



Yucaipa Valley Water District

12770 Second Street, Yucaipa, California 92399 Phone: (909) 797-5117

Notice and Agenda of a Regular Meeting of the Board of Directors

Wednesday, July 1, 2015 at 6:00 p.m.

- I. **CALL TO ORDER** - Pledge of Allegiance
- II. **ROLL CALL**
- III. **PUBLIC COMMENTS** - At this time, members of the public may address the Board of Directors on matters within its jurisdiction. To provide comments on specific agenda items, please complete a speaker's request form and provide the completed form to the Board Secretary prior to the board meeting.
- IV. **CONSENT CALENDAR** - All matters listed under the Consent Calendar are considered by the Board of Directors to be routine and will be enacted in one motion. There will be no discussion of these items prior to the time the board considers the motion unless members of the board, the administrative staff, or the public request specific items to be discussed and/or removed from the Consent Calendar.
 - A. Minutes of Meetings
 - 1. Regular Board Meeting - June 17, 2015
 - 2. Board Workshop - June 23, 2015
- V. **BOARD REPORTS**
 - A. San Gorgonio Pass Water Resource Alliance - Technical Committee and General Meeting - June 24, 2015
 - B. Yucaipa Valley Water District Community Water Meeting - June 25, 2015
 - C. San Gorgonio Pass Water Agency State of the Supply Event - June 26, 2015
 - D. Reports by Board Members
- VI. **STAFF REPORT**

Any person with a disability who requires accommodation in order to participate in this meeting should telephone Tysa Baeumel at (909) 797-5117 at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the board meeting packet are available for public inspection during normal business hours at the District office located at 12770 Second Street, Yucaipa. Meeting material is also be available on the District's website at www.yvwd.dst.ca.us

VII. DISCUSSION ITEMS

- A. Approval of Proposal with Harper & Associates for Engineering, Project Management and Inspection Services Related to the Coating Repairs at the Yucaipa Valley Regional Water Filtration Facility [[Director Memorandum No. 15-062 - Page 17 of 32](#)]

RECOMMENDED ACTION: That the Board approves the proposal with Harper & Associates for professional services for a sum not to exceed \$16,615.

VIII. DIRECTORS COMMENTS

IX. CLOSED SESSION

- A. Conference with Real Property Negotiator(s)
Property: Assessor's Parcel Number(s): 0321-261-09
Agency Negotiator: Joseph Zoba, General Manager
Negotiating Parties: Richard and Shirley Ferguson
Under Negotiation: Terms of Payment and Price
- B. Conference with Labor Negotiator (Government Code 54957.6)
District Negotiator: Joseph Zoba, General Manager
Employee Organization: IBEW Local Union 1436-YVWD Employees Association
- C. Conference with Labor Negotiator (Government Code 54957.6)
District Negotiator: Joseph Zoba, General Manager
Employee Organization: YVWD Supervisory Employees
- D. Conference with Labor Negotiator (Government Code 54957.6)
District Negotiator: Joseph Zoba, General Manager
Employee Organization: YVWD Management Employees (Exempt)

X. ANNOUNCEMENTS

- A. July 7, 2015 at 4:00 p.m. - Board Workshop
- B. July 15, 2015 at 6:00 p.m. - Regular Board Meeting
- C. July 22, 2015 at 6:00 p.m. - San Gorgonio Pass Regional Water Resource Alliance at the City of Banning
- D. July 28, 2015 at 4:00 p.m. - Board Workshop
- E. August 5, 2015 at 6:00 p.m. - Regular Board Meeting

XI. ADJOURNMENT

Consent Calendar



Yucaipa Valley Water District

MINUTES OF A REGULAR BOARD MEETING

June 17, 2015 at 6:00 P.M.

Directors Present:

Lonni Granlund, President
Jay Bogh, Vice President
Ken Munoz, Director
Tom Shalhoub, Director

Staff Present:

Jack Nelson, Assistant General Manager
Vicky Elisalda, Controller
Jennifer Ares, Water Resource Manager
Brent Anton, Engineering Manager
Bob Wall, Operations Manager
Joe DeSalliers, Public Works Supervisor

Directors Absent:

Bruce Granlund, Director

Consulting Staff Present:

David Wysocki, Legal Counsel

Registered Guests and Others Present:

David Duron, Customer
Marlyn Crampton, Customer
Steve Copelan, Customer
Steve Wolfe, Customer

The regular meeting of the Board of Directors of the Yucaipa Valley Water District was called to order by Director Lonni Granlund at 6:00 p.m. at the Administrative Office Building, 12770 Second Street, Yucaipa, California.

CALL TO ORDER

Director Lonni Granlund led the pledge of allegiance.

FLAG SALUTE

The roll was called and Director Jay Bogh, Director Lonni Granlund, Director Ken Munoz, and Director Tom Shalhoub were present. Director Bruce Granlund was absent.

ROLL CALL

Steve Wolfe discussed specific water conservation measures he has taken and asked questions regarding YVWD rebates and water cutbacks and expressed a concern regarding whether he would get credit for water conservation measures he has already implemented. Mr. Wolfe mentioned his hot water recirculating system as one of the measures he has taken to conserve water and provided information to the Board regarding the system.

PUBLIC COMMENTS

There were no other public comments.

Director Tom Shalhoub moved to approve the consent calendar and Director Jay Bogh seconded the motion to approve the consent calendar.

