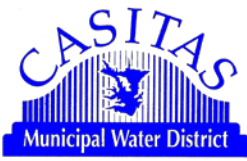
- | | | Circle Answer | |
|----|---|---------------|----|
| 1. | Does your firm possess a valid and current California Contractor’s or other professional license as required by law for the project or projects for which it intends to submit a bid? | Yes | No |
| 2. | Is your firm registered with DIR as a Public Works Contractor for the current fiscal year? | Yes | No |
| 3. | Does your firm have a liability insurance policy with a policy limit of at least \$1,000,000 per occurrence and \$2,000,000 aggregate? | Yes | No |
| 4. | Does your firm have current workers’ compensation insurance policy as required by the Labor Code or is your firm legally self-insured pursuant to Labor Code section 3700 et. seq.? | Yes | No |
| 5. | Have you attached your firm’s latest copy of reviewed or audited financial statements with accompanying notes and supplemental information? * | Yes | No |

NOTE: Financial statements that are not either reviewed or audited are 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 statements.

- | | | | |
|----|--|-----|----|
| 6. | Have you attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) authorized to issue bonds in the State of California, which states that: (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 valid for a year if you are seeking pre-qualification valid for a year; and (b) your current available bonding capacity? ** | Yes | No |
|----|--|-----|----|

NOTE: Notarized statement must be from the surety company, not an agent or broker.

- | | | | |
|----|---|-----|----|
| 7. | Has your contractor’s or other professional license been revoked at any time in the last five years? | Yes | No |
| 8. | Has a surety firm completed a contract on your behalf, or paid for completion because your firm was in default and/or terminated by the project owner within the last five years? | Yes | No |



- | | | Circle Answer | |
|-----|--|---------------|----|
| 9. | Is your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B, ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to Labor Code section 1777.1, Labor Code section 1777.7, or any other federal, state, county, municipal or other local law providing for the debarment of contractors from public works? | Yes | No |
| 10. | Has your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B been convicted of a crime involving the awarding of a contract of a government construction project, the bidding or performance of a government contract, antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty? | Yes | No |
| 11. | Is your firm currently the debtor in a bankruptcy case?

(If yes, attach a copy of the bankruptcy petition showing the case number and date on which the petition was filed.) | Yes | No |
| 12. | Has your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B ever been terminated from a public works contract, including but not limited to termination based on any misconduct, such as failure to comply with contractual, statutory, or other legal obligations from any public construction project? | Yes | No |
| 13. | Does your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B currently have any delinquent liability to an employee, the state, or any awarding body for any assessment of back wages or related damages, interest, fines or penalties pursuant to any final judgment, order, or determination by any court or any federal, state, or local administrative agency, including a confirmed arbitration award? | Yes | No |

* 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, 2001, the qualifying amount is \$10 million, and 25 percent of that amount, therefore, is \$2.5 million.



** An additional notarized statement from the surety may be requested by [*Public Entity*] at the time of submission of a bid, if this pre-qualification questionnaire is submitted more than 60 days prior to submission of the bid.



D. PRE-QUALIFICATION CRITERIA QUESTIONS

Prior History

Circle Answer

- 1. How many times has your firm, or any of its officers, supervisors, or managers, declared bankruptcy at any time during the last five years? **0 1 2 3 4 5+**

(This question refers only to a bankruptcy action that was not described in your answer to Question 11 in Section C. If yes, attach a copy of the bankruptcy petition showing the case number and the date on which the petition was filed, a copy of the Bankruptcy Court’s discharge order or any other document that concluded the case if no discharge order was issued.)

- 2. How many times has your firm, or any of its officers, supervisors, or managers, had an injunction, judgment, order, or lien entered against it for outstanding taxes assessed or fines, penalties and/or unpaid employee wages at any time in the last five years? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide details, including the name of the government agency, caption, date, case or docket number, and disposition. Be sure to note any judgments or liens that have not been fully satisfied.)

- 3. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging violation of any of the following: contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide details including the nature of the claims and defenses, caption, date, case or docket number, name of the court or agency before which the case is pending or which it was heard, and current status.)

- 4. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging a violation by a subcontractor hired by your firm of any of the following: contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide details including the nature of the claims and defenses, caption, date, case or docket number, name of the court or agency before which the case is pending or which it was heard, and current status.)



Circle Answer

- 5. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, paid any amount, fine or otherwise, regardless of characterization, to settle any of the allegations listed in Questions 3 and 4 above, whether with or without an admission of responsibility or liability? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide details, including the caption, date, case or docket number, and name of the court or agency before which the case was brought.)

- 6. How many times has your firm, or any of its officers, supervisors, or managers, been debarred, suspended, disqualified, denied a classification rating or pre-qualification or otherwise been declared not responsible to or prevented from bidding or performing work on any public works contract or subcontract in the last five years? **0 1 2 3 4 5+**

(Explain on a separate sheet. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, name of the person within your firm who was associated with that company, date, owner of the project, project name and information, basis for the action, and case or docket number.)

- 7. How many times 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? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify all such projects by owner, owner’s address, date of completion of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.)

- 8. How many times 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? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the amount of each such claim, name and telephone number of the claimant, date of claim, grounds for claim, present status of claim, date of resolution of such claim if resolved, method by which claim was resolved if resolved, nature of resolution and amount, if any, at which claim was resolved.)

- 9. How many times in the last five years has any insurance carrier, for any form of insurance, refused to renew an insurance policy for your firm? **0 1 2 3 4 5+**

(Explain on a separate sheet. Name the insurance carrier, form of insurance, and year of refusal.)



- 10. How many times during the last five years, has your firm been denied bond coverage by a surety company, or has there been a period of time when your firm had no surety bond in place during a public works construction project when one was required? **0 1 2 3 4 5+**

(Explain on a separate sheet. Indicate the date when your firm was denied coverage, name of the company or companies which denied coverage, and the time period during which you had no surety bond in place.)

