



**RESCHEDULED
REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT
4843 S. Church Street
Pico Rivera, California, 90660**

6:00 PM Thursday, December 2, 2021

AGENDA

Pursuant to the provisions of Government Code Section 54953(e), as amended by AB 361, any Board member and any member of the public who desires to participate in the open session items of this meeting may do so by accessing the Zoom link below to join by webcam or teleconference.

Any member of the public wishing to make any comments to the Board may do so through that Zoom link. The meeting Chair will acknowledge such individual(s) at the appropriate time in the meeting prior to making his or her comment. Members of the public wishing to make a comment are asked to state their name for the record and will be provided three (3) minutes to comment, the Board secretary will alert those commenting when they only have 30 seconds remaining. All members of the public will be disconnected from the Zoom link immediately before the Board of Directors adjourns into Closed Session.

Join Zoom Meeting

<https://us06web.zoom.us/j/9521779948?pwd=dGNxcXh3YitEc2NlVVdrUzVvNm4rZz09>

Join by Telephone: +1 669 900 6833

Meeting ID: 952 177 9948 Passcode: 421745

1. **ROLL CALL.**

2. PLEDGE OF ALLEGIENCE.

3. INVOCATION.

4. TIME RESERVED FOR PUBLIC COMMENTS.

*Members of the public shall be allowed three minutes to address the Board on any matter on the agenda and/or within the jurisdiction of the District, which is not on the Agenda. All comments should be addressed to the presiding officer of the meeting. Additional public comments shall be allowed when a listed agenda item is being considered, but such comments made at that time must be confined to the subject that is being discussed at the time such comments are made. Members of the public are asked to state their name for the record. Due to all Board Meetings being run as Zoom Meetings all participants will be placed on mute at the start of the meeting and when the meeting is open for public comment the participant will be asked to raise their hand through the button on the video conference screen if participating by video conference or by pressing *9 on their phone if participating by teleconference.*

5. ADOPTION OF AGENDA.

6. APPROVAL OF CONSENT CALENDAR.

(All matters on the Consent Calendar are to be approved on one motion, unless a Board Member requests a separate action on a specific item).

- A. Consider November 17, 2021 Regular Board Meeting Minutes.
- B. Consider the accounts now due and payable, and receive and file bills approved by the General Manager.
- C. Consider October 2021 Financial Statement.

7. ACTION/DISCUSSION ITEMS.

- A. Consider the Proposed 2022 Operating Budget, Organizational Chart and Capital Improvement Projects. *Recommended Action – that the Board approve the Proposed 2022 Operating Budget and Capital Improvement Projects.*

- B. Consider Proposals for Professional Auditing Services related to the District's Annual Financial Audit. *Recommended Action – that the Board approve the proposal from Gruber & Lopez Associates.*
- C. Consider Work Proposal by Tesco Controls to Upgrade the Supervisor Control and Data Acquisition (SCADA) System at Wells 5A, 8 and 11. *Recommended action – that the Board approve Tesco Controls Proposal.*

8. REPORTS.

- A. General Manager.
- B. Legal Counsel.

9. INFORMATIONAL ITEMS

- A. None.

10. DIRECTOR'S REQUEST OF FUTURE AGENDA ITEMS.

11. BOARD MEMBER COMMENTS.

- A. Report on Meetings Attended/Comments.

12. ADJOURNMENT.

AGENDA POSTED ON: November 24, 2021

Next regularly scheduled meeting: December 15, 2021

NOTE: To comply with the Americans with Disabilities Act, if you need special assistance to participate in any Board meeting, please contact the District office at (562) 692-3756 at least 48 hours prior to a Board meeting to inform the District of your needs and to determine if accommodation is feasible.

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the District office, located at 4843 S. Church Street, Pico Rivera, California.

CONSENT ITEMS

RESCHEDULED
REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT
4843 S. Church Street
Pico Rivera, California, 90660

6:00 P.M. Thursday, December 2, 2021

AGENDA

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**MINUTES OF THE
REGULAR MEETING
NOVEMBER 17, 2021
WILL BE DELIVERED
ON
MONDAY, NOVEMBER 29, 2021**



Pico Water District, CA

Open Payable Report

As Of 12/31/2021

Summarized by Payable Account

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
Payable Account: 10-000-2000 - Accounts Payable							
Vendor: 1375 1063	AUTOMATED WATER TREATMENT Chemicals - Calcium Hypochlorite Tablets	11/18/2021	4,080.13	0.00	0.00	0.00	4,080.13
						Payable Count: (1)	4,080.13
Vendor: 1026 S26660234.002	BELL PIPE & SUPPLY CO JAN 2020 - RETURN OF PRODUCT	01/31/2020	-74.10	0.00	0.00	0.00	-74.10
						Payable Count: (1)	-74.10
Vendor: 1051 CVCS341529	CHEVROLET OF MONTEBELLO Unit #59 - Routine Oil & Filter Change	10/26/2021	63.59	0.00	0.00	0.00	63.59
						Payable Count: (1)	63.59
Vendor: 1055 45117	CIVILTEC ENGINEERING, INC. OCT 2021 - CIP WATER MASTER PLAN UPDATE THRU 10/31	10/31/2021	2,302.50	0.00	0.00	0.00	2,302.50
						Payable Count: (1)	2,302.50
Vendor: 1064 INV0001196	COUNTY SANITATION DISTRICT NO. 2 Yard Maint. - Disposal of Debris	10/31/2021	539.24	0.00	0.00	0.00	539.24
						Payable Count: (1)	539.24
Vendor: 1077 27004	DIEGO'S AUTO REPAIR Unit #52 - Vehicle Repair	11/04/2021	1,047.13	0.00	0.00	0.00	1,047.13
						Payable Count: (1)	1,047.13
Vendor: 1327 8132-412	ENVIRONMENT CONTROL GREATER ORANGE CTY, INC. NOV 2021 - JANITORIAL SERVICES	11/01/2021	844.00	0.00	0.00	0.00	844.00
						Payable Count: (1)	844.00
Vendor: 1088 0779249	FERGUSON WATERWORKS #1083 3" Meter	11/12/2021	3,124.31	0.00	0.00	0.00	3,124.31
						Payable Count: (1)	3,124.31
Vendor: 1111 2628 2692 8105491 8562235 CM0000006 9083351 9633484	HOME DEPOT CREDIT SERVICE Misc. Well Maint. - Well Supplies for Clean Up Yard Maint. - Supplies for Cleaning Crew Well #11 - Material for Irrigation Meter Repair-PVC Parts for Irrigation Line HookUp NOV 2019 CREDIT MEMO FOR RETURN THAT WAS PAID Field Supplies-Batteries,SawBlades,& Bottle Water Misc. Well Maint. - Light Bulbs & Misc. Materials	11/26/2019 11/27/2019 12/11/2019 12/11/2019 12/31/2019 10/20/2021 11/09/2021	15.84 79.55 19.84 48.27 -80.75 168.58 146.51	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	15.84 79.55 19.84 48.27 -80.75 168.58 146.51
						Payable Count: (7)	397.84
Vendor: 1372 2021-0135 2021-0141	HUNTER ELECTRIC SERVICE, INC. Well #11 - Maint. Replace VFD Well #11 - Repair CI2 VFD	11/03/2021 11/18/2021	598.62 445.68	0.00 0.00	0.00 0.00	0.00 0.00	598.62 445.68
						Payable Count: (2)	1,044.30
Vendor: 1135 37807 37808	LAGERLOF, LLP OCT 2021 - LEGAL SERVICES BRD MTGS OCT 2021 - LEGAL SVCS GENERAL MATTERS	10/31/2021 10/31/2021	775.00 2,294.00	0.00 0.00	0.00 0.00	0.00 0.00	775.00 2,294.00
						Payable Count: (2)	3,069.00
Vendor: 1156 904594730	NORTHERN SAFETY CO., INC. Safety Exp. - Safety Vests & Glasses	10/28/2021	457.99	0.00	0.00	0.00	457.99
						Payable Count: (1)	457.99
Vendor: 1183 1552077 1552703 1556634 20160760 20162842 20165318	QUILL CORPORATION OCT 2021 - OFFICE SUPPLIES INK RETURN OCT 2021 - OFFICE SUPPLIES INK RETURN OCT 2021 - OFFICE SUPPLIES INK RETURN OCT 2021 - OFFICE SUPPLIES OCT 2021 - OFFICE SUPPLIES OCT 2021 - OFFICE SUPPLIES	10/31/2021 10/31/2021 10/31/2021 10/31/2021 10/31/2021 10/31/2021	-273.82 -246.03 -273.82 273.82 436.78 7.57	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	-273.82 -246.03 -273.82 273.82 436.78 7.57
						Payable Count: (6)	-75.50
Vendor: 1184 WO370160781	QUINN COMPANY Misc. Well Maint. - Generator Maint.	11/12/2021	1,618.26	0.00	0.00	0.00	1,618.26
						Payable Count: (1)	1,618.26
Vendor: 1186 8	RAY'S OK TIRE, INC. Unit #74 - Tire Repair Replacment	10/28/2021	210.98	0.00	0.00	0.00	210.98
						Payable Count: (1)	210.98

