



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

BOARD PACKET

For the Regular Board Meeting of

Wednesday, September 18, 2024

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AGENDA

For the Regular Meeting of the Board on:

September 18, 2024

The regular meeting of the Governing Board will begin at **12:00 p.m. on September 18, 2024** in the District's Board Room at 1042 Monte Cristo Lane, Santa Barbara, CA 93108.

In addition, Director Hogan will be attending the meeting virtually at the following address: 210 Academy Street, Bishop, CA 93514

The public may attend the meeting in person or participate remotely via Zoom using the following virtual meeting details:

By visiting: <https://us02web.zoom.us/j/86118975917>

Or by calling: 1-669-900-6833

Meeting ID: 861 1897 5917

1. CALL TO ORDER

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. PRESIDENTS REPORT

D. BOARD APPROVAL OF THE AGENDA

2. PUBLIC COMMENT

Public comment on items not on the agenda is **limited to 3 minutes** and is at the discretion of the Board President. For further instructions, please see [Instructions for Public Comment](#) on the District's website.

3. COMMITTEE REPORTS

It is recommended that the Board receive and file a report provided by the following committee(s):

A. The Montecito Sanitary District Administration & Operations Committee (Directors Ohlmann and Hogan) will report on their August 22, 2024, meeting.

B. The Montecito Sanitary District Finance Committee (Directors Ohlmann and Barrett) will report on their September 13, 2024, meeting.

4. CONSENT CALENDAR

- A. Payables from July 1, 2024 through July 31, 2024
- B. Payables from August 1, 2024 through August 31, 2024
- C. Board Meeting Minutes of the August 21, 2024, Regular Meeting
- D. Board Meeting Minutes of the September 6, 2024, Special Meeting
- E. Retroactively authorize Director Glaser to attend the CSDA Annual Conference from September 8–12, 2024
- F. Award of Contract for Construction Management and Inspection Services with MNS Engineering for Junaury 2023 Winter Storm Projects

5. GENERAL MANAGER’S REPORT

The General Manager will provide a written report on the District’s non-actionable business and operational matters and will provide explanation where requested.

6. BUSINESS ITEMS

A. CONFLICT-OF-INTEREST CODE – RESOLUTION 2024-976 [Action Item]

Description: The Board to consider Adopting Resolution 2024-976 Conflict-of-Interest Code; and to authorize District Management to file the Local Agency Biennial Notice.

Staff Recommendation: Staff Recommends that the Board adopt Resolution 2024-976 and authorize District Management to file the Local Agency Biennial Notice.

B. REJECTION OF BID – MANHOLE LINING PROJECT [Action Item]

Description: The Board to consider rejecting the bid for the Districts’ Manhole Lining Project; and to authorize staff to re-bid the project for award at the October or November Regular Board Meeting.

Staff Recommendation: Staff Recommends to reject the bid for the Manhole Lining Project and advise staff to re-bid the project for award at the October or November Regular Board Meeting.

7. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE § 54957.6)

Name of District Negotiator to Attend Closed Session: John Weigold, General Manager
Name of Employee Organization: Montecito Sanitary District Management Group

B. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE § 54957.6)

Name of District Negotiator to Attend Closed Session: Aleks Giragosian, Legal Counsel
Name of Employee Organization: Montecito Sanitary District General Manager

C. PUBLIC EMPLOYEE EVALUATION (GOVERNMENT CODE § 54957)

Title: General Manager

8. BOARD COMMUNICATIONS

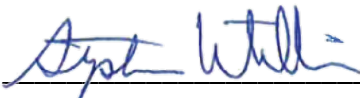
- A. Items for future Board meeting
- B. Next Board Meeting Date

9. ADJOURNMENT

The Montecito Sanitary District conducts its meetings in accordance with the Brown Act. The District also provides alternative methods of remote participation which permit members of the public to observe and address public meetings remotely via telephone or Zoom. These methods of participation can be accessed through the internet link provided at the top of this agenda.

This agenda was posted on the District website, and at the Montecito Sanitary District Bulletin Board in accordance with the requirements of the Brown Act.

Attested by:



Stephen Williams

Business and Administrative Manager/Clerk of the Board

ADA – The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's programs, services or activities because of any disability. If you need special assistance to participate in this meeting, please contact the District Office at 969-4200.



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BOARD LIST OF PAYABLES – JULY 2024

| <u>CHECK DATE</u> | <u>SUMMARY & TYPE</u> | <u>BATCH TOTAL</u> |
|-------------------|------------------------------|-----------------------------|
| 07/12/2024 | ACCOUNTS PAYABLE | 246,825.97 |
| | Subtotal | \$ 246,825.97 |
| 07/12/2024 | CAPITAL IMPROVEMENT PROJECTS | 75,676.25 |
| | Subtotal | \$ 75,676.25 |
| 07/11/2024 | PAYROLL | 102,410.96 |
| 07/25/2024 | PAYROLL | 102,805.69 |
| | Subtotal | \$ 205,216.65 |
| | <u>TOTAL</u> | <u>\$ 527,718.87</u> |

