

#### REGULAR BOARD MEETING AGENDA

# BOARD OF DIRECTORS MEETING MALAGA COUNTY WATER DISTRICT 3580 SOUTH FRANK AVENUE FRESNO, CALIFORNIA 93725

Tuesday, September 10, 2024 at 6:00PM

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a District Board Meeting, please contact the District Office at 559-485-7353 at least 48 hours prior to the meeting, to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

Please submit all written correspondence for the Board of Directors by 12:00 pm the Friday prior to the meeting. Please deliver or mail to the District Clerk.

- 1. Call to Order:
- **2. Roll Call:** President Charles Garabedian, Jr.; Vice President Salvador Cerrillo; Director Irma Castaneda; Director Frank Cerrillo, Jr.; Director Carlos Tovar, Jr.
- Cortification: Cortification was made that the Board Meeting Agenda was nested 72 he
- **3. Certification:** Certification was made that the Board Meeting Agenda was posted 72 hours in advance of the meeting.
- **4. Old Business:** None for this meeting.

approval from the County of Fresno.

- 5. New Business:
  - a. Well 5A-County of Fresno Agreement A-24-186. Bids for Well 5A were received August 7, 2024. A canvass of bids had been sent to the County of Fresno and MCWD previously. The County of Fresno is considering the request for authorization to reallocate bid item budgets and award the project.

Recommended Action: Award the project to Steve Dovali Construction pending

	''	
	Motion by:	; Second by:
b.	submit a Lead Service Inventory no later t	Drinking Water requires all water systems han October 16, 2024. Task Order 24-03 for the Lead Service Inventory is prepared for
	Recommended Action: To authorize Task Order 24-03.	
	Motion by:	: Second by:

c. **Sewer System Management Plan.** The Regional Water Quality Control Board requires all sewer systems to update the Sewer System Management Plans (SSMPs) pursuant to the new General Order. A Task Order for the purposes of assisting MCWD to prepare the update to the Sewer System Management Plan is prepared for MCWD consideration.

Recommended Action: To authorize Task Order 24-04.

	Motion by:	_; Second by:
	finalized. Comments from neighboring a requirements are updated from the time fi	rastructure Master Plan is recommended to be agencies have been received and regulatory rame that the draft Master Plan was prepared. the draft Infrastructure Master Plan is prepared
	Recommended Action: To authorize Task Order 24-05.	
	Motion by:	_; Second by:
ecre	ation Reports:	

6. Recreation Reports:

# 7. Engineer Reports:

- a. District Engineer Report. For information purposes only.
  - i. General. Appointments are scheduled with several commercial customers to review the impact of sewer unit assignments to the connections. Appointments are also scheduled with several commercial customers to review the impact of the groundwater sustainability charges to the connections.
  - ii. Construction Projects. Well 3A and Tank 1. The project is funded with a Grant from DWR. Construction activities are proceeding. It is expected that completion of the project will be mid-year 2025. Construction of the water storage tank is near completion. A bridge loan from RCAC is in place for interim financing of the construction activities.
  - iii. Progress Report- Comunidad Nuevo Lago (formerly Shady Lakes) Mobile Home Park Consolidation Project. P&P is currently preparing a Preliminary Engineering Report for the Comunidad Nuevo Lago MHP Consolidation Project. Comunidad Nuevo Lago MHP is a small mobile home community with sewer system compliance issues. The MHP meets requirements for sewer consolidation. The MCWD WWTF also needs updates before being able to consolidate with the MHP. The goal of the project is to submit a CWSRF construction application that will lead to improvements for the District's WWTF (part 1) and to consolidation between the CWD and the MHP (part 2). SHE, P&P, and CCCD met for a site visit at the MHP in June. The team took a tour of the wastewater facilities and gathered information and details to begin work on the PER. At present, the mobile home park would be an out-of-district service, which would require approval from LAFCo.
  - iv. **Well Destruction Plan.** In accordance with the authorized Task Order, work is proceeding for the Well Destruction Plan for Wells 1 and 4.
  - v. Consumer Confidence Report for 2023. In accordance with the authorized Task Order the Consumer Confidence Report (CCR) for 2023 has been prepared and submitted to the MCWD for processing.
- b. CDBG Engineer Report: None for this meeting.