CONSENT CALENDAR

A. Minutes of Meetings

1. Regular Board Meeting - June 3, 2015
2. Board Workshop - June 9, 2015

B. Payment of Bills

1. Approve/Ratify Invoices for Board Awarded Contracts
2. Ratify General Expenses for May 2015

The motion was approved by the following vote:

Director Jay Bogh - Yes
Director Bruce Granlund - Absent
Director Lonni Granlund - Yes
Director Ken Munoz - Yes
Director Tom Shalhoub - Yes

A. Reports by Board Members

- Director Tom Shalhoub reported on the San Gorgonio Pass Water Agency meeting held on June 15, 2015.
- Director Tom Shalhoub reported on the San Bernardino County Special District Association meeting held on June 15, 2015.
- Director Lonni Granlund reported on the dedication ceremony for the City of Yucaipa Dunlap Channel Phase II Improvements.

BOARD REPORTS

No scheduled a budget workshop on Monday, June 1, 2015.

STAFF REPORT

DISCUSSION ITEMS:

Following a staff presentation by Controller Vicky Elisalda, Director Tom Shalhoub moved and Director Ken Munoz seconded a motion to receive and file the unaudited financial report.

DM 15-055
UNAUDITED
FINANCIAL REPORT
FOR THE PERIOD
ENDING ON MAY 31,
2015

The motion was approved by the following vote:

Director Jay Bogh - Yes
Director Bruce Granlund - Absent
Director Lonni Granlund - Yes
Director Ken Munoz - Yes
Director Tom Shalhoub - Yes

Following a staff presentation by Assistant General Manager Jack Nelson, Director Jay Bogh moved and Director Ken Munoz seconded a motion to authorize the District to participate in the regional recycled water concept study for the San Bernardino Valley area for a sum not to exceed \$25,000.

DM 15-056
PARTICIPATION IN A
REGIONAL RECYCLED
WATER SYSTEM
STUDY FOR THE SAN
BERNARDINO VALLEY
STUDY AREA

The motion was approved by the following vote:

Director Jay Bogh - Yes
Director Bruce Granlund - Absent
Director Lonni Granlund - Yes
Director Ken Munoz - Yes
Director Tom Shalhoub - Yes

Following a staff presentation by Engineering Manager Brent Anton, Director Ken Munoz moved and Director Tom Shalhoub seconded a motion to approve authorization for District staff to solicit bids for the construction of various recycled water system pipelines and service connections.

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Bruce Granlund - Absent
- Director Lonni Granlund - Yes
- Director Ken Munoz - Yes
- Director Tom Shalhoub - Yes

DM 15-057
AUTHORIZATION TO
SOLICIT BIDS FOR
THE CONSTRUCTION
OF VARIOUS
RECYCLED WATER
PIPELINES AND
SERVICE
CONNECTIONS
NECESSARY TO
EXPAND THE USE OF
RECYCLED WATER IN
THE YUCAIPA VALLEY
WATER DISTRICT
SERVICE AREA

Following a staff presentation by Operations Manager Bob Wall, Director Jay Bogh moved and Director Tom Shalhoub seconded a motion to approve change order No. 1 to the professional services contract with Qversa for a sum not to exceed \$5,040.

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Bruce Granlund - Absent
- Director Lonni Granlund - Yes
- Director Ken Munoz - Yes
- Director Tom Shalhoub - Yes

DM 15-058
CHANGE ORDER NO.
1 TO QVERSA FOR
THE INTEGRATION OF
WATER SYSTEM
METERS INTO AN
UPGRADED
SUPERVISORY
CONTROL AND DATA
ACQUISITION
NETWORK

Following a staff presentation by Assistant General Manager Jack Nelson, Director Jay Bogh moved and Director Tom Shalhoub seconded a motion to authorize District staff to solicit proposals for the demolition of this structure.

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Bruce Granlund - Absent
- Director Lonni Granlund - Yes
- Director Ken Munoz - Yes
- Director Tom Shalhoub - Yes

DM 15-059
DEMOLITION OF THE
BUILDING, BASEMENT
AND FOUNDATION AT
35192 CEDAR
AVENUE – YUCAIPA
(ASSESSOR PARCEL
NUMBER 0303-232-17)

District staff presented an overview of the recycled water booster station NB-12.2 and answered any questions from the Board relating to this item. The public hearing was opened at 6:40 p.m.; no comments were received; and the public hearing was closed at 6:41 p.m. Following the public hearing, Director Ken Munoz moved and Director Tom Shalhoub seconded a motion to find the draft mitigated negative declaration compiles with the California Environmental Quality Act and adopted Resolution No. 2015-12 certifying the final mitigated negative declaration for the proposed project.

DM 15-060
PUBLIC HEARING FOR
THE MITIGATED
NEGATIVE
DEDICATION
RELATED TO THE
RECYCLED WATER
BOOSTER STATION
NB-12.2

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Bruce Granlund - Absent
- Director Lonni Granlund - Yes
- Director Ken Munoz - Yes
- Director Tom Shalhoub - Yes

Director Tom Shalhoub moved and Director Ken Munoz seconded a motion to approve amendment No. 11 to the General Manager employment agreement.

The motion was approved by the following vote:

- Director Jay Bogh - Yes
- Director Bruce Granlund - Absent
- Director Lonni Granlund - Yes
- Director Ken Munoz - Yes
- Director Tom Shalhoub - Yes

Director Ken Munoz asked questions regarding the District's small meter replacement program and commented on the value of replacing meters regularly in order to maintain accurate water usage. There were no other comments from the Directors.

Director Lonni Granlund called attention to the announcements listed on the agenda.

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

(Seal)

DM 15-061
CHANGE ORDER NO.
1 TO QVERSA FOR
THE INTEGRATION OF
WATER SYSTEM
METERS INTO AN
UPGRADED
SUPERVISORY
CONTROL AND DATA
ACQUISITION
NETWORK

DIRECTOR
COMMENTS

ANNOUNCEMENTS

MINUTES OF A BOARD WORKSHOP

June 23, 2015 at 4:00 P.M.