*All Invoices were reviewed and approved by Department Managers

**All Invoices and Payments were reviewed and approved and checks signed by the General Manager

***Board Treasurer, Edwin Martin, approved all payables by email prior to check mailing

Check History Report
Sorted By Check Number
Activity From: 7/1/2024 to 7/31/2024
MONTECITO SANITARY DISTRICT

| Check Number | Check Date | Name | Check Amount | Description |
|--------------|------------|---------------------------------|--------------|--|
| 0000029430 | 7/12/2024 | ACME ANALYTICAL SOLUTIONS | 490.78 | Analyzer Chemicals |
| 0000029431 | 7/12/2024 | ACWA/JPIA | 31,669.03 | Medical/Dental/Life Insurance Premium-July |
| 0000029432 | 7/12/2024 | AG ENTERPRISES, INC | 499.96 | Annual Backflow Device Testing at lift stations & WWTP |
| 0000029433 | 7/12/2024 | ALLIANT INSURANCE SERVICES | 10,059.00 | Annual Physical Damage & Crime Policy Renewals |
| 0000029434 | 7/12/2024 | AMAZON CAPITAL SERVICES | 1,416.86 | Backup battery, power tools organizer, fuel filters, spark plugs |
| 0000029435 | 7/12/2024 | AUTOZONE, INC | 80.57 | Ford Escape Fuel Filters |
| 0000029436 | 7/12/2024 | BRITTANY BESSE | 51.00 | Notary Bond and Oath of Office |
| 0000029437 | 7/12/2024 | BIG GREEN CLEANING COMPANY | 2,603.00 | Janitorial Services-July |
| 0000029438 | 7/12/2024 | BOYD & ASSOCIATES | 750.00 | Security, Cameras, Fire Alarm Monitoring Quarterly Services |
| 0000029439 | 7/12/2024 | CINTAS CORPORATION #684 | 2,311.87 | Uniforms, Towels, Floor Mats-Cleaning/Rental, Disposable Gloves |
| 0000029440 | 7/12/2024 | COLANTUONO, HIGHSMITH & WHATLEY | 15,825.00 | Legal Counsel Services-June |
| 0000029441 | 7/12/2024 | COMPUVISION COMMUNICATIONS | 37,171.50 | June IT Services / Annual NetAlert, Cloud Backup, CyberSecurity, Office 365, Spam Filtering |
| 0000029442 | 7/12/2024 | CORT | 44.00 | Deed Report-June |
| 0000029443 | 7/12/2024 | CSRMA | 39,323.49 | Annual Property Insurance Renewal |
| 0000029444 | 7/12/2024 | CALIFORNIA WATER ENVIRONMENT | 221.00 | Membership Dues-Arce |
| 0000029445 | 7/12/2024 | DATCO SERVICES CORPORATION | 193.50 | Quarterly DATCO Services |
| 0000029446 | 7/12/2024 | DXP ENTERPRISES, INC | 1,916.40 | Chemical Transfer Pump |
| 0000029447 | 7/12/2024 | ENGEL & GRAY, INC | 1,627.24 | Biosolids Hauling, Bin Rental-June |
| 0000029448 | 7/12/2024 | FILIPPIN ENGINEERING | 5,215.00 | Inspection Services for 1950 Lemon Ranch Sewer Main Relocation |
| 0000029449 | 7/12/2024 | FISHER SCIENTIFIC | 648.88 | Lab Testing Supplies |
| 0000029450 | 7/12/2024 | FRONTIER | 465.04 | Phone Service for Lift Station 5-Apr/May/June |
| 0000029451 | 7/12/2024 | GLS COMPANIES | 780.00 | Landscape Services-June |
| 0000029452 | 7/12/2024 | GRAINGER | 633.72 | Lead Battery, Disinfectant Wipes, Bypass Lopper, Spray Bottle |
| 0000029453 | 7/12/2024 | HACH COMPANY | 786.58 | Lab Testing Supplies |
| 0000029454 | 7/12/2024 | MICHAEL HUMPHREY | 2,300.00 | Deposit Refund - 251 Cloydon Circle |
| 0000029455 | 7/12/2024 | KIMBALL MIDWEST | 174.54 | Drill Bits, Cable Ties |
| 0000029456 | 7/12/2024 | MARBORG INDUSTRIES | 968.94 | Refuse Disposal/Recycling, Portable Restroom Rental-June |
| 0000029457 | 7/12/2024 | MONTECITO BANK & TRUST | 5,831.25 | Credit Card: Hotel, Flight, Boot Allowance, Board Lunches, Lab Supplies, Vehicle Fuel, Montecito Association 4th of July Payment |
| 0000029458 | 7/12/2024 | MCCORMIX CORP | 540.62 | Vehicle Fuel 06/15-06/30/24 |
| 0000029459 | 7/12/2024 | MISCOWATER | 603.28 | Chemical Pump Parts |
| 0000029460 | 7/12/2024 | MISSION COMMUNICATIONS, LLC | 4,243.80 | Mission Boxes Service Package |
| 0000029461 | 7/12/2024 | MONTECITO JOURNAL | 920.00 | Publication of Bid Contract 2024-01 & Service Charge Hearing |
| 0000029462 | 7/12/2024 | MOTION INDUSTRIES, INC | 542.18 | Lithium Batteries |
| 0000029463 | 7/12/2024 | MOUNTAIN SPRING WATER | 169.40 | Bottled Drinking Water, Cooler Rental-June |
| 0000029464 | 7/12/2024 | MONTECITO WATER DISTRICT | 554.53 | Water Service-June |
| 0000029465 | 7/12/2024 | MY SAFEDOMAIN | 295.00 | Annual Website Domain License |
| 0000029466 | 7/12/2024 | O'CONNOR PEST CONTROL WEST | 150.00 | Rodent Control at WWTP |
| 0000029467 | 7/12/2024 | OILFIELD ENVIRONMENTAL & | 285.50 | Outside Lab Analyses |
| 0000029468 | 7/12/2024 | PAYCHEX OF NEW YORK, LLC | 360.10 | Payroll Services-June |
| 0000029469 | 7/12/2024 | PERRY FORD MAZDA | 44.29 | Washer Fluid Pump for Ford Escape |
| 0000029470 | 7/12/2024 | PHOENIX CIVIL ENGINEERING | 3,022.50 | Engineering Services for RFP Support-June |
| 0000029471 | 7/12/2024 | PITNEY BOWES GLOBAL FINANCIAL | 143.84 | Quarterly Postage Meter Lease Payment |
| 0000029472 | 7/12/2024 | PLUMBERS DEPOT, INC | 564.31 | Collection Tools, CCTV Camera Loaner |
| 0000029473 | 7/12/2024 | PURETEC INDUSTRIAL WATER | 78.40 | Water Softener Sodium Tank Exchange |
| 0000029474 | 7/12/2024 | RINGCENTRAL, INC. | 706.46 | Phone Service-June |
| 0000029475 | 7/12/2024 | LUIS RIZO | 180.21 | Boot Allowance Reimbursement |
| 0000029476 | 7/12/2024 | SANTA BARBARA COUNTY CLERK- | 126.00 | Agreement Recording Fees |
| 0000029477 | 7/12/2024 | S B HOME IMPROVEMENT CENTER | 19.07 | Gutter Connector |