Open Payable Report

As Of 12/31/2021

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
Vendor: <u>1194</u> <u>5100183548.001</u>	S & J SUPPLY CO., INC. 2" Service Material	11/17/2021	2,369.21	0.00	0.00	0.00	2,369.21
							Payable Count: (1)
Vendor: <u>1202</u> <u>696765</u> <u>708693</u> <u>858530</u> <u>60855926</u> <u>652362</u>	SHELL Misc. Fuel Exp. - Diesel Fuel Unit #50 Misc. Fuel Exp. - Compressor Misc. Fuel Exp. - Diesel Fuel - Backhoe SEPT 2019 - FUEL CHARGES Fuel Exp. - Diesel Fuel for Backhoe	09/09/2019 09/10/2019 09/26/2019 09/30/2019 11/27/2019	81.18 53.36 87.82 115.89 89.52	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	81.18 53.36 87.82 115.89 89.52
							Payable Count: (5)
Vendor: <u>1222</u> <u>1629094</u>	TANKNOLOGY INC. Misc. Fuel Exp. - Gas Tank Testing/Maint.	10/26/2021	2,142.36	0.00	0.00	0.00	2,142.36
							Payable Count: (1)
			Payable Account 10-000-2000				Payable Count: (35) Total: 23,589.01

Payable Account Summary

Account	Count	Amount
10-000-2000 - Accounts Payable	35	23,589.01
Report Total:	35	23,589.01

Payable Fund Summary

Fund	Count	Amount
10 - General Operating	35	23,589.01
Report Total:	35	23,589.01

**NOVEMBER 1, 2021 –
NOVEMBER 24, 2021
BILLS APPROVED BY THE
GENERAL MANAGER**

12-02-2021



Pico Water District, CA

Check Report

By Check Number

Date Range: 11/01/2021 - 11/30/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-ACCOUNTS PAYABLE						
1043	CARDMEMBER SERVICE	11/01/2021	Regular	0.00	222.71	61803
1373	CARRON DRIVE APARTMENETS, L.P.	11/01/2021	Regular	0.00	1,845.00	61804
1048	CENTRAL VOICE	11/01/2021	Regular	0.00	252.58	61805
1071	DE LAGE LANDEN FINANCIAL	11/01/2021	Regular	0.00	349.14	61806
1079	DOMINGUEZ GENERAL ENGINEERING INC	11/01/2021	Regular	0.00	122,658.30	61807
1080	EDISON COMPANY	11/01/2021	Regular	0.00	7,908.81	61808
1090	FRONTIER COMMUNICATIONS	11/01/2021	Regular	0.00	408.97	61809
1182	QUALITY FENCE CO., INC.	11/01/2021	Regular	0.00	-487.56	61810
1182	QUALITY FENCE CO., INC.	11/01/2021	Regular	0.00	487.56	61810
1245	VERIZON WIRELESS	11/01/2021	Regular	0.00	91.38	61811
1370	QUADIENT FINANCE USA, INC.	11/01/2021	Regular	0.00	487.56	61812
1046	CENTRAL BASIN MUNICIPAL WATER DISTRICT	11/10/2021	Regular	0.00	6,615.98	61813
1053	CINTAS #053	11/10/2021	Regular	0.00	350.60	61814
1080	EDISON COMPANY	11/10/2021	Regular	0.00	116.20	61815
1105	HARRINGTON INDUSTRIAL PLASTICS LLC	11/10/2021	Regular	0.00	173.76	61816
1135	LAGERLOF, LLP	11/10/2021	Regular	0.00	5,177.00	61817
1138	LOGAN SUPPLY, INC.	11/10/2021	Regular	0.00	593.49	61818
1398	PRES TECH EQUIPMENT COMPANY	11/10/2021	Regular	0.00	5,358.87	61819
1142	QUADIENT LEASING USA	11/10/2021	Regular	0.00	206.61	61820
1194	S & J SUPPLY CO., INC.	11/10/2021	Regular	0.00	2,163.98	61821
1224	TED K YU	11/10/2021	Regular	0.00	140.00	61822
1250	WATER REPLENISHMENT DISTRICT OF	11/10/2021	Regular	0.00	109,484.72	61823
1005	ACWA - JOINT POWERS INSURANCE AUTHORIT	11/18/2021	Regular	0.00	27,200.00	61824
'8	ADT COMMERCIAL	11/18/2021	Regular	0.00	620.19	61825
/	AT & T	11/18/2021	Regular	0.00	112.76	61826
1356	BARTLE WELLS ASSOCIATES	11/18/2021	Regular	0.00	2,250.00	61827
1035	CALIFORNIA COMPUTER SCHOOLS, INC.	11/18/2021	Regular	0.00	97.00	61828
1080	EDISON COMPANY	11/18/2021	Regular	0.00	18,788.34	61829
1103	GRM INFO MGMINT SVCS OF CA, LLC	11/18/2021	Regular	0.00	154.66	61830
1113	HUMBERTO CRUZ MASONRY	11/18/2021	Regular	0.00	550.00	61831
1117	INFOSEND	11/18/2021	Regular	0.00	2.20	61832
1127	JEFFREY W JOE, DDS INC	11/18/2021	Regular	0.00	985.00	61833
1133	KABBARA ENGINEERING	11/18/2021	Regular	0.00	11,742.00	61834
1153	NASA SERVICES	11/18/2021	Regular	0.00	209.96	61835
1194	S & J SUPPLY CO., INC.	11/18/2021	Regular	0.00	3,274.81	61836
1209	SOUTHERN CALIFORNIA GAS COMPANY	11/18/2021	Regular	0.00	29.24	61837
1212	SPRINT	11/18/2021	Regular	0.00	52.75	61838
1215	STETSON ENGINEERS, INC.	11/18/2021	Regular	0.00	5,863.00	61839
1237	UNDERGROUND SERVICE ALERT	11/18/2021	Regular	0.00	272.13	61840
1251	WATERLINE TECHNOLOGIES, INC	11/18/2021	Regular	0.00	653.00	61841
1252	WECK LABORATORIES, INC.	11/18/2021	Regular	0.00	2,507.00	61842

