

CRESCENTA VALLEY WATER DISTRICT

**2700 Foothill Boulevard
La Crescenta, California**

And

**Director Raghavachary
Teleconference Site Located at
4014 Northwood Drive
Cedar Rapids, IA 52402**

**Agenda for the
Regular Meeting of the Board of Directors
of the Crescenta Valley Water District
to be held on Tuesday, September 10, 2024, at 6:00 p.m.
Posted: Thursday, September 5, 2024 at 6:00 p.m.**

This meeting will be conducted in person at the address listed above. Members of the public may also participate virtually by using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 828 3312 8426

Those members of the public who are able to and would like to additionally participate through computer may access the Zoom audio & video conferencing tool available at the following link:

<https://us02web.zoom.us/j/82833128426>

If there is a disruption of service, this meeting will continue without remote participation. The remote participation option is provided as a convenience to the public and is not required.

Public comment may be made either by emailing comments ahead of the meeting or by speaking over the phone. Emailed comments will be sent to the Board of Directors prior to the meeting and posted on the District's website. Comments may be sent to customer service, at (818) 248-3925 or customerservice@cvwd.com by 3pm on September 10, 2024.

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting the District by phone or in writing at the above email address. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

Any written materials distributed to the Board in connection with this agenda will be made available at the same time for public inspection at the District office located at the above address and posted on the District's website.

Call to Order and Determination of Quorum

Pledge of Allegiance

Adoption of Agenda

Public Comments

At this time, the public shall have an opportunity to comment on any non-agenda item relevant to the subject matter jurisdiction of the Board. This opportunity is non-transferable, and speakers are limited to one three-minute (3) comment. Under the provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda, except under certain circumstances.

Foothill Municipal Water District Report

1. Report on activities at Foothill Municipal Water District.

Consent Calendar

1. Consideration and approval of the Minutes of the Regular Board Meeting on August 13, 2024.
2. Ratification of Disbursements for July 2024.
3. Ratification of Board Compensation for July 2024.

Action Calendar

The public shall have an opportunity to comment on any action item as each item is considered by the Board. This opportunity is non-transferable, and speakers are limited to one two-minute (2) comment.

1. **Roof Replacements at Various District Buildings, Project C-1086** – Consideration and motion to: (1) determine that a deviation from the District's bid procurement and purchasing policy is in the best interest of the District; (2) authorize the General Manager to award a contract to the lowest responsible, J. Alvarado Roofing, Inc. for the replacement of the existing wooden roof at the main office and replace damaged material at various sites in the District at a cost of \$68,700, establish a contingency amount of \$13,740 (20% of contract) to cover the cost of unforeseen or additional work; (3) and to find said project exempt from the provisions of the California Environmental Quality Act (CEQA).
2. **Procurement of two HeloPods and associated trailers – Project C-1087** – Consideration and motion to (1) determine that a deviation for the District's procurement and purchasing policy is in the best interest of the District; (2) authorize the General Manager to award a contract to PumpPodUSA for two HeloPod tanks and associated trailers at a cost of \$180,000, establish a contingency amount of \$18,000 (10% of

contract) to cover the cost of unforeseen or additional parts or services; and (3) find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

3. **Water Budget Rate Structure** – Ongoing placeholder for discussion

Information Items

Written Communications to District/Board of Directors

General Manager's Report

Attorney Report

Reports of Committees

- **Engineering Committee**
- **Finance Committee**
- **Employee Relations Committee**
- **Policy Committee**
- **Community Relations/Water Conservation Committee**
- **Emergency Planning Committee**
- **Technology Committee**
- **Ad Hoc Committee - PFAS**

Directors' Oral Reports – Reports on issues, meetings, or activities attended by Directors

Board Members' Request for Future Agenda Items

Closed Session

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: Water rights to water from Pickens Tunnel

District negotiators: Patrick Atwater, James Lee, Thomas Bunn, Carla Dillon

Negotiating parties: Gary and Angela Knowlton

Under negotiation: Price and terms of payment

EMPLOYEE PERFORMANCE EVALUATION

Position: General Manager

Adjournment



CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS August 13, 2024

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District made at the Adjourned Regular Meeting on July 23, 2024, a Regular Meeting was held on August 13, 2024, at 7:00 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California and through audio and video conference. A call-in number was clearly noted on the meeting Agenda, posted in accordance with the Brown Act, with President Sharon S. Raghavachary presiding.

At roll call, the following Directors and staff members were present or online:

Directors:

**James D. Bodnar
Kerry D. Erickson
Jeffery W. Johnson (absent)
Sharon S. Raghavachary
Jennifer T. Valdez**

Attorney:

Thomas Bunn

General Manager:

James Lee

**Director of Engineering
and Operations:**

Carla Dillon

**Interim Director of Finance and
Administration:**

Arturo Montes

Staff Members:

**Patrick Atwater, Regulatory & Public Affairs Manager
Pam Leddy, Administrative Assistant
Adam Sutphin, Senior Management Analyst
Darlene Telles, Operations and Maintenance Manager
Brook Yared, Engineering Manager**

Guests:

Frank Colcord, Foothill Municipal Water District

PLEDGE OF ALLEGIANCE

Mr. Yared opened the meeting by leading the Directors and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Bodnar, seconded by Director Valdez, and carried by a 4-0 vote that the Agenda for the Regular Meeting of August 13, 2024, be adopted.

PUBLIC COMMENTS – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Colcord reported that a settlement agreement has been signed between the City of La Canada and Foothill Municipal Water District (FMWD) for the repairs to the road and pipeline at the 1700 block of Foothill Blvd. Mr. Colcord announced that Ms. Jazmadarian, FMWD's General Manager, spoke in regard to the case to have Metropolitan Water District (MWD) take ownership and financial responsibility of the connection and primary pump station between FMWD and MWD at MWD's July board meeting.

CONSENT CALENDAR

It was moved by Director Bodnar, seconded by Director Valdez and carried by a 4-0 vote to approve the Minutes of the Adjourned Regular Board Meeting held on July 23, 2024.

ACTION CALENDAR

2024 Recycled Water Feasibility Study – Ms. Dillon requested authorization to award a contract to John Robinson Consulting, Inc. to perform all work for the 2024 Recycled Water Feasibility Study, Project M-1081. Ms. Dillon included the proposal which will include new and inventive ways to reduce wastewater treatment costs and provide sustainable ground water into the future. Ms. Dillon indicated that CVWD was provided a grant agreement from SWRCB in the amount of \$150,000, and reimbursement through the grant is expected 6-9 months after successful completion of the study.

Following discussion:

It was moved by Director Valdez, seconded by Director Bodnar and carried by a 4-0 vote to authorize the award of a contract to John Robinson Consulting, Inc. for \$377,520 (\$363,000 with a 4% contingency of \$14,520) to perform all work associated with the Recycled Water Feasibility Study.

AYES: **Director Bodnar**
 Director Erickson
 Director Raghavachary
 Director Valdez

ABSENT: **Director Johnson**

NOES: **None**

Project Partners Drafting Services – Ms. Dillon requested authorization to enter into an agreement with Project Partners, Inc. to provide drafting services for in-house design of some smaller and less complex water pipeline replacement projects that CVWD has undertaken. Ms. Dillon indicated that the prior designs were completed by the senior engineer, who is no longer with CVWD, and that electronic records need to be updated for the work that has been completed in the field. Ms. Dillon included the proposal received by Project Partners, Inc.

Following discussion:

It was moved by Director Erickson, seconded by Director Valdez and carried by a 4-0 roll call vote to authorize the General Manager to enter into an agreement with Project Partners, Inc. to provide drafting services starting August 2024 at a not to exceed cost of \$98,800.

AYES: Director Bodnar
Director Erickson
Director Johnson
Director Valdez

ABSENT: Director Raghavachary

NOES: None

INFORMATION ITEMS – CV Weekly dated July 25, 2024 - “News From the CVWD”, The Ledger dated July 1927 - “Local Water Supply is Increased”.

WRITTEN COMMUNICATIONS TO DISTRICT – None

GENERAL MANAGER – Mr. Lee shared that the third installment of “Office Hours” was hosted by the Crescenta Valley Community Association at the La Crescenta Public Library on July 25, 2024. Mr. Lee stated that CVWD was represented at the Montrose Farmers Market and National Night Out at the Briggs Sheriff’s Station. Mr. Lee announced that Swetha Rao and Katherine Lieu gave a presentation at a “Thirst for Knowledge” event. Mr. Montes announced that T Mobile is in the process of obtaining permits to install a cell tower at the Shields Reservoir. Ms. Telles provided highlights of the July 2024 Field Maintenance and Operations Report, and Ms. Dillon provided highlights of the July 2024 Engineering Report.

ATTORNEY REPORT – No report

REPORTS OF COMMITTEES

Engineering & Operations Committee – Director Bodnar reported that the Committee had not met; however, a meeting is scheduled on August 22, 2024.

Finance Committee – Director Raghavachary reported that the Committee had met not met; however, a meeting will be scheduled as needed.

Employee Relations Committee – Director Valdez reported that the Committee had not met; however, a meeting will be scheduled as needed.

Policy Committee – Director Bodnar reported that the Committee had not met; however, a meeting will be scheduled as needed.

Community Relations/Water Conservation Committee – Director Raghavachary reported that the Committee had not met; however, a meeting will be scheduled as needed.

