



**REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT**

4843 S. Church Street
Pico Rivera, California, 90660

5:30 PM Wednesday, April 16, 2025

AGENDA

Any member of the public may attend this meeting in person or by accessing the Zoom link below. 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 approval of March 19, 2025 Regular Board Meeting Minutes.

7. ACTION/DISCUSSION ITEMS.

A. Consider Board Approval of Urban Water Management Proposal; *Recommended Action– Board Discussion /Approve*

8. REPORTS.

A. General Manager.

B. Legal Counsel.

9. INFORMATIONAL ITEMS

A. Water Level Report – March 2025

B. State Reservoir Conditions – April 08, 2025

C. Field Operations Monthly Activity Report – March 2025

D. Monthly Ground Water Well Production Report – March 2025

10. DIRECTOR'S REQUEST OF FUTURE AGENDA ITEMS.

11. BOARD MEMBER COMMENTS.

A. Report on Meetings Attended/Comments.

12. CLOSED SESSION.

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
[Government Code Section 54956.9(d)(1)]: *Pico Water District v. City of Pico Rivera*, Los Angeles County Superior Court Case No. 22NWCV00967.

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
[Government Code Section 54956.9(d)(1)]: *City of Pico Rivera v. Pico Water District*, Los Angeles County Superior Court Case No. 24NWCP00165.

13. CLOSED SESSION REPORT.

14. ADJOURNMENT.

AGENDA POSTED ON: April 10, 2025

Next regularly scheduled meeting: May 07, 2025

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 CALENDAR ITEMS

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 approval of March 19, 2025 Regular Board Meeting Minutes.

PICO WATER DISTRICT

**MINUTES
of
BOARD MEETING
04/02/2025**



MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE PICO WATER DISTRICT

A regular meeting of the Board of Directors of the Pico Water District was held in the District's Boardroom located at 4843 South Church Street, Pico Rivera, California, on Wednesday, April 02, 2025 at 5:30 p.m.

The District's General Manager, Mr. Joe D. Basulto proceeded with the roll call of the attending Board members. Present from the beginning of the meeting were Director David Angelo, Director David Gonzales, Director Pete Ramirez, Vice President Victor Caballero, President Raymond Rodriguez, and Mr. Jim Ciampa, Legal Counsel for the District.

Office Manager Tomas Rivera led everyone in the Pledge of Allegiance and Director David Angelo gave the invocation.

President Raymond Rodriguez proceeded to the next item on the Agenda, Public Comments. Lee Squire commented on the ceremony that honored the Vietnam Veterans in Pico Rivera at the Purple Heart Monument and that he presented the Pico Rivera City Council with the framed poem "The Soldier" at the April 1 City Council meeting. He also commented on the Central Basin Municipal Water District investigation into Capstone Partners. Mr. Squire briefly discussed the investigation regarding former CBMWD General Manager, Alex Rojas, and Luis Rojas, and the details of that case.

President Raymond Rodriguez proceeded to the adoption of the Agenda. Director David Angelo made the motion to adopt the agenda as presented and Director Pete Ramirez seconded the motion. The General Manager announced the motion passed by roll-call vote, 5 – 0.

President Raymond Rodriguez proceeded to the next item on the Agenda, approval of Consent Calendar, consisting of (A) approval of March 11, 2025 Special Board Meeting minutes; (b) approval of March 19, 2025 Regular Board Meeting minutes; (C) accounts now due and payable and receiving and filing of bills approved by the General Manager in February 2025; and (D) approval of February 2025 Financial Statement. The Office Manager, Tomas Rivera, provided an overview of the February 2025 Financial Statement. Director David Gonzales made the motion to approve the Consent Calendar as presented and President Raymond Rodriguez seconded the motion. The General Manager announced the motion passed by roll-call vote, 5-0.

President Raymond Rodriguez proceeded to the next item on the Agenda, Action/ Discussion Items. 7A. Consider Board Approval of BANC OF CALIFORNIA Signature Authorization Card Update. The General Manager gave a brief summary regarding the need to update the signers on the District's Banc of California account. Director Pete Ramirez made the

motion to approve adding the Office Manager as an authorized signatory on the District's Banc of California account and Director David Gonzales seconded the motion. The General Manager announced the motion passed by roll-call vote, 5-0.

President Raymond Rodriguez proceeded to the next item on the Agenda, General Manager's Report. The General Manager reported on the recent staff meeting and the recent residential and commercial turn offs for non-payment. The field staff is continuing to replace meters per the District's Capital Improvement Program, which installations are almost completed, with over 300 meters installed. The General Manager also the costs incurred as a result of the recent mini tornado and the possible financial impact on the District. He stated Doty Bros. assisted in repairing leaks at an estimated cost of approximately \$31,000.00. He also stated staff time and costs for that incident was about \$4,000.00. There will be an upcoming Finance Committee meeting to review the proposed 2026 fiscal year budget. The meeting will include the District's financial consultant, Eide Bailly. The FY 2026 budget will presented for approval at the June Board Meeting. For the PFAS Project, the District is currently awaiting the results for treatment train #2. Mr. Basulto reviewed the Certificate of Analysis final report with the Board regarding the results from treatment train #1. The results showing that the PFAS is completely removed from treatment train #1. The District received a resolution for Rubio Cañon Land and Water Association acknowledging and thanking the District's for its efforts in helping that company during the recent Eaton Fire.

President Raymond Rodriguez proceeded to the next item on the Agenda, Legal Counsel Report. Legal Counsel had no report.

President Raymond Rodriguez proceeded to the next item on the Agenda, Informational Items, that the Board of Directors can read at their leisure.

President Raymond Rodriguez proceeded to the next item on the Agenda, Director's Request for Future Items. There were none at this time.

President Raymond Rodriguez proceeded to the next item on the Agenda, Board Member Comments. President Raymond Rodriguez thanked Legal Counsel Ciampa for his work in prevailing for the District in the City's Proposition 218 litigation..

President Raymond Rodriguez proceeded to the next item on the Agenda, Closed Session. Closed session began at 5:59 p.m. Closed session ended at 6:19 p.m. Legal Counsel Ciampa gave the closed session report, stating a closed session was held under Item 12B., CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]: City of Pico Rivera v. Pico Water District , Los Angeles County Superior Court Case No. 24NWCP00165. The Board was briefed on the facts and circumstances of that case, and the fact that Pico Water District prevailed at the trial of the matter on March 20, 2025.

There being no further business to come before the Board, the Board meeting adjourned at 6:20 p.m. The next Regular Meeting will be held on April 16, 2025 at 5:30 p.m.

Raymond Rodriguez, President

Attest:

Joe D. Basulto, Secretary
(Seal)

ACTION / DISCUSSION ITEMS

7. ACTION/DISCUSSION ITEMS.

A. Consider Board Approval of Urban Water Management Proposal;

PICO WATER DISTRICT

ACTION / DISCUSSION

ITEM - 7A

**Consider Board Approval of Urban
Water Management Proposal;**

STAFF REPORT

To: Honorable Board of Directors
From: Joe D. Basulto, General Manager
Meeting Date: April 016, 2025
Subject: Action Item 7A - Consider Board Approval of Urban Water Management Proposal

Recommendation:

Board Discussion / Approve

Fiscal Impact:

FY 2026 Budget: \$35,000.00

Background:

Urban Water Management Plan (UWMP) are to be prepared by California urban water suppliers that either provide over 3,000 acre-feet of water annually or serve more than 3,000 urban connections. These plans are prepared by suppliers every 5 years. This is to support long-term resource planning and ensure adequate water supplies are available to meet existing and future water demands. The requirements for UWMP's are found in two sections of the California Water Code Section: 10610-10656 and 10608.

Within the UWMP, suppliers must access the reliability of water over a 20-year planning time frame and describe demand management measures and water shortage contingency plans. Discuss the use and planned use of recycling water.

The 2025 UWMP is due by July 1st 2026

Requests for proposals were sent out and we received the following:

1. Stetson Engineering: \$26,000.00
2. Civiltec Engineering: \$55,780.00
3. AKM Consulting Engineers: \$82,616

Recommendation:

Stetson Engineering Proposal for UWMP

Copy of Proposals for Stetson, Civiltec, and AKM Engineering Attached



PROPOSAL
PROFESSIONAL ENGINEERING SERVICES
FOR

2025 URBAN WATER MANAGEMENT
PLAN (UWMP) UPDATE

APRIL 10, 2025



SUBMITTED TO:

MR. JOE BASULTO, GENERAL MANAGER
PICO WATER DISTRICT
4843 S. CHURCH ST.
PICO RIVERA, CA 90660



M1248

April 10, 2025

Mr. Joe Basulto
General Manager
Pico Water District
4843 S. Church Street
Pico Rivera, CA 90660

Subject: Proposal for Preparation of the 2025 Urban Water Management Plan (UWMP)

Dear Mr. Basulto:

Stetson Engineers Inc. (Stetson) is pleased to provide this Proposal for preparation of Pico Water District's (PWD) 2025 Urban Water Management Plan (UWMP), in accordance with UWMP guidelines. Stetson is prepared to commit the engineering professionals and support staff to provide PWD with an up-to-date, comprehensive 2025 UWMP that meets all of the California Department of Water Resources' (DWR) requirements, and to meet the needs of the City. The enclosed "Proposal" has been prepared to address DWR's requirements for the 2025 UWMPs.

The Urban Water Management Planning Act was established by Assembly Bill 797 in 1983 and has been amended on numerous occasions. In accordance with the UWMP Act, Sections 10617 and 10621, each urban water supplier providing water for municipal purposes either directly or indirectly to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually, shall prepare, update and adopt its UWMP at least once every five years ending in five and zero. The due date for the 2025 UWMP is July 1, 2026.

Stetson prepared 2020 UWMPs for over 30 agencies, including for PWD. Stetson's prior experience with PWD includes the preparation of PWD's 2015 and 2020 UWMPs. Stetson also has extensive experience with all of the City's sources of water supply. Stetson is aware PWD's primary source of water supply is groundwater from the Central Basin. PWD also purchases recycled water supplies from Central Basin Municipal Water District.

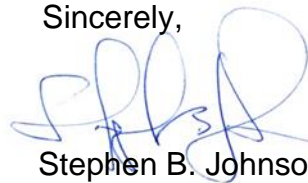
The following contact information is provided:

- *Firm Name:* Stetson Engineers Inc.
- *Office Address:* 861 S. Village Oaks Drive, Suite 100
Covina, California 91724
- *Telephone:* (626) 967-6202
- *Facsimile:* (626) 331-7065
- *Corporate Officer
Authorized to Execute
Agreement:* Mr. Stephen B. Johnson
- *Primary Contact:* Mr. Stan Chen
- *Email:* stanc@stetsonengineers.com

The estimated budget for this work assignment is \$26,000, and will not be exceeded without your approval. (Additional budget may be needed if additional rounds of comments are required.) Stetson will invoice monthly in accordance with the enclosed Fee Schedule.

Thank you for considering Stetson's Proposal and this opportunity to assist Pico Water District.

Sincerely,



Stephen B. Johnson, P.E.
President
Stetson Engineers Inc.

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1. STATEMENT OF QUALIFICATIONS

OVERVIEW

Stetson Engineers Inc. (Stetson) was established by Thomas M. Stetson in 1957 as Thomas M. Stetson Civil and Consulting Engineers. In 1977, the company was incorporated as Stetson Engineers Inc. Stetson has offices located in Covina, Carlsbad, and San Rafael, California; and Centennial, Colorado. Stetson's staff consists of technical professionals with expertise in a broad range of relevant disciplines, including surface water hydrology and hydraulics; fluvial geomorphology; hydrogeology; geology; geophysics; and civil, environmental, and agricultural engineering.

Stetson specializes in all phases of water resources engineering, including water system design for complete distribution systems, pipelines, reservoir storage facilities, pumping stations, and water treatment facilities; water well design and development; and hydrogeological studies of groundwater basins. Stetson's relevant work experience includes preparation of Urban Water Management Plans (UWMPs); preparation of water system valuations; water supply evaluations/assessments; water system master plans; computer modeling of water and wastewater distribution systems and groundwater basins; financial planning and analysis; and water rights valuations.