Directors Present:

Ken Munoz, Director
Tom Shalhoub, Director

Staff Present:

Joseph Zoba, General Manager
Jack Nelson, Assistant General Manager
Bob Wall, Operations Manager
Brent Anton, Engineering Manager
Joe Desalliers, Public Works Supervisor
Vicky Elisalda, Controller
Jennifer Ares, Water Resource Manager

Directors Absent:

Lonni Granlund, President
Jay Bogh, Vice President
Bruce Granlund, Director

Consulting Staff Present:

David Wysocki, Legal Counsel

Guests and Others Present:

Richard Siegmund, Customer
David Duron, Customer

- I. Call to Order - 4:00 p.m.
- II. Public Comments - General Manager Joseph Zoba recognized the members of the Board of Directors and District staff in attendance.
- III. Staff Report:
 - The District staff briefly discussed future meetings and events.
- IV. Presentations
 - A. Overview of the California Drought and Yucaipa Valley Water District's Action Plan Related to the State Water Resources Control Board Mandatory Restrictions to Achieve a 36% Reduction in Potable Urban Water Use [Workshop Memorandum No. 15-121] - General Manager Joseph Zoba discussed the status of the emergency drought requirements to be enforced by the State Water Resources Control Board and provided an overview of the groundwater depletion in the central valley area of California.
 - B. Overview of Local and Regional Conjunctive Use Projects [Workshop Memorandum No. 15-122] - General Manager Joseph Zoba provided an overview of the proposed Bunker Hill Conjunctive Use Project.
- V. Capital Improvement Projects
 - A. Status Report on the Construction of a 6.0 Million Gallon Drinking Water Reservoir R-12.4 - Calimesa [Workshop Memorandum No. 15-123] - Engineering Manager Brent Anton provided an overview of the Reservoir R-12.4 project construction.

- B. Status Report on the Testing of Alternative Sludge Dewatering Equipment at the Wochholz Regional Water Recycling Facility [Workshop Memorandum No. 15-124] - General Manager Joseph Zoba provided an overview of the sludge equipment testing process.
 - C. Status Report on the Installation of New Recycled Water Services and Recycled Water Pipelines throughout the Service Area of the Yucaipa Valley Water District [Workshop Memorandum No. 15-112] - Engineering Manager Brent Anton provided an overview of new recycled water services to be installed this summer.
- VI. Administrative Items
- A. Purchase Requisition with Harper & Associates Engineering for Engineering, Bidding, and Inspection Services for Coating Repairs to the Yucaipa Valley Regional Water Filtration Facility 48" Feed Pipeline [Workshop Memorandum No. 15-126] - Operations Manager Bob Wall provided an overview of the professional services contract with Harper & Associates.
 - B. Overview of a Public Relations Request for Proposals [Workshop Memorandum No. 15-127] - General Manager Joseph Zoba provided information about a proposed public relations contract.
- VII. Director Comments
- VIII. Closed Session - Director Ken Munoz and Director Tom Shalhoub were present in closed session with Legal Counsel David Wysocki and General Manager Joseph Zoba concerning the following items:
- A. Conference with Real Property Negotiator(s)
Property: Assessor's Parcel Number(s): 0321-261-09
Agency Negotiator: Joseph Zoba, General Manager
Negotiating Parties: Richard and Shirley Ferguson
Under Negotiation: Terms of Payment and Price
 - B. Conference with Labor Negotiator (Government Code 54957.6)
District Negotiator: Joseph Zoba, General Manager
Employee Organization: IBEW Local Union 1436-YVWD Employees Association
 - C. Conference with Labor Negotiator (Government Code 54957.6)
District Negotiator: Joseph Zoba, General Manager
Employee Organization: YVWD Supervisory Employees
 - D. Conference with Labor Negotiator (Government Code 54957.6)
District Negotiator: Joseph Zoba, General Manager
Employee Organization: YVWD Management Employees (Exempt)
- The Board Members reconvened out of closed session into open session and Legal Counsel David Wysocki reported that direction was provided to the General Manager but no reportable action was taken in closed session.
- IX. Adjournment - The meeting was adjourned at 5:35 p.m.

Respectfully submitted,

Joseph B. Zoba, Secretary

Board Reports



Yucaipa Valley Water District



Technical Committee Meeting

Wednesday, June 24, 2015 at 4:30 p.m.

Banning City Hall Council Chambers
99 East Ramsey Street, Banning, California 92220

1. Call to Order
2. Public Comments
3. Technical Committees of the San Gorgonio Pass Regional Water Resource Alliance
 - a. Messaging Subcommittee
 - b. Recycled Water Subcommittee
 - c. Water Conservation Subcommittee
4. Comments by Technical Committee Members
5. Announcements
 - a. Next Meeting Date for the Technical Committee: **Wednesday, July 22, 2015 at 4:30 pm**
6. Adjournment



Notice and Agenda of a Regular Meeting Wednesday, June 24, 2015 at 6:00 p.m.

Banning City Hall Council Chambers
99 East Ramsey Street, Banning, California 92220

1. Call to Order
2. Public Comments
3. Approval of Minutes
 - a. Alliance Meeting Minutes - April 22, 2015
 - b. Alliance Meeting Minutes - May 27, 2015
4. Presentations
 - a. Presentation of the iEfficient Water Conservation Campaign
Alex Altman, CV Strategies
 - b. Member Agency Profile: City of Banning
5. Reports and Discussion Items
 - a. Technical Committee Report
 - b. Review of the MOU and Best Practices
6. Future Meeting Topics
 - a. Alliance Member Agency Profile for June 2015 - City of Beaumont
 - b. Other Meeting Topics
7. Comments by Alliance Members
8. Announcements
 - a. Next Meeting Date: **Wednesday, July 22, 2015 at 6:00 pm**
9. Adjournment



Yucaipa Valley Water District

Community Water Meeting

Join Us for a Conversation about Drought Issues and Our Water Resources

The Yucaipa Valley Water District will be conducting a series of community meetings to provide regular updates about the current drought situation.