Emergency Planning Committee – Director Bodnar reported that the Committee had not met; however, a meeting will be scheduled as needed.

Executive Committee – Director Raghavachary reported that the Committee had not met; however, a meeting will be scheduled as needed.

Technology Committee – Director Erickson reported that the Committee had not met; however, a meeting will be scheduled as needed.

Ad Hoc PFAS Committee – Director Raghavachary reported that the Committee had not met; however, a meeting will be scheduled as needed.

DIRECTORS' ORAL REPORTS

Director Bodnar – Reported that he attended National Night Out at the Sheriff's station on August 6, 2024. Staff noted his conscientious approach to water use.

Director Erickson – Reported that he had received a copy of La Canada Irrigation District's Water Quality Report. Director Erickson shared that he had recently visited Florida and Indiana.

Director Johnson – Absent

Director Raghavachary – No report

Director Valdez – No report

BOARD MEMBERS REQUESTS FOR FUTURE AGENDA ITEMS – None

CLOSED SESSION – None

ADJOURNMENT

There being no other business to come before the Board, at 7:49 p.m., the meeting was adjourned to August 27, 2024, at 7:00 p.m.

APPROVED

Sharon S. Raghavachary
President

Arturo Montes
Board Secretary

Director Compensation Report

Jul-24



<u>Name</u>	<u>Date</u>	<u>Meeting/Event</u> *
Director Bodnar	7/2/2024	Emergency Planning Committee Meeting
	7/17/2024	AWWA - Water, Wildfires, and Wisdom
	7/23/2024	Adjourned Board Meeting
	7/25/2024	Office Hours at the Library
	7/26/2024	Conference with GM

Director Erickson	7/2/2024	Emergency Planning Committee Meeting
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Director Johnson	7/11/2024	Ad Hoc - PFAS
	7/23/2024	Adjourned Board Meeting
	7/25/2024	Office Hours at the Library
	7/30/2024	Conference with GM

Director Raghavachary	7/1/2024	Conference with GM
	7/9/2024	Finance Committee
	7/11/2024	Ad Hoc - PFAS
	7/23/2024	Adjourned Board Meeting
	7/24/2024	Auditor Questionnaire
	7/25/2024	Office Hours at the Library

Director Valdez	7/9/2024	Finance Committee
	7/21/2024	Director training
	7/23/2024	Adjourned Board Meeting

* Compensation of \$125 per meeting

CASH DISBURSEMENT LIST

July 2024



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0		CalPERS	Unfunded Accrued Liability Annual Lump Sum prepayment	466,404.00	
0		CalPERS	PERS contributions - May 2024	30,541.76	10,180.59
		CalPERS	PERS contributions - June 2024	32,700.26	10,900.00
0		Southern California Edison	Power purchased - July 2024	65,544.96	1,295.02
0		Shell	Gas purchased - July 2024	2,628.23	
0		Los Angeles County Public Works	Excavation permits - July 2024	6,594.00	
0		One Ring	Glenwood/Office - data communications - June 2024	1,350.00	
0		Colonial Life	Employee paid insurance - July 2024	178.61	
0		BMO - Employee Credit Cards			
0		CVWD Account Payable			
0		<i>AT & T</i>	Voice communication - June 2024	2,180.79	
0		<i>GWP</i>	Power purchased - July 2024	70,764.99	
0		<i>Spectrum</i>	Voice & data communication - June 2024	2,301.34	
0		<i>Clark Pest Control</i>	Pest control at 5 sites	400.00	
0		<i>Backgrounds online</i>	Pre-employment background	61.00	
0		<i>Vistaprint</i>	Business cards	206.91	
0		<i>Digalert</i>	USA	506.18	
0		<i>Athens</i>	Waste disposal services - June 2024	372.28	
0		<i>Association of California</i>	Conference registrations and reimbursements	260.00	
0		<i>Monday.com</i>	Work management services - June 2024	360.00	
0		<i>In Delco Service</i>	Booster #33 & 34 - repair valves	3,110.26	
0		<i>Best Best Krieger</i>	Legal services - June 2024	85,311.34	
0		<i>Agile Occupational Med</i>	Pre-employment physical	834.00	
0		<i>Zoom</i>	Monthly teleconference	58.51	
0		Atwater, Patrick	Virtual assistant, digital email communication, conference, working meals	1,114.72	
0		Bautista, Jennifer	Employee recognition, office supplies	398.76	
0		Boyce, Kellen	Employee recognition	554.38	
0		Leddy, Pam	Employee recognition, board meeting supplies, office supplies	3,509.04	

0		Lee, James	ACWA Exec. Conference, team-building, personnel development	3,169.43	
0		Montes, Arturo	Staff recogniton, ACWA, BC job posting, community event	733.90	
0		Mortenson, Siaki	Misc. repairs, oil changes	1,010.98	
0		Sargsyan, Armine	Conference registrations and reimbursements	1,324.77	
0		Telles, Darlene	Tristate registration, working meals, uniforms, presentation supplies	7,887.32	
48731	7/11/2024	ACC Ramco	Mixed bobtail - June 2024	7,665.00	
48732	7/11/2024	ADS, LLC	Sewer flow monitoring - June 2024		2,415.00
48733	7/11/2024	Advanced Centrifugal Systems, Inc,	LADWP Interconnection - install backflow device	1,691.63	
48734	7/11/2024		*This check was voided		
48735	7/11/2024	Maritess Allmon	Wellness reimbursement	142.59	47.53
48736	7/11/2024	Apex Manufacturing Solutions	Programming & integration - June 2024	27,891.43	
48737	7/11/2024	ARC Document Solutions, LLC	E-1066 - Spec books	392.22	26.62
48738	7/11/2024	Associated Soils Engineering	E-1077 - laboratory services	2,615.00	
48739	7/11/2024	Patrick Atwater	Reimbursement - dental, vision, healthcare	1,656.84	1,029.56
48740	7/11/2024	B.L. Wallace Distributor, Inc.	AMI lids w/probe	18,208.48	
48741	7/11/2024	Kellen Boyce	Reimbursement - tuition	228.50	
48742	7/11/2024	Wayne Boyce	Wellness reimbursement	300.00	
48743	7/11/2024	Charter Communications	Voice communications - June 2024	46.87	15.62
48744	7/11/2024	Chawkins Communications Consulting, Inc.	Communication consulting - June 2024	1,023.70	241.25
48745	7/11/2024	Costco	Misc. supplies - June 2024	615.80	205.26
48746	7/11/2024	City of Glendale	3042 Sycamore - application for permit	987.00	
48747	7/11/2024	City of Glendale	Rockhaven lease and water purchased - June 2024	11,172.55	
48748	7/11/2024	Dion & Sons, Inc.	Diesel fuel purchased - 429.50 gal. - June 2024	3,475.52	1,158.51
48749	7/11/2024	DIY Home Center	Misc. supplies - June 2024	177.44	59.14
48750	7/11/2024	Raymond Dodge	E-939 - reimbursement	502.91	
48751	7/11/2024	Eurofins Eaton Analytical, Inc.	Water testing and analysis - June 2024	750.00	
48752	7/11/2024	Foothill Municipal Water	Interconnection fee - June 2024	50.00	
48753	7/11/2024	Ivaylo Gadhparov	2534 Rockdell - fire flow refund	300.00	
48754	7/11/2024	Grainger	Misc. supplies - June 2024	122.85	
48755	7/11/2024	Haaker Equipment Company	Misc. tools - June 2024	164.23	54.75
48756	7/11/2024	Harrington Ind. Plastics, LLC	2" valve ball, tees, elbows, bushings & adapters	466.33	
48757	7/11/2024	Jude Herrera	Wellness reimbursement	225.00	75.00
48758	7/11/2024	Pete Hilke	Wellness reimbursement	193.76	64.58
48759	7/11/2024	Home Depot Credit Services	Misc. supplies - June 2024	1,241.04	
48760	7/11/2024	Impact LA, LLC	Printer supplies - July 2024	410.62	136.87
48761	7/11/2024	Industrial Metal Supply Co.	Steel floor plates	723.43	