Check Report

Date Range: 11/01/2021 - 11/30/2021

Vendor Number
1256

Vendor Name
WESTERN WATER WORKS

Payment Date
11/18/2021

Payment Type
Regular

Discount Amount
0.00

Payment Amount
45.09

Number
61843

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	73	41	0.00	340,502.35
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-487.56
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	73	42	0.00	340,014.79

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	73	41	0.00	340,502.35
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-487.56
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	73	42	0.00	340,014.79

Fund Summary

Fund	Name	Period	Amount
10	General Operating	11/2021	340,014.79
			340,014.79

**OCTOBER 2021
FINANCIALS STATEMENTS
WILL BE DELIVERED
ON
MONDAY, NOVEMBER 29, 2021**

**ACTION/DISCUSSION
ITEMS**

**RESCHEDULED
REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT
4843 S. Church Street
Pico Rivera, California, 90660**

6:00 PM Thursday, December 2, 2021

AGENDA

7. ACTION/DISCUSSION ITEMS.

- A. Consider the Proposed 2022 Operating Budget, Organizational Chart and Capital Improvement Projects. *Recommended Action – that the Board approve the Proposed 2022 Operating Budget and Capital Improvement Projects.*

STAFF REPORT

To: Honorable Board of Directors

From: Mark Grajeda, General Manager

Meeting Date: December 2, 2021

Subject: Action/Discussion Items 7A – Consider the Proposed 2022 Operating Budget, Organizational Chart and Capital Improvement Projects

RECOMMENDATION

That the Board approve the 2022 Draft Operating Budget, Organizational Chart and Capital Improvement Projects.

FISCAL IMPACT

The proposed 2021 Budget is balanced and projects \$604,841.00 in operating income (revenues less expenses), and \$402,886.00 in net income which also includes non-operating income and non-operating expenses before contributed capital and depreciation.

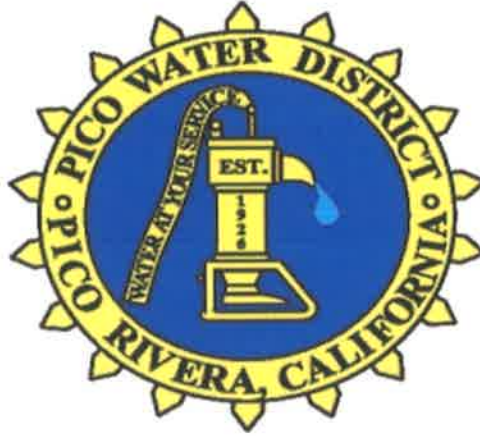
SUMMARY

On Tuesday November 16, 2020, the Engineering Standing Committee met to consider the 2022 proposed capital improvement projects and recommended moving forward with staff's recommendations. On Thursday November 18, 2021, the Administrative Standing Committee met to consider a salary survey that the District has participated in for some years as a comparison of how District salaries compare to other similar agencies and a proposed cost of living increase of 5%. The Administrative Committee discussed how the District's salaries compare to like agencies and in some areas still seemed low even with the proposed 5% increase. After hearing from staff, the Administrative Committee members recommended placing a 5% cost of living increase for approval by the full Board. On Tuesday November 23, 2021, the Finance Standing Committee met to consider the 2022 draft budget which included a 5% Cost of Living Increase for all positions, and additional salary increase adjustments to specific positions that staff recommended the Board consider for further adjustments. Also, the Finance Committee was provided a revised proposed capital improvement projects schedule that included work needed for the construction of the new PFAS removal treatment plants.

Upon final discussion by the Finance Committee, the Committee recommended making further adjustments to District staffing position salaries in the following manner. The Committee recommended approval of a 5% cost of living adjustment (COLA) increase for all positions, and recommended an additional increase of 3% for the General Manager, Office Manager, Production Supervisor, Maintenance Worker II; and a 2% increase for Maintenance Worker I, Billing Clerk, and Customer Service Representative.

The draft 2022 Budget is balanced and projects Operating Income of \$606,056, including the 5% COLA and additional salary increase adjustments. When considering what to project for next years water sales, staff did consider a decrease of 5% in water demand due to water conservation requirements and possible drought messaging. The budget does reflect water rates increasing by 6%, includes an increase in the Water Replenishment District's Replenishment Assessment (RA), and includes an additional \$62,000 for election costs.

For next year's Capital Improvement Program staff is recommending replacement of - four-inch blowoffs that are deteriorating restricted service laterals; and extension of new water mains to replace older undersized and highly vulnerable mainlines. Lastly, it includes work needed for the construction of the three new PFAS removal treatment plants that will not be paid for with funds coming from WRD.