# 8. General Manager's Report:

10. Vice President's Report:		
11. Director's Reports:		
12.Legal Counsel Report:		
usually approved by a single member may remove an item from the Consent Agenda may	listed below in the Consent Agenda are routine in nature and are vote. Prior to any action by the Board of Directors, any Board from the consent agenda for further discussion. Items removed be heard immediately following approval of the Consent Agenda action after Regular Business.	
<u> </u>	Board Meeting of August 27, 2024. Financial Statement Report.	
Recommended action: To app	prove the Consent Agenda as presented or amended.	
Motion by:	; Second by:	
14. Communications:		
a. Written Communications	S:	
interest within the jurisdiction of presented; however, in complian the agenda. The public should ac All speakers are requested to wa	Public may address the Malaga County Water District Board on item(s) of the Board, not appearing on the agenda. The Board will listen to comments are with the Brown Act, the Board cannot take action on items that are not on address the Board on agenda items at the time they are addressed by the Board it until recognized by the Board President. All Comments will be limited to three lygroup per item per meeting, with a fifteen (15) minutes maximum.	
15. Closed Session:		
a. Potential Litigation. (Gov	vernment Code 54956.9(d)(1).).	
16. Adjournment:		
Motion by:	, Second by:	
	Certification of Posting	
I, Norma Melendez, District Clerk of the	e Malaga County Water District, do hereby certify that the foregoing	

agenda for the Regular Meeting of the Board of Directors of September 10, 2024 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, at 5:00P.M. On 09/06/2024.

9. President's Report:

Norma Melendez, District Clerk



3580 SOUTH FRANK STREET - FRESNO, CALIFORNIA 93725 PHONE: 559-485-7353 - FAX: 559-485-7319

#### BOARD OF DIRECTORS

CHARLES E. GARABEDIAN JR SALVADOR CERRILLO IRMA CASTANEDA FRANK CERRILLO JR CARLOS TOVAR JR
PRESIDENT VICE-PRESIDENT DIRECTOR DIRECTOR DIRECTOR

County of Fresno ARPA SLFRF Coordinator 2281 Tulare Street, Room 304 Fresno, CA 93721

**RE:** Malaga County Water District

Malaga County Well Project (Well 5A) Agreement No. 24-186 Bid Summary and proposed Line-Item Budget Adjustment

The bid opening for the Malaga County Water District (MCWD) Well 5A Improvements Project was held on Wednesday August 7, 2024, at 2:00 p.m. at the office of the Malaga County Water District located at 3580 S. Frank Ave, Fresno CA 93725. Four bids were received and opened; we have reviewed the bids, and a summary of our review is provided below for consideration by the County of Fresno. A copy of the bid package from the apparent low bidder will be provided to County under separate cover.

#### **Review of Bid Packages:**

Bids were received from the following contractors: Steve Dovali Construction, Inc., HPS Plumbing Services, Inc., West Valley Construction, and Koch and Koch Inc. The bid packages have been reviewed to determine if all required documents were included. The apparent low bidder, Steve Dovali Construction, Inc., included all required bid documents and is therefore considered the lowest responsive bidder.

#### **Evaluation of Bids:**

A summary of the bids received is provided in the attached canvass of bids (**Exhibit A**). The bid documents state that if the total cost of any item or the total Base bid is inconsistent with the Unit Cost, the Unit Cost shall prevail. The bid schedule was reviewed and checked accordingly for mathematical errors. The total bid amount provided by Steve Dovali Construction, Inc., did not contain any errors.

The bid documents state that the project will be awarded to the lowest responsive bidder based on the Well 5A **base bid**. The total base bid amount received from each bidder is listed below:

Bidder	Base Bid Amount
Grant Budget for Construction Well 5A	\$3,500,000.00
Steve Dovali Construction, Inc.	\$3,233,052.00
HPS Plumbing Services, Inc.	\$4,115,220.00
West Valley Construction	\$3,472,130.00
Koch and Koch, Inc.	\$3,925,873.00

#### **Add Alternative Bid Items:**

The District would like to add to the project the Add Alternative item A-1, if authorized by the County. See the below breakdown of the apparent low bidder Add Alternative A-1:

Bidder	Add Alternatives Bid Amount
F&I Generator and Automatic Transfer Switch	\$467,897.00

# **Project Budget:**

The construction line item in the funding agreement (Agreement No. 24-186) for the Project totaled **\$4,329,561.33**. This cost included project administration, final design and environmental documentation, contract services, construction administration, construction, and operation and maintenance manual creation. Below is a breakdown of the funding agreement budget:

Well 5A Breakdown

Current Funding Breakdown	
Task 1: Final Design and Final Environmental Review	\$ 177,693.00
Task 2: State Department of Drinking Water Advertisement	\$ 14,668.00
Task 3: Construction	\$ 3,500,000
Task 4: Construction Administration	\$ 39,712.00
Task 5: Construction Review	\$ 200,000.00
Task 6: Operations and Maintenance Manual	\$ 13,970.00
Task 7: Funding Administration	\$ 30,000.00
Task 8: Project Management	\$ 50,000.00
Task 9 Project Contingency	\$ 303,518.33
Current Funding Agreement Total:	\$ 4,329,561.33

The lowest responsive base bid is **\$3,233,052.00**. The amount allowed in the current funding agreement is **\$3,500,000.00**. This yields a net availability of \$266,948.00. The total bid with add alternatives is **\$3,700,931.00**. The construction contingency amount in the funding agreement is \$303,518.33. It is requested to move funds from the construction contingency line item to the construction line item, in order to install the Generator at the Well site. This would leave **\$102,587.33** in the contingency and would not require a change to the funding agreement budget.

Please see the suggested revised Funding Breakdown below:

Updated Well 5A Funding Breakdown based on Bid Results and Scope Amendment		
Task 1: Final Design and Final Environmental Review	\$	177,693.00
Task 2: State Department of Drinking Water Advertisement	\$	14,668.00
Task 3: Construction	\$	3,233,052.00
rask 3. Construction	Ψ	3,233,032.00
Total Additive Bid Item 1A	\$	467,897.00
Total Additive Bid Item 1A	\$	467,897.00
Total Additive Bid Item 1A Task 4: Construction Administration	<b>\$</b>	<b>467,897.00</b> 39,712.00

Task 8: Project Management	\$ 50,000.00
Task 9 Project Contingency	\$ 102,587.33
Total Funding Required:	\$ 4,329,561.33
Total Grant currently	\$ 4,329,561.33
Total Additional Funds Needed	\$ 0

If the County authorizes the adjustment of budgets for Tasks 3 and 9, MCWD can proceed with award of the contract. Please note that the bids are time-sensitive and the Construction Documents state that award would be made within 60 calendar days from the bid opening.

#### **Project Schedule:**

Per the executed funding agreement, "Task 3: Construction" end date is December 31, 2026 for the Project (Agreement No. 24-186). Construction schedule noted in the bid documents is 400 days from the date of the Notice of Proceed. There is no request for an extension to the schedule at this time.