| | | | | |
|----------------------|-----------|--------------------------------|-------------------|--|
| 0000029478 | 7/12/2024 | SOUTHERN CALIFORNIA EDISON CO | 19,098.90 | Electric Service 05/23-06/23/2024 |
| 0000029479 | 7/12/2024 | SEIU LOCAL 620 | 1,139.52 | Union Dues for Payrolls 05/26, 06/09, 06/23 |
| 0000029480 | 7/12/2024 | SEWER EQUIPMENT COMPANY | 470.53 | Flow Control Valve for Jetter Truck |
| 0000029481 | 7/12/2024 | SOCAL GAS | 161.06 | Gas Service-June |
| 0000029482 | 7/12/2024 | STANDARD INSURANCE COMPANY | 1,686.07 | Short/Long Term Disability Insurance Premium-July |
| 0000029483 | 7/12/2024 | STREAMLINE | 375.00 | Website Hosting Services-July |
| 0000029484 | 7/12/2024 | UNIVAR SOLUTIONS | 22,184.58 | Sodium Bisulfite and Hypochlorite |
| 0000029485 | 7/12/2024 | UNDERGROUND SERVICE ALERT | 134.25 | 71 Dig Alert Tickets for June |
| 0000029486 | 7/12/2024 | USA BLUE BOOK | 148.15 | Float Switch for Lift Station |
| 0000029487 | 7/12/2024 | LOS ANGELES TRUCK CENTERS, LLC | 23.03 | Vac-Con Parts |
| 0000029488 | 7/12/2024 | VENTURA AIR CONDITIONING CO. | 1,436.80 | PM and Repairs to the Lab HVAC System |
| 0000029489 | 7/12/2024 | VERIZON BUSINESS | 360.30 | Cellular Service for Ipad Tablets-June |
| 0000029490 | 7/12/2024 | WEBSOFT DEVELOPERS, INC. | 19,500.00 | Mobile MMS Annual Subscription |
| 0000029491 | 7/12/2024 | JOHN WEIGOLD | 220.14 | Travel Expense Reimbursement for CSDA GM Leadership Summit |
| 0000029492 | 7/12/2024 | ZWORLD GIS | 2,280.00 | GIS Development/Support-June |
| Bank B Total: | | | <u>246,825.97</u> | |

Bank Code: B OPERATING CASH (MBT)

| Check Number | Check Date | Check Name | Check Amount | Check Description |
|----------------------|------------|----------------------------------|------------------|---|
| 0000001479 | 7/12/2024 | AMAZON CAPITAL SERVICES | 1,222.62 | CEQU - Safety/Emergency Lights for Ford F350 Truck |
| 0000001480 | 7/12/2024 | ASPECT ENGINEERING GROUP | 6,070.28 | T013 - SCADA Updating, Support, and Implementation - June |
| 0000001481 | 7/12/2024 | BEST CONTRACTING SERVICES, INC. | 8,543.09 | F001 - Final Retention Payment for Admin/Ops Roof Replacement |
| 0000001482 | 7/12/2024 | FREEDOM SIGNS | 335.00 | CEQU - MSD Logo Decals for Ford F350 Truck |
| 0000001483 | 7/12/2024 | MONTECITO BANK & TRUST | 6,655.25 | CEQU - C010 - Bedliner for F350, CDFW Permit for FEMA Projects |
| 0000001484 | 7/12/2024 | MICHAEL K. NUNLEY & ASSOCIATES, | 10,600.75 | C005 - T001 - Eng Srvs for Manhole Rehab Project, and MBR Eval |
| 0000001485 | 7/12/2024 | MNS ENGINEERS INC. | 9,123.75 | C003 C002 - Eng Srvs for Hwy 101 Protect-In-Place/Roundabouts |
| 0000001486 | 7/12/2024 | STANTEC CONSULTING SERVICES INC. | 33,125.51 | C010 - Engineering Design Srvcs for FEMA Projects - March & April |
| Bank G Total: | | | <u>75,676.25</u> | |



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A Public Service Agency

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BOARD LIST OF PAYABLES – AUGUST 2024

| <u>CHECK DATE</u> | <u>SUMMARY & TYPE</u> | <u>BATCH TOTAL</u> |
|-------------------|------------------------------|-----------------------------|
| 08/02/2024 | ACCOUNTS PAYABLE | 44,908.04 |
| 08/16/2024 | ACCOUNTS PAYABLE | 232,072.71 |
| | Subtotal | \$ 276,980.25 |
| 08/16/2024 | CAPITAL IMPROVEMENT PROJECTS | 264,013.84 |
| | Subtotal | \$ 264,013.84 |
| 08/8/2024 | PAYROLL | 102,013.25 |
| 08/22/2024 | PAYROLL | 102,001.25 |
| | Subtotal | \$ 204,014.50 |
| | <u>TOTAL</u> | <u>\$ 745,008.59</u> |