PICO WATER DISTRICT *PROPOSED*

2022 BUDGET

Mark J. Grajeda
Secretary/General Manager

PICO WATER DISTRICT 2022 PROPOSED BUDGET

	Y-T-D AS OF 10/31/21 RECORDED	2021 APPROVED BUDGET	2022 PROPOSED BUDGET
OPERATING REVENUES			
WS 1 - Potable Water Charges	\$ 1,830,573	\$ 2,027,570	\$ 2,213,695
WS 2 - Recycled Water Charges	94,763	80,000	44,000
MS 1 - Meter Charges	1,156,418	1,255,620	1,330,224
MS 2 - MULTI UNIT CHARGE	18,917	113,000	0
MS 3 - Fire Protection Charges	62,619	54,000	57,200
Infrastructure Surcharge [RESTRICTED]	346,717	410,000	409,450
Water Other-Hydrant Surchg/Setup	630	500	500
Application Charges	5,275	5,000	5,000
Reconnection Charges	480	2,000	2,000
NSF Check Charges	585	525	525
Late Fee Charges	22,068	10,000	30,000
Damage/Lock Charges	-	200	200
Testing-Mtr/Flow/Sample Charges	1,000	1,250	1,250
Backflow Program	27,904	22,000	23,300
Water Rights Income	108,000	90,000	45,000
TOTAL OPERATING REVENUES	\$ 3,675,949	\$ 4,071,665	\$ 4,162,344
OPERATING EXPENSE			
Source of Supply	\$ 923,157	\$ 1,158,584	1,229,045
Pumping	405,948	487,500	465,745
Water Treatment	104,355	129,550	112,945
Transmission & Distribution	157,436	181,600	201,545
Customer Accounts	126,750	227,500	194,045
General & Administrative	\$ 1,050,961	1,330,450	1,354,564
TOTAL OPERATING EXPENSE	\$ 2,768,607	\$ 3,515,184	\$ 3,557,889
OPERATING INCOME (LOSS)	\$ 907,342	\$ 556,481	\$ 604,455
NON-OPERATING INCOME			
Interest - LAIF & Infrastructure Acct	\$ 4,563	\$ 55,000	30,000
Investment Income	4,114	9,000	5,000
Realized Gains/Loss	-		
Gain/Loss Sale of Assets	28,295		
Grant Revenue Federal	20,092		
Other Income	15,800	2,000	5,000
House Rental Income	16,800	20,400	20,400
TOTAL NON-OPERATING INCOME	\$ 89,663	\$ 86,400	\$ 60,400
NON-OPERATING EXPENSE			
Interest	\$ 183,910	246,052	240,254
Annual Fee Expense - IBank Loan	14,977	20,075	19,601
Other Non-Op Expense	-	100	0
Rental House Expense	-	1,000	2,500
TOTAL NON-OPERATING EXPENSE	\$ 198,887	\$ 267,227	\$ 262,355
NET INCOME (LOSS) Before Contributed Capital	\$ 798,119	\$ 375,654	\$ 402,500
Contributed Capital	466,568		
Depreciation	(418,242)	(525,000)	(540,000)
NET INCOME/LOSS	\$ 846,445	(149,346)	(137,500)
CAPITAL IMPROVEMENTS	1,269,723	2,362,250	950,000
	\$ (423,278)	\$ (2,511,596)	\$ (1,087,500)

**PICO WATER DISTRICT 2022 PROPOSED BUDGET
OPERATING EXPENSE DETAIL**

	Y-T-D AS OF 10/31/21 RECORDED	2021 BUDGET	2022 PROPOSED BUDGET
SOURCE OF SUPPLY			
Salaries & Wages	\$ 54,747	\$ 75,000	\$ 77,045
Recycled Water	38,758	48,000	52,000
Ground Water Replenishment	829,652	1,035,584	1,100,000
TOTAL SOURCE OF SUPPLY	\$ 923,157	\$ 1,158,584	\$ 1,229,045
PUMPING EXPENSE			
Salaries & Wages	\$ 139,877	\$ 180,000	\$ 198,045
Maintenance	60,569	34,500	37,400
Fuel or Power	205,502	273,000	230,300
TOTAL PUMPING EXPENSE	\$ 405,948	\$ 487,500	\$ 465,745
WATER TREATMENT			
Salaries & Wages	\$ 4,194	\$ 5,550	\$ 7,945
Maintenance	29,985	44,000	35,000
Water Treatment Regulations	70,176	80,000	70,000
TOTAL WATER TREATMENT	\$ 104,355	\$ 129,550	\$ 112,945
TRANSMISSION & DISTRIBUTION			
Salaries & Wages	\$ 85,516	\$ 92,000	\$ 121,845
Maintenance	56,604	72,200	58,700
Vehicle Maintenance	15,316	17,400	21,000
TOTAL TRANSMISSION & DISTRBN	\$ 157,436	\$ 181,600	\$ 201,545
CUSTOMER ACCOUNTS			
Meter Reading Labor	\$ 16,263	\$ 26,500	\$ 24,023
Svc Calls, T/On's, Field Ofc, Cust Service, Billing&Collections Ofc	64,086	139,000	121,023
Supplies	46,401	62,000	49,000
TOTAL CUSTOMER ACCOUNTS	\$ 126,750	\$ 227,500	\$ 194,045