Attachment: Exhibit A, Canvass of Bids

Complete Bid Package of Steve Dovali Construction

#### PROVOST& PRITCHARD CONSULTING GROUP

#### CANVASS OF BIDS

Malaga County Water District

 Bid Opening Date
 8/7/2024
 Project Manager
 Liz Varner

 Prevailing Waces Required
 Yes
 Project Engineer
 P&P

Prevailing Wages Required Yes NGINEER'S ESTIMATE Steve Dovali Constru West Valley Construction Koch & Koch **HPS** Description Quantity Unit Cost Unit Cost Unit Cost Total Unit Cost Unit Cost Total Item Base Bid bilization, Bonds, and Insurance \$ 140,000.00 \$ 109,560.00 \$ 109,560.00 177,500.00 \$ 177,500.00 173,000.00 \$ 173,000.00 318,300.00 \$ 318,300.00 orker Protection 1.5 40 000 00 9 40 000 1 125 00 \$ 1 125 00 12 000 00 \$ 12 000 00 11 000 00 \$ 11 000 00 20 000 00 \$ 20 000 00 40,000.00 40,000 19,688.00 \$ 19,688.00 8,300.00 \$ 8,300.00 5,000.00 \$ 5,000.00 30,000.00 \$ 30,000.00 mnorary Facilities and Miscellaneous Operations LS 50,000,00 50 000 9 450 00 \$ 9 450 00 180 200 00 \$ 180 200 00 134 000 00 \$ 134 000 00 20 000 00 \$ 20,000,00 ounty of Fresno Encroachment Permit 5,000.00 \$ 1,725.00 2,700.00 \$ 3,000.00 10,000.00 \$ 10,000.00 5,000 1,725.00 \$ 2,700.00 3,000.00 \$ onstruction Staking erform Compaction Testing LS 15 000 00 s 15 000 21 150 00 \$ 21 150 00 20 600 00 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1,000.00 \$ 50,000.00 LF LF 50 650 00 13 900.00 \$ 35 600 00 880 00 \$ 44 000 00 Drill 28" Diameter Hole and Conduct Electric Logging F&I 16-5/8" OD x 3/8" Wall Blank HSLA Casing 155,000 366.00 \$ 226 920 00 192 00 9 119 040 00 237.00 250.00 \$ 155,000,00 133.857.00 173.055.00 417 400.00 \$ 166.800 321.00 \$ 335.00 \$ 139.695.00 415.00 \$ 350.00 \$ 145.950.00 F&I 16-5/8" OD x 5/16" Wall HSLA Louvered Cas 225 LF 450.00 \$ 101,250 394.00 \$ 88,650.00 377.00 9 84,825.00 466.00 \$ 104,850.00 350.00 \$ 78,750.00 17 rnish and Install 20' long Well Casing Compression Section LS 17.000.00 \$ 17.000 10.125.00 \$ 10.125.00 15.000.00 \$ 15.000.00 18.500.00 \$ 18.500.00 14.000.00 \$ 14.000.00 34.00 \$ 13,430.00 9,480.00 40.00 \$ 15,800.00 19 &I 2" Diameter Sounding Tube 390 1 F 38 00 s 14 820 39 00 \$ 15 210 00 8 21 00 \$ 8 190 00 26.00 \$ 10 140 00 \$ 40.00 \$ 15 600 00 280 150.00 42,000 45.00 \$ 12,600.00 153.00 \$ 42,840.00 190.00 53,200.00 110.00 \$ 30,800.00 &LAnnular Seal 390 82 00 9 31 980 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41,844.00 62,300.00 \$ 62,300.00 77,000.00 77,000.00 90,000.00 \$ 90,000.00 &I Pump Motor Sound Enclosure 35,000.00 35,179.00 \$ 35,179.00 39 000 00 39 000 00 44 000 00 44 000 0 50,000,00 50,000.00 35,000 Construct Pump Foundation LS 15 000 00 \$ 15.000 12.331.00 \$ 12.331.00 13.000.00 \$ 13.000.00 10.000.00 \$ 10.000.00 15.000.00 \$ 15.000.00 ell Discharge Piping, Valves, and Appurtenances 100,000 139,818.00 \$ 90,000.00 \$ 85 000 00 \$ 85.000.00 LS 100,000.00 \$ 139,818.00 90,000.00 120,000.00 \$ 120,000.00 5.000 Gallon Hydropneumatic Tank, Air Compressor, Foundation and \$ 215,000.00 215,000 237 118 00 \$ 237 118 00 262 700 00 \$ 262 700 00 397 000 00 \$ 397 000 00 375 000 00 \$ 375 000 0 32 LS F&I 2" Diameter PreJuhe Drain and Pine 5 726 00 \$ 5 726 00 9.400.00 \$ 16 000 00 \$ 5,000,00 \$ 5 000 00 33 1.5 10 000 00 \$ 10.000 9.400.00 16 000 00 ater Main connections in Peach Ave 60,000.00 \$ 60,000 62,318.00 \$ 62,318.00 54,000.00 \$ 54,000.00 73,000.00 \$ 73,000.00 125,000.00 \$ 125,000.00 F&I10" Piping, fittings and appurtenances F&I12" Piping, fittings and appurtenances 160 LE 450.00 \$ 72 000 518 00 \$ 82 880 00 473.00 \$ 75 680 00 591 00 \$ 94 560 00 3 785 00 \$ 125 600 00 900.00 \$ 54,900 38,674.00 1,536.00 \$ 93,696.00 1,640.00 \$ 100,040.00 969.00 \$ 59,109.00 634.00 \$ refabricated Chemical Storage Shed and Pad LS 40 000 00 \$ 40 000 30 242 00 \$ 30 242 00 43 000 00 \$ 43 000 00 48 000 00 5 48 000 00 53 000 00 \$ 53 000 0 lorination Equipment LS 40,000.00 \$ 52,500.00 \$ 52,500.00 54,000.00 54,000.00 40,000 26,304.00 \$ 26,304.00 40,000.00 \$ 40,000.00 &I New Backflow Preventer and Eyewash Station LS LS 18,000.00 \$ 18 000 17 380 00 G 17 380 00 18 000 00 \$ 18 000 00 27 000 00 9 27 000 00 25 000 00 \$ 25 000 00 4,808.00 &I 4" Drain Line 12.000.00 \$ 12.000 4,808.00 \$ 10.250.00 \$ 10,250.00 17.000.00 \$ 17,000.00 \$ 20,000.00 \$ 20.000.00 F&I MCC Concrete Foundation and Shade Structure LS 60,000,00 \$ 60,000 52 391 00 \$ 52.391.00 47 000 00 \$ 47 000 00 83,000,00 \$ 83,000,00 95 000 00 \$ 95.000.00 &I Motor Control Center LS \$ 475,000.00 475.000 477,419,00 \$ 477.419.00 444,495.00 \$ 444.495.00 445.000.00 \$ 445.000.00 580,000,00 \$ 580.000.00 &I Well VFD 40,000.00 40 000 36 428 00 \$ 36,428.00 32 400 00 9 32,400.00 36.000.00 36.000.00 40,000,00 40 000 0 Site Electrical Services and Lighting LS \$ 200,000,00 \$ 200,000 251,493.00 \$ 251,493.00 229,000.00 \$ 229,000.00 200,000.00 \$ 200,000.00 300,000.00 \$ 300,000.00 \$ 45,000.00 31,028.00 \$ 31,028.00 30,600.00 35,000.00 35,000.00 50,000.00 30,600.00 50,000.00 \$ Not Used 00 428 00 85 NNN NN 85 nnn n 93.000.00 00 000 00 100 000 0 80,000.00 90,428.00 48 49 hain Link Fence and Access Gate LS LS 30 000 00 \$ 30.000 33.229.00 \$ 33,229.00 31.365.00 \$ 31.365.00 39.000.00 \$ 39.000.00 30.000.00 \$ 30.000.00 50.000 82,299.00 \$ 82,299.00 127,235.00 127,235.00 133,000.00 133,000.00 71,020.00 \$ 71,020.00 50 Class II Aggregate Base Surfacing 420 CY 250.00 \$ 105 000 230.00 \$ 96 600 00 255.00 \$ 107 100 00 159 00 \$ 66 780 00 100.00 \$ 42 non ni " Medium Type A Asphalt Concrete 218 TON 300.00 65,400 257.00 \$ 56,026.00 288.00 \$ 62,784.00 455.00 \$ 99,190.00 300.00 \$ 65,400.00 52 F&I Site Concrete Swale 335 150.00 \$ 50 250 165 00 \$ 55 275 00 159 00 \$ 53 265 00 86.00 \$ 28 810 00 150 00 \$ 50 250 00 7,238.00 16,478.00 200.00 15,400 94.00 \$ 214.00 \$ 157.00 12,089.00 100.00 \$ 7,700.00 Additive Alternatives &I Generator and Automatic Transfer Switch LS 500,000 \$ 500,000 467,879.00 \$ 467,879.00 558,800.00 \$ 558,800.00 497,000.00 572,900.00 497.000.00 \$ 572.900.00 \$ \* Total on bidders propos is \$3 925 873 00 and \$4 115 220 and \$4 688 120 Bid Completeness \$4,422,873 w/additive Notes Bidders Propos Subcontractors Li Bid Secu Preliminary Construction Schedu Materials Supplier Non-Collusion Affida Worker's Com Debarment Certificati PCC 1023 Labor and Other Codes Certifical Title 13 Certificates of Reported Executed Addendum No. Executed Addendum No. Executed Addendum No