Criminal Matters and Civil Suits

Circle Answer

- 11. How many times has your firm, or any of its officers, supervisors, or managers, ever been convicted of a crime involving any federal, state, or local law related to construction? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify who was involved, name of the public agency, date of conviction, and grounds for conviction.)

- 12. How many times has your firm, or any of its officers, supervisors, or managers, ever been found liable in a civil suit or convicted of a federal or state crime of fraud, theft, or involving any other act of dishonesty, such as making any false claim or material misrepresentations? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the person or persons convicted or found liable, court [the county if a state court, the district or location if federal court], year, and conduct involved.)

NOTE: 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 involving amounts of less than \$50,000.

- 13. How many times in the last five years has any claim against your firm concerning your firm's work on a construction project been filed in court or arbitration? **0 1 2 3 4 5+**

(Explain on a separate sheet. 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 [e.g. "pending" or, if resolved, a brief description of the resolution].)

- 14. How many times in the last 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? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the claim(s) 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 [e.g. "pending" or if resolved, a brief description of the resolution].)



Occupational Health and Safety Compliance

Circle Answer

- 15. How many times in the last five years has CalOSHA cited and assessed penalties against your firm for any “serious,” “willful” or “repeat” violation(s) or the federal Occupational Safety and Health Administration cited and assessed penalties against your firm for violation(s) of safety or health regulations? **0 1 2 3 4 5+**

NOTE: 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.

- 16. How many times in the last five years 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? **0 1 2 3 4 5+**

(Explain on a separate sheet describing each citation.)

NOTE: 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.

- 17. How many times 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? **0 1 2 3 4 5+**

(Explain the reason for each absence of workers’ compensation insurance on a separate sheet. If “None,” 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

- 18. How many times during the last five years, has your firm been required to pay back wages and/or penalties related to **state or federal** prevailing wage laws for work performed by **your firm**? **0 1 2 3 4 5+**

(Explain on a separate sheet. Describe the nature of each violation and identify the name of the project, date of its completion, public agency for which it was constructed, number of employees underpaid, and amount(s) of back wages and penalties your firm was required to pay.)

NOTE: Question 18 refers only to the violation of prevailing wage laws by your firm, not to violations by a subcontractor.

Circle Answer

19. How many times during the last five years, has your firm or any subcontractors hired by your firm been required to pay back wages and/or penalties related to **state or federal** prevailing wage laws for work performed by a **subcontractor**?

0 1 2 3 4 5+

(Explain on a separate sheet. Identify the subcontractor’s business name and CSLB license number, describe the nature of each violation, and identify the name of the project, date of its completion, public agency for which it was constructed, number of employees underpaid, and amount(s) of back wages and penalties your firm was required to pay.)

NOTE: This question refers only to the violation of prevailing wage laws by subcontractors, not to violations by your firm.

20. How many times during the last five years, has your firm paid any penalties related to any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works projects, including Labor Code sections 1777.5 and 1777.7?

0 1 2 3 4 5+

(Explain on a separate sheet. Provide the date(s) of such findings, case number(s), and attach copies of the Department’s final decision(s).)

21. How many times during the last five years, has any subcontractor hired by your firm paid any penalties related to any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works projects, including Labor Code sections 1777.5 and 1777.7?

0 1 2 3 4 5+

(Explain on a separate sheet. Provide the date(s) of such findings, case number(s), and attach copies of the Department’s final decision(s).)



NOTE: Omissions, misrepresentations and any failure to disclose associations with other firms or any prior history of alleged violations may lead to loss of your eligibility to register as a Public Works Contractor, disqualification of bids, and/or grounds for termination of a contract.





E. PROJECT REFERENCES

Provide information about the firm’s six most recently completed public works projects and its three largest completed private projects within the last three years. Names and references must be current and verifiable. Use separate sheets of paper that contain all of the following information*:

For General Contractors: Only list projects your firm performed as the general contractor.

For Subcontractors: Only list projects your firm performed as the prime contractor if a single trade job or as a subcontractor on a multiple trade contract. For multiple trade contracts, indicate the general contractor’s name and contact information.

Project Name: _____

Location: _____

Owner: _____

Owner Contact (name and current phone number): _____

Architect or Engineering Firm: _____

Architect or Engineer Contact
(name and current phone number): _____

Construction Manager (name and current phone number): _____

Inspector of Record (name and current phone number): _____

Description of Project, Scope of Work Performed:

Total Value of Construction
(including change orders): _____

Date Construction Commenced: _____

Original Contractual Completion Deadline: _____

Adjusted Completion Deadline Based on
Time Extensions Granted by Owner: _____

Actual Date of Completion: _____

General Contractor’s Project Manager (lead contact in office), if applicable: _____

General Contractor’s Superintendent (lead contact on project site), if applicable: _____

* You may also provide information about other projects that you have completed that are similar to the project(s) for which you expect to bid using the same format.



F. CERTIFICATION

Questionnaires submitted by corporations must be signed with the legal name of the corporation, followed by the name of the state of incorporation and by the signature and designation of the chairman of the board, president or any vice president, and then followed by a second signature by the secretary, assistant secretary, the chief financial officer or assistant treasurer. All persons signing must be authorized to bind the corporation in the matter. The name of each person signing shall also be typed or printed below the signature. Satisfactory evidence of the authority of each officer signing on behalf of a corporation shall be furnished.

Questionnaires submitted by partnerships must furnish the full name of all partners and must be signed in the partnership name by a general partner with authority to bind the partnership in such matters, followed by the signature and designation of the person signing. The name of the person signing shall also be typed or printed below the signature.

Each person signing below makes the following representations under penalty of perjury:

The submitter of the foregoing answers to the questionnaire has read the same and the matters stated therein are true to the best of his or her own personal knowledge. This information is provided for the purpose of qualifying to bid on the Project, and any individual, company or other agency named herein is hereby authorized to supply the awarding body with any information necessary to verify the prospective bidder's statements. By signing below, the submitter and the named contractor hereby grant permission to the [Public Entity] to contact any or all of the above listed persons or entities to confirm facts or otherwise investigate the above facts and issues.