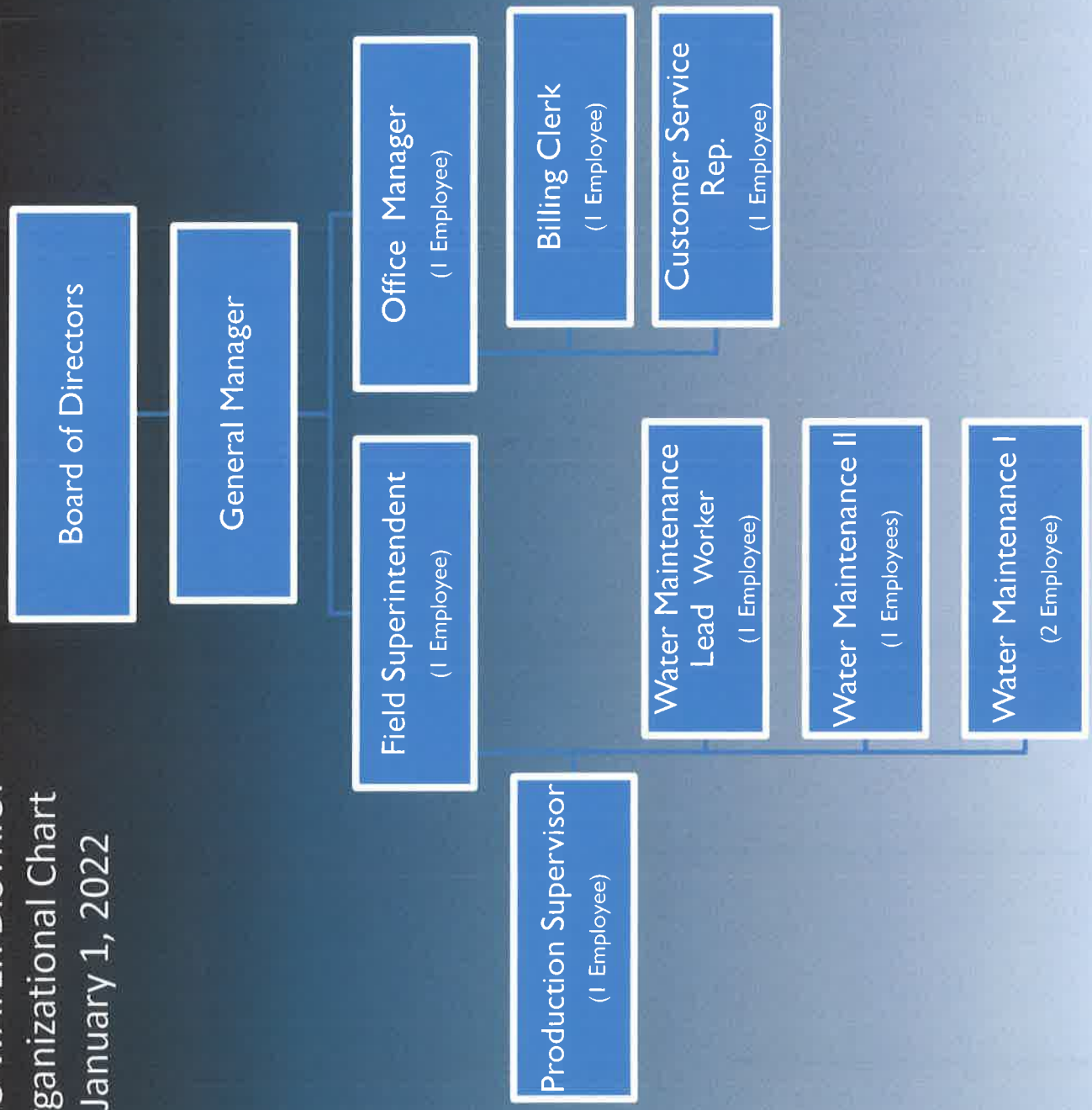
**PICO WATER DISTRICT 2022 PROPOSED BUDGET
OPERATING EXPENSE DETAIL**

	Y-T-D AS OF 10/31/21 RECORDED	2021 BUDGET	2022 PROPOSED BUDGET
GENERAL & ADMINISTRATIVE			
Salaries	\$ 142,612	240,000	210,000
Directors Compensation	22,650	33,000	30,000
Travel & Meetings-Board	145	15,000	15,000
Travel & Meetings-Staff	200	2,500	2,500
Board Room Expenses	2,517	1,000	5,000
Office Supplies	7,090	12,000	8,000
Office Utilities	18,168	23,000	22,000
Professional Services			
Accounting	46,513	46,000	40,000
Computer	3,027	4,500	5,000
Engineering	1,200	4,500	4,000
Legal	32,459	50,000	45,000
Miscellaneous	27,655	1,500	1,500
PWAG - Emergency Services Coordinator	9,638	10,000	12,000
Tyler Technologies Licensing and Support	13,234	13,250	13,000
Nobel Systems - GIS Program	14,890	18,000	19,000
Insurance	246,846	315,000	301,250
Payroll Taxes	49,049	68,000	70,050
Pension	120,991	140,000	168,215
OPEB Expense	67,500	90,000	90,000
Maintenance	16,664	23,500	23,200
Dues & Subscriptions	19,802	15,000	18,000
Noticing	3,435	7,000	7,000
Education Expense	600	1,500	1,500
Conservation Expense	16,008	25,000	25,000
Grant Program		0	0
Other Operating Expenses	-	1,200	0
CBMWD Retail Meter Charge	-	0	0
Election Expense	57,211	0	62,000
COVID-19 - Salaries	4,819	30,000	5,000
Vacation/Holiday/Other Payroll	106,038	140,000	151,349
TOTAL GENERAL & ADMINISTRATIVE	\$ 1,050,961	\$ 1,330,450	1,354,564

2022 DRAFT CAPITAL IMPROVEMENT PROJECTS (CIP)

I	Buildings		\$ -
	1	No major plans.	-
		Sub-total	\$ -
II	Office Equipment Purchase		
	1	Upgrade office and Boardroom AC	\$ 50,000.00
		Sub-total	\$ 50,000.00
III	Field Equipment Purchase		
	1	None	\$ -
		Sub-total	\$ -
IV	Replacement Programs		
	A.	Hydrants	
		Replace five (5) four-inch blow off hydrants with newer four-	
	1	inch blow-offs	\$ 25,000.00
		Sub-total	\$ 25,000.00
	B.	Meters -	
		At this time we are not setting aside CIP funds and looking for	
	1	other sources of funding	\$ -
		Sub-total	\$ -
	C.	Service Lines	
	1	Replace ten (10) services on 7400 Lindell & 7500 Serapis	\$ 20,000.00
		Sub-total	\$ 20,000.00
	B.	Main Lines	
		Install new eight-inch line connecting new eight-inch mainline	
		on the north side of Beverly Road to existing six-inch mainline on	
	1	the south side of Beverly Road east of Rosemead Blvd.	\$ 55,000.00
		Install new eight-inch line connecting existing twelve-inch	
		mainline on the north side of Beverly Road to existing four-inch	
		mainline on the south side of Beverly Road west of Rosemead	
		Blvd to provide service to the Pico Plaza.	\$ 55,000.00
		Sub-total	\$ 110,000.00
	C.	Valves	
	1	Repairs	\$ -
		Sub-total	\$ -
V	Consulting Services		
	1	None	\$ -
		Sub-total	\$ -
VI	Work at Wells & Equipment Upgrade		
	1	Consider installation of new VFD at well 4	\$ 35,000.00
		Consider Maintenance work on the Reservoir - access door and	
	2	overflow pipe	\$ 35,000.00
		Consider upgrading north fence of reservoir site and landscape	
	3	work	\$ 30,000.00
	4	Consider raising the block wall fence height at well 11	\$ 25,000.00
		Sub-total	\$ 125,000.00
VII	PFAS Remediation Treatment Plants		
	1	Well 5A Waste Water Discharge Line	\$ 150,000.00
	2	Well 8 Waste Water Discharge Line	\$ 70,000.00
		Additional Work Needed for the New PFAS Removal Treatment	
	3	Plants	\$ 400,000.00
		Sub-total	\$ 620,000.00
		GRAND TOTAL	\$ 950,000.00

PICO WATER DISTRICT
Organizational Chart
January 1, 2022



**RESCHEDULED
REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT
4843 S. Church Street
Pico Rivera, California, 90660**

6:00 PM Thursday, December 2, 2021

AGENDA

7. ACTION/DISCUSSION ITEMS.

- B. Consider Proposals for Professional Auditing Services related to the District's Annual Financial Audit. *Recommended Action – that the Board approve the proposal from Gruber & Lopez Associates.*

STAFF REPORT

To: Honorable Board of Directors

From: Mark Grajeda, General Manager

Meeting Date: December 2, 2021

Subject: Action/Discussion Items 7B – Consider Proposals for Professional Auditing Services related to the District’s Annual Financial Audit

RECOMMENDATION

That the Board approve the proposal submitted by the auditing firm Gruber & Lopez Inc., to perform the annual audit for fiscal years ending December 31, 2021, 2022, and 2023 for a total cost not to exceed \$55,500; and to approve an additional two years ending December 31, 2024 and December 31, 2025 for an additional \$37,000; and authorize the General Manager to sign the agreement with Gruber & Lopez Associates.

FISCAL IMPACT

Auditing services for fiscal year 2021 will be incurred in fiscal year 2022 and will be budgeted for when the 2022 Budget is approved.

BACKGROUND

Since December 6, 2017 the District has used the auditing firm Clifton Larson Allen to perform the District’s annual audit for years 2017, 2018, 2019 and 2020. In an effort to rotate auditing firms at least every five years, on October 28, 2021, staff sent out a Request for Auditing Service Proposals for fiscal years 2021, 2022, 2023 with an option for an additional two years (2024 and 2025) to the auditing firms listed below:

Davis Farr LLP
Fedak & Brown LLP
Gruber & Lopez Inc.
Leaf & Cole LLP

The District received responses from Davis Farr LLP and Gruber & Lopez Inc. Staff did contact both Fedak & Brown LLP and Leaf & Cole LLP to see if they planned to submit a proposal and both firms responded that due to their work schedule would not be providing a proposal.

For the Bids that the District did receive the following is a breakdown of costs:

Davis Farr LLP

2021	\$21,100
2022	\$21,522
2023	\$21,952
2024	\$22,391
2025	\$22,839

Gruber & Lopez Associates

2021	\$18,500
2022	\$18,500
2023	\$18,500
2024	\$18,500
2025	\$18,500

Staff is currently checking on Gruber & Lopez, Inc., references and is recommending their firm should the reference check turn out satisfactory.