*All Invoices were reviewed and approved by Department Managers

**All Invoices and Payments were reviewed and approved and checks signed by the General Manager

***Board Treasurer, Edwin Martin, approved all payables by email prior to check mailing

Check History Report
Sorted By Check Number
Activity From: 8/1/2024 to 8/31/2024
MONTECITO SANITARY DISTRICT (MSD)

Bank Code: B OPERATING CASH (MBT)

| Check Number | Check Date | Name | Check Amount | Description |
|---------------------|-------------------|----------------------------------|---------------------|---|
| 0000029493 | 8/2/2024 | AMAZON CAPITAL SERVICES | 209.96 | Computer Hardware, Patio Umbrella, Cup Lids |
| 0000029494 | 8/2/2024 | AQUA-FLO SUPPLY | 220.20 | Valve Box, Marking Paint, Plant Materials |
| 0000029495 | 8/2/2024 | AT&T MOBILITY | 140.32 | Office Data Port-May/June |
| 0000029496 | 8/2/2024 | AUTOZONE, INC | 70.13 | Oil Filters |
| 0000029497 | 8/2/2024 | BARTLETT, PRINGLE & WOLF, LLP | 6,351.40 | Accounting Services-June |
| 0000029498 | 8/2/2024 | BIJAN, SHAHRAM (or) BRITTANY | 3,450.00 | Deposit Refund - 790 Rockbridge Road |
| 0000029499 | 8/2/2024 | CANON FINANCIAL SERVICES INC | 371.74 | Canon Copier Lease Payment-July |
| 0000029500 | 8/2/2024 | COX BUSINESS | 160.39 | Wireless Internet Services-July |
| 0000029501 | 8/2/2024 | DOCU PRODUCTS | 22.39 | Copier Maintenance Agreement-June |
| 0000029502 | 8/2/2024 | ENVIRONMENTAL RESOURCE ASSOC. | 980.28 | Lab Testing Supplies |
| 0000029503 | 8/2/2024 | ENVIRONMENTAL SCIENCE ASSOCIATES | 2,806.00 | Coastal Hazards Monitoring Plan-May |
| 0000029504 | 8/2/2024 | FISHER SCIENTIFIC | 2,300.90 | Lab Testing Supplies |
| 0000029505 | 8/2/2024 | GRAINGER | 1,024.07 | Batteries, Ear Plugs, 1st Aid Kit, Drill, Screwdriver Set |
| 0000029506 | 8/2/2024 | HACH COMPANY | 572.16 | Lab Testing Supplies |
| 0000029507 | 8/2/2024 | HAYWARD SANTA BARBARA | 310.78 | Collection Tools |
| 0000029508 | 8/2/2024 | MARBORG INDUSTRIES | 181.99 | Portable Restroom Rental-June |
| 0000029509 | 8/2/2024 | MCCORMIX CORP | 750.24 | Vehicle Fuel 07/01-07/15/24 |
| 0000029510 | 8/2/2024 | METTLER-TOLEDO, INC | 299.00 | Lab Weighs Calibration |
| 0000029511 | 8/2/2024 | PHOENIX CIVIL ENGINEERING | 1,515.00 | Engineering Services for RFP Support-June |
| 0000029512 | 8/2/2024 | PLUMBERS DEPOT, INC | 3,350.10 | CCTV Camera Repair |
| 0000029513 | 8/2/2024 | PRICE POSTEL & PARMA | 195.00 | Employment Law Services- June |
| 0000029514 | 8/2/2024 | PURETEC INDUSTRIAL WATER | 78.40 | Water Softener Sodium Tank Exchange |
| 0000029515 | 8/2/2024 | RINGCENTRAL, INC. | 698.57 | Phone Service-July |
| 0000029516 | 8/2/2024 | SMARDAN-HATCHER COMPANY | 233.86 | Mechanical Couplings |
| 0000029517 | 8/2/2024 | STEINKELLNER, CHERI | 2,300.00 | Deposit Refund-745 San Ysidro Road |
| 0000029518 | 8/2/2024 | UNIVAR SOLUTIONS | 15,927.60 | Plant Chemicals |
| 0000029519 | 8/2/2024 | LOS ANGELES TRUCK CENTERS, LLC | 207.41 | Vac-Con Parts |
| 0000029520 | 8/2/2024 | VERIZON BUSINESS | 180.15 | iPad Tablets-June |
| 0000029521 | 8/16/2024 | 485 HOT SPRINGS ROAD, LLC | 1,066.00 | Deposit Refund - 485 Hot Springs Road |
| 0000029522 | 8/16/2024 | ACWA/JPIA | 28,800.52 | Medical/Dental/Life Insurance Premium - August |
| 0000029523 | 8/16/2024 | ALLIANT INSURANCE SERVICES | 19.00 | Auto Physical 4th Quarter End |
| 0000029524 | 8/16/2024 | AMAZON CAPITAL SERVICES | 1,614.63 | Batteries, Vehicle Cleaning Supplies, Office Supplies, |
| 0000029525 | 8/16/2024 | AQUA-FLO SUPPLY | 488.79 | Parts to Repair Admin Building Water Line |
| 0000029526 | 8/16/2024 | ARCE, MICHAEL J | 671.32 | Travel Expense Reimbursement for Tri-State Seminar |
| 0000029527 | 8/16/2024 | BIG GREEN CLEANING COMPANY | 2,849.75 | Janitorial Services and Supplies-August |
| 0000029528 | 8/16/2024 | CANON FINANCIAL SERVICES INC | 343.08 | Canon Copier Lease Payment-July |
| 0000029529 | 8/16/2024 | CINTAS CORPORATION #684 | 1,577.09 | Uniforms, Towels, Floor Mats-Cleaning/Rental-July |
| 0000029530 | 8/16/2024 | COLANTUONO, HIGHSMTIH & WHATLEY | 7,675.00 | Legal Counsel Services-July |
| 0000029531 | 8/16/2024 | COMPUVISION COMMUNICATIONS | 4,147.74 | IT Services-July, Annual Gateway Security Bundle |
| 0000029532 | 8/16/2024 | CORT | 44.00 | Deed Report-July |
| 0000029533 | 8/16/2024 | COUNTY SANITATION CO INC | 2,632.50 | Pumper Rental for WWTP Tank Cleaning |
| 0000029534 | 8/16/2024 | CSRMA | 46,655.00 | Workers Compensation Annual Renewal |
| 0000029535 | 8/16/2024 | CALIFORNIA WATER ENVIRONMENT | 345.00 | Certification and Membership Renewal |
| 0000029536 | 8/16/2024 | DOCU PRODUCTS | 3.78 | Copier Maintenance Agreement-August |
| 0000029537 | 8/16/2024 | DOCUSIGN INC. Lockbox | 3,312.00 | Annual DocuSign Renewal |
| 0000029538 | 8/16/2024 | ENVIRONMENTAL HEALTH SERVICES | 1,476.00 | Lift Stations Annual Hazardous Materials Permits |
| 0000029539 | 8/16/2024 | ENGEL & GRAY, INC | 7,540.47 | Biosolids Hauling, Bin Rental-July |
| 0000029540 | 8/16/2024 | FELIX, MARCO | 703.40 | Tri-State Seminar Travel Expense Reimbursement |
| 0000029541 | 8/16/2024 | FILIPPIN ENGINEERING | 3,040.00 | Inspection Services for the 1950 Lemon Ranch Sewer |