The submitter understands that any statement which is proven to be false shall be grounds for immediate disqualification from bidding on the Project. The submitter whose signature appears below represents and warrants that he or she has authority to bind the named contractor.

I, _____ (Name), the undersigned, am the _____
(Title), with the authority to act for and on behalf of _____
(Contractor Entity Name), declare under penalty of perjury under the laws of the State of California that the foregoing information provided in this Pre-qualification Questionnaire is true, full, and correct.

I understand that making a false statement may result in disqualification from bidding on any public works project, registering as a Public Works Contractor with the Department of Industrial Relations, and may be grounds for termination of a public works contract.

Executed on this: _____ day of _____ at _____.
(Date) (Month / Year) (City / State)

Name of Contractor Representative: _____

Signature of Contractor Representative: _____



SCORING WORKSHEET



Section D. PRE-QUALIFICATION CRITERIA QUESTIONS AND SCORING

Question Number	Factor #1 - Points	Factor #2 - Points	Multiplying Factor	Total Points
1			x2	
2			x2	
3			x2	
4			x1	
5			x2	
6			x2	
7			1	
8			x2	
9			x1	
10			x2	
11			x2	
12			x2	
13			x1	
14			x1	
15			x2	
16			x2	
17			x2	
18			x2	
19			x1	
20			x2	
21			x1	
Total			=	

Factor #1: Whether the incident was a good faith mistake and, if so, the error was promptly and voluntarily corrected when brought to the attention of the Contractor or Subcontractor.

Factor #2: Whether the Contractor or Subcontractor has a prior history or several incidents are reported.

Questions Type:

14 Red Flag Questions (x2)

7 Non-Red Flag Questions (x1)

Notes: The awarding body will review additional documents provided by the Contractor in response to the questions in Section D to calculate a final score using the two factors listed above.

A score on a scale of 1 to 5 is assigned to each factor.

Factor #1: A score of 1 is assigned where the incident is clearly the result of a good-faith mistake, and a score of 5 is assigned where the incident is clearly an overtly willful action for which the Contractor is culpable.

Factor #2: A score of 1 is assigned where only a single incident exists, and a score of 5 is assigned where five or more incidents of that kind are reported.

A contractor is PRE-QUALIFIED if the total score above is: 35 points or LESS.

A contractor is DISQUALIFIED if the total score above is: GREATER THAN 35 points.



MODEL INTERVIEW QUESTIONS



MODEL INTERVIEW QUESTIONS

The following questions are optional and may be used by the public agency to interview individuals identified as “project references” in Section E of the questionnaire.

1. Give a brief description of the project.
2. 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)
3. Did the contractor provide adequate personnel?
4. Did the contractor provide adequate supervision?
5. Was there adequate equipment provided on the job?
6. Was the contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates?
7. Did the contractor adhere to the approved project schedule?
8. Was the project completed on time?
9. Did the contractor timely submit reasonable cost and time estimates to perform change order work?
10. How well did the contractor perform work after a change order was issued, and how well did the contractor integrate the change order work into the existing work?
11. How well did the contractor perform in the area of turning in Operation & Maintenance manuals, completing as-built drawings, providing required training and taking care of warranty items?
12. Given the nature of the project, were there an unusually high number of claims or unusual difficulty in resolving them?
13. Did the contractor make timely payments to either subcontractors or suppliers?
14. How would you rate the quality of the work overall?



**REQUEST FOR QUALIFICATIONS (RFQ)
FOR TRENCHLESS PIPELINE CONTRACTORS FOR THE
VENTURA-SANTA BARBARA COUNTIES INTERTIE**

October 5, 2022

Statements of Qualification will be received

via email to bids@casitaswater.com

*until **Friday, November 18, 2022 at 4:00 p.m.***

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DRAFT



**ANNOUNCEMENT OF PRE-QUALIFICATION PROCEDURES
FOR THE TRENCHLESS CONSTRUCTION PORTION OF
THE VENTURA-SANTA BARBARA COUNTIES INTERTIE PROJECT**

Notice is hereby given that on **September 28, 2022**, Casitas Municipal Water District (Casitas or District) determined all bidders for the trenchless construction portion of the Ventura-Santa Barbara Counties Intertie must be pre-qualified prior to submitting bids. All Licensed Contractors who intend to submit bids either as the prime contractor or as a subcontractor 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 as a prime contractor or subcontractor 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 **Wednesday, October 19, 2022 at 11:00 a.m.** To request web link and/or call-in information, send a request to Julia Aranda, PE, Engineering Manager, at jaranda@casitaswater.com. Questions regarding this RFQ must be submitted in writing no later than **Friday, November 4, 2022 at 4:00 p.m.**

Answers to questions contained in the attached questionnaire, information about current bonding capacity, 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.

Casitas reserves the right to adjust, increase, limit, suspend or rescind the pre-qualification rating based on subsequently learned information. Contractors whose rating changes sufficient to disqualify them will be notified and given an opportunity for a hearing consistent with the hearing procedures described below for appealing a pre-qualification rating.

While it is the intent of the pre-qualification questionnaire and documents required therewith to assist Casitas in determining bidder responsibility prior to bid 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 of whether a bidder has the quality, fitness, capacity and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness.

The pre-qualification applications should be submitted under seal and marked "CONFIDENTIAL" to bids@casitaswater.com.

The pre-qualification applications (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. However, the contents may be disclosed to third parties for purpose of verification, or investigation of substantial allegations, or in the appeal hearing. State law requires that 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 [Public Entity] 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 that the pre-qualification procedures will not be applied to a specific future public works project.

Contractors who submit a complete pre-qualification application will be notified of their qualification status no later than ten (10) business days after submission of the information.

Casitas may refuse to grant pre-qualification where the requested information and materials are not provided, or not provided by mm/dd/yy [date specified in first paragraph – 35 days before bid closing] There is no appeal from a refusal for an incomplete or late application, but re-application for a later project is permitted. The closing time for bids will not be changed in order to accommodate supplementation of incomplete submissions, or late submissions.