Attached:

RFP

All proposals received



October 28, 2021

**REQUEST FOR PROPOSALS
FOR
PROFESSIONAL AUDITING SERVICES**

BACKGROUND

The District is a county water district, organized under Division 12 of the California Water Code. The District was formed in 1926 to finance, construct, operate and maintain a water distribution system to serve properties within the District's boundaries. The District's accounting records are maintained on an accrual basis, and its accounting policies and procedures conform to generally accepted accounting principles for water utilities, including use of accounting systems prescribed by the California State Controller's Office for water utilities and special districts. The District utilizes accounting principles appropriate for an enterprise fund to record its activities.

The District is governed by a Board of Directors consisting of five members who are elected to staggered four-year terms. From among its members, the Board each year appoints a President, Vice President and such other positions as it deems necessary. District operations are supervised by an appointed General Manager, who also serves as Board Secretary with the Office Manager serving as the Treasurer. The District currently employs 10 individuals including the General Manager. A copy of the District's prior year's independent audit report will be made available upon request. Upon written request, the District will provide you with any further information you may need to prepare a responsive proposal. It is the proposing firm's responsibility to obtain a thorough understanding of the District's accounting system, the scope of the audit, and the work to be performed in order to successfully complete the audit, prior to submitting your proposal and bid.

PURPOSE

Pico Water District (the “District”) is requesting proposals from qualified Certified Public Accounting firms to perform audits and issue opinions on the District’s financial statements for the periods of January 1st through December 31st 2021; January 1st through December 31st 2022; and January 1st through December 31st 2023. This request is for a term of three (3) years, with an option for the District to extend for up to two (2) additional years (i.e., for 2024 and/or 2025), which option may be extended on an individual year basis or for both years. The District shall exercise this option by providing written notice to the auditor within thirty (30) days after the District’s Board formally accepts and approves the audit report for the final year of the then existing term, as that term may have been extended by exercise of the initial option. The auditor shall have no obligation to continue to provide audit services to the District if the District fails to exercise its option by such written notice within that thirty (30) day period.

PROJECT SCOPE OF WORK

The scope of work includes the following tasks:

1. Audit the District’s basic financial statements in accordance with Generally Accepted Auditing Standards (GAAS) in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the State Controller’s Minimum Audit Requirements for California Special Districts and any other applicable standards (Title 2, California Code of Regulations, Sections 1131.1 et seq.). In addition, the auditing firm will be expected to prepare the related State Controller’s Report for all funds of the District.
2. Express an opinion with respect to the District’s financial statements based on its audit. The auditor will also evaluate the adequacy of the District’s internal control system and, where weaknesses are noted, make appropriate recommendations for improvements. A management letter will be submitted by the auditor if material weaknesses are noted or if otherwise deemed appropriate.
3. Test internal controls over financial reporting and in compliance with certain provisions of law, regulations, contracts and grant agreements and other matters, in accordance with Government Auditing Standards and those issued by the Comptroller General of the United States, and issue an independent auditors’ report on their consideration.
4. Prepare a Report to the Board of Directors which identifies significant audit findings, difficulties encountered in performing the audit, identify any corrected and uncorrected misstatements, disagreements with management, management representations, control deficiencies, significant deficiencies and material

weaknesses, if any, and state the auditor's recommendations for improvement in accounting and administrative controls.

5. Prepare the Annual Audited Financial Statements, including all required notes, Management's Discussion and Analysis and the Supplementary information. A draft of these reports will be provided to the District's General Manager prior to issuing the final reports for review. The auditor shall prepare their draft of these reports no later than March 31st of the year following the year that is to be audited. Pursuant to Government Code Section 53891, the annual report of the District's financial transactions must be filed with the State Controller within 90 days of the end of the District's fiscal year (i.e., December 31), or within 110 days of the fiscal year end if the report is filed in the electronic format as prescribed by the State Controller.
6. Present and discuss the results of the audit and the Annual Financial Statements to the full Board of Directors during a regularly scheduled Board Meeting.
7. Communicate immediately and in writing all irregularities and illegal acts, or indications of illegal acts, of which the auditor becomes aware, to the appropriate level of management and/or Board of Directors.
8. The annual audit shall include minimum requirements of those prescribed by *Government Auditing Standards* issued by the Comptroller General of the United States and the Single Audit Act Amendments of 1996 including provisions of the Uniform Guidance.
9. Retain, at auditor's expense, audit working papers for seven years, unless the firm is notified in writing by the District of the need to extend the retention period. In addition, the firm shall respond to reasonable inquiries of the District and successor auditors and allow the District and successor auditor to review working papers relating to matters of continuing accounting significance.

PROPOSAL REQUIREMENTS:

To be considered, one (1) electronic and seven (7) hard copies of the prospective auditor's proposal must be received no later than 3:00 p.m. on November 17, 2021.

Receipt of Proposals: Sealed bids will be received by Pico Water District at 4843 S. Church Street, Pico Rivera, California 90660, until 3:00 P.M. on WEDNESDAY NOVEMBER 17, 2021, for the Professional Auditing Services, in the City of Pico Rivera, State of California.

The following information is required:

1. Transmittal Letter: A signed letter briefly stating the proposer's understanding of the work to be done, the commitment to perform the

work within the specified time period, a statement why the firm believes itself to be the best qualified to perform the engagement, and a statement that the proposal is a firm and irrevocable offer for at least forty-five (45) days from December 1, 2021.

2. Firm, Partner, Supervisory and Staff Qualifications: The proposal should include a discussion of the qualifications, competence and capacity of the proposing firm. The proposal should state the size of the firm, the size of its governmental audit staff, the location of the office from which the work on this engagement will be performed, and the number and nature of the professional staff to be employed in this engagement. The proposal should identify the principal supervisory and management staff, including engagement partners, managers, other supervisors and specialists who would be assigned to this engagement.
 3. Audit Approach: The proposal should set forth a work plan, including an explanation of the audit methodology to be followed, the type and extent of statistical sampling, compliance tests, substantive tests and analytical tests to be performed, as well as a schedule of the work to be performed to meet the requirements of this request for proposal. The proposal should also identify and describe any anticipated potential audit problems, the firm's approach to resolving such problems and specific assistance expected to be requested from the District.
 4. Statement of Independence: The firm should provide an affirmation statement that it is independent of the District, as defined by generally accepted auditing standards. The firm should also describe its professional relationships, if any, involving the District over the past five (5) years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the proposed audits.
 5. Statement of Licensing: The firm should provide an affirmation statement that it, and all personnel who would be assigned to the proposed audits, are properly licensed to practice in California.
 6. Bidding Proposal: The bidding proposal should contain all pricing information relative to performing the audit engagement as described in this request for proposal, including pricing for the one to two-year option periods. A schedule of rates for partners, specialists, supervisors and staff, multiplied the number of hours anticipated by each should be included. The bidding proposal should include all direct and indirect costs, including out-of-pocket expenses, to arrive at an ALL-INCLUSIVE MAXIMUM PRICE.
- List of sub-consultants, if any, who will be a part of the project team, including

their specific areas of responsibility.