PROJECT PERSONNEL

Stetson has assembled a project staff team that will provide Pico Water District with senior staff highly experienced in the preparation of UWMPs. Qualifications of project personnel who will be working on the 2025 UWMP for PWD are provided below. **Project personnel resumes are included in Appendix A of this proposal.** An Organizational Chart is also provided below.

STEPHEN JOHNSON, P.E.

PRINCIPAL-IN-CHARGE

Mr. Johnson, President of Stetson, is the principal-in-charge of the Southern California office and has over 47 years of experience. Mr. Johnson has been involved in UWMPs, water system analyses, water rights quantification and analysis, supplemental water requirement studies, alternative water supply studies, annual reports, water quality monitoring reports, groundwater management studies, and project feasibility studies. Mr. Johnson has extensive experience with municipal and water district level issues, having as Engineer for the Main San Gabriel Basin Watermaster and for several water districts in southern California on such matters as water supply, water quality, management, and financing.

JEFF HELSLEY, PE

PROJECT QA/QC

Mr. Helsley has over 41 years of experience in water resource management in southern California. Mr. Helsley has supervised numerous groundwater treatment, groundwater recharge, water supply, and water rights studies, including water supply assessments and water system master plans. Mr. Helsley has extensive experience in municipal water supply projects in the Main Basin and in Chino Basin and has unique knowledge of water supply, water quality, and groundwater management for both of these

groundwater basins. Mr. Helsley was formerly the District Engineer and Assistant General Manager of the Water Replenishment District of Southern California, where he was responsible for the development and implementation of programs to enhance groundwater recharge, improve groundwater basin management, and project groundwater quality. Mr. Helsley has been responsible for leading stakeholder-based water management plans for the Foothill Municipal Water District, Newhall County Water District, and the Local Agency Formation Commission for Los Angeles County.

STAN CHEN, P.E.

PROJECT MANAGER

Mr. Chen has over 24 years of experience in water resource engineering including water supply assessments, water system master plans, water supply plans, hydrologic studies, water rights and supply evaluation, Drinking Water Source Assessment and Protection (DWSAP) Program Plans, and water quality studies. Mr. Chen was involved in the preparation and coordination of numerous 2010, 2015, 2020 UWMPs, including the 2015 and 2020 UWMPs for Pico Water District.

JENNY SAVRON

PROJECT ENGINEER

Ms. Savron is a supervising engineer with over 21 years of experience and has been involved in numerous UWMPs, water system master plans, and water supply assessments and has analyzed water system operations. Ms. Savron was involved in the preparation of numerous 2010, 2015, and 2020 UWMPs, including the 2020 UWMP for Upper San Gabriel Valley Municipal Water District.

BIANCA CABRERA MENCHACA

PROJECT ENGINEER

Ms. Cabrera Menchaca is an associate engineer with over five years of experience. Ms. Cabrera Menchaca has also been involved in professional support services for the implementation of Groundwater Sustainability Plans. Ms. Cabrera Menchaca was involved in the preparation of numerous 2020 UWMPs, including the 2015 and 2020 UWMPs for Pico Water District.

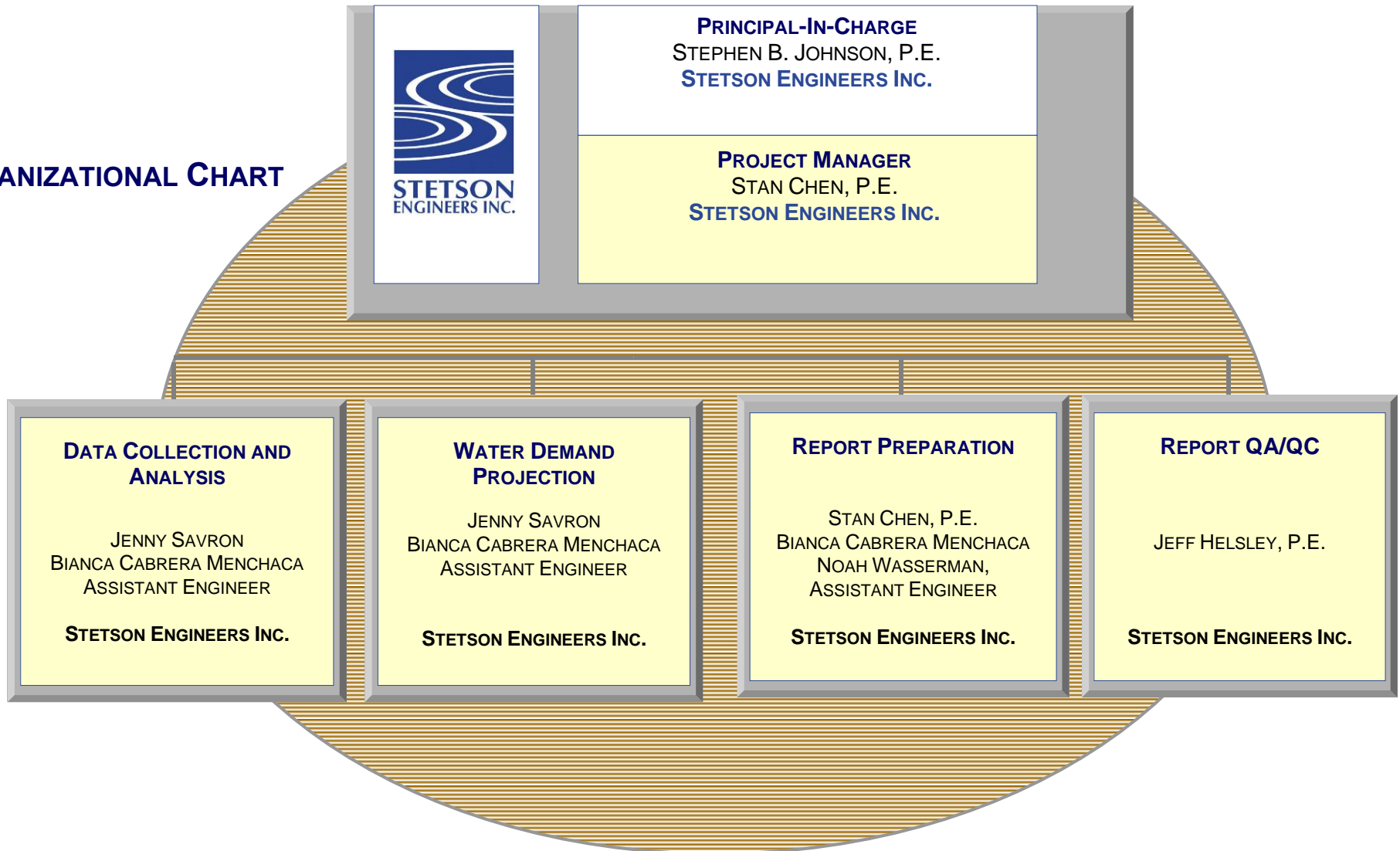
NOAH WASSERMAN

GIS MANAGER

Mr. Wasserman has been involved in GIS mapping and spatial analysis, including map/figure production and layout, analysis of vector and raster data (including aerial images), data management, online mapping and data applications, etc. As GIS Manager, he has worked extensively on present/historic irrigation aerial photography interpretation and image georeferencing. Mr. Wasserman is proficient in ArcGIS 10.2.2 and has received GIS Professional (GISP) certification.

PICO WATER DISTRICT
2025 URBAN WATER MANAGEMENT PLAN

ORGANIZATIONAL CHART



EXPERIENCE AND REFERENCES

The Stetson Team has broad experience in all aspects of water resource engineering, along with directly applicable experience based on past preparation of UWMPs. Stetson has also assisted with the preparation of Public Hearing notices and participation in Public Hearings.

Stetson has previously prepared 2020 UWMPs for the following water agencies:

1) Chino Basin Desalter Authority	18) City of South Pasadena
2) City of Alhambra	19) City of Whittier
3) City of Arcadia	20) Cucamonga Valley Water District
4) City of Cerritos	21) Golden State Water Company (Claremont)
5) City of Chino	22) Golden State Water Company (San Dimas)
6) City of Covina	23) Liberty Utilities (Apple Valley)
7) City of Downey	24) Liberty Utilities (Park Water)
8) City of Glendora	25) Monte Vista Water District
9) City of Hemet	26) Pico Water District
10) City of Manhattan Beach	27) Rowland Water District
11) City of Monrovia	28) San Gabriel County Water District
12) City of Monterey Park	29) San Gabriel Valley Water Company
13) City of Ontario	30) Sunny Slope Water Company
14) City of Pomona	31) Three Valley Municipal Water District
15) City of San Jacinto	32) Upper San Gabriel Valley Municipal Water District
16) City of Santa Fe Springs	33) Walnut Valley Water District+F82
17) City of Sierra Madre	34) Water Facilities Authority

Other Relevant Expertise

Pico Water District

Stetson's prior experience with PWD includes the preparation of their 2015 and 2020 UWMPs. Stetson also has extensive experience with all of PWD's sources of water supply. Stetson is aware PWD's primary source of water supply is groundwater from the Central Basin. PWD also purchases recycled water supplies from Central Basin Municipal Water District.

Water Supply Assessments

Stetson has prepared numerous water supply assessments pursuant to California Water Code Division 6, Part 2.10, Sections 10910-10915 (Water Supply Planning to Support Existing and Planned Future Use) and Government Code 66473.7 which analyze water demands, sources of supply, and reliability of the water supplies.

2. PROJECT UNDERSTANDING AND APPROACH

The Urban Water Management Planning Act was established by Assembly Bill 797 in 1983 and has been amended on numerous occasions. In particular, Assembly Bill 11X amended the Urban Water Management Planning Act (UWMP Act) in 1991, by including a requirement for a Water Shortage Contingency Plan. The requirements for UWMPs are found in Sections 10610 through 10656 and Section 10608 of the California Water Code. Section 10631(b) of the California Water Code has been expanded to require additional information on groundwater basin management and reliability of water supply. Sections 10631(h) and 10631(i) were added and require additional information on water supply projects, including the use of desalination. Emphasis on the potential use of recycled water is included in Section 10633. Assembly Bill 1420, which amended Section 10631.5 and added Section 10631.7 in 2007, requires the terms of an eligibility for any water management grant or loan from the California Department of Water Resources (DWR) to be conditioned on the implementation of the water demand management measures described in the UWMP. Pursuant to Assembly Bill 1668 and Senate Bill 606, Sections 10621(c), 10632(a), and 10635(b) were recently added in 2018 and require the preparation and adoption of a Water Shortage Contingency Plan and Drought Risk Assessment as part of an UWMP.

In accordance with the UWMP Act, Sections 10617 and 10621, each urban water supplier providing water for municipal purposes either directly or indirectly to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually, shall prepare, update and adopt its UWMP at least once every five years ending in five and zero.

Water suppliers are required to coordinate the preparation of the 2025 UWMP with other water suppliers and appropriate agencies in the area. All water suppliers are required to notify cities and counties in their service area of the opportunity to submit comments regarding the UWMP during the preparation. The urban water supplier is required to provide notification to cities and counties within which the supplier provides water supplies at least 60 days prior to a Public Hearing. Water suppliers are required to file their UWMPs, or amendments thereof, with the DWR, the California State Library, and any city or county within which the supplier provides water, no later than 30 days after adoption. UWMPs are reviewed by DWR staff to determine compliance with the requirements of the Urban Water Management Planning Act. Results of the DWR review are provided to urban water suppliers through a review letter. A copy of the 2025 UWMP must be made available for public review during normal business hours within 30 days of submitting the UWMP to DWR.

In preparing the 2025 UWMP for PWD, Stetson will ensure all changes to the UWMP Act are incorporated, including California Water Code Sections 10632(a) and 10635(b), pursuant to Assembly Bill 1668 and Senate Bill 606. Stetson will follow DWR's 2025 UWMP Guidebook to ensure all requirements of the Act are addressed. **(Please note: DWR anticipates release of the draft 2025 UWMP Guidebook in June/July 2025. Stetson will coordinate with PWD to address any additions to the UWMP requirements which were not available as of the date of this Proposal.)**

SCOPE OF SERVICES

Task 1 – Project Management

Stetson will conduct a kick-off meeting (through video conferencing) with PWD staff to define the project objectives, review and determine the schedule, and establish the approach and methodology that will be used to achieve the project objectives. Stetson will review background information and relevant data in support of the project.