Where a timely and completed application results in a rating below that necessary to pre-qualify, an appeal can be made. An appeal is begun by the Contractor delivering notice to Casitas of its appeal of the decision with respect to its pre-qualification rating, no later than ten (10) business days prior to the closing time for the receipt of bids for this public works project. Without a timely appeal, the Contractor waives any and all rights to challenge the 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 five business days after Casitas' receipt of the notice of appeal, and no later than five business days prior to the last date for the receipt of bids on the project. The hearing shall be an informal process conducted by a panel to whom the Board of Directors 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' prequalification determination. The Contractor will be given the opportunity to present information and present reasons in opposition to the rating. Within one day after the conclusion of the hearing, the Appeals Panel will render its decision. It is the intention of Casitas that the date for the submission and opening of bids will not be delayed or postponed to allow for completion of an appeal process.

Note: A contractor may be found not pre-qualified for bidding on a specific public works contract to be let by [Public Entity], 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



INTRODUCTION

Casitas Municipal Water District (Casitas or District) is requesting Statements of Qualifications (SOQ) from construction contractors to perform trenchless pipeline construction for the Ventura-Santa Barbara Counties Intertie project.

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, to perform trenchless pipeline construction for the Ventura-Santa Barbara Counties Intertie project. The pipeline will be installed using open-cut trenching and horizontal directional drilling. Encroachment permits and paving standards will be required from Caltrans.

An optional pre-qualification meeting will be held via conference call on **Wednesday, October 19, 2022 at 10:00 a.m.** To request conference call information, send a request to Julia Aranda, PE, Engineering Manager, at jaranda@casitaswater.com. Questions regarding this RFQ must be submitted in writing no later than **Friday, November 4, 2022 at 4:00 p.m.**

Prequalification packages will be accepted until **Friday, November 18, 2022 at 4:00 p.m.** *via email to 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.



CONTRACTOR PRE-QUALIFICATION QUESTIONNAIRE

A. CONTRACTOR INFORMATION

(All Questions Must Be Answered)

Firm Name (as it appears on CSLB license): _____

Firm Type (Select one): Corporation LLC Partnership Sole Proprietorship Joint Venture

Contact Person/Title: _____
 (List Owner(s) if Firm is a Sole Proprietorship or Partnership)

Local Address (P.O. Box is not acceptable):
 Address 1: _____
 Address 2: _____
 City: _____
 Zip: _____
 Office Telephone: _____
 Contact Mobile: _____
 Fax Number: _____
 E-mail Address: _____

List all California construction or other professional license numbers, classifications and expiration dates held by your firm:

License Number	Classification	Expiration Date

List your firm's DIR Public Works Contractor (PWCR) Registration Number(s):

PWCR Number	Entity Name	Expiration Date

If any of your firm's license(s) are held in the name of a corporation, limited liability company, or partnership, list below the names of the qualifying individual(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license.

License Number	Qualifying Individual	Expiration Date





B. CURRENT ORGANIZATION AND STRUCTURE

Complete the section below for the appropriate type of firm:

For Firms That Are 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 Firm	% Ownership

- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: 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.

Person’s Name	Construction Firm	Date of Person’s Participation with Firm

For Firms That Are Limited Liability Companies (LLC):

- 1a. Date Article of Organization filed:
- 1b. Under the laws of what state:
 - 1c. Provide all the following information for all members of the LLC:

Name	Position	Years with Firm	% Ownership



- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: 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.

Person’s Name	Construction Firm	Date of Person’s Participation with Firm

For Firms That Are Partnerships:

- 1a. Date incorporated:
 1b. Under the laws of what state:
 1c. Provide all the following information for each partner who owns ten percent or more of the firm.

Name	Position	Years with Firm	% Ownership	

- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: 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.

Person’s Name	Construction Firm	Date of Person’s Participation with Firm



For Firms That Are Sole Proprietorships:

- 1a. Date of commencement of business
- 1b. 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. **NOTE: 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.**

Person’s Name	Construction Firm	Date of Person’s Participation with Firm

For Firms That Intend to Make a Bid as Part of a Joint Venture:

- 1a. Date of commencement of joint venture:
- 1b. Provide all 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 Construction Firm	% Ownership

Note: Explain on a separate sheet. Provide all other pertinent information required in the sections above, for each Corporation, LLC, Partnership, or Sole-Proprietorship that is a part of the Joint Venture.

FOR ALL FIRMS:

2. At any time during the past five years, has your firm shared office space, warehouse space, yard, plant or shop facilities, staff, equipment, telecommunications or other assets with any other construction firm? (If yes, identify and explain below.)

Construction Firm	Description of Sharing Agreement	Location of Facilities



3. State your firm's gross revenues for each of the last three fiscal years:
 Current year (\$): _____
 Previous year (\$): _____
 Year prior to previous year (\$): _____

4. How many years has your firm been in business in California as a contractor under your present business name and license number? _____

5. Bonding Capacity – Provide documentation from your surety identifying the following:
 Name of Bonding Company/Surety: _____
 Name of Surety Agent: _____
 Address: _____
 Telephone number: _____

6. 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 that 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.

7. List all other sureties (name and full address) that have written bonds for your firm during the last five years, including the dates on which they were issued:

Name	Address	Date

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

9. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years:
 Current year rate: _____ Previous
 year rate: _____
 Year prior to previous year rate: _____

10. Does your firm regularly utilize a third party consultant to review labor compliance documents of subcontractors on a public works project? Yes No



11. 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 employ on any public works project awarded by [Public Entity].

Name	Address	Phone

12. Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you have requested and/or employed apprentices in the past three years.

Name	Address	Phone

13. 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;
 - (b) State the year in which each such apprenticeship program was approved and attach evidence of the most recent California Apprenticeship Council approval(s);
 - (c) For each craft, list the number apprentices employed by your firm and the number of individuals that completed apprenticeships while employed by your firm during the last three years.