| | | | | |
|------------|-----------|----------------------------------|-----------|--|
| 0000029542 | 8/16/2024 | FISHER SCIENTIFIC | 1,525.06 | Lab Testing Supplies |
| 0000029543 | 8/16/2024 | FRONTIER | 79.32 | Phone Services for Lift Station 1, 2, 4 & WWTP |
| 0000029544 | 8/16/2024 | GEOGRAPHIC DATA & MANAGEMENT | 7,477.50 | GIS Update and Tax Assessment Calculations |
| 0000029545 | 8/16/2024 | GLS COMPANIES | 780.00 | Landscape Services-July |
| 0000029546 | 8/16/2024 | GRAINGER | 1,237.79 | Bypass Lopper, Meter Box Key, PPE Harness, Thread |
| 0000029547 | 8/16/2024 | HACH COMPANY | 2,723.55 | Multi-Meter for Lab |
| 0000029548 | 8/16/2024 | HADRONEX, INC | 33,840.00 | Annual SmartCovers Renewal |
| 0000029549 | 8/16/2024 | HARRINGTON INDUSTRIAL PLASTICS | 1,096.91 | Restock PVC Supplies |
| 0000029550 | 8/16/2024 | HDC | 246.00 | Annual Commercial Modular Registration |
| 0000029551 | 8/16/2024 | JUAN O'S MOBILE REPAIR | 2,500.00 | Srvc Generator on CCTV Van, Srvc Vac-Con Engine |
| 0000029552 | 8/16/2024 | KIMBALL MIDWEST | 168.36 | Balance Due from Previously paid invoice |
| 0000029553 | 8/16/2024 | LARRY'S AUTO PARTS | 729.55 | Vehicle Servicing and Cleaning Supplies |
| 0000029554 | 8/16/2024 | MARBORG INDUSTRIES | 833.48 | Refuse Disposal, Recycling-July |
| 0000029555 | 8/16/2024 | MARTIN, CAROLINE | 642.07 | Notary Exam and Test Reimbursement |
| 0000029556 | 8/16/2024 | DANIEL MARTINEZ | 352.76 | Tri-State Seminar Travel Expense Reimbursement |
| 0000029557 | 8/16/2024 | MONTECITO BANK & TRUST | 3,234.92 | Misc. Collection Tools, Vehicle Maint, Staff Training |
| 0000029558 | 8/16/2024 | MCCORMIX CORP | 491.10 | Vehicle Fuel 07/16-07/31/24 |
| 0000029559 | 8/16/2024 | MCMASTER-CARR SUPPLY COMPANY | 380.97 | Liquid Hand Sanitizers |
| 0000029560 | 8/16/2024 | MORELOS, STEVE | 317.00 | Tri-State Seminar Travel Expense Reimbursement |
| 0000029561 | 8/16/2024 | MOUNTAIN SPRING WATER | 210.90 | Bottled Drinking Water, Cooler Rental-July |
| 0000029562 | 8/16/2024 | MONTECITO WATER DISTRICT | 1,085.10 | Water Service-July |
| 0000029563 | 8/16/2024 | DANIEL (or) AMY O'DOWD | 2,216.00 | Deposit Refund-663 Lilac Drive |
| 0000029564 | 8/16/2024 | O'CONNOR PEST CONTROL WEST COAST | 301.16 | Gopher Control at WWTP |
| 0000029565 | 8/16/2024 | PAYCHEX OF NEW YORK, LLC | 779.20 | Payroll Services-July |
| 0000029566 | 8/16/2024 | PITNEY BOWES GLOBAL FINANCIAL | 35.00 | Postage Meter Payment Late Fee |
| 0000029567 | 8/16/2024 | PLUMBERS DEPOT, INC | 402.55 | Swivel for Jetter Truck |
| 0000029568 | 8/16/2024 | PRICE POSTEL & PARMA | 1,287.00 | Employment Law Services-July |
| 0000029569 | 8/16/2024 | PURETEC INDUSTRIAL WATER | 570.19 | Water Softener, Sodium Tank, Quarterly Tank Rental |
| 0000029570 | 8/16/2024 | QUINN COMPANY | 4,516.51 | Service Generators at the Lift Stations |
| 0000029571 | 8/16/2024 | RED WING BUSINESS ADVANTAGE | 225.00 | Boot Allowance-Larroude |
| 0000029572 | 8/16/2024 | MARC (or) KATIE ROOS | 1,150.00 | Deposit Refund-269 Oak Road |
| 0000029573 | 8/16/2024 | SANSUM CLINIC | 165.00 | DMV/DOT Exam-Perez |
| 0000029574 | 8/16/2024 | SOUTHERN CALIFORNIA EDISON CO | 19,903.02 | Electric Service 06/24-07/24/2024 |
| 0000029575 | 8/16/2024 | SOCAL GAS | 159.23 | Gas Service-July |
| 0000029576 | 8/16/2024 | STANDARD INSURANCE COMPANY | 1,598.85 | Short/Long Term Disability Insurance Premium-August |
| 0000029577 | 8/16/2024 | ROBERT (or) STEPHANIE STEVENSON | 2,300.00 | Deposit Refund-1035 Alston Road |
| 0000029578 | 8/16/2024 | STREAMLINE | 375.00 | Website Hosting Services-August |
| 0000029579 | 8/16/2024 | UNIVAR SOLUTIONS | 12,709.31 | Sodium Bisulfite and Sodium Hypochlorite Chemicals |
| 0000029580 | 8/16/2024 | UNDERGROUND SERVICE ALERT | 735.71 | Annual State Regulatory Fee, 76 Dig Alert Tickets-July |
| 0000029581 | 8/16/2024 | LOS ANGELES TRUCK CENTERS, LLC | 5,406.07 | Vac-Con Servicing Parts |
| 0000029582 | 8/16/2024 | ZWORLD GIS | 2,280.00 | GIS Development Support-August |