Stetson will prepare a template for the required notification letters to be sent to the cities or county regarding the preparation of the 2025 UWMP. Stetson will also prepare a template for the required notices to be sent to the cities or county regarding the public hearing for the 2025 UWMP. Stetson will coordinate the submittal of these letters with PWD. In addition, Stetson will coordinate the publishing of a notice of public hearing in the newspaper for two consecutive weeks.

Task 2 – Information and Data Collection

Stetson will provide PWD staff with a list of requested data necessary to prepare the 2025 UWMP. Items from the data request list will include historical water demands, user class information, Demand Management Measures information, and water shortage contingency plan information.

Task 3 – Data Analysis and Evaluation

Stetson will review and prepare the service area and water supply characteristics. PWD will provide any updates to its service area boundary since 2020. Stetson will conduct a GIS analysis using US Census tract data to estimate the current population within PWD's service area. Stetson will estimate population projections based on information developed by the Southern California Association of Governments. Additional information including planned developments, Regional Housing Needs Assessment (RHNA) requirements, and/or General Plan information will be reviewed and incorporated as necessary.

Total water demand projections will be estimated based on a review of previous SB X7-7 calculations, upcoming water use objectives (pursuant to the "Making Conservation a California Way of Life" regulations from Assembly Bill 1668 and Senate Bill 606), water use factors based on recent water demands, and the total population projections. Stetson will estimate water demand projections in five-year increments from 2025 through 2050. Stetson will conduct a meeting PWD staff to review and confirm the population and water demand projections.

Stetson will quantify the reliable supply and projected demands under an average year, a single dry year, and five consecutive dry year conditions. Stetson will also provide an overview of the management and reliability of PWD's water supplies (including groundwater and treated imported water purchased through Central Basin Municipal

Water District), as well as review the availability of recycled water in the Central Basin, and the potential for additional use by PWD as a water resource.

Stetson will work PWD staff to review the contents of the existing “Water Shortage Contingency Plan” to determine compliance with current provisions of the UWMP Act. Stetson will provide revisions to the existing Water Shortage Contingency Plan to be consistent with the recent changes to the California Water Code (i.e. 10632(a) and 10635(b)) pursuant to Assembly Bill 1668 and Senate Bill 606.

Stetson will work with PWD staff to identify all Demand Management Measures (DMMs) implemented by the PWD. Stetson will work with PWD staff to summarize the goals and programs of the DMMs that have been implemented. In addition, Stetson will provide a description of DMM programs anticipated to be implemented by PWD over the ensuing five years.

Task 4 –Draft Report

Based on the information prepared in Tasks 1 through 3 above, Stetson will prepare a draft UWMP. Preparation of the draft 2025 UWMP will be based on DWR’s 2025 UWMP Guidebook to ensure all requirements of the UWMP Act are incorporated, including the following items:

- A description of the service area;
- A description of the existing and planned sources of supply and the reliability of those sources during an average year, a single dry year and multiple dry years;
- A description of existing groundwater management activities;
- A description of opportunities for exchanges or transfers of water;
- A description of historic and projected water use;
- A description of Demand Management Measures;
- A description of all water supply projects and water supply programs that may be undertaken to meet the total projected water use;
- A description of opportunities for development of desalinated water, including ocean water, brackish water, and groundwater, as a long-term supply;
- A discussion of the opportunity to use recycled water; and
- A discussion of the quality of existing sources of water

In addition, the following information will also be incorporated during the preparation of the 2025 UWMP:

- DWR’s updated standardized tables.
- Water Shortage Contingency Plan (including adoption)
- Five-Year Drought Risk Assessment
- Climate change considerations
- Seismic risk assessment and mitigation plan
- Energy analysis

- Analysis of water savings from any codes, standards, and ordinances
- Inclusion of 5 previous years of distribution system water losses
- A discussion regarding compliance with the 2020 water use target pursuant to SB X7-7 Water Conservation Act of 2009
- Demonstration of reduced reliance on the Delta watershed
- “Making Conservation a California Way of Life” regulations from Assembly Bill 1668 and Senate Bill 606

Stetson will provide PWD with an electronic copy (PDF and Word formats) of the draft 2025 UWMP. Stetson will incorporate DWR’s standardized tables during preparation of the 2025 UWMP. The tables will be included in the 2025 UWMP and will be prepared in a format suitable for submittal to DWR. Stetson will also provide an on-line link for stakeholders to download the Draft UWMP (in a PDF format). Stetson anticipates incorporating two (2) rounds of comments from PWD staff.

Task 5 – Final Plan

Stetson will prepare the adopted Final 2025 UWMP by incorporating comments from the public hearing and adding the adoption resolution. Stetson will obtain PWD approval of any revisions prior to submittal of the Final 2025 UWMP to DWR (see Task 6).

Task 6 – Submittals

Stetson will assist PWD with the submittal of the adopted Final 2025 UWMP to DWR, relevant cities and counties, and the California State Library. As applicable, Stetson will complete the 2025 UWMP checklist and submit the 2025 UWMP electronically through DWR’s online Water Use Efficiency Data Tool website.

Task 7 – Deliverables

Draft UWMP – As discussed in Task 5, Stetson will prepare the Draft 2025 UWMP and submit one (1) electronic copy (PDF and Word formats).

Final UWMP – Stetson will prepare a Final 2025 UWMP, incorporating comments from the public hearing and including the resolution adopting the Final 2025 UWMP. Stetson will submit five (5) hard copies and (1) electronic copy (PDF and Word formats). As indicated in Task 6, Stetson will submit the Final 2025 UWMP to DWR, relevant cities and counties, and the California State Library.

(Please note: Preparation for, and participation in, the Public Hearing process is not included in this Scope of Work and Budget; however, Stetson is prepared to assist PWD on a time and materials basis.)

3. PROJECT SCHEDULE

As part of the preliminary project schedule, Stetson has assumed a starting date in May 2025 and that a draft 2025 UWMP will be provided to PWD in December 2025. Preparation of PWD's 2025 UWMP will be based on DWR's 2025 UWMP Guidebook to ensure all requirements of the UWMP Act are incorporated. Although DWR anticipates release of the draft 2025 UWMP Guidebook in June/July 2025, the release date for the final 2025 UWMP Guidebook is currently not available. Stetson will coordinate with PWD to address any additions to the UWMP requirements which were not available as of the date of this Proposal.

- Notice to Proceed: May 2025
- Data Collection: June 2025
- Population and Water Demand Projections: July/August 2025
- Provide PWD with Draft 2025 UWMP: December 2025
- Receive comments from PWD staff: January 2026
- Provide PWD with Final Draft 2025 UWMP: February/March 2026
- UWMP Public Hearing: April/May 2026
- Provide PWD with Final 2025 UWMP: May 2026
- Submit Final 2025 UWMP to DWR: June 2026

(Note: The Final 2025 UMWP will include a copy of the adopting Resolution.)

4. FEE PROPOSAL

A fee schedule for each work task is provided on the following page. The fee schedule includes hourly rate for each personnel category, and any other additional charges to complete the services of this project.

Other costs associated with expenses such as travel to PWD's office for meetings (mileage) and document reproduction (draft and final) are included.

5. OTHER RELEVANT INFORMATION

INSURANCE REQUIREMENTS

Stetson maintains the following insurance coverage:

General Liability	\$1,000,000 per occurrence/\$2,000,000 aggregate
Professional Errors and Omissions	\$2,000,000 per claim /\$2,000,000 aggregate
Automobile Liability	\$1,000,000 per accident
Worker's Compensation	\$1,000,000 per accident
Umbrella coverage	\$3,000,000 per occurrence/\$3,000,000 aggregate

APPENDIX A

RESUMES

RESUMES

<p>Name & Title: Steve Johnson, P.E., Corporate President/CEO and Managing Principal</p>	<p>Project Assignment: Principal Engineer</p>
<p>Years of Experience with Firm 47</p>	<p>Years of Experience With Other Firms 0</p>
<p>Education: Degree(s) / Year / Specialization: B.S. Civil Engineering / 1977 / California Polytechnic University, Pomona</p>	<p>Registrations / Certifications: Civil Engineer No. 32396, California 1981</p>
<p>Experience Record</p> <p>Mr. Johnson is Corporate President/CEO and Managing Principal of the Covina office of Stetson Engineers. Mr. Johnson is responsible for all engineering operations performed by the firm's southern California office, in Covina, California. Mr. Johnson's extremely broad experience covers the southern California work for well over a quarter century. As a Managing Principal, Mr. Johnson is responsible for all corporate management functions and professional engineering support services. Mr. Johnson has represented Stetson for over 40 years, continuous.</p> <p>Mr. Johnson is a designated expert for purposes of water system and water rights evaluation and appraisal. This includes qualification in U.S. Federal Court as an expert under the Daubert rules of qualification. He has provided expert witness testimony on water system/water rights condemnation actions, groundwater contamination cases, and flood damage evaluations and assessments. Mr. Johnson's expertise has supported numerous water systems and water rights transactions and settlements. He has also provided expert witness testimony of the impacts and decision-making associated with water supply contamination, before the California Public Utilities Commission, Administration Law Judge.</p> <p>Mr. Johnson is the designated "Project Engineer" for implementing cleanup of the largest groundwater contamination site in the nation, under the U.S. Environmental Protection Agency's Superfund Program. Under this assignment, Mr. Johnson coordinates with the U.S. EPA, six different water purveyors, the Main San Gabriel Basin Watermaster, the San Gabriel Basin Water Quality Authority, and numerous Responsible Parties and their engineering/legal representatives. This assignment has a current value of \$250 to \$300 million and will produce over 35,000 acre-feet of treated, potable groundwater annually. Mr. Johnson's responsibilities include all phases of project planning, financing, coordination, regulatory compliance, design, contract solicitation, construction management, operations, and performance monitoring for contamination plume control and cleanup.</p> <p>As a predecessor to this assignment, Mr. Johnson supervised the planning, design, construction, operations, and regulatory approval of the first groundwater treatment facility in the United States to successfully treat for Perchlorate and NDMA for potable consumption. This facility was also the first groundwater treatment facility to be permitted for drinking water supply under the California Department of Health Services Policy 97-005 for impaired water supplies.</p> <p>Mr. Johnson represents several prominent water agencies as "Engineer". These agencies include the Main San Gabriel Basin Watermaster, the Upper San Gabriel Valley Municipal Water District, the San Gabriel Valley Municipal Water District, and the San Gabriel Basin Water Quality Authority. Typical assignments include safe yield studies, groundwater contamination characterization and remediation, design, construction management, rate assessment, water supply studies, and reports to the board.</p> <p>Since the early 1980s, Mr. Johnson has been heavily involved with engineering solutions to contamination of drinking water supplies. This work involves a wide range of experience and expertise, including site and regional characterization of soil and groundwater contamination, hydrogeologic studies, groundwater basin modeling, development of cleanup and water supply plans, remediation studies, development and full implementation of treatment projects, and coordination with all regulatory agencies. The contaminants of concern include volatile organic compounds (VOCs), Perchlorate, NDMA, 1-4-dioxane, Chromium and others. This work has been performed in full cooperation with the U.S. Environmental Protection Agency, the State Department of Toxic Substance Control, the Department of Health Services, the State Water Resources Control Board, and the Regional Water Quality Control Board.</p>	

RESUMES

Steve Johnson, Principal Engineer

(Continued)

The following projects are representative of Mr. Johnson's experience:

City of Los Angeles, Department of Water and Power. Supplemental Water Study.

City of Los Angeles, Department of Water and Power. Hoover Dam Power Contracts.