48762	7/11/2024	Infosend, Inc.	Printing & postage for billing - June 2024	1,302.96	434.32
48763	7/11/2024	David Inman	Wellness reimbursement	225.00	75.00
48764	7/11/2024	iPaySmart, Inc.	Payment services/credit card fees	7,290.71	2,430.25
48765	7/11/2024	J.Colon Coatings, Inc.	E-1053 - Flood meter deposit refund	925.00	
48766	7/11/2024	Grish Kenareki	Claim - 2915 Montrose - Units 332, 431 & 505	2,450.00	
48767	7/11/2024	Koppl Pipeline Services, Inc.	1-1075 - 4800-4900 El Sereno - 2 hot taps	968.00	
48768	7/11/2024	Pam Leddy	Wellness reimbursement	225.00	75.00
48769	7/11/2024	Arturo Montes	Employee recognition, reimbursement dental/vision/health, postage	1,307.44	779.17
48770	7/11/2024	Office Depot Business Credit	Misc. supplies - June 2024	74.13	24.71
48771	7/11/2024	O'Reilly Auto Parts	Unit #44 - battery replacement	192.85	64.29
48772	7/11/2024	Jaysen Ortega	Wellness reimbursement	182.03	60.67
48773	7/11/2024	David Rawlings	Wellness reimbursement	128.91	42.97
48774	7/11/2024	Reliable Road Service, Inc.	Unit #47 - r & r steering stabilizer	488.98	
48775	7/11/2024	Smart Cover Systems	R & R antenna/traffic sensor for Smart cover		448.00
48776	7/11/2024	Stemar Equipment & Supply Co.	jumping jack service - replaced and received starter cord, oil sensor	1,233.66	
48777	7/11/2024	Sully-Miller Contracting Co.	1-1075 - El Sereno temp. - cold mix for temporary repairs	3,210.95	
48778	7/11/2024	Sunbelt Rentals, Inc.	Walk behind saw rental	2,302.09	
48779	7/11/2024	Adam Sutphin	Reimbursement - dental, vision, healthcare	125.18	83.46
48780	7/11/2024	Darlene Telles	Reimbursement - dental, vision, healthcare	1,339.23	446.40
48781	7/11/2024	Tetra Tech, Inc.	E-1049 - Design plans/specs/estimate	8,200.25	
48782	7/11/2024	UniFirst Corporation	Uniform services - June 2024	105.76	31.44
48783	7/11/2024	UniFirst Corporation	Uniform services - April 2024	101.93	30.16
48784	7/11/2024	UniFirst Corporation	Uniform services - June 2024	101.93	30.16
48785	7/11/2024	UniFirst Corporation	Uniform services - April 2024	119.15	51.18
48786	7/11/2024	UniFirst Corporation	Uniform services- April 2024	101.93	30.16
48787	7/11/2024	UniFirst Corporation	Uniform services - May 2024	101.93	30.16
48788	7/11/2024	UniFirst Corporation	Uniform services - May 2024	101.93	30.16
48789	7/11/2024	UniFirst Corporation	Uniform services - May 2024	130.61	39.72
48790	7/11/2024	UniFirst Corporation	Uniform services - June 2024	101.93	30.16
48791	7/11/2024	UniFirst Corporation	Uniform services - April 2024	101.93	30.16
48792	7/11/2024	UniFirst Corporation	Uniform services - June 2024	101.93	30.16
48793	7/11/2024	UniFirst Corporation	Uniform services - April 2024	101.93	30.16
48794	7/11/2024	United Rentals	Rental - solar message boards	17,640.00	
48795	7/11/2024	Univar Solutions USA, Inc.	Sodium hypochloride - Glenwood (496 gals.) Mills (888 gals.)	11,050.36	
48796	7/11/2024	Vulcan Materials Company	Mixed bobtail - June 2024	5,716.72	
48797	7/11/2024	Western Water Works	Weld reducer, 1" flare adapters	5,359.13	

48798	7/11/2024	Kellen Boyce	Reimbursement - dental, vision, healthcare	794.78	
48799	7/11/2024	Rafael Lopez	Reimbursement - work safety boots	187.50	62.50
48800	7/11/2024	Ruben Hernandez	Wellness reimbursement	225.00	75.00
47801	7/11/2024	Kellen Boyce	Reimbursement - dental, vision, healthcare	113.66	
47802	7/12/2024	Pete Hilke	Reimbursement - work pants	196.25	65.42
47803	7/23/2024	AVEVA	E-939 - Annual SCADA support renewal	14,925.00	
47804	7/23/2024	Breaking The Chain Consulting, LLC	Customer Service Training for Staff	675.00	225.00
47805	7/23/2024	NBS	District admin. services - July/August/September 2024	2,324.38	
47806	7/25/2024	ACC Ramco	Mixed bobtail - June 2024	1,505.00	
47807	7/25/2024	ACWA/JPIA	Excess Crime coverage annual renewal	390.50	390.50
47808	7/25/2024	American Reclamation Inc	Office - waste collection services - June 2024	77.17	25.73
47809	7/25/2024	Applied Technology Group, Inc.	SCADA - misc. supplies - July 2024	22.50	7.50
47810	7/25/2024	Armine Sargsyan	Reimbursement - ESRI 2024 Conference	194.25	64.75
47811	7/25/2024	Regino Avalos	Monthly maintenance at 7 sites - June 2024	1,655.00	
47812	7/25/2024	Regino Avalos	Cresta Heights, Edmund #1, Oak Creek - Clear & dispose dead brush	5,565.00	
47813	7/25/2024	BSK Associates	Water testing and analysis - June 2024	18,748.41	
47814	7/25/2024	California Water Environment	Wood - Collection system maintenance grade 3	87.00	29.00
47815	7/25/2024	CCS Interactive, Inc.	managed website hosting/monthly analytics report	127.50	42.50
47816	7/25/2024	Charter Communications	Voice communication - June 2024	62.49	
47817	7/25/2024	City of Glendale	2411 Honolulu - permit application	1,974.00	
47818	7/25/2024	Coastline Equipment Co.	2008 John Deer - maintenance & service	2,336.50	778.84
47819	7/25/2024	DMV Renewal	Trailer - DMV annual renewal	10.00	
47820	7/25/2024	Eurofins Eaton Analytical Inc.	Water quality testing - June 2024	800.00	
47821	7/25/2024	Gayane Babayan	Refund - adjust meter height estimate	308.44	
47822	7/25/2024	Gemini Group, LLC	Water sampling - June 2024	8,078.00	
47823	7/25/2024	Grainger	misc. supplies - June 2024	89.42	29.81
47824	7/25/2024	Gsolutionz Professional Services	GPS core/phones/software - August 2024	290.35	96.78
47825	7/25/2024	Harrington Ind Plastics LLC	2" valve ball - 4 each	346.14	
47826	7/25/2024	Highroad Information Technology	Monthly agreement & renewals - June 2024	11,502.75	3,834.25
47827	7/25/2024	InfoSend, Inc.	Printing and postage for billing - June 2024	1,444.12	
47828	7/25/2024	LA Dept Water and Power	Power purchased - July 2024	48.50	
47829			*This check was voided		
47830	7/25/2024	Lincoln Financial Group	Life & Disability insurance - July 2024	901.57	440.94
47831	7/25/2024	New Pig Corp.	Misc. supplies - June 2024	286.24	95.41
47832	7/25/2024	Agile Occupational Medicine	First aid injury supplies - June 2024	227.27	75.76
47833	7/25/2024	Paper Cuts, Inc	Paper shredding & records storage services - July 2024	403.12	134.38

47834	7/25/2024	Pryor Learning Solutions	Annual training renewal	1,794.00	598.00
47835			*This check was voided		
47836	7/25/2024	Rafael Lopez	Reimbursement - work pants	150.00	50.00
47837	7/25/2024	The Gas Company SoCal Gas	Office - gas purchased - June 2024	78.15	26.05
47838	7/25/2024	Adam Sutphin	Reimbursement - mileage for ergonomics cert. training	97.82	
47839	7/25/2024	Tri-Xecutex Corp	Security alarm monitoring - July/August/Sept. 2024	162.00	54.00
47840	7/25/2024	United Concordia Dental	Dental insurance - June 2024	2,411.06	853.73
47841	7/25/2024	Univar Solutions USA Inc	Sodium hypochloride - Glenwood (610 gals.) Mills (610 gals.)	6,651.51	
47842	7/25/2024	Public Water Agencies Group	Quarterly PWAG assessment, monthly Emergency Preparedness Program	1,607.42	535.81
47843	7/25/2024	Infosend, Inc.	Postage reimbursement	481.38	
47844	7/26/2024	Airgas USA, LLC	Well #2 - carbon dioxide rental tank - July 2024	16.57	5.53
47845			*This check was voided		
47846	7/26/2024	AT&T	Voice communication - July 2024	582.61	194.20
47847	7/26/2024	Best Best & Krieger	Legal services - June 2024	8,861.10	2,953.70
47848	7/26/2024	City of Glendale	Rockhaven lease - March 2024	476.55	
47849	7/26/2024	Coastline Equipment Co.	Unit #15 - replace rear tires, new battery & waterpump	5,961.66	1,010.89
47850	7/26/2024	City of Los Angeles Dept. of Public Works	Sewerage facilities charge - May/June 2024		14,546.51
47851	7/26/2024	Grace Environmental Services	Monitoring assistance - April/Mau/June 2024	1,264.90	
47852	7/26/2024	Katz & Associates, Inc.	Advisory services - June 2024	88.12	29.38
47853	7/26/2024	Kennedy Jenks	Consulting services - May 2024		1,462.50
47854	7/26/2024	Lagerlof, LLP	Legal services - June 2024	8,034.00	2,678.00
47855	7/26/2024	Southwest Hydrotech	Glenwood forebay booster #33 - 8" repair kit	3,110.26	
47856	7/26/2024	Stemar Equipment & Supply Co.	Misc. tools and supplies - June 2024	525.81	178.77
47857	7/26/2024	Sully-Miller Contracting Co.	Cold mix for temporary repairs - June 2024	5,523.17	
47858	7/26/2024	Adam Sutphin	Reimbursement - dental, vision, healthcare	31.30	20.86
47859	7/26/2024	Darlene Telles	Reimbursement - Distribution grade 1 renewal	52.50	17.50
47860	7/26/2024	Traffic Management Products, Inc.	Misc. signage - June 2024	974.19	
47861	7/26/2024	United Rentals	Rental - walkbehind pad & double drum smoother	3,152.05	1,050.69
47862	7/26/2024	Western Water Works	Stock - flanges, gaste valves, 2" pipe, weld nozzles	12,955.37	
47863	7/26/2024	Regino Avalos	Mills, Well #14, & Pickens Canyon - clean & dispose dead brush	4,425.00	
47864	7/26/2024	Akel Engineering Group Inc.	3000-3100 block of Montrose - Perform Hydraulic Investigation	2,684.50	
48798	7/11/2024	Kellen Boyce	Reimbursement - dental, vision, healthcare	794.78	
48799	7/11/2024	Rafael Lopez	Reimbursement - safety workboots	187.50	62.50
48800	7/11/2024	Ruben Hernandez	Wellness reimbursment - FY 24/25	225.00	75.00