The next community meeting is scheduled for

Thursday, June 25, 2015, 6:00 p.m. to 8:00 p.m.

Yucaipa Valley Regional Water Filtration Facility at Crystal Creek
35477 Oak Glen Road, Yucaipa 92399



QUESTIONS ABOUT THE DROUGHT AND YOUR WATER SUPPLY?

San Geronio Pass Water Agency is hosting its first
State of the Supply Event

DETAILS:

Friday, June 26 | 7:30 a.m. | Holiday Inn & Suites
1864 Oak Valley Village Circle, Beaumont, CA 92223

Cost: FREE

TOPICS:

- ◆ Drought conditions
- ◆ Local water supplies
- ◆ Regional sustainability opportunities
- ◆ Water future of San Geronio Pass Communities



*Breakfast will be provided. Everyone is welcome.
Seating is limited. Call or email to reserve your seat now!*

951-845-2577 | www.sgpwa.com | info@sgpwa.com

Staff Report



Yucaipa Valley Water District

Discussion Items



Yucaipa Valley Water District



Date: July 1, 2015

Prepared By: Joseph Zoba, General Manager

Subject: Approval of Proposal with Harper & Associates for Engineering, Project Management and Inspection Services Related to the Coating Repairs at the Yucaipa Valley Regional Water Filtration Facility

Recommendation: That the Board approves the proposal with Harper & Associates for professional services..

During the recently completed routine inspection of the Yucaipa Valley Regional Water Filtration Facility, the 48" diameter welded steel epoxy coated inlet pipeline was noted to have some imperfections in the interior epoxy coating. To maintain the longevity and integrity of this pipeline, the imperfections will require coating repairs during the next planned outage of the Yucaipa Valley Regional Water Filtration Facility.

The District staff has requested a proposal from Harper & Associates Engineering to prepare the technical specifications for the proposed coating work, bid assistance, construction management assistance, and inspection services.



HARPER & ASSOCIATES ENGINEERING, INC.

CONSULTING ENGINEERS

1240 E. Ontario Ave., Ste. 102-312, Corona, CA 92881-8671
Phone (951) 372-9196 Fax (951) 372-9198
www.harpereng.com

PROPOSAL TO
YUCIAPA VALLEY WATER DISTRICT
FOR
ENGINEERING CONSULTING SERVICES FOR PREPARATION OF TECHNICAL
SPECIFICATIONS FOR COATING REPAIR IN THE WELDED STEEL INLET PIPELINE

I. PROJECT DESCRIPTION

A. The 48 inch by 1,100 linear foot welded steel inlet pipeline is located at the Crystal Creek Filtration Plant in Yucaipa, California.

B. SCOPE OF WORK – TECHNICAL SPECIFICATIONS

1. Telephone communication with the District to verify approach to project and to determine extent of repairs, based on the report prepared by HAE in February 2015.
2. Prepare technical specification covering interior coating repair and ladder replacement.
3. Prepare contract documents, including all District front end bid documents, technical specifications, general provisions, and special provisions.
4. Furnish District with a cost estimate for project in accordance with the bid schedule generated.
5. Submit to District for 90% review and accomplish all revisions determined necessary.
6. Upon final approval, HAE shall submit on CD an electronic copy of bid documents for the project.

C. SCOPE OF WORK – BIDDING ASSISTANCE

1. Furnish District with a list of potential bidders to forward Notice Inviting Bids to qualified contractors.
2. Provide telephone liaison with potential bidders as regards all matters concerning bidding of the project and preparation of addenda as required to document design

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changes or clarifications.

3. Assist District in conducting Pre-Bid Conference to ensure prospective bidders are totally aware of scope of work and local conditions. Prepare an agenda for the meeting.
 - a. Prepare minutes of Pre-Bid Conference covering all aspects of contractor's questions and clarifications of project and mail to all attendees. These minutes will become part of the contract documentation.
4. Assist District in telephone evaluation of bids received and make recommendations for award or rejection.

D. SCOPE OF WORK - CONSTRUCTION ASSISTANCE

1. Assist District in conducting Pre-Construction Conference to enable all relevant parties to comprehend scope of project, implementation of specification and District requirements.
 - a. Prepare minutes of Pre-Construction Conference covering all aspects of contractor's questions and clarifications of project and present to all parties.
2. Assist District in review and approval of Contractor submittals and project procedures for project. Rejected submittals would be supplemented with an explanation of the reason for rejection and requirements for re-submittal.
3. Provide telephone liaison with Contractor regarding requests for information for the project and preparation of response as required.
4. Review all contractor invoices, inspection reports, inspector estimates of percent completion and make recommendations to the District for payment of contractor as appropriate.
5. Negotiate change orders between the District and Contractor and prepare change orders as needed. The modifications communicated by change order would be fully documented with drawings, sketches, and/or written descriptions of the work required.

E. SCOPE OF WORK - COATING AND PAINT INSPECTION

1. DAILY INSPECTION ACTIVITY REPORTS
 - a. Reports shall identify daily start and stop times, size of contractors crew, equipment used, visitors to jobsite, climatic conditions throughout the day, quantity of materials used, work accomplished, periods of Contractor down time and cause, inspection procedures used and results, verification and recording of surface preparation, coating material “batch numbers” mixing, thinning, application and thickness. All entries shall be dated and timed.