Upper San Gabriel Valley Municipal Water District

- Supervision of District Engineering Duties
- Area Wide Water Quality Monitoring Plan
- AB 1803 Water Quality Monitoring Plan
- AB 797 Water Conservation Plan
- Feasibility Studies - Use of Reclaimed Water
- Supervision of EPA Superfund Sub-Contract
- Drought Studies
- Puente Hills Landfill Investigation
- District Mapping
- Reclaimed Water Study
- Direct Use Project
- Indirect Reuse Replenishment Project

San Gabriel River Watermaster. Named one of the three Watermasters in 2011

City of Bakersfield

- Design of Turnout Structure - Kern River
- Design of Turnout Structure - Canal
- Water System Master Plan
- Review of New Development Plans
- Design of Box Culvert
- Acquisition of New Facilities
- Water System Operations Study

Santa Ynez River Water Conservation District

- Design of Reservoir Renovation
- Design of Lake Cachuma Intake Facility
- Design of Well Fields (6.0 cfs, 4.0 cfs and 1.73 cfs)
- Design of Booster Station
- Administration of State Loan and Grant
- Supervision of Cathodic Protection
- Design of Well No. 15 Pumping Equipment

Name & Title: Jeff Helsley, P.E. , Supervising Engineer	Project Assignment: Project Manager
Years of Experience with Firm 24	Years of Experience With Other Firms 17
Education: Degree(s) / Year / Specialization: M.S. Environmental Engineering / 1982 / University of Southern California, Los Angeles (USC) B.S. Civil Engineering / 1981 / California State University, Los Angeles (CSULA)	Registrations / Certifications: Civil Engineer No. 039599, California, 1985
<p>Experience Record</p> <p>Mr. Helsley joined Stetson Engineers, Inc. in 1999 as project manager for water rights quantification and valuation studies, alternative water supply studies, water resource management studies, water facilities design including site improvements for drainage and access, and groundwater recharge feasibility studies including sand and gravel pits in the San Gabriel Valley.</p> <p>His experience includes employment with the Los Angeles County Department of Public Works in the Hydraulic/Water Conservation Division. As a Supervising Civil Engineer I in the Planning Unit, he was responsible for studies to develop improvements to the County's injection barriers to prevent seawater intrusion, and studies of groundwater recharge optimization.</p> <p>Mr. Helsley was also formerly the District Engineer and Assistant General Manager of the Water Replenishment District of Southern California, where he was responsible for the development and implementation of programs to enhance groundwater recharge, improve groundwater basin management, and protect groundwater quality.</p> <p><u>Chino Pipeline and Facilities Improvements Project</u></p> <ul style="list-style-type: none"> • Well-site review, permitting and design including a drainage study and retention basin design • Well construction oversight • Pump testing and station design • Nitrate Removal Treatment Plant Design • Design for three separate pipelines • Assistance in pipeline permitting • Preparation of specifications and bid documents <p><u>San Luis Rey Indian Water Rights Dispute, San Diego County</u></p> <p><u>Antelope Valley Groundwater Recharge and Recovery Study</u></p> <p><u>San Gabriel Valley Municipal Water District 30" Pipeline Realignment</u></p> <p><u>City of Pomona Water Pipeline Replacement Design</u></p> <p><u>Water Supply Assessments</u></p> <ul style="list-style-type: none"> • The Shops at Santa Anita, Arcadia, California • Copa de Oro Development, Rosemond, California • Newhall County Water District, Santa Clarita Valley, California • Uptown Specific Plan, Whittier, California • Monrovia Nursery, Azusa/Glendora, California • West Main Street Master Plan, Alhambra, California • Valley Vision Specific Plan, San Gabriel, California 	

Jeff Helsley, Project Engineer

(Continued)

City of Monterey Park Perchlorate Treatment System Procurement

City of Glendale Wellhead Treatment Feasibility Study and Design

Wellhead Treatment Systems – San Marino Service Area, Feasibility and Options Analysis Report

Water System Master Plans

- City of Covina
- Pahrump, Nevada, included the Water System, the Sewage Collection System and Lift Stations
- Fontana Water Company
- San Gabriel Valley Water Company, Los Angeles County Division

City of San Luis Obispo Groundwater Development Project

Review of Recycled Water Use, Forest Hills Memorial Park, Covina Hills

Water Supply Feasibility Studies

- Sierra Bella Development, Lucerne Valley, California
- Sierra Lakes Development, Santa Clarita Valley, California
- Rolling Meadows Development, Tejon Ranch, California
- East Highlands Ranch, Upland, California
- Larsen Ranch, Antelope Valley, California

East Raymond Basin Water Resources Plan

Rancho Cordova Perchlorate Contamination Litigation Support

Groundwater Supply Development Cost Study, Laredo, Texas

Groundwater Yield Review, Burleson County, Texas

Wrightwood Groundwater Study

Rincon Groundwater Study

Torrez Martinez Water Feasibility Study

Spring Creek Booster Station Design

Water Rights Appraisal – Hearst Ranch

Antelope Valley Water Rights Adjudication

LAFCO Municipal Water Service Review, Santa Clarita Valley

Review of Proposal Antelope Valley Water Bank

Arrow Well Wellhead Treatment Design

Los Angeles County Department of Public Works (LACDPW) Alamitos Barrier Project - Seawater Barrier

- Deficiency/Feasibility Study
- Injection Well Design
- Injection Well Construction

LACDPW Dominguez Gap Barrier - Seawater Barrier, Deficiency/Feasibility Study

RESUME

Jeff Helsley, Project Engineer

(Continued)

LACDPW West Coast Barrier Project - Seawater Barrier

- Geophysical Exploration
- Deficiency/Feasibility Study

Landfill Gas Mitigation Measures

County Solid Waste Management Plan

Montebello Forebay Groundwater Recharge Study

National Pollution Discharge Elimination System (NPDES) Permit Modifications

Injection Well Maintenance Study

RESUMES

Name & Title: Stan Chen, P.E. , Supervisor II	Project Assignment: Project Engineer
Years of Experience with Firm 24	Years of Experience with Other Firms 2
Education: Degree(s) / Year / Specialization: B.S. Environmental Engineering / 1999 / University of California, Berkeley M.S. Civil Engineering / 2000 / University of California, Los Angeles	Registrations / Certifications: P.E. No. 66883, State of California, June 25, 2004
<p>Experience Record</p> <p>Mr. Chen has experience in water resource engineering including water system master plans, water supply plans, hydrologic studies, water rights and supply evaluation, and water quality studies.</p> <p><u>San Gabriel Basin Water Quality Authority</u></p> <ul style="list-style-type: none"> - Evaluated differences between granular activated carbon specifications and costs between vendors <p><u>Los Angeles County Local Agency Formation Commission</u></p> <ul style="list-style-type: none"> - Prepared a regional comprehensive water study of Santa Clarita Valley water purveyors <p><u>Drinking Water Source Assessment and Protection Program</u></p> <ul style="list-style-type: none"> - Conducted groundwater assessments for approximately 260 sources in the Main San Gabriel Basin and Raymond Basin <p><u>San Luis Rey Indian Water Authority</u></p> <ul style="list-style-type: none"> - Prepared current and projected water supply and demand analysis - Investigated water rights to the San Luis Rey River <p><u>Water Supply Assessments</u></p> <ul style="list-style-type: none"> - Prepared Water Supply Assessments for the Cities of Arcadia, Alhambra, Monrovia, and Whittier, and for Azusa Light and Water, Cucamonga Valley Water District, Golden State Water Company, San Gabriel County Water District, San Gabriel Valley Water Company, and Valley County Water District <p><u>Water System Master Plans</u></p> <ul style="list-style-type: none"> - Prepared Water System Master Plans for the Cities of Buena Park, Covina, Glendora, Industry, Lakewood, Lynwood, and San Jacinto, and for Fontana Water Company, Liberty Utilities (Park Water), Pitchess Detention Center, San Antonio Water Company, and San Gabriel Valley Water Company. <p><u>Urban Water Management Plans:</u></p> <ul style="list-style-type: none"> - Preparation and management of 2020 Urban Water Management Plans for over 30 urban water suppliers including the Cities of Alhambra, Arcadia, Cerritos, Chino, Covina, Downey, Glendora, Hemet, Monrovia, Monterey Park, Ontario, Pomona, San Jacinto, Santa Fe Springs, Sierra Madre, South Pasadena, and Whittier, and for the Chino Basin Desalter Authority, Cucamonga Valley Water District, Golden State Water Company (Claremont), Golden State Water Company (San Dimas), Liberty Utilities (Apple Valley), Liberty Utilities (Park Water), Monte Vista Water District, Pico Water District, Rowland Water District, San Gabriel County Water District, San Gabriel Valley Water Company, Sunny Slope Water Company, Walnut Valley Water District, Water Facilities Authority, Three Valleys Municipal Water District, and Upper San Gabriel Valley Municipal Water District. - Preparation of 2010 and 2015 UWMPs. 	

RESUMES

Name & Title: Jenny Savron , Supervising Engineer	Project Assignment: Project Engineer
Years of Experience with Firm 21	Years of Experience with Other Firms
Education: Degree(s) / Year / Specialization: B.S. Environmental Engineering / 2002 / University of California, Irvine	Registrations / Certifications: E.I.T. No. 116828, State of California, June 2003
<p>Experience Record</p> <p>Ms. Savron has experience in water resource engineering including urban water management plans, water system master plans, water supply plans, hydrologic studies, water rights and supply evaluation, and water quality studies. Ms. Savron has experience preparing Watermaster Section 28 permit applications and also preparing staff reports on behalf of Watermaster on permit application review.</p> <p><u>Develop Main San Gabriel Basin Watermaster Section 28 Permit Applications:</u></p> <ul style="list-style-type: none"> • City of Covina <p><u>Main San Gabriel Basin Watermaster</u></p> <ul style="list-style-type: none"> • Participate in the development and implementation of the annual Five-Year Water Quality and Supply Plan. • Prepare the Annual Report, which reviews each year's activities, water rights history and water use. • Develop staff reports for Section 28 reviewing potential impacts on groundwater contamination as a result of drilling new wells, destroying wells and constructing new treatment facilities. • Prepare the annual Operating Safe Yield report. • Prepare the annual Three-Year Purchased Water Plan. • Supervise the meter testing program. <p><u>Develop Urban Water Management Plans:</u></p> <ul style="list-style-type: none"> • Upper San Gabriel Valley Municipal Water District • City of Bakersfield • City of Whittier • City of San Jacinto • City of South Pasadena • City of Downey <p><u>Develop Integrated Resources Plan:</u></p> <ul style="list-style-type: none"> • Upper San Gabriel Valley Municipal Water District <p><u>San Gabriel River Watermaster</u></p> <ul style="list-style-type: none"> • Prepare an Annual Report identifying usable surface flow, unusable outflow and subsurface flow across Whittier Narrows <p><u>Upper San Gabriel Valley Municipal Water District</u></p> <ul style="list-style-type: none"> • Develop projections of future supplemental water requirements. <p><u>Develop Water System Master Plan and Sewer Master Plan</u></p> <ul style="list-style-type: none"> • City of San Jacinto <p><u>Develop Water Supply Assessments</u></p> <ul style="list-style-type: none"> • San Gabriel County Water District • City of South Pasadena • City of Monrovia 	

RESUMES

Name & Title: Bianca Cabrera Menchaca , Associate Engineer	Project Assignment: Project Engineer
Years of Experience with Firm 5	Years of Experience with Other Firms 1
Education: Degree(s) / Year / Specialization: B.S. Civil Engineering / 2020 / California State Polytechnic University, Pomona, California	Registrations / Certifications:
<p>Experience Record</p> <p>Ms. Cabrera Menchaca has experience in water resource engineering including urban water management plans, water system master plans, water supply plans, and water rights and litigation preparation.</p> <p>Develop Urban Water Management Plans:</p> <ul style="list-style-type: none"> - Preparation and assistance in 2020 Urban Water Management Plans for over 30 urban water suppliers including the Cities of Alhambra, Arcadia, Cerritos, Chino, Covina, Downey, Glendora, Hemet, Monrovia, Monterey Park, Ontario, Pomona, San Jacinto, Santa Fe Springs, Sierra Madre, South Pasadena, and Whittier, and for the Chino Basin Desalter Authority, Cucamonga Valley Water District, Golden State Water Company (Claremont), Golden State Water Company (San Dimas), Liberty Utilities (Apple Valley), Liberty Utilities (Park Water), Monte Vista Water District, Pico Water District, Rowland Water District, San Gabriel County Water District, San Gabriel Valley Water Company, Sunny Slope Water Company, Walnut Valley Water District, Water Facilities Authority, Three Valleys Municipal Water District, and Upper San Gabriel Valley Municipal Water District. <p>Indian Wells Valley Groundwater Authority</p> <ul style="list-style-type: none"> - Professional support services for the Indian Wells Groundwater Authority (IWVGA) including preparation of their annual report, monthly board package preparation, and Prop 1 and Prop 68 grant support and preparation <p>San Gabriel Valley Water Company / Fontana Water Company</p> <ul style="list-style-type: none"> - Assistance in the preparation of water system master plans for both San Gabriel Valley Water Company and Fontana Water Company <p>Shell Oil, USA/Dow Chemical</p> <ul style="list-style-type: none"> - Deposition preparation and litigation support for Shell USA, Inc./Dow Chemical's Arvin-Edison Water Storage District Treatment of 1,2,3-TCP. 	