Total Disbursements for July 2024**\$ 1,099,308.02 66,141.01**

1,165,449.03

Payroll Report

Directors

2,375.00

Office Regular Payroll

161,640.00

Office OT

3,727.00

Plant Regular Payroll

121,570.00

Plant OT

14,173.00

Plant Standby

8,145.00

Employer Payroll Taxes

22,534.00

Payroll Service Charges

529.00

Total Payroll for July 2024**334,693.00**

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1
September 10, 2024

To: Honorable President and Members of the Board of Directors
From: Carla Dillon, P.E. – Director of Engineering and Operations
Subject: Award of Contract for Roof Replacements at Various District Facilities, Project C-1086

ACTION ITEM:

1. Roof Replacements at Various District Buildings - Project C-1086

Consideration and motion to: (1) determine that a deviation from the District's procurement and purchasing policy is in the best interest of the District; (2) authorize the General Manager to award a contract to J. Alvarado Roofing Inc. to replace the existing wooden roof at the main office and replace damaged materials at various other sites in the District at a cost of \$68,700, establish a contingency amount of \$13,740 (20% of contract) to cover the cost of unforeseen or additional work; and (3) find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

BACKGROUND:

The District's building at 2700 Foothill Blvd. was constructed in 1965. The roof for this building has not been replaced in approximately 25 years and has reached the end of its useful life. In recent years, the roof has leaked on numerous occasions causing damage to the building interior, most recently causing damage to office workstations and materials during the July rain event. While the roof was patched a number of times, there is a sag causing pooling, and a roof replacement is needed. The cost of continuous repairs, maintenance, and damage will continue to increase if left in its current condition.

The building at 3246 Mills Ave. has been temporarily patched by in-house staff. While staff and an outside contractor were recently working on Mills Booster B, it was discovered that the prior roof contractor had sealed up the access points for a crane to remove the booster pumps. In order to remove the pumps, cuts were made into the roof and patched by staff. Work needs to be done to restore the building's designed crane access for the Mills booster pumps and repair the roof damage.

The building at 3730 Glenwood had roof work done more recently. However, leaks have occurred recently affecting a utility room and the crew's locker room. Minor work is required on this roof to prevent further interior damage.

DISCUSSION:

Staff requested proposals from three qualified roofing contractors. A job walk was performed with each contractor prior to submission of their proposal. Staff received three (3) proposals for the work. See table below:

	<u>Proposer</u>	<u>Total Price</u>
Low	T&G Roofing Co.	\$47,650
2	J. Alvarado Roofing Inc	\$68,700
3	NV Roofing	\$69,100

The lowest cost proposal was from T&G Roofing Co. of Downey, CA. However, their price is based on using an epoxy coating to refurbish the roof, while the other two bids include the removal and replacement of the existing plywood and shingles as well as establishing slopes to drainage points. Staff believes the latter scope of work is preferable because the useful life of the roof will be extended while eliminating water pooling by improving on the existing design. Staff therefore recommends the contract be awarded to the next lowest cost proposal, J. Alvarado Roofing Inc.

The District's bid procurement and purchasing policy (Appendix Q to the Rules and Regulations) requires competitive bidding for jobs estimated to cost over \$25,000. It allows an exception when the Board finds that another method is in the best interest of the District. In this case, staff believes that an informal request for proposals is in the best interest of the District because the job can be performed more expeditiously, and the multiple proposals promote competition and ensure a reasonable price. A pre-construction meeting will be set as soon as the contract is awarded, the agreement is signed, and insurance documents have been delivered. Ms. Christina Kopelman will be the Project Manager, and staff will provide in-house inspection services. It is anticipated that construction will start in late-September 2024 and the entire project should be completed by the end of October 2024.

ENVIRONMENTAL REVIEW:

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines. This exemption covers the repair of existing facilities involving negligible or no expansion of existing use.

FUNDING AVAILABILITY:

This was not an anticipated repair, as it was expected that the roofs could last another year. No funding was set aside for this project in the FY 24/25 budget.

RECOMMENDATION:

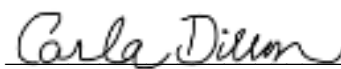
It is staff's recommendation to: (1) determine that a deviation from the District's bid procurement and purchasing policy is in the best interest of the District; (2) authorize the General Manager to award a contract to the lowest responsible bidder, J. Alvarado Roofing Inc. for the replacement of the existing wooden roof and replace and damaged materials at various sites in the District at a cost of \$68,700, establish a contingency amount of \$13,740 (20% of contract) to cover the cost of unforeseen or additional work; and (3) find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

Prepared by:



Christina Kopelman
Assistant Engineer

Submitted by:



Carla Dillon, P.E.
Director of Engineering and Operations

Attachments:

1. Construction Services Proposals

Joaquin Alvarado
J Alvarado Roofing Inc.
5233 W Avenue L-12
Quartz Hills, CA 93536
818-799-9419

page 1 of 1

PROPERTY LINES Owner shall located and point
out property lines to contractor. Contractor may, at
his option, require owner to provide a licensed Land
Surveyor's map of property.

Submitted

TO: Cresenta Valley Water district
2700 Foothill blvd
La Crescenta Ca 91214

JOB NAME/NUMBER C.V.W.D	JOB PHONE: 818-369-9955
JOB LOCATION: 2700 foothill blvd La Cresenta ca 91214	
Prepared by: Joaquin Alvarado	DATE OF PLANS
STARTING DATE T.B.D	COMPLETION DATE

SUBSTANTIAL COMMENCEMENT OF WORK SHALL CONSIST OF:

CONTRACTOR'S LICENSE NUMBER# 1099924	HOME IMPROVEMENT SALESPERSON JOAQUIN ALVARADO	DATE OF PROPOSAL: 8/13/2024
---	--	--------------------------------

We hereby propose to furnish the necessary materials and perform the labor to complete the following:

ROOF REMOVAL

full tear off of existing roof. One layer of hot mop and one layer of peralite particle board. Will haul away all debris and dispose
of through waste management ETC. I did not observe any toxic or asbestis materials on the roof that require lab work.

INSTALLATION

1. will replace up to 9 sheets of 1/2" plywood 4'x8' CDX or OSB for repairs. Additional sheets will be at \$90.00 a sheet
2. will replace up to 100 LF of 1"x6" space sheeting. Any additional will be charged at \$9.00 per LF
3. will install atlas slip sheet
4. will install Carlisle 60 ml PVC membrane with 25 year life expectancy.mechanically fastened on field and adhered to parapet wall.
5. will replace all scuppers and edge metals to PVC coated
6. roof will need sevice as often as every 4 month do to tree debris leafs branches ETC: failer to do so will result in void of warranty
any mainnace water distric worker can clean roof off debris. 2700 Foothill Blvd \$56,000.00
3730 glewood (the plant) tile repair 4 squares maximum repair \$5,500.00 . 3 year labor warranty on repair only
The Mills house install 2 roof hatches and use granular torch to seal as required \$7,200.00 . 3 year labor warranty only
Any damages or alterations after work is completed will void warranty unless repaired by us additional charges will apply
roof hatches are included in price

ANY PERMITS OBTAINED BY J ALVARADO ROOFING INC. HAVE A \$200 FEE PLUS PERMIT COST.

10 YEAR WARRANTY ON LABOR ONLY

PROPOSAL/CONTRACT IS VALID FOR 15 DAYS FROM DAY SENT

MATERIAL WARRANTY PROVIDED BY MANUFACTURE.

Contractors are required by law to be license and regulated by the Contractors State License Board which has jurisdiction to investigate complaints
against contractors if a complaint regarding a patent act or omission is filed within four years of date of the alleged violation. A complaint regarding a
regarding a patent or omission pertaining to structural defect must be filed within 10 years of the date of the alleged violation. Any question concerning
a contractor may be referred To the Registrar Contractors State License Board, P.O. Box 26000 Sacramento, Ca 95826
STATE LAW REQUIRES ANYONE WHO CONTRACTS TO DO CONSTRUCTION WORK TO BE LICENSED THE CONTRACTOR'S STATE LICENSE IN
THE LICENSE CATEGORY IN WHICH THE CONTRACTOR IS GOING TO BE WORKING IF THE TOTAL PRICE OF THE JOB IS \$500.00 OR MORE
(INCLUDING LABOR AND MATERIALS). LICENSED CONTRACTORS ARE REGULATED BY LAWS DESIGNED TO PROTECT THE PUBLIC. IF YOUR
CONTRACT WITH SOMEONE WHO DOES NOT HAVE A LICENSE, THE CONTRACTORS STATE LICENSE BOARD MAY BE UNABLE TO ASSIST YOU
WITH A COMPLAINT. YOUR ONLY REMEDY AGAINST AN UNLICENSED CONTRACTOR MAY BE IN CIVIL COURT, AND YOU MAY BE LIABLE FOR
ANY DAMAGES ARISING OUT OF ANY INJURIES TO THE CONTRACTOR OR HIS OR HER EMPLOYEES. YOU MAY CONTACT THE CONTRACTORS
STATE LICENSE BOARD TO AND OUT IF THIS CONTRACTOR HAS A VALID LICENSE. THE BOARD HAS COMPLETE INFORMATION ON THE
HISTORY OF LICENSED CONTRACTORS, INCLUDING ANY POSSIBLE SUSPENSIONS, REVOCATIONS, JUDGMENTS, AND CITATIONS. THE
BOARD HAS OFFICES THROUGHOUT CALIFORNIA PLEASE CHECK THE GOVERNMENT PAGES OF THE WHITE PAGES FOR THE OFFICES
NEAREST YOU OR CALL 1-800-321-CSLB