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2. **SURFACE PREPARATION INSPECTION** - Physical inspection of cleaned surfaces to verify compliance to specification, removal of dust, etc.
 - a. Weather conditions will be verified by use of a sling psychrometer to determine suitability of climatic conditions prior to and during all blast cleaning operations.
 - b. Surface will be observed throughout cleaning operations to determine compliance with specifications.
 - (1) Preliminary Cleaning - Surface will be inspected to verify removal of grease, oil, chemicals etc. after completion of solvent cleaning of surface.
 - (2) Cleaning -Inspect surfaces at the end of each day's shift to determine compliance with specification. At completion of the cleaning each shift, areas not meeting specification will be reblasted and tests again performed. This cycle will be repeated until surfaces are accepted for coating application.

3. **PRIME COAT INSPECTION** - After approval of surface preparation, ongoing inspection monitors weather condition, Contractor's application equipment and its operation, mixing of primer and physical inspection of prime coat application, including spray techniques, cleanliness of surface, thickness, etc.
 - a. Weather conditions will be verified by use of a sling psychrometer to determine suitability of climatic conditions prior to and during all application operations.
 - b. Contractor's equipment is constantly monitored to determine operation will not contribute to any degradation of application (oil, moisture, etc.)
 - c. Coating materials are inspected for compliance to specification and all mixing/thinning operations are monitored.
 - d. Surfaces are re-inspected to verify no dust or other contaminants are on surface and remedial cleaning performed as required.
 - e. After approval of surface, application is carefully monitored to verify coatings are evenly applied at proper thickness and with no overspray to interfere with adhesion.

4. **FINISH COAT(S) INSPECTION** - After approval of prime coat application, ongoing inspection monitors weather condition, Contractor's application equipment and its operation, mixing of primer and physical inspection of prime coat application, including spray techniques, cleanliness of surface thickness, etc.
 - a. Procedures outlined in 3. above are repeated during application of additional coats, including careful examination of areas where cleaning penetrated coating film to verify edges of film have not lifted, curled, etc. Where defects exists, additional cleaning will be performed to bring area into compliance with specification and area will be recoated as required.

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5. FINAL INSPECTION - Requires input at conclusion of finish coatings to insure application, film continuity (holiday detection) and dry film thickness are in complete conformance to specification.

a. DRY FILM THICKNESS TESTING:

- (1) Prior to testing dry film thickness on any given day, Inspector will calibrate his instrument against N.B.S. metal plate standard. No plastic shims will be used. Instrument will be re-calibrated at the beginning of the afternoon session or at any time the instrument may have been subjected to impact against scaffold, structure, etc.
- (2) The coating is tested to determine it has sufficiently dried to eliminate indentation of the probe into the coating, which subtracts mils from the correct reading. If the coating does deform, the testing will be postponed until the coating is firm enough to prevent deformation by the gauge.
- (3) Dry film thickness measurements will be taken on 3' centers until it is determined deficient readings warrant more tests to truly indicate the thickness of the area. Testing will be performed as deemed necessary to accurately determine the thickness, regardless of what the Contractor may say. If widespread deficiencies are found, the Contractor will be advised to determine if they prefer to proceed with testing after additional material has been applied.
- (4) After completion of the testing and after the Contractor has recoated all of the deficient areas, tests on the recoated areas will be repeated until the minimum dry film thickness is obtained.

b. HOLIDAY DETECTION:

- (1) After completion of dry film thickness testing, all surfaces will be holiday detected, utilizing the specified detector.
- (2) The Tinker-Razor AP or AP-W High Voltage Holiday Detector power pack voltage will be set according to the voltage required in the specification.
- (3) Holiday detection and marking of defective areas will be performed as noted above under "Dry Film Thickness Testing".
- (4) All marked areas are then to be repaired and holiday detection performed again. Re-detection and marking will continue until the surface is holiday-free unless otherwise instructed by the District or his Representative.

6. LIMITATIONS OF AUTHORITY

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- a. Resident Project Inspector:
- (1) Shall not authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by ENGINEER/OWNER in writing.
 - (2) Shall not exceed limitations of CONSULTANT'S AUTHORITY as set forth in the Agreement or the Contract Documents.
 - (3) Shall not undertake any of the responsibilities of CONTRACTOR, subcontractor or CONTRACTOR'S superintendent.
 - (4) Shall not advise on, issue directions relative to or assume control over safety precautions and programs in connection with the work.
 - (5) Shall not advise on, issue directions regarding or assume control over any aspect of the CONTRACTOR'S means, methods, techniques, sequences or procedures of construction unless such advice or directions are specifically required by the Contract Documents.
 - (6) Shall not accept Shop Drawings or sample submittals from anyone other than CONTRACTOR, and shall immediately deliver such submittals to ENGINEER/OWNER.
 - (7) Shall not authorize ENGINEER/OWNER to occupy the Project in whole or in part.
 - (8) Shall not participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by ENGINEER/OWNER.
- b. Definitions:
- (1) ENGINEER/OWNER is intended to apply as a joint reference or a single reference subject to the applicable circumstances.

II. SCHEDULE

- A. Preparation of technical specifications would be accomplished upon execution of an agreement and issuance of the Notice to Proceed.

III. DISTRICT RESPONSIBILITIES

- A. The District shall provide the following items, personnel, and/or services to be utilized in connection with this work.
1. The District shall provide two copies of all existing plans and records.

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2. The District shall make available to the Consultant reasonable and timely staff input for purposes of conference discussion, reviewing submissions from the Consultant, and providing factual information and/or suggestions relating to the work in a manner such that the Consultant may meet the project completion schedule.
3. District will provide payment on monthly progress estimates to the Consultant based upon work accomplished during the previous month or portion thereof.