# TASK ORDER 24-03 MALAGA COUNTY WATER DISTRICT

Between Malaga County Water District (District) and Provost & Pritchard Consulting Group (Consultant).

#### SCOPE OF WORK

It is understood that the State Water Resources Control Board Division of Drinking Water (DDW) requires the District to prepare a Lead Services Inventory by October 16, 2024. The District will be required to continue to update the Lead Services Inventory beyond October 16, 2024. Essentially, every water service needs to be listed by address and the material of the water service needs to be classified as either Lead, Galvanized, Galvanized Requiring Replacement, Non-Lead (Copper, Plastic, Other), and Lead Status Unknown. Unless each water service can be field verified, an approved workplan is required prior to using any alternative methods to prepare the inventory. It is proposed that Provost & Pritchard is retained on a time and materials basis to perform the basic services described below.

# **Phase – Lead Services Inventory**

- Review current water system account list
- Populate Lead Service Line Inventory Template with service line data available from the water meter project installations
- o Determine means of identifying customer side service line materials
- Identify potential funding sources for additional investigation of service line materials, as needed
- o Prepare a workplan to identify remaining service line inventory, for State approval
- Submit to the District for review
- Finalize and submit to DDW

Once prepared, the Plan may be utilized to seek funding assistance for additional service line inventory investigation.

#### **SCHEDULE**

Once we receive the signed contract and are authorized to proceed, we will begin work. Provost & Pritchard will prepare and submit the initial Lead Service Line Inventory for submittal within five (5) weeks of authorization.

# **FEES**

Estimated fees to prepare the initial inventory and workplan for remaining services inventory, and submit to the State is \$5,000.

Malaga County Water District	Provost & Pritchard Consulting Group
Ву:	By:
Title:	Title:

Date:	Date:

# item

# TASK ORDER 24-04 MALAGA COUNTY WATER DISTRICT

Between Malaga County Water District (District) and Provost & Pritchard Consulting Group (Consultant).

#### SCOPE OF WORK

It is understood that the State Water Resources Control Board issued a letter to the District dated April 10, 2023, stating that the Malaga CWD system is subject to the Statewide General Order 2022-0103-DWQ.

The following items are understood to be complete or that no assistance is requested:

- Malaga County Water District continues to submit monthly spill reports to the State and the identification of responsible parties is current.
- Malaga County Water District will identify a Legally Responsible Official for the system in accordance with Section 5.1 of the General Order.

It is proposed that Provost & Pritchard is retained on a time and materials basis to perform the basic services described below.

# Phase – Sewer System Management Plan (SSMP) Update

Update the SSMP in accordance with Section 5.2 of the General Order (May 31, 2025, deadline)

This task would consist of updating the existing SSMP with additional requirements of the new General Order and incorporating comments from Malaga County Water District regarding the existing SSMP. The updated SSMP would be submitted to Malaga County Water District for approval and certification. The District would then upload the updated SSMP to CIWQS.

Assist the District with performing the Internal Audit of the SSMP in accordance with Section 5.4 of the General Order (July 1, 2025, deadline).

Assist the District to designate Data Submitters per Section 5.8 of the General Order.

Assist the District with updating the Spill Emergency Response Plan in accordance with Section 5.12 and Attachment D, Section 6 of the General Order (November 30, 2024, deadline).

Assist the District with preparation of the initial Annual Report, and that the report shall include a 10-year system performance analysis per Section 5.11 of the General Order.

Prepare an Electronic Sanitary Sewer System Service Area Boundary Map in accordance with Section 5.14 of the General Order (July 1, 2025, deadline).

Please provide the following information to facilitate preparation of the updates: C:\Users\nmelendez\Desktop\Board Meetings\2. Agenda Attachments\2024\9 September\10\20240827 SSMP Task Order.doc

- Any history of spills from the system
- Any comments or corrections to the previous SSMP
- o Capital and Operational budget for the sewer system
- o Records of sewer main flushing
- Age and condition of lift station pumps

## **SCHEDULE**

Once we receive the signed contract and are authorized to proceed, we will begin work. Provost & Pritchard will prepare and submit the SSMP Update for submittal within six (6) weeks of authorization.

#### **FEES**

Estimated fees to prepare the SSMP Update and submit to the State is \$5,300.