WE PROPOSE To perform the above work in accordance with the drawings and specification submitted, and to complete
it in a work like manner according to standard practices for the sum of:

\$ 68,700.00

Payment should be as follows:

1%	\$ 1,000.00	Upon signing contract
33%	\$ 22,566.67	Payment shall be made for materials (upon commencement)
33%	\$ 22,566.67	Payment shall be made according to work progress
33%	\$ 22,566.67	full amount shall be made upon completion of work
	\$ 68,700.00	Total

Upon satisfactory payment being made for any portion
of the work performed the Contractor shall,
furnish the home owner or tenant contracting
for the home improvements a full and un-
conditional release from any claim or un-
conditional release from mechanics lien.

Acceptance of Proposal-the above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do
the work as specifies. Payment will be made as outlined above. It is understood and agreed that this work is not provided for in any other
agreement and no contractual rights arise until this proposal is accepted in writing.

Failure by the Contractor, without lawful excuse, to substantially commence work with in (20) days from the approximate
date specified in this contract when the work will begin, is a violation of the contractors License law. Specified in this
contract when the work will begin, is a violation of the Contractors License Law.

Authorized Signature _____ Date _____ Acceptance _____ Date _____

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2
September 10, 2024

To: Honorable President and Members of the Board of Directors
From: James Lee – General Manager
Subject: Award of Contract for PumpPodUSA HeloPods

ACTION ITEM:

1. Procurement of two HeloPods and associated trailers - Project C-1087

Consideration and motion to: (1) determine that a deviation from the District's procurement and purchasing policy is in the best interest of the District; (2) authorize the General Manager to award a contract to PumpPodUSA for two HeloPod tanks and an associated trailer at a cost of \$153,063.58, establish a contingency amount of \$15,306 (10% of contract) to cover the cost of unforeseen or additional parts or service; and (3) find the purchase exempt from the provisions of the California Environmental Quality Act (CEQA).

BACKGROUND:

Wildfires pose a considerable risk to the La Crescenta area – in particular, the surrounding Verdugo Mountains and Angeles National Forest. The 2009 Station Fire was the largest wildfire of the 2009 season and the largest wildfire in the history of LA County, and it burned near La Crescenta and surrounding neighborhoods before burning west, threatening over 12,000 structures and necessitating mandatory evacuations.

One of the best tools available for fighting fires is a robust air operations force. Various agencies such as Los Angeles County Fire, the US Forest Service, and CalFire have augmented their air operations fleets in recent years. A robust response to fires using such air operations also requires adequate and reliable water supply and pressure.

To that end, County Fire is implementing a plan to install HeloPods every 4-6 miles in high-danger areas, which could drastically improve chances of fighting and containing wildfires by significantly reducing turnaround times for firefighting helicopters and allowing more frequent water drops.

Implementing one or more HeloPods in the District's service area is expected to provide significant fire-protection and other benefits to the District's customers and the surrounding region, supplementing the District's current emergency management practices of maintaining hydrants and the distribution systems feeding them and updating and practicing the District's Emergency Response Plan through quarterly internal tabletops and periodic external tabletops. They would also further the District's Strategic Plan objectives of:

1. Protection of Public and Environmental Health
2. Reliable Water and Wastewater Service
3. Regional Collaboration and Strategy

DISCUSSION:

The District's service area represents an ideal location for a HeloPod, and District staff has been in communication with the County of Los Angeles Fire Department to understand ideal locations and the specific needs for a dip site within the District's service area. Staff explored the various options available and found the HeloPod (manufactured by PumpPodUSA) to be the best option in terms of price and ease and practicality of deployment.

The pod(s) will be situated in at secured reservoir sites and mounted on a trailer. In the event of fire, County Fire or other agency(s) will work in tandem with District staff and protocols to commandeer an open space such as a park or a school's ballfield, mobilize the trailer, and deploy a 4" hose housed within the trailer to be connected to the nearest fire hydrant. It is anticipated that the District will establish a Memoranda of Understanding (MOU) with County Fire to use the water and access the pod and equipment.

During emergencies, many factors can contribute to operations not going according to plan, such as collapsed or restricted roads, limited access due to fire, limited visibility due to smoke, limited ability for staff to respond, breakdowns in communication, etc. Based on this, staff is recommending that the District procure and implement two pod/trailer combinations at this time.

The procurement and purchasing policy (Appendix Q to the Rules and Regulations) requires bidding for materials estimated to cost over \$25,000. It allows an exception when the Board finds that another method is in the best interest of the District. In this case, staff believes that an informal request for proposals is in the best interest of the District because the job can be performed more expeditiously. Staff researched pod providers to gain an understanding of materials and costs. Based upon the information obtained, staff only requested a quote from one firm.

Staff is also exploring funding partnerships with the County Supervisor's Office (Barger) and other entities which would offset the anticipated cost of \$153,063.58.

ENVIRONMENTAL REVIEW:

This project is exempt from the California Environmental Quality Act (CEQA) because it is a specific action necessary to prevent or mitigate an emergency, 14 Cal. Code Regs. §15269.

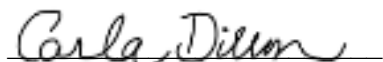
FUNDING AVAILABILITY:

No funding was set aside for this project in the FY 24/25 budget.

RECOMMENDATION:

It is staff's recommendation to (1) determine that a deviation from the District's bid procurement and purchasing policy is in the best interest of the District; (2) authorize the General Manager to award a contract to PumpPodUSA for two HeloPods and their associated trailers at a cost of \$153,063.58 and establish a contingency amount of \$15,306 (10% of contract) to cover the cost of unforeseen or additional work; and (3) find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

Prepared by:



Carla Dillon, P.E.

Director of Engineering and Operations

Submitted by:



James Lee

General Manager

Attachments:

1. Proposal



ARTWORK APPROVAL PROOF

HELOPOD[®]

HELITACK DIP SOURCE / CISTERN

CVWD LA Co FD

REAR

RIGHT SIDE

FRONT

FRONT

HELICOPTER DIP SOURCE

LOS ANGELES COUNTY



FIRE DEPT.

HELOPOD[®]

HELICOPTER DIP SOURCE / CISTERN

MARC 11

MOBILE AIRCRAFT RELOAD CONTAINER

Funding Provided by



11

MARC

HELICOPTER DIP SOURCE

LOS ANGELES COUNTY



FIRE DEPT.



September 4, 2024

Crescenta Valley Water District

Quote#: 24-0806CVWD16HP-01

Product Item #:	Detail	Single Unit Price:	Qty.	Totals
16' HeloPod with Quick Fill Valve Float Assembly within a Custom Stillwell Wrap & Decals	3,770 Gallon Fluid Capacity - Dimensions: 6'-5" Tall x 8' W x 16' L Tank Depth 5'-5" (1) 4" Fill Port to connect to Fill Valve Hydrant - Supply (2) 4" Fill / Universal Ports w/ Butterfly Valve - Front (1) 4" FNH Universal Port w/ Butterfly Valve -Right Rear Utility Cabinet (7' Wide x 3' Tall x 2' Deep) to protect Fill Valve and Large enough storage to hold hundreds of Feet of 4" Hydrant Hose & 2 ½" Hose or 3"Draft Pumps. Custom 4" Quick Fill / High Flow 800 GPM Fill Valve with built in back flow preventer attached to Float level control assembly contained within a custom with heavy duty Aluminum Stillwell. Built in Air Gap. Connects to Hydrant and fill valve is activated manually. <i>Wrap / Decals: Standard Color: International Harvester Red -- Designed & Decals Applied by PumpPodUSA</i>	\$52,500.00	2	\$105,000.00
LED Interior Tank and Exterior Lighting (Optional)	<i>LED lighting Interior of the Tank one at each end. LED lighting illuminates the entire exterior of HeloPod. Includes 12V Battery with Conditioner / Trickle Charger to be connected to 110V Shore power. If Shore Power is not available than a Solar Panel option can be explored.</i>	\$4,265.00	2	\$8,530.00
Total Base Price	Base Price Including Options	\$56,765.00		\$113,530.00
Price w/ Discount	Price After 5% Volume Discount Applied	\$53,927.00		\$107,853.50
Custom Trailer	22' Tilt Trailer with welded Brackets, Rails & Decals	\$31,200.00	1	\$31,200.00
Combined Total:		\$85,127.00		\$139,053.50
Sales Tax:	State & Local Rate Combined Sales Tax: Zip Code 91214	9.5%		\$13,210.08
Cost +Sales Tax:	Sub-Total Including Sales Tax:			\$152,263.58
Delivery/Training:	Transport /Delivery / Lodging / Training: LA County			\$800.00
Merchant Card	Merchant Card Service Charge on \$	3.75%		N/A
Grand Total:	Including Sales Tax			\$153,063.58

Checks payable to: PumpPodUSA
3850 Royal Ave., Suite B
Simi Valley – CA – 93063

Installment Payments: 50% Payment with P.O.
50% Payment at Delivery

Quote Valid for 30 days: due to volatile Steel & Raw Materials Costs

IMAGINE A DAY WITHOUT WATER



CAN YOU IMAGINE LIVING WITHOUT WATER FOR A DAY?