IV. WORK PRODUCT

- A. The District designee shall, at all times, have access to the work product of the Consultant while it is under preparation or in progress. Upon completion of the project, all drawings, documents, and notes shall become property of the District, including all renderings, slides, sketches, and correspondence.

V. DESIGNATED REPRESENTATIVES

- A. Project shall be under direct control of Ms. Krista Harper, P.E. It is understood the District's representative will be Mr. Bob Wall, who will provide the interface between the District's Staff and Consultant.

VI. COST ESTIMATE

- A. Based on previously noted Scope of Work – Technical Specifications, cost for performing services will be \$3,790.
- B. Based on previously noted Scope of Work - Bidding Assistance, cost for performing services will be \$1,525, based on work being accomplished with A. noted above.
- C. Based on previously noted Scope of Work – Construction Assistance, estimated cost for performing services is \$2,800, based on work being accomplished with A. above.
- D. Based on previously noted Scope of Work – Quality Control Inspection during the coating and painting, the cost will be \$8,500, based on the project duration of (15) fifteen working days.
 1. Inspection costs are based on an hourly rate of \$62.50 per hour and one hour travel time. The estimate is based on Inspector working an 8 hour shift per day, Monday through Friday.
 2. If the Contractor completes the project in less time the above amount would be reduced, but should the Contractor fail to achieve the schedule, project's completion would be extended accordingly, resulting in additional inspection time and costs.

VII. INSURANCE COVERAGES

- A. Consultant will provide and maintain in full force and effect, while operating under an agreement with District, a Comprehensive Liability insurance policy which shall include bodily injury and property damage coverage of \$2,000,000 combined single limit, Automobile Liability insurance with limits of \$2,000,000, Worker's Compensation

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insurance with limits of coverage as prescribed by law, and an Errors and Omissions Professional Liability policy with a minimum limit of coverage of \$2,000,000.

1. Above noted insurance coverages are currently in force with Consultant.

VIII. INDEMNITY

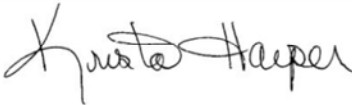
- A. District shall hold Harper & Associates Engineering, Inc. harmless from any and all liability to perform beyond the exact confines of the services offered in this Proposal.

IX. ACCEPTANCE OF PROPOSAL

- A. The cost estimate, terms, and conditions of this Proposal are valid for sixty (60) days from receipt of Proposal. Acceptance shall be deemed valid upon receipt by Harper & Associates Engineering, Inc. of the original Proposal executed by the District's authorized representative within noted time frame. Acceptance will be in whatever form is routinely used by District.

Respectfully submitted,

HARPER & ASSOCIATES ENGINEERING, INC.



Krista Harper, P.E.
Vice President

Director Comments



Yucaipa Valley Water District



FACTS ABOUT THE YUCAIPA VALLEY WATER DISTRICT

Service Area Size: 40 square miles (sphere of influence is 68 square miles)

Elevation Change: 3,140 foot elevation change (from 2,044 to 5,184 feet)

Number of Employees: 5 elected board members
57 full time employees

Operating Budget: Water Division - \$13,072,750
Sewer Division - \$11,689,000
Recycled Water Division - \$433,500
Total Annual Budget - \$25,195,250

Number of Services: 12,206 water connections serving 16,843 units
13,492 sewer connections serving 20,312 units
62 recycled water connections

Water System: 215 miles of drinking water pipelines
27 reservoirs - 34 million gallons of storage capacity
18 pressure zones
12,000 ac-ft annual water demand (3.9 billion gallons)
Two water filtration facilities:
- 1 mgd at Oak Glen Surface Water Filtration Facility
- 12 mgd at Yucaipa Valley Regional Water Filtration Facility

Sewer System: 8.0 million gallon treatment capacity - current flow at 4.0 mgd
205 miles of sewer mainlines
5 sewer lift stations
4,500 ac-ft annual recycled water prod. (1.46 billion gallons)

Recycled Water: 22 miles of recycled water pipelines
5 reservoirs - 12 million gallons of storage
1,200 ac-ft annual recycled demand (0.4 billion gallons)

Brine Disposal: 2.2 million gallon desalination facility at sewer treatment plant
1.108 million gallons of Inland Empire Brine Line capacity
0.295 million gallons of treatment capacity in Orange County



THE MEASUREMENT OF WATER PURITY

One part per hundred is generally represented by the percent (%).
This is equivalent to about fifteen minutes out of one day.

One part per thousand denotes one part per 1000 parts.
This is equivalent to about one and a half minutes out of one day.

One part per million (ppm) denotes one part per 1,000,000 parts.
This is equivalent to about 32 seconds out of a year.

One part per billion (ppb) denotes one part per 1,000,000,000 parts.
This is equivalent to about three seconds out of a century.

One part per trillion (ppt) denotes one part per 1,000,000,000,000 parts.
This is equivalent to about three seconds out of every hundred thousand years.

One part per quadrillion (ppq) denotes one part per 1,000,000,000,000,000 parts.
This is equivalent to about two and a half minutes out of the age of the Earth (4.5 billion years).





GLOSSARY OF COMMONLY USED TERMS

Every profession has specialized terms which generally evolve to facilitate communication between individuals. The routine use of these terms tends to exclude those who are unfamiliar with the particular specialized language of the group. Sometimes jargon can create communication cause difficulties where professionals in related fields use different terms for the same phenomena.

Below are commonly used water terms and abbreviations with commonly used definitions. If there is any discrepancy in definitions, the District's Regulations Governing Water Service is the final and binding definition.