<p>Name & Title: Noah Wasserman, GISP, GIS Manager</p>	<p>Project Assignment: GIS Mapping & Data Analysis</p>
<p>Years of Experience with Firm: 15</p>	<p>Years of Experience with Other Firms: 0</p>
<p>Education: Degree(s) / Year / Specialization: M.A./ 2009 / Geography – Environmental Resource Management/ San Francisco State University B.A. / 2001 / Urban Studies and Planning / University of California, San Diego</p>	<p>Registrations / Certifications: Geographic Information System Professional (GISP) Certification #90657 (2020)</p>
<p>Experience Record Mr. Wasserman has been employed by Stetson Engineers since June of 2007. He brings problem solving and an innovative approach to resource management, having worked on many Stetson projects as they have evolved over time from paper maps into the digital and online mapping era. At Stetson Mr. Wasserman is the primary GIS Manager and spatial analyst technician supporting water resources management projects. He currently provides technical support and design to all Stetson project managers on irrigation, water rights and resource management projects in addition to map/figure layout production. Typical tasks include (but are not limited to) preparation and analysis of field maps and data, map/figure production and layout, data collection, GoogleEarth animated flyovers, analysis of vector and raster data (including aerial imagery), GIS data management, ESRI/ArcGIS.com online/mobile mapping applications, etc. Mr. Wasserman is proficient at ArcGIS 10.x (including Spatial Analyst extension), ArcGIS Pro 3.x, ESRI Collector, ESRI Field Maps, ArcGIS.com, Arcade (intermediate), QGIS, Adobe Photoshop, Adobe Illustrator, WordPress, and Microsoft Office Suite.</p> <p>Mapping and Cartography At least half of Mr. Wasserman’s current responsibilities are to provide cartographic support to all project managers at Stetson Engineers. This requires working with ArcGIS and ArcGIS Pro to create report and technical memo figures, field maps, posters, and presentation slides. On average this means developing and editing 20-50 individual maps every week.</p> <p>Spatial Analysis The remaining portion of Mr. Wasserman’s responsibilities at Stetson Engineers involve detailed spatial analysis. Utilizing ArcGIS, ArcGIS PRO, and QGIS Mr. Wasserman provides watershed delineation, bulk geoprocessing, time-series raster processing, model grid development, hydrologic modeling GIS support, Model Builder tool building, aerial imagery georeferencing, interpretation and analysis, map series design and layout, and detailed data visualization in 2 and 3D.</p> <p>Project Examples <u>North Coast Water District Capital Inventory Project, Half Moon Bay, CA</u> To bring this water district out of paper maps and into the digital age of infrastructure management Mr. Wasserman georeferenced, digitized and rectified historic as-built paper plans into a GIS database, categorized facilities and repair logs, and developed an online interactive mapping tool to manage capital improvements and repairs. The online database was made available for verification and editing of system features from mobile and desktop devices on the ArcGIS.com platform.</p> <p><u>Upper San Luis Rey River, San Diego County, CA</u> As part of multiple groundwater basin hydrologic modeling projects Mr. Wasserman developed land use, irrigation, stake holder, and hydrologic datasets to assist model development. Geologic layering, hydrologic recharge, and water use datasets were processed and analyzed, and time-series (600+ months) of historic recharge, precipitation, runoff, and evapotranspiration were compiled together using bulk-geoprocessing for input into model software. Watershed delineation, analysis of geologic layers and bedrock depths, and development layers necessary to prepare hydrologic modeling were completed for multiple iterations of groundwater storage analysis.</p> <p><u>Marine Corps Base Camp Pendleton, CA</u> Over the last decade Stetson and Mr. Wasserman has provided GIS support for multiple groundwater modeling projects, monitoring well assessment, habitat monitoring, field data collection, and an online digital inventory of live and static monitoring sites. He has helped build capacity to monitor local resources and integrate real-time reporting for advanced warning systems.</p>	

Maintenance Reporting and Wastewater System Monitoring Project, Confidential Client, UT

Utilizing ESRI/ArcGIS.com and Arcade program language Mr. Wasserman created a customized maintenance and asset management system for the client's stand-alone wastewater network. Field maintenance data collection and reporting, with an interactive mobile questionnaire, was deployed to streamline reporting requirements to multiple agencies. Arcgis.com, ESRI Field Maps application, and Arcade programming were utilized to create this customized inspection reporting system.

Annual Water Release Tracking, Lake Cachuma, CA

Mr. Wasserman has created and maintains an online reporting and tracking application for the annual Santa Ynez River/Lake Cachuma water release. Field staff collect and upload water location, data, and photos which are made available live to agency and water managers. 2022 release can be viewed here (<https://arcg.is/1z4KaT>), 2021 here (<https://arcg.is/1fbf5q>).

Department of Justice, Duncan and Safford Valleys, Gila County AZ

As part of on-going water rights litigation Mr. Wasserman researched, georeferenced, and maintained a historic aerial imagery database (1950s to 2000s) to determine present and historic irrigation and the movement of existing and place of use water rights transfers. These places of use transfers were imported into GIS from legal descriptions and analyzed against contested water rights transfers.

San Carlos Apache Nation, AZ

As part of Stetson's consultation to San Carlos Apache Tribe over the last decade, Mr. Wasserman headed up the GIS analysis for conceptual irrigation designs, water networking, and dam designs. To showcase our design concepts Mr. Wasserman produced GoogleEarth fly-over videos to assist in decision making and presentation of these ideas to multiple stakeholders. Mr. Wasserman processed LIDAR data from raw LAS format to DEM and contours to be used by Stetson CAD staff and engineers, maintained utility and hydrologic databases for the entire 1.8 million acre reservation, and produced field/presentation maps.

Irvine Ranch, Orange County CA

Mr. Wasserman researched historic ownership and established current legal water district boundary based on 100+ years of deeds and transfers. Current boundary was drawn in ArcGIS with each segment tied to a historic deed or parcel. Historic parcel, topo, and imagery analysis and interpretation was required to provide final alignment.

Dam failure inundation modeling and mapping, various locations, CA

As one of the first firms to submit dam failure inundation maps for review and approval, Mr. Wasserman and Stetson Engineers helped State agencies craft and perfect policy for public safety mapping. Mr Wasserman created dam failure inundation maps for a dozen dams in southern and northern California, which included flood water arrival times and inundation depth scenarios. Vulnerable and/or important public infrastructure locations were researched and included in all maps.

Previous Experience**National Fish and Wildlife Foundation 2005-2007**

Mr. Wasserman managed 150+ individual grants, totaling over \$14,000,000 in federal and non-federal funds, and served as west coast grants manager for seven species specific grants programs.

Graduate work

As part of the San Francisco State University Geography department, Mr. Wasserman's graduate course work included cartographic and GIS techniques, remote sensing, statistics, and research methods. His Master's Thesis - *Vegetation Change Trends in Yosemite National Park Over the Last Century (1890-2008)* – researched vegetation changes in alpine and subalpine communities of the Sierra Nevada Mountains through the utilization and analysis of GIS and repeat-photography techniques.

APPENDIX B

STETSON'S STANDARD FEE SCHEDULE



Standard Billing Rate Schedule Professional Fees

Principal	\$261.00	Per Hour
Special Project Director	\$261.00	Per Hour
Project Manager, Senior	\$226.00	Per Hour
Supervisor I	\$226.00	Per Hour
Supervising Soil Scientist	\$211.00	Per Hour
Supervisor II	\$211.00	Per Hour
Supervisor III	\$205.00	Per Hour
Senior I	\$182.00	Per Hour
Senior II	\$164.00	Per Hour
Senior III	\$148.00	Per Hour
Construction Manager	\$148.00	Per Hour
Construction Manager / Oversight	\$131.00	Per Hour
Senior Construction Inspector	\$131.00	Per Hour
Senior Field Geologist	\$148.00	Per Hour
Senior Associate	\$142.00	Per Hour
Associate I	\$136.00	Per Hour
Associate II	\$128.00	Per Hour
Associate III	\$121.00	Per Hour
Associate Soil Scientist	\$121.00	Per Hour
Senior Assistant	\$113.00	Per Hour
Assistant I	\$108.00	Per Hour
Assistant II	\$103.00	Per Hour
Assistant Soil Scientist	\$103.00	Per Hour
Assistant III	\$98.00	Per Hour
GIS Manager	\$136.00	Per Hour
GIS Specialist I	\$111.00	Per Hour
GIS Specialist II	\$101.00	Per Hour
Technical Illustrator	\$98.00	Per Hour
AutoCAD Technician	\$98.00	Per Hour
Soil Technician	\$85.00	Per Hour
Aide I	\$79.00	Per Hour
Aide II	\$68.00	Per Hour
Aide III	\$63.00	Per Hour
Project Coordinator I	\$148.00	Per Hour
Project Coordinator II	\$108.00	Per Hour
Project Coordinator III	\$98.00	Per Hour
Contract Management	\$113.00	Per Hour
Administrative I	\$79.00	Per Hour
Administrative II	\$73.00	Per Hour
Administrative III	\$68.00	Per Hour

Effective January 1, 2025

Direct Expense Rates

Expense Description	Billing Rate
Mileage	\$* / Mile
Reproduction: Black & White (In-House)	\$0.15 / Page
Reproduction: Color - 8.5" x 11" (In-House)	\$0.89 / Page
Reproduction: Color - 11" x 17" (In-House)	\$1.89 / Page
Plotter Reproduction (In-House)	\$1.50 / Sq. Ft.
Survey Equipment	\$120.00 / Day

Notes:

- 1) * Mileage is billed at the current IRS approved mileage rate and may be subject to change.
- 2) Subcontractor services will be charged at cost plus 10% administration fee.
- 3) All other project reimbursable expenses (i.e. telephone, commercial transportation, meals, lodging, postage, outside reproduction, etc.) will be billed at cost.
- 4) Testimony fees are 150% of standard rates and apply to depositions, court time and time spent on stand-by at attorney's request. Travel time and preparation time is charged at standard rates. Stetson Engineers Inc. authorizes only staff at associate classification or higher to testify as expert witnesses.



Civil, Water, Wastewater, Drainage, Transportation and
Electrical/Controls Engineering • Construction Management • Surveying
California • Arizona

Pico Water District
4843 Church St.
Pico Rivera, CA 90660

March 10, 2025

Sent Via Email: jbasulto@picowaterdistrict.net

ATTN: Joe Basulto | General Manager

**RE: Proposal for Preparation of the 2025 Urban Water Management Plan
Pico Rivera, CA 90660
Civiltec Proposal No. PU25013.00**

Dear Mr. Basulto,

Civiltec engineering, inc. (Civiltec) appreciates the opportunity to provide professional engineering services to Pico Water District (PWD/District) for the above referenced project. We understand this project is for the preparation of PWD's Urban Water Management Plan (UWMP) Act as required by the California Department of Water Resources (DWR). The project will consist of the preparation of a written plan in accordance with Sections 10610- 10656 and 10608 of California Water Code. Guidelines for the 2025 UWMP have not been issued at this time, so this proposal shall assume the 2020 guidelines in addition to the latest information provided in 2025 UWMP guidebook workshops attended by the project manager. The goal is to ensure District's UWMP adheres to the California Water Code and aligns with District's goals for protection of public health as well as submitting a final approved UWMP by July 1st, 2026 to the DWR.