Malaga County Water District	Provost & Pritchard Consulting Group		
Ву:	Ву:		
Title:	Title:		
Date:	Date:		



# TASK ORDER 24-05 MALAGA COUNTY WATER DISTRICT

# **Infrastructure Master Plan Update**

Between Malaga County Water District (District) and Provost & Pritchard Consulting Group (Consultant).

#### SCOPE OF WORK

The Malaga County Water District had prepared a draft Infrastructure Master Plan in January 2022. The draft was distributed to several public agencies for review and comment. Comments from all agencies were received and need to be incorporated to a final document. A significant comment was to scale back the geography of the master planned area to the existing sphere of influence. Anticipated water and sewer infrastructure requirements beyond the existing sphere of influence would be defined as conceptual infrastructure if proposed development would be served by Malaga County Water District. In addition, regulatory requirements have changed since 2022. A Surface Water Supply Agreement between Malaga County Water District and Fresno Irrigation District has now been executed. Additional updates include recent funding assistance agreements and capital improvement projects since 2022. Further, the Communidad Nuevo Lago Mobile Home Park (formerly called the Shady Lakes Mobile Home Park) has triggered a Technical Assistance Grant for planning services to investigate sewer service from Malaga County Water District. Finalizing an Infrastructure Master Plan will be beneficial for subsequent actions associated with pursuing property for water and wastewater facilities, pursuing funding for water and sewer infrastructure projects, and proposing zoning and land use designations for properties that may be required to support development in the sphere of influence of the Malaga County Water District. It is proposed that Provost & Pritchard is retained on a time and materials basis to perform the basic services described below.

- Review the draft Infrastructure Master Plan
- Update the Master Plan in response to comments received from neighboring public entities
- Update the Master Plan consistent with recent regulatory updates
- Update the Master Plan consistent with recent funding assistance agreements and with recent capital improvement projects
- Update the Master Plan consistent with recent proposed development activity
- Submit to the MCWD for review and comment
- Finalize and submit to MCWD for adoption

Once prepared, the Plan may be utilized to seek funding assistance for improvements or planning activities consistent with the Infrastructure Master Plan.

## **SCHEDULE**

Once we receive the signed contract and are authorized to proceed, we will begin work. Provost & Pritchard will prepare and submit the initial Infrastructure Master Plan for submittal within eight (8) weeks of authorization.

# **FEES**

Estimated fees to finalize the Infrastructure Master Plan, and submit to the MCWD for adoption is \$12,300.

Malaga County Water District	Provost & Pritchard Consulting Group
Ву:	By:
Title:	Title:
Date:	_ Date:



# REGULAR BOARD MEETING MINUTES BOARD OF DIRECTORS MEETING MALAGA COUNTY WATER DISTRICT 3580 SOUTH FRANK AVENUE

item 13.a.

FRESNO, CALIFORNIA 93725 Tuesday, August 27, 2024 at 6:00PM

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a District Board Meeting, please contact the District Office at 559-485-7353 at least 48 hours prior to the meeting, to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

Please submit all written correspondence for the Board of Directors by 12:00 pm the Friday prior to the meeting. Please deliver or mail to the District Clerk.

1. Call to Order: 6:00pm

2. Roll Call: President Charles Garabedian, Jr.; Vice President Salvador Cerrillo; Director

Irma Castaneda; Director Frank Cerrillo, Jr.; Director Carlos Tovar, Jr.

3. Certification: Certification was made that the Board Meeting Agenda was posted 72 hours in

advance of the meeting.

4. Consent Agenda. The items listed below in the Consent Agenda are routine in nature and are usually approved by a single vote. Prior to any action by the Board of Directors, any Board member may remove an item from the consent agenda for further discussion. Items removed from the Consent Agenda may be heard immediately following approval of the Consent Agenda or set aside for discussion and action after Regular Business.

- a. Minutes of the Regular Board Meeting of August 13, 2024.
- b. Voter Education Room Rental.

Recommended action: To approve the Consent Agenda as presented or amended.