Acre Foot of Water - The volume of water (325,850 gallons, or 43,560 cubic feet) that would cover an area of one acre to a depth of 1 foot.

Activated Sludge Process – A secondary biological sewer treatment process where bacteria reproduce at a high rate with the introduction of excess air or oxygen, and consume dissolved nutrients in the wastewater.

Annual Water Quality Report - The document is prepared annually and provides information on water quality, constituents in the water, compliance with drinking water standards and educational material on tap water. It is also referred to as a Consumer Confidence Report (CCR).

Aquifer - The natural underground area with layers of porous, water-bearing materials (sand, gravel) capable of yielding a supply of water; see Groundwater basin.

Backflow - The reversal of water's normal direction of flow. When water passes through a water meter into a home or business it should not reverse flow back into the water mainline.

Best Management Practices (BMPs) - Methods or techniques found to be the most effective and practical means in achieving an objective. Often used in the context of water conservation.

Biochemical Oxygen Demand (BOD) – The amount of oxygen used when organic matter undergoes decomposition by microorganisms. Testing for BOD is done to assess the amount of organic matter in water.

Biosolids – Biosolids are nutrient rich organic and highly treated solid materials produced by the sewer treatment process. This high-quality product can be used as a soil amendment on farm land or further processed as an earth-like product for commercial and home gardens to improve and maintain fertile soil and stimulate plant growth.

Catch Basin – A chamber usually built at the curb line of a street, which conveys surface water for discharge into a storm sewer.

Capital Improvement Program (CIP) – Projects for repair, rehabilitation, and replacement of assets. Also includes treatment improvements, additional capacity, and projects for the support facilities.

Collector Sewer – The first element of a wastewater collection system used to collect and carry wastewater from one or more building sewer laterals to a main sewer.

Coliform Bacteria – A group of bacteria found in the intestines of humans and other animals, but also occasionally found elsewhere and is generally used as an indicator of sewage pollution.

Combined Sewer Overflow – The portion of flow from a combined sewer system, which discharges into a water body from an outfall located upstream of a wastewater treatment plant, usually during wet weather conditions.

Combined Sewer System– Generally older sewer systems designed to convey both sewage and storm water into one pipe to a wastewater treatment plant.

Conjunctive Use - The coordinated management of surface water and groundwater supplies to maximize the yield of the overall water resource. Active conjunctive use uses artificial recharge, where surface water is intentionally percolated or injected into aquifers for later use. Passive conjunctive use is to simply rely on surface water in wet years and use groundwater in dry years.

Consumer Confidence Report (CCR) - see Annual Water Quality Report.

Cross-Connection - The actual or potential connection between a potable water supply and a non-potable source, where it is possible for a contaminant to enter the drinking water supply.

Disinfection By-Products (DBPs) - The category of compounds formed when disinfectants in water systems react with natural organic matter present in the source water supplies. Different disinfectants produce different types or amounts of disinfection byproducts. Disinfection byproducts for which regulations have been established have been identified in drinking water, including trihalomethanes, haloacetic acids, bromate, and chlorite

Drought - a period of below average rainfall causing water supply shortages.

Dry Weather Flow – Flow in a sanitary sewer during periods of dry weather in which the sanitary sewer is under minimum influence of inflow and infiltration.

Fire Flow - The ability to have a sufficient quantity of water available to the distribution system to be delivered through fire hydrants or private fire sprinkler systems.

Gallons per Capita per Day (GPCD) - A measurement of the average number of gallons of water use by the number of people served each day in a water system. The calculation is made by dividing the total gallons of water used each day by the total number of people using the water system.

Groundwater Basin - An underground body of water or aquifer defined by physical boundaries.

Groundwater Recharge - The process of placing water in an aquifer. Can be a naturally occurring process or artificially enhanced.

Hard Water - Water having a high concentration of minerals, typically calcium and magnesium ions.

Hydrologic Cycle - The process of evaporation of water into the air and its return to earth in the form of precipitation (rain or snow). This process also includes transpiration from plants, percolation into the ground, groundwater movement, and runoff into rivers, streams and the ocean; see Water cycle.

Infiltration – Water other than sewage that enters a sewer system and/or building laterals from the ground through defective pipes, pipe joints, connections, or manholes. Infiltration does not include inflow. See *Inflow*.

Inflow - Water other than sewage that enters a sewer system and building sewer from sources such as roof vents, yard drains, area drains, foundation drains, drains from springs and swampy areas, manhole covers, cross connections between storm drains and sanitary sewers, catch basins, cooling towers, storm waters, surface runoff, street wash waters, or drainage. Inflow does not include infiltration. See *Infiltration*.

Inflow / Infiltration (I/I) – The total quantity of water from both inflow and infiltration.

Mains, Distribution - A network of pipelines that delivers water (drinking water or recycled water) from transmission mains to residential and commercial properties, usually pipe diameters of 4" to 16".

Mains, Transmission - A system of pipelines that deliver water (drinking water or recycled water) from a source of supply the distribution mains, usually pipe diameters of greater than 16".

Meter - A device capable of measuring, in either gallons or cubic feet, a quantity of water delivered by the District to a service connection.

Overdraft - The pumping of water from a groundwater basin or aquifer in excess of the supply flowing into the basin. This pumping results in a depletion of the groundwater in the basin which has a net effect of lowering the levels of water in the aquifer.

Peak Flow – The maximum flow that occurs over a specific length of time (e.g., daily, hourly, instantaneously).

Pipeline - Connected piping that carries water, oil or other liquids. See Mains, Distribution and Mains, Transmission.