Bank B Total: 276,980.25

Check History Report
Sorted By Check Number
Activity From: 8/1/2024 to 8/31/2024
MONTECITO SANITARY DISTRICT (MSD)

Bank Code: **G CAPITAL IMPROVEMENT CASH (MBT)**

| Check Number | Check Date | Name | Check Amount | Description |
|--------------|------------|----------------------------------|--------------|---|
| 0000001487 | 8/16/2024 | ASPECT ENGINEERING GROUP | 4,323.73 | CIP T003; Engineering Services for SCADA - Oct |
| 0000001488 | 8/16/2024 | CED ROYAL INDUSTRIAL SOLUTIONS | 8,905.21 | CIP CEME; Lift Station #4 VFD Replacement |
| 0000001489 | 8/16/2024 | CUSHMAN CONTRACTING CORP | 57,629.41 | CIP T012; Construction for Clarifier Replacement |
| 0000001490 | 8/16/2024 | ENVIRONMENTAL DYNAMCIS | 41,986.14 | CIP T015; Diffusers |
| 0000001491 | 8/16/2024 | EVOQUA WATER TECHNOLOGIES, LLC | 105,812.07 | CIP T012; Parts for the Clarifier Replacement Project |
| 0000001492 | 8/16/2024 | MONTECITO BANK & TRUST | 4,277.20 | CIP C010; Dept. of Fish & Wildlife Permit for the |
| 0000001493 | 8/16/2024 | MNS ENGINEERS INC. | 947.50 | CIP C003; Record Drawings for the Olive Mill/San |
| 0000001494 | 8/16/2024 | MOTION INDUSTRIES, INC | 7,733.87 | CIP TEME; Clarifier Gearbox Replacement |
| 0000001495 | 8/16/2024 | STANTEC CONSULTING SERVICES INC. | 32,398.71 | CIP C010; Engineering Design Services for the |

Bank G Total: 264,013.84



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

MINUTES

For the Regular Meeting of the Board on:

August 21, 2024

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a regular meeting at 12:04 pm on Wednesday, August 21, 2024. The meeting was also broadcast using Zoom teleconferencing.

ATTENDANCE

Board Members Present:

Directors Hogan, Johnson, Ohlmann, and Ellwood T. Barrett II

Board Members Absent:

None

Also Present and Participating:

John Weigold, MSD General Manager
Stephen Williams, MSD Business and Administrative Manager
Aleks Giragosian, MSD General Legal Counsel
Brittany Besse, MSD Administrative Technician II
Ginger Andersen, Brownstein-Hyatt-Farber-Schreck, LLP
Kenan Siegal, Member of the Public
Mar Souza, Summerland Sanitary District District Administrator

2. PUBLIC COMMENT

Kenan Siegal addressed the Board regarding sewer main extension projects.

3. COMMITTEE REPORTS

- A. Director Johnson reported on the July 24, 2024 and August 15, 2024 Finance Committee meetings.