- References that the District may contact concerning the proposing firm's performance on similar engagements. Description of the firm's past record of performance on similar engagements for which the firm has provided services.

Project Schedule.

In addition, the responding proposal should include the following warranties by the responding firm:

1. That the firm is willing and able to obtain an errors and omissions insurance policy providing a prudent amount of coverage for the willful or negligent acts of the firm and its officers, employees and agents.
2. That the firm will not delegate or subcontract its responsibilities under any agreement with the District without the District's express prior written consent.
3. That all information provided in its response to this request for proposal is true and correct.
4. That the firm acknowledges and agrees with all of the terms and conditions stated in this request for proposal.

MISCELLANEOUS

If it should become necessary for the District to request the auditor to render additional services to either supplement the services requested in this request for proposal or to perform additional work as a result of the specific recommendations included in any report issued in connection with this engagement, then such additional work shall be performed only if set forth in an addendum to the contract between the District and the firm. Any such additional work agreed to between the District and the firm shall be performed at the same rates set forth in the schedule of fees and expenses included in the bid proposal.

The auditor's invoice shall be paid by the District on an annual basis within thirty (30) days after the approval of the audit report by the District's Board of Directors.

During the Board of Directors' evaluation process, the Board may, at its discretion, request any one or more of the responding firms, to make oral presentations to the Board, at no additional cost to the District. Such presentations will allow firms to answer any questions members of the Board may have with respect to a firm's proposal.

The Board of Directors will make a decision based on the firm's qualifications, experience, audit approach and bid. Proposing firms should note that the lowest bid may not be the ultimate deciding factor.

The District reserves the right to reject all proposals.

For additional information and inquiries, contact:

Mark Grajeda, General Manager
Pico Water District
P.O. Box 758
4843 South Church Street
Pico Rivera, CA 90660
(562) 692-3756
msgrajeda@picowaterdistrict.net

RESCHEDULED
REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT
4843 S. Church Street
Pico Rivera, California, 90660

6:00 PM Thursday, December 2, 2021

AGENDA

7. ACTION/DISCUSSION ITEMS.

- C. Consider Work Proposal by Tesco Controls to Upgrade the Supervisor Control and Data Acquisition (SCADA) System at Wells 5A, 8 and 11. *Recommended action – that the Board approve Tesco Controls Proposal.*

STAFF REPORT

To: Honorable Board of Directors

From: Mark Grajeda, General Manager

Meeting Date: December 2, 2021

Subject: Action/Discussion Item 7C – Consider Work Proposal by Tesco Controls to Upgrade the Supervisor Control and Data Acquisition (SCADA) System at Wells 5A, 8 and 11

RECOMMENDATION

That the Board approve the proposal provided by Tesco Controls Inc., to upgrade the Supervisor Control and Data Acquisition (SCADA) systems for wells 5A, 8 and 11 for a total cost of \$113,855, and instruct the General Manager to sign the contract with Tesco Controls Inc.

FISCAL IMPACT

This work has been provided to the Water Replenishment District of Southern California (WRD) and is included as an approved cost in the District funding agreement with WRD.

BACKGROUND

The District has worked with Tesco Controls Inc., (Tesco) to provide the District with its Supervisor Control And Data Acquisition (SCADA) for decades. The District's SCADA system was built by Tesco and whenever the District has problems with the SCADA system it relies on Tesco to provide assistance in correcting the problem. Tesco provided all SCADA controls for the new Well 11, which is operating very well. The work being provided by Tesco is to change out completely the District's SCADA programable panels at all three well sites due to a need of additional connects for monitoring the plant as it interacts with the well and distribution system.

The District currently uses a compact L2000 programable PLC (Programable Logic Controller) to operate our wells, and in order to expand these PLCs, we will need to replace all L2000's with a much large unit called an L3000 PLC. The new L3000 will allow the District with as many inputs and outputs as necessary. Tesco will provide all material and programing of the L3000; however, the District's electrician will be required to perform the labor to remove the old L2000 PLC and cabinet and make room for the new L3000 and cabinet for wells 5A and 8. For well 11 our electrician will only be removing the PLC from the cabinet and installing the new L3000 PLC and then calling on Tesco to complete the work. Tesco has informed the District that once the order is placed it will take from 10 to 12 weeks for delivery, and that they cannot hold this price for very long.

To: Pico Water District

Quote Date: Nov. 9, 2021

Attn: Henry Barrientos

Quote No.: 21F114Q03

Re: Addition of New Ion Exchange System for Three Well Sites (5A, 8, & 11)

Thank you for your interest in TESCO products, services, and solutions. We are pleased to quote the following scope of work pertaining to the above-referenced project. The scope includes PLC and SCADA integration of the new Ion Exchange flow and pressure processes at each of the three well sites (5A, 8, & 11).

The existing PLC's at Wells 5A, 8, & 11 are the TESCO Compact Model L2000 Controllers. The I/O included with this model is integrated into the PLC processor frame preventing expansion or addition of I/O points which would be needed for the new Ion Exchange Treatment System. The Compact PLC is limited to a maximum of 16 DI's, 8 DO's, 6AI's, and 2AO's.

In order to accommodate the new treatment system statuses including existing statuses which currently monitor and control the Well Sites, it will be necessary to upgrade the Compact Model L2000 to the Rack Mounted L3000 PLC which will include the number of I/O needed for adding the new Ion Exchange System.

At Well 5A and Well 8, TESCO will furnish (for installation by others) new wall mounted NEMA 12 enclosed L3000 programmable controllers with required I/O. At Well 11 TESCO will furnish and install the new L3000 programmable controller onto the existing backpan including additional I/O terminal boards. TESCO will also perform startup and test.

For each of Wells 5A, 8, & 11, TESCO will import and test an uploaded copy of the existing Well Site Control Program into the new PLC. TESCO will then make the required program additions for monitoring of the Ion Exchange system including pressures, water temps, chlorine & pH levels, valve controls, etc. In addition to PLC program additions, TESCO will configure real time statuses, setpoints, trends and alarms into the District's existing SCADA system.

Installation of the new Well 5A & Well 8 PLC panels shall be performed by others. Installation of the new PLC at Well 11 shall be performed by TESCO. TESCO will verify installation, perform field test and verification of PLC controls, perform point to point verification with SCADA, perform startup, calibrations and operational testing.

Well 5A Hardware and Services

Hardware for Well 5A includes a wall mounted NEMA 12 enclosed L3000 PLC for installation by others. The PLC package will be factory wired and programmed for monitoring and control of Well 5A and the new Well 5A Ion Exchange Filter System. The panel will include space for re-using existing radio transceiver.

Item	Qty	Description
1	1	<p>NEMA 12 Enclosed Programmable Logic Control to Include:</p> <ul style="list-style-type: none"> ▪ Wall mounted indoor rated enclosure ▪ 120V disconnects ▪ TESCO L3000 Processor with RS-232, USB, & Ethernet communication ports to include: <ul style="list-style-type: none"> ▪ Operator faceplate ▪ 5-Card rack for I/O modules ▪ Qty. of (2) High density I/O modules (32DI, 16DO, 12AI, 4AO) ▪ Qty. of (2) High density I/O terminal boards ▪ Low voltage power supply ▪ Battery backup with charger ▪ Line filter ▪ Misc. fuses, terminal blocks, labels, etc.