Join CVWD in a family-friendly community gathering to learn about:

- ◆ Disaster preparedness
- ◆ Community response resources
- ◆ Emergency water access (bring a jug!)



DATE

September 28, 2024



TIME

9 AM - 11 AM

Program: 9:30 AM



LOCATION

Judy Tejada Reservoir
4745 Rosemont Ave
La Crescenta, CA 91214



ACTIVITIES

Face painting
Balloon Animals

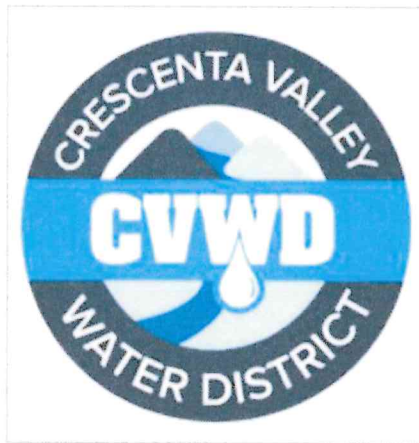
RSVP: bit.ly/day_without_water

www.cvwd.com

818-248-3925

NEWS FROM THE CVWD

By CV Weekly on August 29, 2024 · 0 Comments



Dear Community,

Have you ever imagined a Day Without Water?

Most of us probably don't make it a habit of imagining our homes as campsites. As a public utility, it's a part of the daily mission of CVWD to ensure safe, reliable water under any circumstance including emergencies like fires, earthquakes, high winds and other disasters. Our vision is to preserve our sources of water, pursue additional sources of water, keep water quality a constant priority and maintain pipes, wells and pumps to deliver water and collect wastewater. We also plan and coordinate with other first responders to eliminate or minimize interruption of this resource that is essential for human life.

Come join us on the morning of Saturday, Sept. 28 from 9 a.m.-11 a.m. for our Imagine a Day Without Water event at the Judy Tejada Reservoir next to Rosemont Middle School. You'll be able to fill jugs with water to demonstrate what it may look like to visit your neighboring reservoir site to receive potable water in the event of an emergency, such as an earthquake that has severed pipelines connecting your home to the distribution system. We will have a short program with local civic leaders about emergency preparedness starting at 9:30 a.m.

We will also highlight an innovative approach to fire management in partnership with LA County Fire Dept. and the department's regional strategic plan to drastically augment firefighting capabilities. Part of our responsibility as a water purveyor is to ensure water supply and pressure for fire hydrants, fire engines and air operations, particularly in a very high fire danger area such as ours. The

partnership has planned for and is installing hardware that will significantly alter fire management for our community and region (because fires aren't interested in administrative boundaries) by reducing the time between water drops for air operations for the county and other assisting agencies providing the mutual aid that's standard for major events such as the Station Fire.

And who else is helping us think critically about the future and the challenges we may face? Looking into the future calls for those inheriting the future to have a seat at the table. Thank you to those middle and high school students who've sent their submissions for our science fiction writing contest (accepting entries through Sept. 15). We will feature the winning entries during our event and also in a later edition of this paper.

You may have noticed through our emergency alert system (I encourage you to sign up for Everbridge if you haven't) or traffic detours that this summer has brought a rash of water main leaks. Thank you to our dedicated staff and particularly our field crews that provide best in class response times, often addressing multiple leaks the same day they're reported or discovered (this is well beyond the industry standard!). This points to the broader issue of aging infrastructure and if you've been following these letters you know we're tackling skyrocketing contractor costs head on through our ambitious in-house pipeline program. The fourth installment of this program – on the heels of work done on the streets of Fierro Circle, Upper Terrace and El Sereno – will be Humphrey Way, scheduled to begin on Sept. 9.

See you at the Judy Tejada Reservoir about a month from now and thank you as always for taking the time to read and continue the dialogue.

James Lee, General Manager
CVWD



NEWS FROM THE CVWD <<< JAMES LEE added by **CV Weekly** on August 29, 2024
View all posts by CV Weekly →

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

GM Report

September 10, 2024

To: Honorable President and Members of the Board of Directors
From: James Lee, General Manager
Subject: **General Manager Report**

General Manager's Report Topics:

- ACWA Region 8 event
- CA Water Data Summit
- Pathways for Women Conference
- DROPs Program Kickoff
- Emergency Response Tabletop – Part of 1 of indefinite (quarterly)
- Pancake Breakfast – Thursday, September 19th
- Imagine a Day Without Water – Saturday, September 28th

STAFFING

1 employee has a work anniversary in August: Darlene Telles – 11 years.

6 employees have a work anniversary in September: Patrick Atwater – 1 year; Jude Herrera – 3 years; Pete Hilke – 12 years; David Inman – 8 years; Mario Mejia – 1 year; Brook Yared – 17 years

Employee Spotlight: Edgar Perez

As of September 5th, the District has done 256 days without a lost time incident.

GENERAL MANAGER ACTIVITIES

Meetings:

Managers Meeting(s)	- August 22 nd
All-Hands Staff Meeting	- August 15 th
CA Water Data Summit	- August 15 th
Rancho Santa Margarita Water District	- August 16 th
Los Angeles Dept of Water & Power	- August 19 th
Regional Strategic Planning Workshop – follow-up	- August 19 th
Office of County Supervisor Kathryn Barger	- August 20 th
Board Workshop	- August 20 th
ACWA Region 8	- August 21 st
Engineering & Operations Committee	- August 22 nd
Pathways for Women Conference	- August 26 th
CA Cybersecurity Task Force	- August 27 th
CA Data Collaborative Executive Committee	- August 27 th
Public Water Agencies Group Quarterly	- August 28 th

ACWA Executive Conference
Los Angeles County Fire
DROPs Program Kickoff
Glendale Water & Power
La Canada Irrigation District
Emergency Response Quarterly Tabletop
La Puente County Water District

- August 29th
- September 3rd
- September 4th
- September 4th
- September 4th
- September 5th
- September 6th

Submitted by:

A handwritten signature in blue ink, appearing to read "James Lee", is written over a horizontal line.

James Lee
General Manager



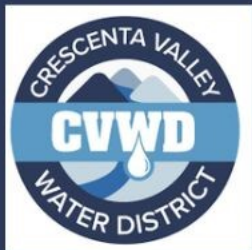


Hello, my name is Edgar Perez. I've been with the Crescenta Valley Water District for a few months now. I am part of the Operations and Maintenance Department, and I'm happy to say that also means I'm part of the District's "in-house pipeline" initiative. I repair water lines and maintain assets such as fire hydrants that serve fire departments and valves that move water throughout to distribution system. Safety always! I'm also proud to bring welding capability to the District, saving time and money. I'm a strong believer in teamwork and communication to get the jobs done and provide La Crescenta, Montrose, Glendale, and La Canada with the best water and wastewater service. My family is my motivation to work hard day in and day out. I love to spend time with my wife and kids and watching my kids play sports like wrestling, cheer, and soccer. I'm excited to continue learning more about CVWD and hope to grow with the company. Thank you to the community and everyone at CVWD for this opportunity!



Upcoming at the 2024 Water Data Summit:

Digital Transformation: Data Pipelines & Automation



Patrick Atwater (Moderator)

Regulatory and Public Affairs Manager
Crescenta Valley Water District



Nathan Adams & Mia Forsline

Director of Water Resiliency & Management Analyst
Santa Margarita Water District



Barrett Hansen

Chief Executive Officer
Current Software



Mary-Sophia Motlow

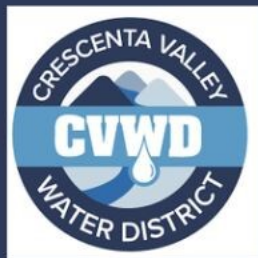
Administrative Analyst
Carpinteria Valley Water District



Upcoming at the 2024 Water Data Summit:

Career Networking: Chat with Water Industry Professionals

Meet with General Managers, Analysts, Consultants, and more from



Register at CAWaterDataSummit.org





Crescenta Valley Water District –Administration & Finance Report for < July 2024>

Customer Service & Administration Activity

**Service
Requests**
65

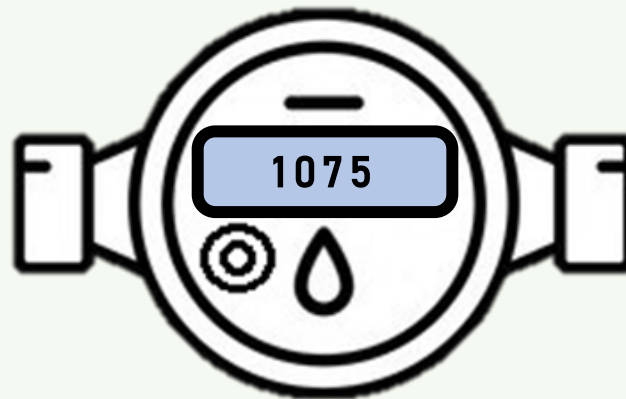
**New
Sign-Ons**
69

**Meter
Downloads**
18

**Closed
Accounts**
37

**Meter
Re-Reads**
279

**Fire
Flows**
9



Meters on AMI

**Backflow
Connection Tests**
12

- Software Optimization
- Submitted hydrant claim
- 15 new accounts on VX Smart
- Lead Service Line Inventory
- Attended "Office Hours at the Library"