Craft	Year	No. Apprentices	No. Completed

14. Has your firm changed names or license number in the past five years? Yes No
 (If yes, explain on a separate sheet, including the reason for the change.)
15. Has there been any change in ownership of your firm at any time during the last five years? Yes No
 (If yes, explain on a separate sheet.)

NOTE: A corporation whose shares are publicly traded is NOT required to answer this question.



16. Is your firm a subsidiary, parent, holding company or affiliate of another construction firm? Yes No

(If yes, explain on a separate sheet.)

NOTE: 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.

Has any owner, partner and/or officer of your firm operated or been connected to a construction firm under any other name in the last five years not listed in Section A or Section B above at any time in the past five years? Yes No

(If yes, provide the person 's name, construction firm name, and dates of participation.)

Name	Construction Firm	Dates of Participation



C. ESSENTIAL CRITERIA QUESTIONS

		Circle Answer	
1.	Does your firm possess a valid and current California Contractor's or other professional license as required by law for the project or projects for which it intends to submit a bid?	Yes	No
2.	Is your firm registered with DIR as a Public Works Contractor for the current fiscal year? Yes No		
3.	Does your firm have a liability insurance policy with a policy limit of at least \$1,000,000 per occurrence and \$2,000,000 aggregate?	Yes	No
4.	Does your firm have current workers' compensation insurance policy as required by the Labor Code or is your firm legally self-insured pursuant to Labor Code section 3700 et. seq.?	Yes	No
5.	Have you attached your firm's latest copy of reviewed or audited financial statements with accompanying notes and supplemental information? *	Yes	No
<p>NOTE: Financial statements that are not either reviewed or audited are 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 statements.</p>			
6.	ave you attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) authorized to issue bonds in the State of California, which states that: (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 valid for a year if you are seeking pre-qualification valid for a year; and (b) your current available bonding capacity? **	Yes	No
<p>NOTE: Notarized statement must be from the surety company, not an agent or broker.</p>			
7.	Has your contractor's or other professional license been revoked at any time in the last five years? Yes No		
8.	Has a surety firm completed a contract on your behalf, or paid for completion because your firm was in default and/or terminated by the project owner within the last five years?		



- | | | Circle Answer | |
|-----|--|----------------------|----|
| 9. | Is your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B, ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to Labor Code section 1777.1, Labor Code section 1777.7, or any other federal, state, county, municipal or other local law providing for the debarment of contractors from public works? | Yes | No |
| 10. | Has your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B been convicted of a crime involving the awarding of a contract of a government construction project, the bidding or performance of a government contract, antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty? | Yes | No |
| | Is your firm currently the debtor in a bankruptcy case? | Yes | No |
| | (If yes, attach a copy of the bankruptcy petition showing the case number and date on which the petition was filed.) | | |
| 11. | Has your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B ever been terminated from a public works contract, including but not limited to termination based on any misconduct, such as failure to comply with contractual, statutory, or other legal obligations from any public construction project? | Yes | No |
| 12. | Does your firm, any of its officers, supervisors, managers, or any firm or individual identified above in Section A and/or Section B currently have any delinquent liability to an employee, the state, or any awarding body for any assessment of back wages or related damages, interest, fines or penalties pursuant to any final judgment, order, or determination by any court or any federal, state, or local administrative agency, including a confirmed arbitration award? | Yes | No |



* 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, 2001, the qualifying amount is \$10 million, and 25 percent of that amount, therefore, is \$2.5 million.

** An additional notarized statement from the surety may be requested by [Public Entity] at the time of submission of a bid, if this pre-qualification questionnaire is submitted more than 60 days prior to submission of the bid.

PRE-QUALIFICATION CRITERIA QUESTIONS

Prior History

Circle Answer

- 1. How many times has your firm, or any of its officers, supervisors, or managers, declared bankruptcy at any time during the last five years? **0 1 2 3 4 5+**

(This question refers only to a bankruptcy action that was not described in your answer to Question 11 in Section C. If yes, attach a copy of the bankruptcy petition showing the case number and the date on which the petition was filed, a copy of the Bankruptcy Court’s discharge order or any other document that concluded the case if no discharge order was issued.)

- 2. How many times has your firm, or any of its officers, supervisors, or managers, had an injunction, judgment, order, or lien entered against it for outstanding taxes assessed or fines, penalties and/or unpaid employee wages at any time in the last five years? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide details, including the name of the government agency, caption, date, case or docket number, and disposition. Be sure to note any judgments or liens that have not been fully satisfied.)

- 3. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging violation of any of the following: contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide details including the nature of the claims and defenses, caption, date, case or docket number, name of the court or agency before which the case is pending or which it was heard, and current status.)

- 4. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging a violation by a subcontractor hired by your firm of any of the following: contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty? **0 1 2 3 4 5+**



(Explain on a separate sheet. Provide details including the nature of the claims and defenses, caption, date, case or docket number, name of the court or agency before which the case is pending or which it was heard, and current status.)



Circle Answer

- 5. How many times in the past five years, has your firm, or any of its officers, supervisors, or managers, paid any amount, fine or otherwise, regardless of characterization, to settle any of the allegations listed in Questions 3 and 4 above, whether with or without an admission of responsibility or liability? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide details, including the caption, date, case or docket number, and name of the court or agency before which the case was brought.)

- 6. How many times has your firm, or any of its officers, supervisors, or managers, been debarred, suspended, disqualified, denied a classification rating or pre-qualification or otherwise been declared not responsible to or prevented from bidding or performing work on any public works contract or subcontract in the last five years? **0 1 2 3 4 5+**

(Explain on a separate sheet. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, name of the person within your firm who was associated with that company, date, owner of the project, project name and information, basis for the action, and case or docket number.)

- 7. How many times 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? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify all such projects by owner, owner's address, date of completion of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.)