4. CONSENT CALENDAR

ON MOTION by Director Ohlmann, Seconded by Director Johnson, the Board voted to approve the following Consent Calendar items:

- A. Payables from June 1, 2024 through June 30, 2024
- B. Board Meeting Minutes of the June 19, 2024 Regular Meeting
- C. Board Meeting Minutes of the June 27, 2024 Special Meeting
- D. Board Meeting Minutes of the July 11, 2024 Special Meeting
- E. Board Meeting Minutes of the July 17, 2024 Regular Meeting
- F. Board Meeting Minutes of the July 30, 2024 Special Meeting
- G. Board Meeting Minutes of the August 1, 2024 Special Meeting
- H. Fiscal Year 2023-24 Unaudited Quarterly Financial Reports – June 30, 2024

- I. Authorize Director Johnson to attend the CSDA Annual Conference from September 8–12, 2024 on behalf of the Board

AYES: Directors Hogan, Ohlmann, and Johnson
NAYS: None
ABSTAIN: None
ABSENT: Director Barrett

5. **1950 LEMON RANCH SEWER MAIN RELOCATION AND DEDICATION AGREEMENT**

ON MOTION by Director Ohlmann, Seconded by Director Johnson, the Board voted to:

- i) Rescind the previous Dedication Agreement for the sewer main relocation located at 1950 Lemon Ranch; and
- ii) Approve the updated Dedication Agreement for the sewer main relocation located at 1950 Lemon Ranch; and
- iii) Determine that this action is not subject to California Environmental Quality Act (CEQA) pursuant to State CEQA Categorical Exemption 15302 (c) as well as Statutory Exemption 15282 (k) of the Public Resources Code Section 21080.21.

AYES: Directors Hogan, Ohlmann, and Johnson
NAYS: None
ABSTAIN: None
ABSENT: Director Barrett

6. **GENERAL MANAGER’S REPORT**

The Board received a nonactionable update from General Manager John Weigold on relevant matters currently facing the District.

NOTE: Director Barreett joined the meeting at 12:59pm.

7. **APPOINTMENT HEARING**

The Board heard from the two candidates that applied for the vacant Board seat, Diantha Glaser and Dana Newquist, and asked both candidates several questions.

At the conclusion of the interviews, and after Board discussion, the Clerk of the Board took a vote from each Board Member. The vote came in as follows:

Director Johnson: Dana Newquist
Director Hogan: Diantha Glaser
Director Ohlmann: Diantha Glaser
Director Barrett: Diantha Glaser

With a 3-1 vote Diantha Glaser was selected as the Board appointee.

NOTE: Director Johnson left the meeting at 3:07pm.

8. CEREMONIAL SWEARING IN OF NEW DIRECTOR

Brittany Besse, MSD Engineering Technician II, wore in new Director Diantha Glaser to her seat on the Board of Directors.

9. APPOINTMENT OF BOARD TREASURER

ON MOTION by Director Hogan, Seconded by Director Barrett, the Board voted to appoint Director Ohlmann as Board Treasurer.

AYES: Directors Glaser, Hogan, Ohlmann, and Barrett
NAYS: None
ABSTAIN: None
ABSENT: Director Johnson

10. CLOSED SESSION

A. PUBLIC COMMENT

No members of the public commented on this item.

B. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE § 54957.6)

Name of District Negotiator to Attend Closed Session: John Weigold, General Manager

Name of Employee and/or Organizations: Service Employees International Union (SEIU) Local 620, Montecito Sanitary District Management Group, General Manager

Reportable Action: None

NOTE: Director Glaser left the meeting during the Closed Session at 3:14pm.

11. UPDATED FISCAL YEAR 2024-25 REPRESENTED SALARY SCHEDULE

ON MOTION by Director Ohlmann, Seconded by Director Hogan, the Board voted to approve the updated Fiscal Year 2024-25 Represented Salary Schedule.

AYES: Directors Hogan, Ohlmann, and Barrett
NAYS: None
ABSTAIN: None
ABSENT: Directors Glaser and Johnson

12. SEPTIC-TO-SEWER STRATEGIC PLAN AND COLLECTION SYSTEM MASTER PLAN UPDATE

This item was pushed to a future Board meeting.

13. ITEMS FOR THE NEXT AGENDA

Board Meeting Minutes August 21, 2024

The next regular Board meeting will be held on September 18, 2024 and may include the following topics:

- 72 Hour Agenda Posting
- Administration & Operations Committee Report
- Board Organization
- Microsoft 365 Board Use – Efficiency
- Acceptance of Unrepresented Salary Report

14. ADJOURNMENT

The meeting adjourned at 4:30 pm ON MOTION by Director Hogan, Seconded by Director Ohlmann.

These minutes were presented for approval at the Regular Board Meeting on September 18, 2024.

Ellwood T. Barrett II, President

Minutes taken and prepared by:

Stephen Williams
Business and Administrative Manager/Clerk of the Board



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MINUTES

For the Special Meeting of the Board on:
September 6, 2024

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a special meeting at 2:07 pm on Friday, September 6, 2024. The meeting was also broadcast using Zoom teleconferencing.

ATTENDANCE

Board Members Present:

Directors Glaser, Hogan, Johnson, Ohlmann, and Ellwood T. Barrett II

Board Members Absent:

None

Also Present and Participating:

John Weigold, MSD General Manager

Stephen Williams, MSD Business and Administrative Manager

Aleks Giragosian, MSD General Legal Counsel

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. DISCUSSION ON MEETING ETIQUETTE

The Board received a presentation from Legal Counsel on Rosenberg's Rules of Order. No action was taken.

4. CLOSED SESSION

A. PUBLIC COMMENT

No members of the public addressed the Board on this item.

B. CONFERENCE WITH LABOR NEGOTIATOR (GOVERNMENT CODE §54957.6)

Name of District Negotiator to Attend Closed Session: John Weigold, General Manager

Name of Employee Organizations: Montecito Sanitary District Management Group

Reportable Action: None

5. ITEMS FOR THE NEXT AGENDA

The next Board meeting will be a General Meeting of the Board on September 18, 2024. No items were requested to be included on that agenda.