Item	Qty	Description
2	Lot	<p>Professional Services for Well 5A to Include:</p> <ul style="list-style-type: none"> ▪ <u>Engineering</u> – Engineered submittals, schematics, and O&M’s ▪ <u>Project Management</u> – Project coordination & scheduling ▪ <u>PLC Programming</u> – PLC program modifications as needed, testing & verification of I/O points & tags for SCADA, point to point factory testing with SCADA, on site testing & startup assistance, and revised program documentation ▪ <u>SCADA Configuration</u> - Addition and configuration of new filter system graphics, tagging & animation, trends, setpoint screens, alarms and reports, point to point factory testing with PLC programming, perform commissioning of modified application, field verification of point to point communication with new equipment, startup and test ▪ <u>Field Service</u> – Verify panel installation and wire termination, verification of signals to field equipment, calibrations, point to point field testing with SCADA, startup and operational test
TOTAL FOR WELL SITE 5A, ITEMS 1 & 2:		\$37,345.00

Well 8 Hardware and Services

Hardware for Well 8 includes a wall mounted NEMA 12 enclosed L3000 PLC for installation by others. The PLC package will be factory wired and programmed for monitoring and control of Well 8 and the new Well 8 Ion Exchange Filter System. The panel will include space for re-using existing radio transceiver.

Item	Qty	Description
3	1	<p>NEMA 12 Enclosed Programmable Logic Control to Include:</p> <ul style="list-style-type: none"> ▪ Wall mounted indoor rated enclosure ▪ 120V disconnects ▪ TESCO L3000 Processor with RS-232, USB, & Ethernet communication ports to include: <ul style="list-style-type: none"> ▪ Operator faceplate ▪ 5-Card rack for I/O modules ▪ Qty. of (2) High density I/O modules (32DI, 16DO, 12AI, 4AO) ▪ Qty. of (2) High density I/O terminal boards ▪ Low voltage power supply ▪ Battery backup with charger ▪ Line filter ▪ Misc. fuses, terminal blocks, labels, etc.

Item	Qty	Description
4	Lot	<p>Professional Services for Well 8 to Include:</p> <ul style="list-style-type: none"> ▪ <u>Engineering</u> – Engineered submittals, schematics, and O&M’s ▪ <u>Project Management</u> – Project coordination & scheduling ▪ <u>PLC Programming</u> – PLC program modifications as needed, testing & verification of I/O points & tags for SCADA, point to point factory testing with SCADA, on site testing & startup assistance, and revised program documentation ▪ <u>SCADA Configuration</u> - Addition and configuration of new filter system graphics, tagging & animation, trends, setpoint screens, alarms and reports, point to point factory testing with PLC programming, perform commissioning of modified application, field verification of point to point communication with new equipment, startup and test ▪ <u>Field Service</u> – Verify panel installation and wire termination, verification of signals to field equipment, calibrations, point to point field testing with SCADA, startup and operational test
		<p>TOTAL FOR WELL SITE 8, ITEMS 3 & 4: \$37,345.00</p>

Well 11 Hardware and Services

Hardware for Well 11 includes the rack mounted L3000 PLC package with 5-slot rack and required I/O modules. Installation of the new rack mounted PLC onto the existing MCC backpan shall be performed by TESCO. TESCO will remove the existing compact model and deliver to the District, TESCO will install the new PLC package, perform startup and test. The new PLC package shall be programmed for monitoring and control of Well 11 and the new Well 11 Ion Exchange Filter System.

Item	Qty	Description
5	1	<p>New Well 11 PLC Package Furnished Loose for Installation by TESCO to Include:</p> <ul style="list-style-type: none"> ▪ TESCO L3000 Processor with RS-232, USB, & Ethernet communication ports to include: <ul style="list-style-type: none"> ▪ Operator faceplate ▪ 5-Card rack for I/O modules ▪ Qty. of (3) High density I/O modules (48DI, 24DO, 18AI, 6AO) ▪ Qty. of (2) High density I/O terminal board (one existing) ▪ Low voltage power supply ▪ Battery backup with charger ▪ Line filter ▪ Misc. fuses, terminal blocks, labels, etc. ▪ PLC Installation services

Item	Qty	Description
6	Lot	<p>Professional Services for Well 11 to Include:</p> <ul style="list-style-type: none"> ▪ <u>Engineering</u> – Engineered submittals, schematics, and O&M’s ▪ <u>Project Management</u> – Project coordination & scheduling ▪ <u>PLC Programming</u> – PLC program modifications as needed, program Valves 1 & 2 position for flow control PID and position feedback, testing & verification of I/O points & tags for SCADA, point to point factory testing with SCADA, on site testing & startup assistance, and revised program documentation ▪ <u>SCADA Configuration</u> - Addition and configuration of new filter system graphics, tagging & animation, trends, setpoint screens, alarms and reports, point to point factory testing with PLC programming, perform commissioning of modified application, field verification of point to point communication with new equipment, startup and test ▪ <u>Field Service</u> – Well 11 PLC installation and wire termination, verification of signals to field equipment, calibrations, point to point field testing with SCADA, startup and operational test
		<p>TOTAL FOR WELL SITE 11, ITEMS 5 & 6: \$39,165.00</p>

Project Clarifications

- Unless otherwise stated above, quote is to **furnish only** and does not include trade labor/electrical installation services or field wire terminations.
- Unless otherwise stated above, the following is **not** included within this quotation:
 - Conduit, field wire, tubing, or basic trade installation materials (brackets, screws, bolts, j-box, stanchions, pull-box, etc.)
 - Instrumentation mounting components, brackets, stanchions, sunshields, etc.
 - Local control stations and/or field mounted disconnects.
 - Instrumentation, devices, components, or equipment not defined by the above quotation.
 - Fiber optic patch panels, cable, splicing or terminations.
 - Networking infrastructure or architecture modifications to existing facilities.
 - Any 3rd party independent testing, harmonic testing/analysis, power coordination study, or Arc-Flash Hazard Analysis (AFHA) study.
 - Interconnection or loop diagrams for equipment not furnished by TESCO.

Terms and Conditions

- Quote is firm for 30 days unless otherwise stated.
- Submittals: Submittals will be provided approximately **8-10** weeks after receipt of purchase order, written notice of intent, or notice to proceed.
- Delivery: approximately **8-10** weeks after receipt of approved submittals.
- Price does include applicable sales tax, use tax, and applicable fees.
- TESCO price is FOB factory, full freight allowed.
- TESCO warranties against defect in design workmanship and materials for a period of one year from date of installation, and does not exceed 18 months from the date of shipment from the factory.
- TESCO carries liability insurance, with full workman's compensation coverage.
- Terms are net 30 days on approved credit accounts.
- Interest will be applied to all past due invoices.
- All merchandise sold is subject to lien laws.
- Final retention to be paid within 10 days after the project notice of completion.

Please feel free to contact us at (916) 395-8800 to discuss any questions or comments you may have regarding this quotation.

Sincerely,

Richard Martinez
Technical Sales
TESCO Controls, Inc.
(916) 395-8800
(916) 730-9936 – Mobile
rmartinez@tescocontrols.com