AUTHORIZED RESPONSIBLE ENGINEERS

Civiltec proposes to assign Gretel Ochoa-Nhac, PE, as company representative. As Project Manager, she is responsible for the firm's timely response and quality completion of this project. She has complete authority to handle all contractual matters, commit *Civiltec's* resources as necessary and take all action necessary to meet your requests. Gretel will be assisted by Tim Kwan, PE as a project engineer, Raymond Gomez as a project engineer, and Jacqueline Trujillo as a staff engineer. *Civiltec* will manage this project directly from our Upland office.

SCOPE OF SERVICES

Based on our project understanding and professional experience, we have identified the following scope of services.

Phase 1. Project Management

We will be prepared to execute the project according to a realistic and compliant timeline that includes meetings and oversight of the UWMP adoption process.



Task 1. Kick-off Meeting

We will arrange a meeting with District management and staff to discuss the goals, requirements and priorities of the study. We anticipate that this initial meeting will be a workshop involving the key members of the planning team and the members of District staff overseeing the project. We will be prepared to discuss the project approach, schedule, anticipated challenges and channels of communication. The District should be prepared to discuss relevant changes that have occurred since adoption of the 2020 UWMP.

Task 2. Research and Request-for-Information

Based on the requirements for UWMP preparation and discussion from the kick-off meeting, we will develop an itemized list of all data and information needed to prepare the plan. We will initiate collection of all publicly available data and clearly indicate those items within the purview of the District.

Task 3. Status Meetings

We will deliver monthly status reports on progress toward project completion. For status discussion purposes, we will maintain the UWMP checklist of specific requirements needed for minimum compliance and we will maintain a database in Excel including all standardized tables required for UWMP preparation.

Task 4. Protocols

We will draft all notifications and official correspondence related to preparation of the UWMP. We will provide these documents to the District for review prior to their release with instructions regarding identification of recipient, type of media and deadline for issuance. Copies of the official versions of these documents will be included in the UWMP as evidence that protocols were faithfully executed.

Task 5. Stakeholder Facilitation

We will develop an approach and execute outreach and coordination activities with other agencies and the community, as described in CWC 10620(d)(2) and CWC 10642. We will include a description of these activities in the UWMP.

Phase 2. Preparation of Draft UWMP

The Guidance organizes UWMP preparation into six interdependent categories: (1) Plan Preparation, (2) System Description, (3) System Demands, (4) System Supplies, (5) Water Shortage Reliability and Water Shortage Contingency Planning, and (6) Demand Management Measures. We will verify that each category is addressed, and requirements satisfied.

Category Specifics
Plan Preparation deals with protocols and documentation for notifications, inter-agency coordination, publication and adoption. Adoption of the UWMP implies subsequent implementation by the adopting agency, and Plan Preparation drills down to the details of the adopting agency's implementation strategy. We will provide a detailed schedule for all protocols, draft all required letters and notifications, and collect documentation to verify compliance.



Category Specifics
<p>System Description provides for demonstrating a deep understanding of the service area including the physical boundary, the associated current and projected population, and demographic and weather-related influences. We will acquire and assimilate all necessary internal and publicly available data to demonstrate a clear understanding of the system.</p>
<p>System Demands involves organizing and reducing historical water demand data into pre-determined categories and timeframes. Standardized methodologies are employed to calculate a historical baseline for purposes of demonstrating achievement of water use reduction goals. We will calculate the baseline by all application methodologies and choose the result that offers the greatest advantage.</p>
<p>System Supplies involves organizing and reducing historical water supply source data into pre-determined categories and discussing the availability and sustainability of each source. Documentation on rights, adjudications, agreements and opportunities for current and projected sources are required. We will verify, quantify and document all current and proposed sources of supply at the wholesale and retail levels.</p>
<p>Water Shortage Reliability and Water Shortage Contingency Planning deals with establishing local authority to impose water use constraints on end users in order to assure sustainability under stressful emergency and long-term water shortage conditions. The UWMP will demonstrate the likelihood that there are sufficient sources to meet future challenges; and if not, what measures will be implemented to overcome projected deficiencies. We will verify that existing ordinances and regulations meet DWR's requirements and recommend any amendments necessary to bring them into compliance for consideration by the governing board.</p>
<p>Demand Management Measures (DMMs) are established methods and practices for water use reduction. DWR requires implementation of all DMMs through a coordinated effort at the wholesale and retail levels. However, DWR acknowledges that there may be local influences on the viability of individual DMMs and makes allowances for non-implementation. We will assess the current DMM program and develop a strategic plan for implementation of the future DMM program, including critical analysis of the economic feasibility of each DMM.</p>

Consistency with Other Planning Documents

We will acquire and review planning documents relevant to the UWMP and incorporate elements from them to promote consistency. This will include the current Water Master Plan data and the 2020 UWMP. The 2020 UWMP will be mined heavily for relevant content. With this in mind, the following newly added regulations for this cycle, which must be generated for the first time:

Population Analysis

We will recalculate historical and present population using the DWR Population Tool. We will develop and implement an approach for population projection based on comprehensive review of regional planning documents.

Water Use Efficiency Analysis

We will recalculate the baseline, interim target and final target water use efficiencies by all applicable methods, then recommend a set of methodologies that provides the greatest benefit to the District.



Water Use Projection

The water use projection will develop and implement an approach for water use projection based on the population projection and other aspects of their comprehensive review of regional planning documents.

2025 UWMP Emphasis

The 2025 UWMP guidelines are currently under development. Gretel Ochoa-Nhac has attended 2025 UWMP guidebook workshops with the Department of Water Resources. Discussions in those workshops have emphasized the importances of the following subjects: Water Conservation, meeting projected goals, storage efficiency, and water usage trends. We will put a larger emphasis on these portions for the 2025 UWMP, as well as any other requirements when the official guidelines are released.

Phase 3. Final UWMP Adoption and Submittal

We will attend the UWMP adoption hearing and execute submittal of the adopted UWMP and associated content to the appropriate agencies and entities. Per DWR, the mandatory public hearing to solicit comments and the UWMP adoption may be held concurrently. We will provide a recommendation regarding separate events versus a concurrent event when discussing project scheduling. In the event the UWMP is adopted as amended during the hearing, we will be responsible for revising the UWMP with said amendments prior to submittal.

Electronic Submittal
The adopted UWMP will be submitted in its entirety as a PDF document to DWR, the state library and any city or county whose jurisdiction overlies the current or projected service area.
Data in required standardized tables will be submitted via the Water Use Efficiency (WUE) online data submittal tool.

Deliverables

Deliverables include drafts of notifications and correspondence in fulfillment of protocols, facilitation of outreach efforts, issuance of a draft UWMP for stakeholder review, elicitation of comments from stakeholders, response to comments and issuance of a final UWMP, attendance at adoption hearing, submittal of adopted UWMP to DWR, and electronic submittal of UWMP.

FEE DISTRIBUTION SCHEDULE

Professional fees for the above-described services will be billed on a time and materials, not to exceed basis as summarized below. A breakdown of our hours and fees is included as Attachment A.

Phase 1: Project Management	\$8,940.00
Phase 2: Preparation of the Draft UWMP	\$37,10.00
<u>Phase 3: Final UWMP Adoption and Submittal</u>	<u>\$9,730.00</u>
Total	<u>\$55,780.00</u>

Any work not authorized within 3 months of the date of this proposal will be subject to renegotiations based on current rates. Capacity and impact fees associated with application filings shall be the responsibility of the Client. Additional services may be authorized by the Client based on *Civiltec's*



Hourly Rate Schedule. *Civiltec* will bill monthly for all work performed and expenses incurred on the project's behalf.

STANDARD TERMS AND CONDITIONS

Unless otherwise indicated, *Civiltec* will provide services as described in our standard terms and conditions included as Attachment B.

If this proposal is acceptable, please return a signed copy to our office. Again, thank you for the opportunity to submit this proposal. We look forward to working with you on this project. Please

A handwritten signature in blue ink, appearing to read 'Gretel Ochoa-Nhac'.

contact the undersigned directly with any comments or questions.

Sincerely,

Civiltec engineering, inc.

Gretel Ochoa-Nhac, PE (gochoa@civiltec.com)

Project Manager

Attachment(s): A – Breakdown of Hours and Fees
 B – Standard Terms and Conditions

Proposal Acceptance:

The Terms and Conditions of this proposal are:

Accepted this _____ day of _____ 2025.

By Authorized Client Representative:

Joe Basulto | General Manager

Attachment A
Breakdown of Hours and Fees

Project Name: 2025 PWD Urban Water Management Plan
Client: Pico Water District (PWD)
Proposal Number: PU25013.00
T&M NTE
Date: March 10, 2025

Scope of Work	HOURS					TOTAL COST
	PIC \$ 275.00	PM \$ 240.00	PE \$ 220.00	SE \$ 175.00	Admin \$ 90.00	
Phase 1 - Project Management	4	14	14	8	0	\$ 8,940.00
Task 1 - Kick-off Meeting	2	2	2			\$ 1,470.00
Task 2 - Research and Request for information		2	4	4		\$ 2,060.00
Task 3 - Status Meetings	2	4	4			\$ 2,390.00
Task 4 - Protocols		2	2	2		\$ 1,270.00
Task 5 - Stakeholder Facilitation		4	2	2		\$ 1,750.00
Phase 2 - Preparation of Draft UWMP	2	32	66	80	4	\$ 37,110.00
Task 1 - Preparation of Draft UWMP	2	32	66	80	4	\$ 37,110.00
Phase 3 - Final UWMP Adoption and Submittal	0	16	14	14	4	\$ 9,730.00
Task 1 - Final Submittal Updates		12	14	14	4	\$ 8,770.00
Task 2 - Electronic Submittal		4				\$ 960.00
HOURS	6	62	94	102	8	272
BUDGET	\$ 1,650.00	\$ 14,880.00	\$ 20,680.00	\$ 17,850.00	\$ 720.00	\$ 55,780.00

PIC = Principal Engineer (PE) SrE = Senior Engineer (PE) SrPM = Sr. Project Manager
 PrEE = Principal Electrical Engr. (PE) PM = Project Manager SrPE = Sr. Project Engineer (PE)
 PE = Project Engineer (PE) SrD = Senior Designer SrSE = Sr. Staff Engineer (EIT)
 SE = Staff Engineer (EIT) D = Designer D/CAD = Designer/CAD Operator
 CAD = CAD Operator JrE = Jr. Engineer (Intern) PT = Planning Technician
 Admin = Admin. Asst./Clerical CO = Construction Observer SM = Survey Manager (PLS)
 2PS = Two Person Survey Crew SLS = Staff Land Surveyor (PLS) ST = Survey Technician

Attachment B
Terms and Conditions



TERMS AND CONDITIONS

1. **SERVICES TO BE PROVIDED.** *Civiltec Engineering, Inc.* (hereinafter Civiltec) is an independent consultant and agrees to provide Client, for its sole benefit and exclusive use, consulting services set forth in our proposal. Civiltec reserves the right to terminate services at any time. Payment for services rendered prior to the time of termination of services shall be due pursuant to the payment terms as described.

2. **PAYMENT TERMS.** Client agrees to pay our invoice upon receipt. If payment is not received within 30 days from the invoice date, Client agrees to pay a service charge on the past due amount at the prevailing legal rate (1 ½ percent monthly), including reasonable attorney's fees if collected by an attorney, and Civiltec reserves the right to suspend all work until payment is received. No deduction shall be made from our invoice on amount of liquidated damages or other sums withheld from payments to Contractor or others. These payment terms may be amended in the Proposal.

Either party may terminate this Agreement without cause upon 30 days written notice. In the event Client requests termination prior to completion of the proposed services, Client agrees to pay Civiltec for all costs incurred plus reasonable charges associated with the termination of the work. In this event, Client also agrees to release Civiltec from all liability for services rendered.

In the event all or any portion of the services or work product prepared or partially prepared by Civiltec be suspended, abandoned, or terminated, Client shall pay Civiltec for all fees, charges, and services provided for the project, not to exceed any contract limit specified herein. Client acknowledges if the project services are suspended and restarted, there will be additional charges due to suspension of the services, which shall be paid for by Client as extra services.