Point of Responsibility, Metered Service - The connection point at the outlet side of a water meter where a landowner's responsibility for all conditions, maintenance, repairs, use and replacement of water service facilities begins, and the District's responsibility ends.

Potable Water - Water that is used for human consumption and regulated by the California Department of Public Health.

Pressure Reducing Valve - A device used to reduce the pressure in a domestic water system when the water pressure exceeds desirable levels.

Pump Station - A drinking water or recycled water facility where pumps are used to push water up to a higher elevation or different location.

Reservoir - A water storage facility where water is stored to be used at a later time for peak demands or emergencies such as fire suppression. Drinking water and recycled water systems will typically use concrete or steel reservoirs. The State Water Project system considers lakes, such as Shasta Lake and Folsom Lake to be water storage reservoirs.

Runoff - Water that travels downward over the earth's surface due to the force of gravity. It includes water running in streams as well as over land.

Sanitary Sewer System - Sewer collection system designed to carry sewage, consisting of domestic, commercial, and industrial wastewater. This type of system is not designed nor intended to carry water from rainfall, snowmelt, or groundwater sources. See *Combined Sewer System*.

Sanitary Sewer Overflow – Overflow from a sanitary sewer system caused when total wastewater flow exceeds the capacity of the system. See *Combined Sewer Overflow*.

Santa Ana River Interceptor (SARI) Line – A regional brine line designed to convey 30 million gallons per day of non-reclaimable wastewater from the upper Santa Ana River basin to the sewer treatment plant operated by Orange County Sanitation District.

Secondary Treatment – Biological sewer treatment, particularly the activated-sludge process, where bacteria and other microorganisms consume dissolved nutrients in wastewater.

Supervisory Control and Data Acquisition (SCADA) - A computerized system which provides the ability to remotely monitor and control water system facilities such as reservoirs, pumps and other elements of water delivery.

Service Connection - The water piping system connecting a customer's system with a District water main beginning at the outlet side of the point of responsibility, including all plumbing and equipment located on a parcel required for the District's provision of water service to that parcel.

Sludge – Untreated solid material created by the treatment of sewage.

Smart Irrigation Controller - A device that automatically adjusts the time and frequency which water is applied to landscaping based on real-time weather such as rainfall, wind, temperature and humidity.

Special District - A political subdivision of a state established to provide a public services, such as water supply or sanitation, within a specific geographic area.

Surface Water - Water found in lakes, streams, rivers, oceans or reservoirs behind dams.

Total Suspended Solids (TSS) – The amount of solids floating and in suspension in water or sewage.

Transpiration - The process by which water vapor is released into the atmosphere by living plants.

Trickling Filter – A biological secondary treatment process in which bacteria and other microorganisms, growing as slime on the surface of rocks or plastic media, consume nutrients in primary treated sewage as it trickles over them.

Underground Service Alert (USA) - A free service that notifies utilities such as water, telephone, cable and sewer companies of pending excavations within the area (dial 8-1-1 at least 2 working days before you dig).

Urban Runoff - Water from city streets and domestic properties that typically carries pollutants into the storm drains, rivers, lakes, and oceans.

Valve - A device that regulates, directs or controls the flow of water by opening, closing or partially obstructing various passageways.

Wastewater – Any water that enters the sanitary sewer.

Water Banking - The practice of actively storing or exchanging in-lieu surface water supplies in available groundwater basin storage space for later extraction and use by the storing party or for sale or exchange to a third party. Water may be banked as an independent operation or as part of a conjunctive use program.

Water cycle - The continuous movement water from the earth's surface to the atmosphere and back again; see Hydrologic cycle.

Water Pressure - Pressure created by the weight and elevation of water and/or generated by pumps that deliver water to the tap.

Water Service Line - The pipeline that delivers potable water to a residence or business from the District's water system. Typically the water service line is a 1" to 1½" diameter pipe for residential properties.

Watershed - A region or land area that contributes to the drainage or catchment area above a specific point on a stream or river.

Water Table - The upper surface of the zone of saturation of groundwater in an unconfined aquifer.

Water Transfer - A transaction, in which a holder of a water right or entitlement voluntarily sells/exchanges to a willing buyer the right to use all or a portion of the water under that water right or entitlement.

Water Well - A hole drilled into the ground to tap an underground water aquifer.

Wetlands - Lands which are fully saturated or under water at least part of the year, like seasonal vernal pools or swamps.

Wet Weather Flow – Dry weather flow combined with stormwater introduced into a combined sewer system, and dry weather flow combined with infiltration/inflow into a separate sewer system.





COMMONLY USED ABBREVIATIONS

AQMD	Air Quality Management District
BOD	Biochemical Oxygen Demand
CARB	California Air Resources Board
CCTV	Closed Circuit Television
CWA	Clean Water Act
EIR	Environmental Impact Report
EPA	U.S. Environmental Protection Agency
FOG	Fats, Oils, and Grease
GPD	Gallons per day
MGD	Million gallons per day
O & M	Operations and Maintenance
OSHA	Occupational Safety and Health Administration
POTW	Publicly Owned Treatment Works
PPM	Parts per million
RWQCB	Regional Water Quality Control Board
SARI	Santa Ana River Inceptor
SAWPA	Santa Ana Watershed Project Authority
SBVMWD	San Bernardino Valley Municipal Water District
SCADA	Supervisory Control and Data Acquisition system
SSMP	Sanitary Sewer Management Plan
SSO	Sanitary Sewer Overflow
SWRCB	State Water Resources Control Board
TDS	Total Dissolved Solids
TMDL	Total Maximum Daily Load
TSS	Total Suspended Solids
WDR	Waste Discharge Requirements
YVWD	Yucaipa Valley Water District