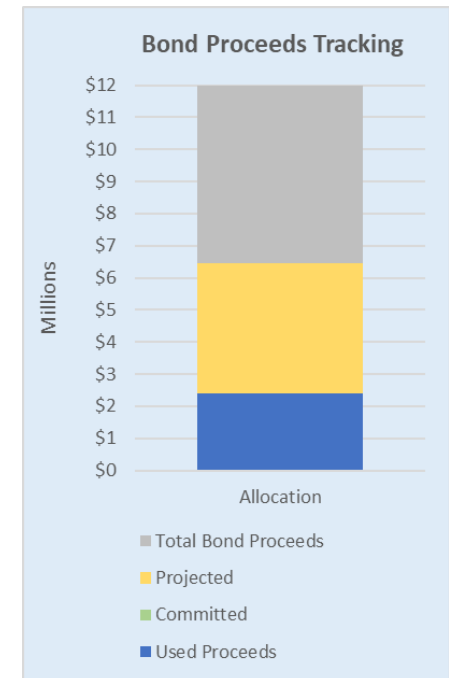
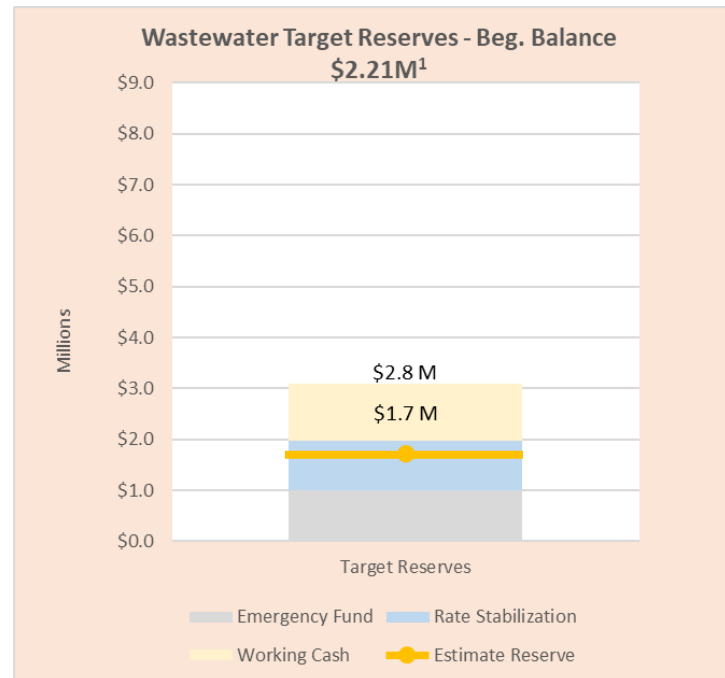
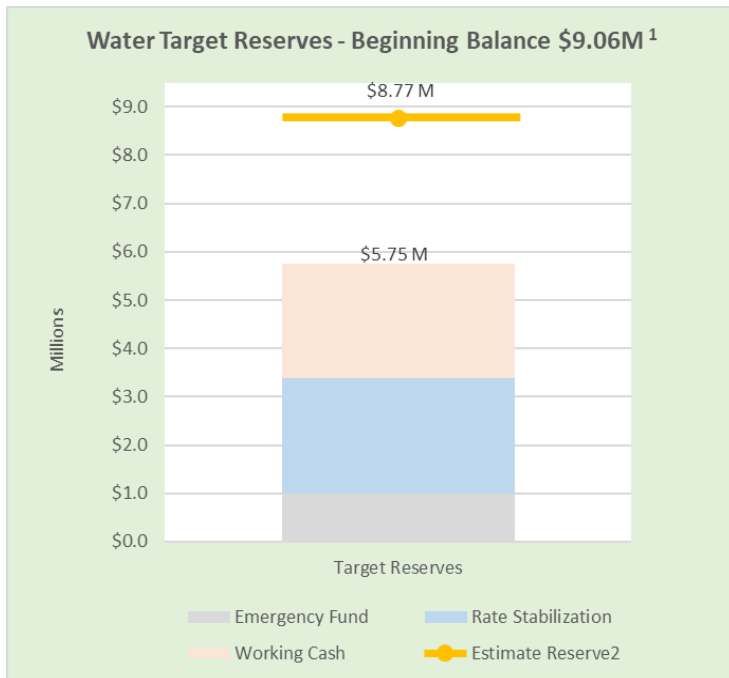
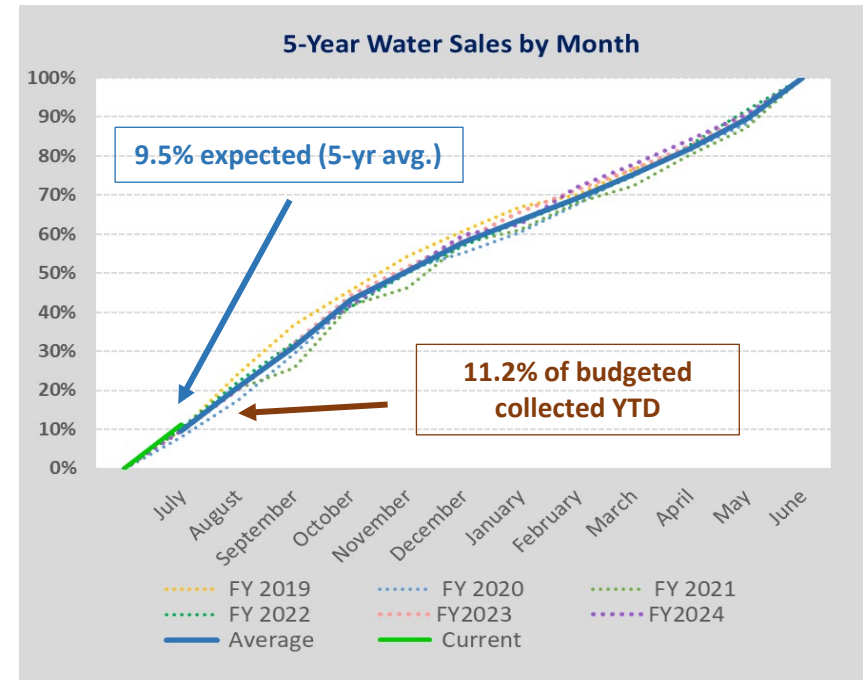
Crescenta Valley Water District –Administration & Finance Report for < July 2024 >

Water Fund - revenues & operating expenses

Proj. Revenue	\$16,363,510		Proj. Expense	\$13,374,197	
Budget	\$16,363,510	100%	Budget	\$13,374,197	100%

Wastewater Fund - revenues & operating expenses

Proj. Revenue	\$3,966,454		Proj. Expense	\$4,456,386	
Budget	\$3,966,454	100%	Budget	\$4,456,386	100%



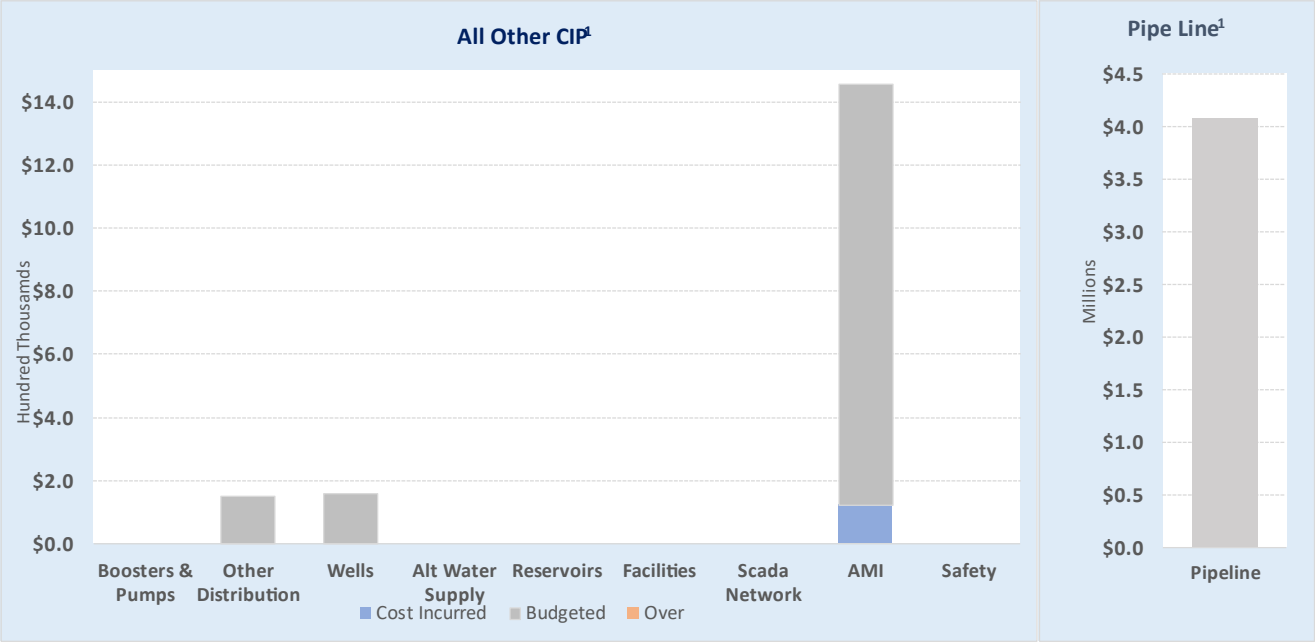
1. CVWD Reserve Policy reviewed on 8/18/23
2. Estimate reserves do not include \$5.5M of "restricted cash" from bond issuance