- 8. How many times 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? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the amount of each such claim, name and telephone number of the claimant, date of claim, grounds for claim, present status of claim, date of resolution of such claim if resolved, method by which claim was resolved if resolved, nature of resolution and amount, if any, at which claim was resolved.)

- 9. How many times in the last five years has any insurance carrier, for any form of insurance, refused to renew an insurance policy for your firm? **0 1 2 3 4 5+**

(Explain on a separate sheet. Name the insurance carrier, form of insurance, and year of refusal.)



- 10. How many times during the last five years, has your firm been denied bond coverage by a surety company, or has there been a period of time when your firm had no surety bond in place during a public works construction project when one was required? **0 1 2 3 4 5+**

(Explain on a separate sheet. Indicate the date when your firm was denied coverage, name of the company or companies which denied coverage, and the time period during which you had no surety bond in place.)

Criminal Matters and Civil Suits

Circle Answer

- 11. How many times has your firm, or any of its officers, supervisors, or managers, ever been convicted of a crime involving any federal, state, or local law related to construction? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify who was involved, name of the public agency, date of conviction, and grounds for conviction.)

- 12. How many times has your firm, or any of its officers, supervisors, or managers, ever been found liable in a civil suit or convicted of a federal or state crime of fraud, theft, or involving any other act of dishonesty, such as making any false claim or material misrepresentations? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the person or persons convicted or found liable, court [the county if a state court, the district or location if federal court], year, and conduct involved.)

NOTE: 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 involving amounts of less than \$50,000.

- 13. How many times in the last five years has any claim against your firm concerning your firm's work on a construction project been filed in court or arbitration? **0 1 2 3 4 5+**

(Explain on a separate sheet. 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 [e.g. "pending" or, if resolved, a brief description of the resolution].)

- 14. How many times in the last 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? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the claim(s) 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 [e.g. "pending" or if resolved, a brief description of the resolution].)



Occupational Health and Safety Compliance

Circle Answer

15. How many times in the last five years has CalOSHA cited and assessed penalties against your firm for any “serious,” “willful” or “repeat” violation(s) or the federal Occupational Safety and Health Administration cited and assessed penalties against your firm for violation(s) of safety or health regulations?
- 0 1 2 3 4 5+**
0 1 2 3 4 5+

NOTE: 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.

16. How many times in the last five years 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?
- 0 1 2 3 4 5+**

(Explain on a separate sheet describing each citation.)

NOTE: 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.

17. How many times 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?
- 0 1 2 3 4 5+**

(Explain the reason for each absence of workers’ compensation insurance on a separate sheet. If “None,” 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

18. How many times during the last five years, has your firm been required to pay back wages and/or penalties related to state or federal prevailing wage laws for work performed by your firm?

(Explain on a separate sheet. Describe the nature of each violation and identify the name of the project, date of its completion, public agency for which it was constructed, number of employees underpaid, and amount(s) of back wages and penalties your firm was required to pay.)

NOTE: Question 18 refers only to the violation of prevailing wage laws by your firm, not to violations by a subcontractor.



Circle Answer

19. How many times during the last five years, has your firm or any subcontractors hired by your firm been required to pay back wages and/or penalties related to **state or federal** prevailing wage laws for work performed by a **subcontractor**? **0 1 2 3 4 5+**

(Explain on a separate sheet. Identify the subcontractor’s business name and CSLB license number, describe the nature of each violation, and identify the name of the project, date of its completion, public agency for which it was constructed, number of employees underpaid, and amount(s) of back wages and penalties your firm was required to pay.)

NOTE: This question refers only to the violation of prevailing wage laws by subcontractors, not to violations by your firm.

20. How many times during the last five years, has your firm paid any penalties related to any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works projects, including Labor Code sections 1777.5 and 1777.7? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide the date(s) of such findings, case number(s), and attach copies of the Department’s final decision(s).)

21. How many times during the last five years, has any subcontractor hired by your firm paid any penalties related to any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works projects, including Labor Code sections 1777.5 and 1777.7? **0 1 2 3 4 5+**

(Explain on a separate sheet. Provide the date(s) of such findings, case number(s), and attach copies of the Department’s final decision(s).)

NOTE: Omissions, misrepresentations and any failure to disclose associations with other firms or any prior history of alleged violations may lead to loss of your eligibility to register as a Public Works Contractor, disqualification of bids, and/or grounds for termination of a contract.



PART III. RECENT CONSTRUCTION PROJECTS COMPLETED

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

- Projects of HDD of similar length.
- Projects of HDD of similar pipe diameter.
- Projects with conductor casings with lengths up to ____ feet.
- Projects with HDD bore paths with the pilot bore exit point elevation a minimum of 30 feet higher than the entry point (drill rig side) elevation
- Projects with the use of a gate valve in the entry conductor casing to maintain and control drilling fluid in the full HDD bore path where the pilot bore exit point is a minimum of 30 feet higher than the entry point
- Projects with drilling through gravel, cobbles and boulders
- Projects with drilling in ____ soils and ____ formations with ____ plasticity, ____ shear strength and ____ permeability
- Projects with drilling under ____ feet of groundwater head
- < Need to craft language for Materials availability >
- < Need to craft language for Equipment availability >
- < Need to craft language for Staff availability >

Project Name: _____

Location: _____

Owner: _____

Owner Contact

Name: _____

Phone: _____

Email: _____

Engineer: _____

Engineer Contact

Name: _____

Phone: _____

Email: _____

Construction Manager:



Name: _____

Phone: _____

Email: _____

Description of Project, Scope of Work Performed:

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



SCORING WORKSHEET

Section D. PRE-QUALIFICATION CRITERIA

QUESTIONS AND SCORING

Question Number	Factor #1 - Points	Factor #2 - Points	Multiplying Factor	Total Points
1			x2	
2			x2	
3			x2	
4			x1	
5			x2	
6			x2	
7			1	
8			x2	
9			x1	
10			x2	
11			x2	
12			x2	
13			x1	
14			x1	
15			x2	
16			x2	
17			x2	
18			x2	
19			x1	
20			x2	
21			x1	
Total			=	

Factor #1: Whether the incident was a good faith mistake and, if so, the error was promptly and voluntarily corrected when brought to the attention of the Contractor or Subcontractor.