3. **STANDARD OF CARE.** Civiltec will perform its services using that degree of care and skill ordinarily exercised under similar conditions by reputable members of our profession practicing in the same or similar locality. NO OTHER WARRANTY, EXPRESS OR IMPLIED, IS MADE OR INTENDED BY OUR PROPOSAL OR BY OUR ORAL OR WRITTEN REPORTS.

4. **INSURANCE.** Civiltec maintains insurance coverage as follows:

- a) Worker's Compensation - Statutory; Employers' Liability \$1,000,000 each accident/disease/policy limit;
- b) Professional Liability - \$1,000,000 per claim, \$5,000,000 aggregate;
- c) Commercial General Liability - \$1,000,000 per occurrence, \$2,000,000 aggregate;
- d) Umbrella Liability - \$5,000,000 per occurrence, \$5,000,000 aggregate; and
- e) Automobile Liability Insurance - \$1,000,000 each accident.

5. **PROFESSIONAL LIABILITY.** Client agrees that Civiltec's liability to Client or any third party due to any negligent professional acts, errors or omissions or negligent breach of contract will be limited to an aggregate of \$50,000 or our total fee, whichever is greater. If Client prefers to have higher limits of professional liability, we agree to increase the limit up to a maximum of \$1,000,000 upon Client's written request at the time of accepting our proposal, provided Client agrees to pay an additional consideration of ten percent of our total fee, or \$500, whichever is greater. The additional charge for the higher liability limit is because of the greater risk assumed by us and is not a charge for additional professional liability insurance.

6. **SITE OPERATIONS AND SOIL CONDITIONS.** Client will arrange for right-of-entry to the property for the purpose of performing studies, tests and evaluations pursuant to the agreed services. Client represents that it possesses necessary permits and licenses required for its activities at the site.

Civiltec makes no representations concerning soil conditions and is not responsible for any liability that may arise out of the making or failure to make soil surveys, or sub-surface soil tests, or general soil testing.

If a Contractor (not a subcontractor of Civiltec) is involved in the project, Client agrees, in accordance with generally accepted construction practices, that the contractor will be solely and completely responsible for the working conditions on the job site, including the safety of all persons and property during performance of the work, and compliance with OSHA regulations. These requirements will apply continuously and will not be limited to normal working hours. It is agreed that Civiltec will not be responsible for job or site safety on the project, other than for our employees and subcontractors.

Client acknowledges that Civiltec is not responsible for the performance of work by third parties including, but not limited to, the construction contractor and its subcontractors. Client further agrees to defend, indemnify and hold Civiltec harmless from any and all liability, real or alleged, in connection therewith, excepting liability arising from the negligence of Civiltec.

7. **UNFORSEEN CONDITIONS OR OCCURRENCES.** It is possible that unforeseen conditions or occurrences may be encountered, which could substantially alter the necessary services or the risks involved in completing our services. If this occurs, we will promptly notify and consult with Client, but will act based on our sole judgment where risk to our personnel is involved. Possible actions could include:

- a) Complete the original Scope of Services in accordance with the procedures originally intended in our Proposal, if practical in our judgment;
- b) Agree with Client to modify the Scope of Services and the estimate of charges to include study of the unforeseen conditions or occurrences, with such revision agreed to in writing; and/or
- c) Terminate the services effective on the date specified by us in writing.

8. **CLIENT DISCLOSURE.** Client agrees to advise Civiltec upon execution of this Agreement of any hazardous substance or any condition, known or that reasonably should be known by Client, existing in, on, or near the site that present a potential danger to human health, the environment, or



equipment. By virtue of entering into this Agreement or providing services hereunder, we do not assume control of or responsibility for the site or the person in charge of the site, or undertake responsibility for reporting to any federal, state or local public agencies any conditions at the site that may present a potential danger to public health, safety or the environment.

9. INDEMNITY. To the fullest extent permitted by law, the Client shall indemnify and hold harmless Civiltec, Civiltec's officers, employees, directors, shareholders, subconsultants, and subcontractors from and against all claims, damages, losses, expenses, and other costs, including costs of defense and attorney's fees resulting from the active, passive, or comparative neglect of the Client. In connection with toxic or hazardous substances or constituents and to the maximum extent permitted by law, Client agrees to defend, hold harmless and indemnify Civiltec from and against any and all claims and liabilities unless caused by our negligence or willful misconduct, resulting from:

- a) Client's violation of any federal, state or local statute, regulation or ordinance relating to the management or disposal of toxic or hazardous substances or constituents;
- b) Client's undertaking of or arrangement for the handling, removal, treatment, storage, transportation or disposal of toxic or hazardous substances or constituents found or identified at the site;
- c) Toxic or hazardous substances or constituents introduced at the site by Client or third persons before or after the completion of services herein; and
- d) Allegations that Civiltec is a handler, generator, operator, treated, storer, transporter, or disposer under the Resource Conservation and Recovery Act of 1976 as amended or any other similar federal, state or local regulation or law due to the services provided under this Agreement.

10. DOCUMENTS. Civiltec will furnish to Client the agreed upon number of reports and supporting documents. These instruments of services are furnished for Client's exclusive internal use and reliance in connection with the project or services provided for in this Agreement, not for advertising or other type of distribution or general publication, and are subject to the following:

- a) For any other purposes, all documents generated by Civiltec under this Agreement shall remain the sole property of Civiltec. Upon request and payment of the costs involved, Client is entitled to copies of all papers, documents and drawings provided Client's account is paid current. Client agrees to obtain our written permission for any exception for use not described here. Any unauthorized use or distribution shall be at Client's and recipients' sole risk and without liability of Civiltec.
- b) Client shall furnish documents or information reasonably within Client's control and deemed necessary by us for proper performance of our services. Civiltec may rely upon Client-provided documents in performing the services required under this Agreement; however, Civiltec assumes no responsibility or liability for their accuracy. Client-provided documents will remain the property of Client.

11. CLAIMS. The parties agree to attempt to resolve any dispute without resort to litigation. However, in the event a claim is made that results in litigation, and the claimant does not prevail at trial, then the claimant shall pay all costs incurred in defending the claim, including all reasonable attorney's fees of both parties. The claim will be considered proven if the judgment obtained and retained through any applicable appeal is at least ten percent greater than the sum offered to resolve the matter prior to the commencement of trial.

12. OPINIONS OF COST. If requested, Civiltec will use its best efforts and experience on similar projects to provide realistic opinions or estimates of costs for installation of materials, remediation or construction as appropriate based on reasonably available data, our designs or our recommendations. However, such opinions are intended primarily to provide information on the order of magnitude or scale of such costs and are not intended for use in firm budgeting or negotiation unless specifically agreed otherwise in advance, in writing with Civiltec. Client understands actual costs of such work depend heavily on regional economics, local construction practices, material availability, site conditions, weather conditions, Contractor skills, and many other factors beyond our control.

13. CONFIDENTIALITY. Civiltec will maintain as confidential any documents or information provided by Client indicated to be confidential and will not release, distribute, or publish to any third party without prior permission from Client, except as compelled by order of a court or regulatory body of competent jurisdiction and then only after notice to Client.

14. SEVERABILITY. In the event that any provision of this Agreement is found to be unenforceable, the other provisions shall remain in full force and effect.

15. SURVIVAL. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between Client and Civiltec shall survive the completion of the services and their termination of this Agreement.

16. INTEGRATION. This Agreement, the attached Proposal and documents and those incorporated herein constitute the entire Agreement between the parties and cannot be changed except by a written instrument signed by both parties.

17. GOVERNING LAW. This Agreement shall be governed in all respects by the laws of the State of California or Arizona depending on the project location.

18. FEES. Client shall pay the costs of outside checking and inspection fees, zoning and annexation application fees, assessment fees, soils engineering fees, soil testing fees, aerial topography fees, and all other fees, permits, bond premiums, title company charges, blueprint and reproductions, and all other charges not specifically covered by the terms of this Agreement. *****END OF DOCUMENT*****



Consulting Engineers

Water Resources | Infrastructure | Construction Management

April 8, 2025

Pico Water District

PO Box 758
4843 South Church Street
Pico Rivera, CA 90660
Attention: Mr. Joe Basulto, General Manager

Subject: Proposal to Prepare 2025 Urban Water Management Plan Update

Dear Mr. Basulto:

Urban Water Management Plans (UWMPs) are to be prepared by California urban water suppliers that either provide over 3,000 acre-feet of water annually or serve more than 3,000 urban connections. These plans are prepared by urban water suppliers every 5 years to support long-term resource planning and ensure adequate water supplies are available to meet existing and future water demands. The requirements for UWMPs are found in two sections of the California Water Code, Section §10610-10656 and §10608. Within UWMPs, urban water suppliers must:

- Assess the reliability of water sources over a 20-year planning time frame
- Describe demand management measures and water shortage contingency plans
- Discuss the use and planned use of recycled water

2025 UWMPs are due July 1, 2026. The Urban Water Management Plan 2025 Guidebook is a document being prepared by the California Department of Water Resources (DWR) to assist in the preparation of comprehensive and useful water management plans, implementation of water conservation programs, and understanding the requirements of the Act. The final document has not been released yet but is scheduled for one year prior to the due date or around July 1, 2025.

Scope of Work

AKM Consulting Engineers is pleased to submit this proposal to prepare the Pico Water District's (District) 2025 UWMP. The scope of work will consist of the following tasks:

Task 1: Data Collection and Review

AKM will work with the District staff to obtain all current data. Data collection may be an ongoing process as the plan is developed but AKM will do its best to complete and submit a comprehensive list of data requests at the start of the project.

Task 2: Develop the 2025 UWMP

To the extent possible, the 2020 UWMP will be utilized. AKM will use the Urban Water Management Plan 2025 Guidebook to update the UWMP. At a minimum, the 2025 UWMP will consist of the following report sections:

- a. Introduction and Overview
- b. Plan Preparation

- c. System Description
- d. Water Use Characterization
- e. SBx7-7 Baselines and Targets
- f. Water Supply Characterization
- g. Water Service Reliability and Drought Risk Assessment
- h. Water Shortage Contingency Plan
- i. Demand Management Measures
- j. Plan Adoption, Submittal and Implementation

Each section of the District’s 2020 UWMP will be reviewed and discussed with District staff in detail to determine what changes might be needed to describe the District’s current procedures and operations. The project costs by task include time to review the 2020 UWMP, develop questions and meet with District to discuss.

A preliminary draft of the 2025 UWMP will be submitted to the District for review and comments. AKM will address District comments and prepare a final draft report.

Task 3: Respond to DWR Comments and Questions

After the 2025 UWMP has been submitted to the DWR, AKM will assist the District in addressing any comments and/or questions the DWR may have. AKM will revise the report as needed and resubmit it to the DWR.

Task 4: Attend Public Hearing

AKM will attend one (1) public hearing as required prior to the adoption of the UWMP. AKM’s role will be to attend the hearing for technical support to District Staff in the event questions arise from the public and/or Board of Directors regarding the 2025 UWMP report.

Project Schedule

The DWR submittal deadline for the 2025 UWMP is July 1, 2026. In order to submit the report, the District must hold a public hearing and have it adopted by the Board of Directors. Notification of the public hearing must occur 60 days prior to the hearing date. The UWMP must be made available to the public for review for a reasonable amount of time prior to the hearing date. Ideally, the UWMP report would be completed and available for review in April 2026 and approved by the Board of Directors in June 2026.

The District historically reports its data on a calendar year basis in the UWMP. Therefore, some portions of the report cannot be prepared until after the end of 2025 so that water use and water supply data can be collected and reported on in the UWMP.

A tentative project schedule is as follows:

- July 2025 - Obtain and review of 2025 UWMP Guidebook
- August 2025 thru December 2025 - Work on UWMP sections that do not require complete 2025 water use or water supply data
- December 2025 - Notify regional agencies and organizations of development of UWMP to encourage participation and input (to be completed by District minimum 60 days prior to Board Approval)
- January 2026 thru April 2026 - Collect 2025 water use and supply data and complete remaining UWMP sections

- April 2026 - Submit draft UWMP to District for review
- May 2026 - Submit final draft UWMP and make publicly available (minimum 30 days prior to Board Approval)
- June 2026 - Obtain Board approval of UWMP
- July, 1, 2026 - Submit final UWMP to DWR

Cost Proposal

We propose to complete this work on a time and materials basis for a not to exceed fee of \$82,616 as detailed in Table 1.