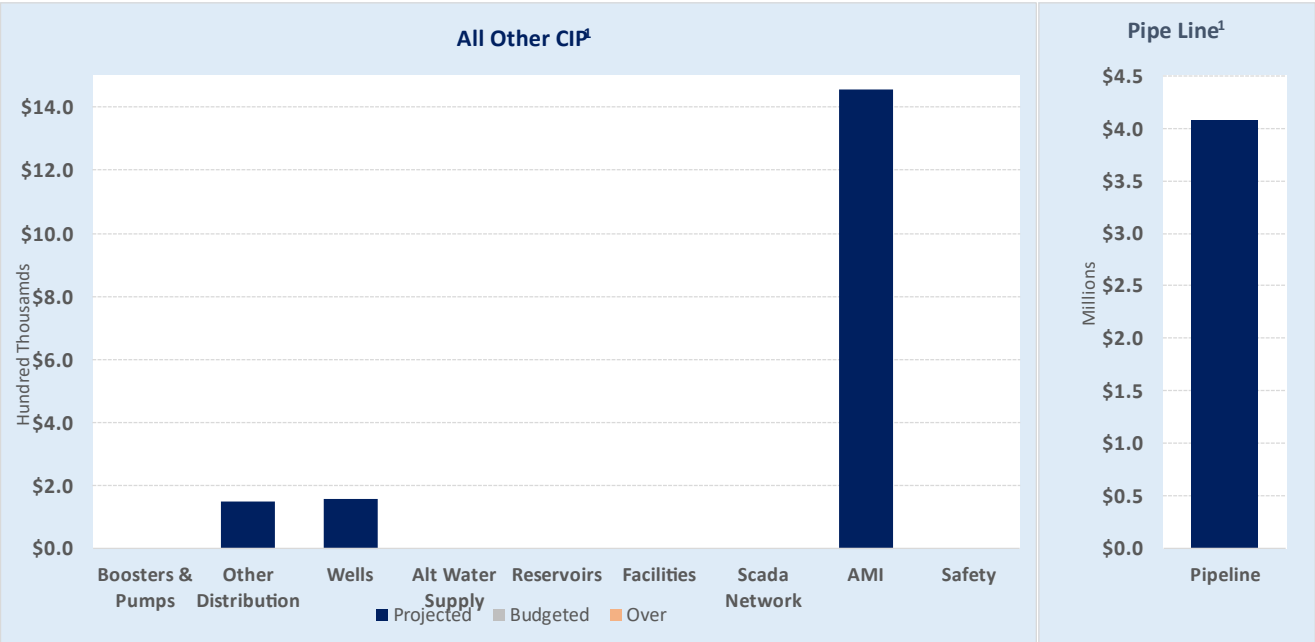
CVWD
Investments
Chandler



CIP Costs
Incurred to
Date



CIP
Projected
vs.
Budgeted



1. Pipelines CIP reported separately to preserve scale of the graph

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

To be held on
August 22, 2024 at 3:30 PM

Agenda for the Meeting of the Engineering & Operations Committee
of the Crescenta Valley Water District

Posted August 21, 2024 at 3:30 PM

TELECONFERENCING NOTICE

This meeting will be conducted in person at the address listed above. Members of the public may also participate virtually by using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic).

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 897 8874 8881

Those members of the public who are able to and would like to additionally participate with a computer through videoconference may access the Zoom videoconferencing tool available at the following link:

<https://us02web.zoom.us/j/89788748881>

If there is a disruption of service, this meeting will continue without remote participation. The remote participation option is provided as a convenience to the public and is not required.

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting the District by phone or in writing at customerservice@cvwd.com. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

Call to Order

Adoption of Agenda

Public Comment:

At this time, members of the public shall have an opportunity to address the Committee on items of interest that are within the subject matter jurisdiction of this Committee. This opportunity is non-transferable, and speakers are limited to three (3) minutes each. Under the provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda, except under certain circumstances.

Action Item(s)

The public shall have an opportunity to comment on any action item as each item is considered by the Committee. This opportunity is non-transferrable, and speakers are limited to one two-minute (2) comment each.

1. Status of Local Water Supply
2. Wastewater Master Plan Review
3. FY 24/5 – Pipeline Discussion
4. Content of Engineering Report
5. Other Water System and Engineering Updates

Committee Members' Request for Future Agenda Items

Closed Session

AIN 5868011026

Adjournment

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1
September 10, 2024

To: Honorable President and Members of the Board of Directors
From: Carla Dillon, P.E. – Director of Engineering and Operations
Subject: Award of Contract for Roof Replacements at Various District Facilities, Project C-1086

ACTION ITEM:

1. Roof Replacements at Various District Buildings - Project C-1086

Consideration and motion to: (1) determine that a deviation from the District's bid procurement and purchasing policy is in the best interest of the District; (2) authorize the General Manager to award a contract to J. Alvarado Roofing Inc. for the replacement of the existing wooden roof at the main office and replace damaged materials at various other sites in the District at a cost of \$68,700, establish a contingency amount of \$13,740 (20% of contract) to cover the cost of unforeseen or additional work; and (3) find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

BACKGROUND:

The District's building at 2700 Foothill Blvd. was constructed in 1965. The roof for this building has not been replaced in approximately 25 years and has reached the end of its useful life. In recent years, the roof has leaked on numerous occasions causing damage to the building interior, most recently causing damage to office workstations and materials during the July rain event. While the roof was patched a number of times, there is a sag causing pooling, and a roof replacement is needed. The cost of continuous repairs, maintenance, and damage will continue to increase if left in its current condition.

The building at 3246 Mills Ave. has been temporarily patched by in-house staff. While staff and an outside contractor were recently working on Mills Booster B, it was discovered that the prior roof contractor had sealed up the access points for a crane to remove the booster pumps. In order to remove the pumps, cuts were made into the roof and patched by staff. Work needs to be done to restore the building's designed crane access for the Mills booster pumps and repair the roof damage.

The building at 3730 Glenwood had roof work done more recently. However, leaks have occurred recently affecting a utility room and the crew's locker room. Minor work is required on this roof to prevent further interior damage.

DISCUSSION:

Staff requested proposals from three qualified roofing contractors. A job walk was performed with each contractor prior to submission of their proposal. Staff received three (3) proposals for the work. See table below:

	<u>Proposer</u>	<u>Total Price</u>
Low	T&G Roofing Co.	\$47,650
2	J. Alvarado Roofing Inc	\$68,700
3	NV Roofing	\$69,100

The lowest cost proposal was from T&G Roofing Co. of Downey, CA. However, their price is based on using an epoxy coating to refurbish the roof, while the other two bids include the removal and replacement of the existing plywood and shingles as well as establishing slopes to drainage points. Staff believes the latter scope of work is preferable because the useful life of the roof will be extended while eliminating water pooling by improving on the existing design. Staff therefore recommends the contract be awarded to the next lowest cost proposal, J. Alvarado Roofing Inc.

The District's bid procurement and purchasing policy (Appendix Q to the Rules and Regulations) requires competitive bidding for jobs estimated to cost over \$25,000. It allows an exception when the Board finds that another method is in the best interest of the District. In this case, staff believes that an informal request for proposals is in the best interest of the District because the job can be performed more expeditiously, and the multiple proposals promote competition and ensure a reasonable price. A pre-construction meeting will be set as soon as the contract is awarded, the agreement is signed, and insurance documents have been delivered. Ms. Christina Kopelman will be the Project Manager, and staff will provide in-house inspection services. It is anticipated that construction will start in late-September 2024 and the entire project should be completed by the end of October 2024.

ENVIRONMENTAL REVIEW:

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines. This exemption covers the repair of existing facilities involving negligible or no expansion of existing use.

FUNDING AVAILABILITY:

This was not an anticipated repair, as it was expected that the roofs could last another year. No funding was set aside for this project in the FY 24/25 budget.

RECOMMENDATION:

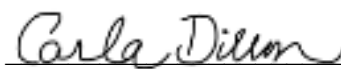
It is staff's recommendation to: (1) determine that a deviation from the District's bid procurement and purchasing policy is in the best interest of the District; (2) authorize the General Manager to award a contract to the lowest responsible bidder, J. Alvarado Roofing Inc. for the replacement of the existing wooden roof and replace and damaged materials at various sites in the District at a cost of \$68,700, establish a contingency amount of \$13,740 (20% of contract) to cover the cost of unforeseen or additional work; and (3) find said project exempt from the provisions of the California Environmental Quality Act (CEQA).

Prepared by:



Christina Kopelman
Assistant Engineer

Submitted by:



Carla Dillon, P.E.
Director of Engineering and Operations

Attachments:

1. Construction Services Proposals