Factor #2: Whether the Contractor or Subcontractor has a prior history or several incidents are reported.

Questions Type:

- 14 Red Flag Questions (x2)
- 7 Non-Red Flag Questions (x1)

Notes: The awarding body will review additional documents provided by the Contractor in response to the questions in Section D to calculate a final score using the two factors listed above. A score on a scale of 1 to 5 is assigned to each factor.

Factor #1: A score of 1 is assigned where the incident is clearly the result of a good-faith mistake, and a score of 5 is assigned where the incident is clearly an overtly willful action for which the Contractor is culpable.

Factor #2: A score of 1 is assigned where only a single incident exists, and a score of 5 is assigned where five or more incidents of that kind are reported.

A contractor is PRE-QUALIFIED if the total score above is: 35 points or LESS.

A contractor is DISQUALIFIED if the total score above is: GREATER THAN 35 points.



DRAFT Request For Qualifications
for Trenchless Pipeline Contractors for
the Ventura-Santa Barbara Counties Intertie
October 5, 2022

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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 in 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: _____

CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM

TO:	BOARD OF DIRECTORS
FROM:	MICHAEL FLOOD, GENERAL MANAGER
SUBJECT:	DECLARATION OF SURPLUS CASITAS MWD ASSETS
DATE:	9/28/2022

RECOMMENDATION:

Declare the following Casitas MWD assets surplus and direct staff to dispose of the following District assets:

District Vehicles:

- Unit #38 - 2003 Chevy ¾ Ton Utility via Enterprise
- Unit #13 - 2003 Chevy ½ Ton via Enterprise
- Unit #42 - 2008 Ford ¾ Ton 4x4 via Enterprise
- Unit #29 - 2003 Chevy ½ Ton via Enterprise
- Unit #04 - 1998 Chevy ½ Ton via Enterprise
- Unit #34 - 2001 Chevy ½ Ton via Enterprise
- Unit #15 – 2007 Chevy ¾ Ton Utility via Enterprise
- Unit #22 – 2007 Chevy ¾ Ton Utility via Enterprise
- Unit #23 – 1999 Chevy ½ Ton via Enterprise
- Unit #68 - 2001 International Dump Truck via GovDeals
- Unit #72 – 1981 Chevy Manlift Truck via GovDeals

District Equipment (out of service):

- Precision Scientific - Thelco Incubator Oven via GovDeals
- Jewett – Polarstar Undercounter Refrigerator via GovDeals
- Market Forge – Sterilmatic Autoclave via GovDeals
- Despatch – Lab Oven via GovDeals
- Kyocera – TASKalfa 4551ci Printer via GovDeals

BACKGROUND:

The vehicles and equipment that are recommended to dispose of have exceeded their useful life are now either inoperable or been replaced by newer units. Most of the vehicles are from the Lake Casitas Recreation Area maintenance fleet as we will be transferring over newer water operations vehicles once the Enterprise replacements arrive.

The following is an estimate on expected revenue generated from the vehicle sale:

Table 1 – Estimated Revenue from Vehicles

Unit #	Unit Description	Enterprise Fee	Est. Low Value	Est. High Value
38	2003 Chevy ¾ Ton Utility	\$400	\$2,500	\$3,500
13	2003 Chevy ½ Ton	\$400	\$1,800	\$2,800
42	2008 Ford ¾ Ton 4x4	\$400	\$5,500	\$6,500
29	2003 Chevy ½ Ton	\$400	\$2,000	\$3,000
04	1998 Chevy ½ Ton	\$400	\$1,000	\$2,000
34	2001 Chevy ½ Ton	\$400	\$1,500	\$2,500
15	2007 Chevy ¾ Ton Utility	\$400	\$2,200	\$3,200
22	2007 Chevy ¾ Ton Utility	\$400	\$2,800	\$3,800
23	1999 Chevy ½ Ton	\$400	\$1,000	\$2,000
68	2001 International Dump Truck		\$25,000	\$35,000
72	1981 Chevy Manlift Truck		\$1,000	\$3,000

FINANCIAL IMPACT:

It is estimated to generate \$46,300-67,300 in revenue to the 2022/23 budget with a cost of goods sold of \$2,400. The operating costs of the fleet are expected to decrease as capital is moved to assets instead of maintenance.



VENTURA LOCAL AGENCY FORMATION COMMISSION
801 S. Victoria Avenue, Suite 301, Ventura, CA 93003
(805) 654-2576
ventura.lafco.ca.gov

**CALL FOR NOMINATIONS
LAFCO SPECIAL DISTRICT REGULAR MEMBER
AND SPECIAL DISTRICT ALTERNATE MEMBER**

August 24, 2022

Chair of the Board
Casitas Municipal Water District
1055 Ventura Avenue
Oak View, CA 93022

RE: CALL FOR NOMINATIONS – Ventura LAFCo Special District Regular Member and Special District Alternate Member

Dear Chair of the Board:

The terms of LAFCo special district regular member Elaine Freeman and alternate member John R. (Jack) Curtis will expire on December 31, 2022. As such, an appointment for each seat must be made for the subsequent four-year terms (January 1, 2023 through December 31, 2026) (Govt. Code § 56334). Pursuant to state law, LAFCo special district members are appointed by the independent special district selection committee, which consists of the presiding officer of the legislative body of each independent special district in the county (Govt. Code § 56332).

Pursuant to Govt. Code 56332(f), I have determined that a meeting of the committee for the purpose of selecting a regular member to LAFCo is not feasible due to the likelihood that a quorum will not be achieved. Thus, both the nominating process and the election itself will be conducted by mail (most special districts have consented to conducting the election via electronic mail).

If your district wishes to nominate an individual to be a candidate for either the regular member or alternate member on LAFCo, please submit a nominating resolution (attached is a sample resolution for your use) and a candidate's statement or resume of no more than one page to Kai Luoma, Executive Officer, at Ventura LAFCo either by mail or via email (for those districts that have previously consented to email – see attached list).