**Table 1
Staff Hours and Fee Estimate**

Task		Principal	Project Engineer	Senior Engineer	Total Hours	Expenses	Total Costs (\$)
1	Data Collection and Review	2	12	24	38		\$8,718
2	Develop 2025 UWMP						
2a	Introduction and Overview	2	4	8	14		\$3,254
2b	Plan Preparation	2	4	8	14		\$3,254
2c	System Description	4	8	16	28		\$6,508
2d	Water Use Characterization	2	8	24	34		\$7,754
2e	SBx7-7 Baselines and Targets	2	4	12	18		\$4,138
2f	Water Supply Characterization	4	8	24	36		\$8,276
2g	Water Service Reliability and Drought Risk Assessment	4	8	24	36		\$8,276
2h	Water Shortage Contingency Plan	4	8	24	36		\$8,276
2i	Demand Management Measures	4	8	24	36		\$8,276
2j	Plan Adoption, Submittal and Implementation	2	4	8	14	\$500	\$3,754
3	Respond to DWR comments/questions	4	12	24	40		\$9,240
4	Attend Public Hearing	4	4	4	12		\$2,892
Total Hours		40	92	224	356		\$82,616
Rate (\$/Hr)		\$261	\$241	\$221			
Total Cost		\$10,440	\$22,172	\$49,504		\$500	\$82,616

We appreciate the opportunity to submit our proposal and look forward to being of service to the Pico Water District. Should you have any questions or require additional information, please do not hesitate to contact the undersigned or Zeki Kayiran.

Sincerely,

AKM Consulting Engineers



Diann Pay, P.E.
Principal

INFORMATION ITEMS

9. INFORMATIONAL ITEMS

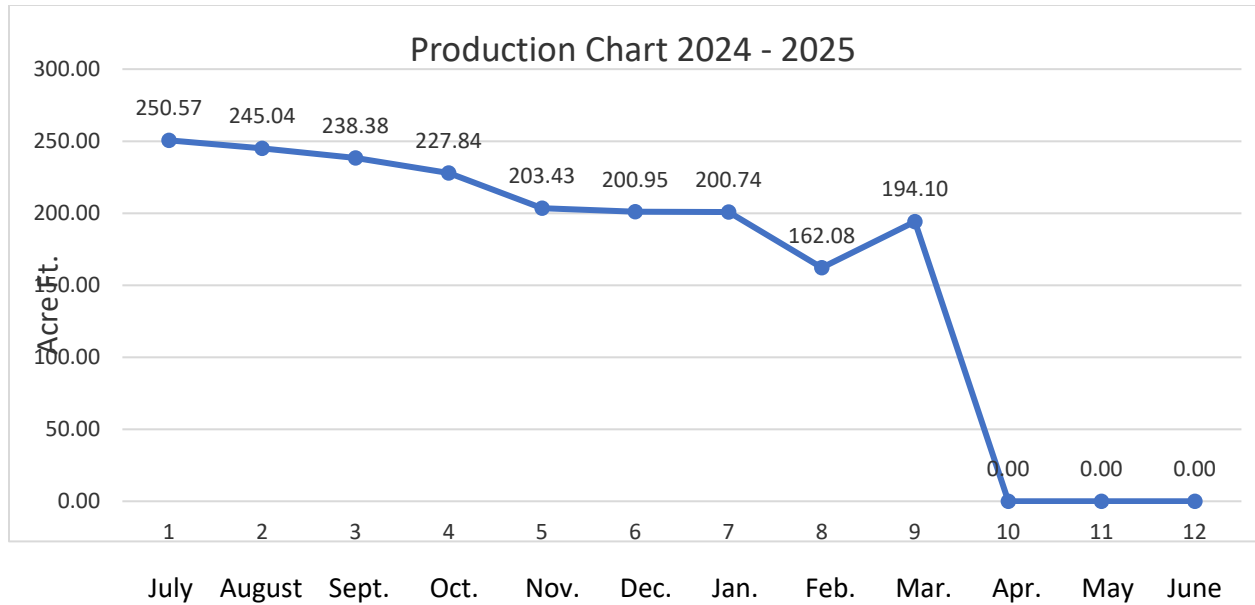
- A. Water Level Report –March 2025
- B. State Reservoir Conditions – April 08, 2025
- C. Field Operations Monthly Activity Report – March 2025
- D. Monthly Ground Water Well Production Report – March 2025

PICO WATER DISTRICT

**GROUND WATER
PRODUCTION REPORT**

March 2025

Pico Water District Monthly Production Report



2025 Production Month of **March: 194.10 Acre. Ft.**

7.68 Acre. Ft. below from 3 year Average of 201.78

Total Production for FY 2024 to 2025: **1923.14 Acre Ft.**

Production Allowed: **3624.00 Acre. Ft.**

Lease of Pumping Rights: **620 Acre Ft. - Pending**

Total currently Leftover: **1080.86 Acre. Ft.**

PICO WATER DISTRICT

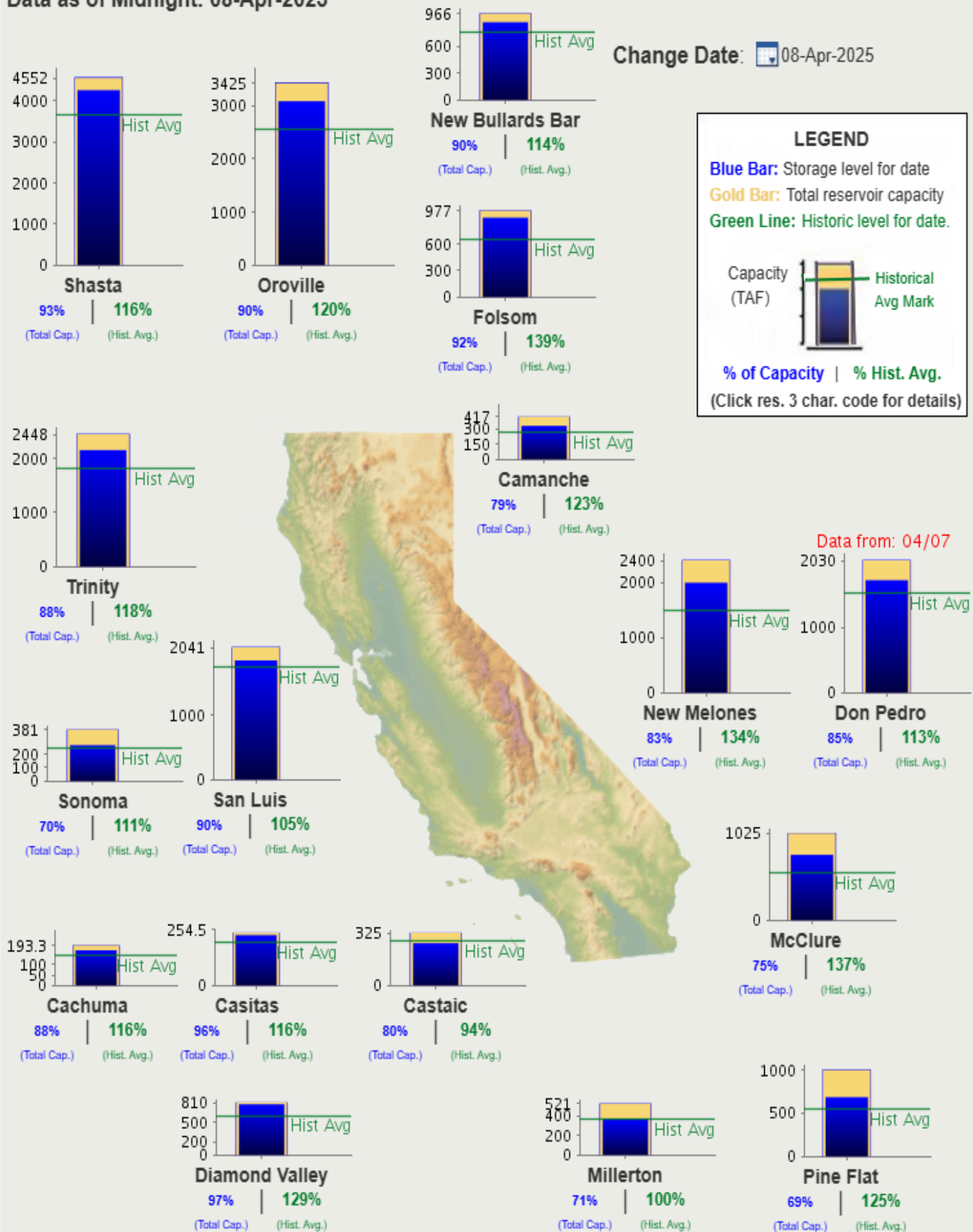
STATE RESERVOIR

April 08, 2025

CURRENT CONDITIONS: MAJOR WATER SUPPLY RESERVOIRS:08-APR-2025

Data as of Midnight: 08-Apr-2025

Change Date:  08-Apr-2025



[Click to download printable version of current data.](#)

Report Generated: 09-Apr-2025 2:32 PM

The CSI link has been disabled to zoom in, for the lack of historical data.

PICO WATER DISTRICT

**OPERATIONS MONTHLY
ACTIVITY REPORT**

March 2025

Annual Activity Report

2025	January	February	March	April	May	June	July	August	September	October	November	December	Total
1 Mainline leaks	0	0	5										5
2 Service line leaks	1	2	4										7
3 Meter leaks	5	4	2										11
4 Number of Valves exercised	2	1	16										19
5 Well issues	0	0	0										0
6 Hit Fire Hydrants	1	0	1										2
7 Accidents	0	0	0										0
8 Installation / Replacement of new meters	75	96	83										254
9 Installation / Replacement of new service laterals	0	2	0										2
10 Installation / Replacement of new valves	0	0	1										1
11 Hydrant Repair & Replace	0	0	0										0
12 Installation of new mains	0	1	0										1
13 New potable services	0	3	0										3
14 New recycled water services	0	0	0										0
15 Dig Alerts Responded To	143	233	292										668

PICO WATER DISTRICT

WATER LEVEL REPORT

March 2025

WATER LEVELS REPORT

Water Levels for March 2025

Listed below are the water levels for the two key monitoring wells used by the Water Replenishment District of Southern California (WRD), and the District's active wells.

WRD is charged with monitoring the water levels in both the Central Basin and West Coast Basin, and with making sure both basins are replenished annually. As a means of monitoring the levels in both basins WRD measures the depth of water in two specific wells, 1601T located in between the San Gabriel River and the Rio Hondo spreading grounds, and the second Carson #1 located in the City of Carson. WRD compares the levels of these two wells month to month, and year to year as a means of gaging the reliability of both basins (levels listed are in feet below surface). As this report is specific to the Central Basin, we are only showing the Central Basin Monitoring Well results below.

Latest Readings Reported

Central Basin 1601T	97.00 – Feb.2025	93.7 – Feb.2024
Carson Well	75.00 – Feb.2025	68.7 – Feb.2024

Listed below are the static and pumping levels (in feet below surface) for the District's five active wells, and pump settings (depth), also, is the recorded Draw-down.

March 2025

	Static	Pumping	Flow Rate	Drawdown	Well Depth	Pump Depth Top of Bowls
Well #4A	45'	N/A	N/A	N/A	420'	150'
Well #5A	83'	99'	919gpm	16'	900'	242'
Well #8	73'	82'	700gpm	11'	474'	243'
Well #10	42'	48'	294gpm	06'	605'	182'
Well #11	81'	85'	707gpm	4'	1020'	312'

March 2024

	Static	Pumping	Flow Rate	Drawdown
Well #4A	35'	N/A	N/A	N/A
Well #5A	62'	N/A	N/A	N/A
Well #8	56'	59'	560gpm	03'
Well #10	34'	57'	537gpm	23'
Well #11	57'	96'	2046gpm	39'