The board selected item 4.b. for further clarification on the potential rental, wanting to learn the purpose of the rental and what dates they were interested in. Staff replied that the purpose of the rental is to provide the community with voter education as the upcoming election is coming close. Clarification was provided, stating that the room the group is interested in is the side room and the date for the rental has not been provided yet as they wanted to solidify a place before selecting dates. The group is aware that they will have to check with the district office for date availability to ensure the date they want will be available. As this is a non-profit organization, fees will be waived. Motion by Vice President Cerrillo; Second by Director Castaneda and by a 5-0 vote to approve the consent agenda as presented.

**5. Old Business:** None for this meeting.

**6. New Business:** None for this meeting.

# 7. Recreation Reports:

Director Castaneda reported there was a yard sale at the park on Friday the 23<sup>rd</sup>. There was a good turn out and the Recreation Committee sold out on the food items they were selling.

Vice President Cerrillo reported that Latin Connection has been hired to provide entertainment during Fiesta Day. He is currently inquiring about hiring another entertainment group for the event, hoping they offer a good price. Trophies for the car show have been ordered. He also reported to the board that the recreation committee decided to have the Halloween program and dance on October 26. The dance will be held outside.

# 8. Engineer Reports:

- a. District Engineer Report. Legal Counsel, Michael Slater, reported that Fresno County needed some clarification for the Well 5A project. He hopes this is the last step before the district begins receiving reimbursements for the project.
- b. CDBG Engineer Report:
  - i. Update on CDBG 25-26 Application. Legal Counsel, Michael Slater, reported that he received feedback from the CDBG Engineer who stated that with the initial calculations, the district's out-of-pocket contributions could be up to \$800,000 for the pond scraping project.

Public comment: A member of the public expressed his concern over the districts out-of-pocket contribution for the CDBG project. President Garabedian, Jr. mentioned that number is just a calculation, and the hope is that it does not have to come to that.

# 9. General Manager's Report:

President Garabedian, Jr. reported he had an ad-hoc committee meeting with select district staff. This ad-hoc committee is a way to get staff involved in making revisions and updates to policies and information pertaining to employees. The next meeting has been scheduled for October 7. The President also reported that a staff meeting has been scheduled for August 28 at the District Office. In this meeting, staff will be notified that their pension has been funded.

Vice President Cerrillo reported to the board that the pool season will end on September 2. Once the pool is officially closed, it will be time to make repairs, upgrades and anything the district must do to keep the pool compliant with the County code. The Vice President also updated the board that the water shop continues to be without power due to the well project. He hopes power gets restored sooner than later so staff can clean up the water shop.

- 10. President's Report: Reported under GM report.
- 11. Vice President's Report: Reported under GM report.

## 12. Director's Reports:

Director Castaneda noticed dead trees at the park. She suggests removing those trees before Fiesta Day. President Garabedian suggested contacting Tree Fresno as they could potentially donate trees to replace the dead trees.

## 13. Legal Counsel Report:

#### 14. Communications:

- a. Written Communications:
- b. Public Comment: The Public may address the Malaga County Water District Board on item(s) of interest within the jurisdiction of the Board, not appearing on the agenda. The Board will listen to comments presented; however, in compliance with the Brown Act, the Board cannot take action on items that are not on the agenda. The public should address the Board on agenda items at the time they are addressed by the Board. All speakers are requested to wait until recognized by the Board President. All Comments will be limited to three (3) minutes or less per individual/group per item per meeting, with a fifteen (15) minutes maximum.
  - 1. Pete Maldonado. Use of recreation center for wrestling practice. **Did not attend meeting.**
  - 2. Miguel Alvarez asked when the accounts payable report be available as it was not available in the meeting of August 13. The President and Legal Counsel mentioned the report is not ready yet the Districts accounting company is currently updating and re-structuring how the report is being presented to the board.

# 15. Closed Session: 6:38pm

a. Potential Litigation. (Government Code 54956.9(d)(1).).No reportable action

# 16. Adjournment:

Motion by Vice President Cerrillo, Second by Director Cerrillo and by a 5-0 vote to adjourn the meeting at 7:39pm.

#### **Certification of Posting**

I, Norma Melendez, District Clerk of the Malaga County Water District, do hereby certify that the foregoing minutes for the Regular Meeting of the Board of Directors of August 27, 2024, was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, on 09/11/2024.

Norma Melendez, District Clerk