The deadline for submitting nominating resolutions and candidate statements/resumes is 5:00 p.m., Friday, October 14, 2022. Any nomination submitted after the deadline will not be considered.

Chair of the Board, Casitas Municipal Water District
CALL FOR NOMINATIONS – Ventura LAFCo Special District Regular Member
August 24, 2022
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If at the end of the nominating period only one candidate for either position is nominated, that candidate shall be deemed appointed. If two or more candidates are nominated, LAFCo staff will prepare and deliver a ballot and voting instructions to each eligible district. For the election to be valid, a quorum of the 29 independent special districts must submit valid ballots.

Thank you for your attention to this matter. Please let me know if you have any questions or require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kai Luoma', written in a cursive style.

Kai Luoma
Executive Officer

c: General Manager

RESOLUTION OF THE [DISTRICT NAME]

NOMINATING [NAME OF BOARD MEMBER] TO FILL THE TERM OF 1/1/2023 – 12/31/2026 FOR THE [REGULAR or ALTERNATE] SPECIAL DISTRICT MEMBER OF THE VENTURA LOCAL AGENCY FORMATION COMMISSION

WHEREAS, the Executive Officer of the Ventura Local Agency Formation Commission (LAFCo) has notified the District of an anticipated vacancy on LAFCo for [A REGULAR or AN ALTERNATE] member appointed by the independent special districts in Ventura County to fill the term from 1/1/2023 to 12/31/2026, and has issued a call for nominations to be submitted in writing pursuant to California Government Code Section 56332(c); and

WHEREAS, at the time and in the manner required by law, the [NAME OF DISTRICT] met on [DATE] to consider the call for nominations by the LAFCo Executive Officer.

NOW THEREFORE BE IT RESOLVED by the [NAME OF DISTRICT] as follows:

- 1) [NAME OF BOARD MEMBER] is hereby nominated to fill the anticipated vacancy in the term beginning 1/1/2023 and expiring 12/31/2026 as the [REGULAR or ALTERNATE] member of the Ventura LAFCo appointed by independent special districts in Ventura County.
- 2) The General Manager shall transmit a signed copy of this Resolution and a copy of the resume or candidate statement for [NAME OF BOARD MEMBER] to the Ventura LAFCo Executive Officer.

This resolution was adopted on [DATE].

AYES

NOES

ABSTAINS

Dated: _____

Chair, [NAME OF DISTRICT]

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: HYDROLOGIC STATUS REPORT FOR AUGUST 2022
DATE: SEPTEMBER 28, 2022

RECOMMENDATION:

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

DISCUSSION:

Rainfall Data

	Casitas Dam	Matilija Dam	Thacher School
This Month	0.00"	0.03"	0.00"
Water Year (WY: Oct 01 – Sep 30)	17.74"	22.05"	15.93"
Average station rainfall to date	22.79"	27.59"	20.98"

Ojai Water System Data

Wellfield production	141.19 AF
Surface water supplement	47.20 AF
Static depth to water surface – Mutual #5	226.32 feet
Change in static level from previous month	- 84.55 feet

Robles Fish Passage and Diversion Facility Diversion Data

Diversions this month	0 AF
Diversion days this month	0
Total Diversions WY to date	2,521 AF
Diversion days this WY	27

Casitas Reservoir Data

Water surface elevation as of end of month	483.08 feet AMSL
Water storage last month	76,542 AF
Water storage as of end of month	74,714 AF
Net change in storage	- 1,828 AF
Change in storage from same month last year	- 7,105 AF

AF = Acre-feet

AMSL = Above mean sea level

WY = Water year

CASITAS MUNICIPAL WATER DISTRICT
MINUTES
Recreation Committee
(this meeting was held telephonically and in-person)

DATE: September 23, 2022
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Recreation Committee Meeting of September 13, 2022, 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
General Manager, Michael Flood
Park Services Manager, Joe Martinez
Park Ranger, Steve Sulkowski
Park Services Officer, Richard Faddis
Park Services Officer, Mitch Tull

2. **Public Comments.**

None

3. **Review of July 2022 Recreation Report**

PSM Martinez went over the report with the Committee including attendance, revenues, various events, waterpark summer operations, and maintenance activities.

Director Brennan made comments regarding the staffing issues

Director Kaiser made comments regarding the great job LCRA staff is doing and the arrangement of dead tree removal and boat ramps at the lake.

4. **Review of Incidents and Comments**

PR Sulkowski presented the incident statistics including customer service issues, disturbances, Sheriff contacts, Ranger contacts and maintenance work, patrol observations, and fish and wildlife responses.

Director Kaiser asked questions about north Santa Ana Road patrols.

Director Brennan complimented staff and expressed appreciation for the detailed report.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES

Finance Committee

(this meeting was held telephonically and in-person)

DATE: September 23, 2022
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Finance Committee Meeting of September 16, 2022 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
Chief Financial Officer, Janyne Brown

2. **Public Comments.**

None

3. **Board/Management comments.**

None

4. **Casitas MWD 20-Year Capital Replacement Program and Development**

GM Flood covered the contents of the Committee Memo with the Committee.

5. **Casitas MWD Reserve Policy Review**

GM Flood discussed the item with the Committee.

Director Hajas commented that the Variation of Water Sales reserves should have a policy defining when funds should be applied to the account

Director Cole asked questions about capital funding.

CFO Brown indicated that an Adjudication reserve account will be added.

The Committee asked that this item be brought back to the October meeting for further discussion.

6. **Review of Fiscal Year End reserves and staff recommendation for setting Fiscal 2023 reserve amounts**

CFO Brown covered the contents of the memo for this item.

7. **Review of Financial Statements for June and July 2022**

CFO Brown reviewed the Financial Statements with the Committee.

8. **Review of the Consumption Report for June and July 2022.**

GM Flood covered the report with the Committee.