6. **ADJOURNMENT**

The meeting adjourned at 4:42 pm ON MOTION by Director Johnson, Seconded by Director Hogan.

These minutes were presented for approval at the Regular Board Meeting on September 18, 2024.

Ellwood T. Barrett II, President

Minutes taken and prepared by:

Stephen Williams
Business and Administrative Manager/Clerk of the Board



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MONTECITO SANITARY DISTRICT STAFF REPORT – 4E

DATE: September 18, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
SUBJECT: Retroactive Conference Authorization

RECOMMENDATION

It is recommended that the Board:

- i) Retroactively authorize Director Glaser to attend the CSDA Annual Conference from September 8th through September 12th, 2024 on behalf of the Board.

BACKGROUND

Per the District’s Board Compensation Ordinance (Ordinance No. 20), as well as Health and Safety Code section 6489, compensation to a director can only be paid “for each day's service rendered as a director by request of the board.” If the Board did not approve, authorize, or direct attendance at a conference, then a director cannot be compensated for attending the conference at the per diem rate.

This action would retroactively authorize Director Glaser to attend the conference at the request of the board and trigger the \$231 per diem rate per day of attendance to be paid out at the next payroll cycle.

FISCAL IMPACT

Retroactive authorization to attend the ACWA Annual Conference would cost \$924. There is budget in the Board Training Line Item and would not necessitate a Budget Revision.

ATTACHMENTS: None



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MONTECITO SANITARY DISTRICT

STAFF REPORT – 4F

DATE: September 18, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
Bryce Swetek, Engineering Manager
SUBJECT: Consideration of Construction Management & Inspection Services for the Protective Measures of District Facilities (January 2023 Storm) Project

RECOMMENDATION:

It is recommended that the Board consider:

1. Awarding a contract to MNS Engineers (MNS) in the amount of \$83,366.25 to provide Construction Management and Inspection Services for the Protective Measures of District Facilities (January 2023 Storm) project; and
2. Authorizing the General Manager to execute the contract and approve amendments of up to ten percent (10%) of the fee, amounting to \$8,336.63, to cover any cost increases that may result from contract extra work or other scope changes.

DISCUSSION:

Background – With the intention to begin construction on the Protective Measures project in October 2024, Staff reached out to Filippin Engineers (FE) as well as MNS to provide a proposal for construction management and inspection services. Each proposal is attached to this RFP.

The proposals came in at the following costs:

MNS = \$83,366.25

FE = \$49,105.00

Analysis – Justifications – The proposal amount of \$83,366.25 submitted by MNS is an acceptable proposal that is responsive to and meets the needs of the District. The proposal from FE, while substantially less, does not reflect the needs of the District as the hours provided were considered part time. Staff discussed their proposal with FE and at the time, they were unsure if they were going to be able to provide full time inspection. Due to the importance of substantial documentation, assuming these projects would be FEMA eligible, full-time inspection is required. Additionally, MNS will provide prevailing wage monitoring to ensure FEMA compliance and allocated more days, which may be more reflective of the project requirements. Staff recommends utilizing MNS Engineers for this project. The amendment funding recommendation of \$8,336.63, or 10%, is typical for this type of work and size of project.

Fiscal Impact – The Protective Measures project was included in the Fiscal Year 2024-25 Capital Improvement Project budget for \$1,100,000. The project was awarded to Cushman at a cost of \$1,154,865. While the cost of the work would put us further over budget, there is flexibility within the budget to transfer funds as required. Furthermore, pending FEMA reimbursement eligibility, this work would qualify for reimbursement, thus reducing the fiscal impact on the District significantly.

DEPARTMENTS INVOLVED: Engineering, Collections, and Administration

ATTACHMENTS:

1. MNS Proposal
2. FE Proposal



September 12, 2024

Montecito Sanitary District
Attention: Bryce Swetek
1042 Monte Cristo Lane
Santa Barbara, CA 93101

**SUBJECT: Request for Proposal for Protective Measures of District Facilities
(January 2023 Storm) Project**

Dear Mr. Swetek,

Thank you for the opportunity to submit this proposal to provide Construction Observation (Inspection) Services for the four independent projects for Protective Measures Project within your service District area. MNS Engineers, Inc. (MNS) offers our qualified team to provide professional services for this Project as depicted in the proposal.

MNS is a leader in construction management (CM) services for the water resources and transportation markets, specializing in the core services of construction management, civil engineering, and land surveying. As a leading construction management firm, MNS has served many public agencies with rehabilitation and emergency restoration works. We are familiar with managing this scope in both the capacity of CM and Inspection services.

Project Background and Understanding

The District has established multiple projects to be completed over a 50 Working Day duration, commencing mid-September or at the time when the environmental permits have been issued, and prior to the rainy season. We understand the contractor has been awarded the project with estimated value of approximately \$1 Million with the expectation of completion of all work within a single mobilization effort while concurrently constructing multiple projects. Carollo has been engaged as the Design Engineer of Record with Rincon Consultants to support environmental/biological tasks. MNS has been requested to provide a proposal to support full time inspection efforts and labor compliance during the construction phase, reporting directly to the District. The anticipated working hours are between 8am and 5pm, Monday to Friday. The MNS Project Manager will conduct a kick-off meeting with the District to ensure all communication channels and expectations are in order.

Note: MNS assumed that multiple projects may be on hold for completion until Spring 2025. Assumed 15 working days to complete.

MNS DETAILS

LEGAL NAME

MNS Engineers, Inc.

FIRM OWNERSHIP TYPE

C-Corporation

YEAR FIRM ESTABLISHED

1962

CALIFORNIA

DEPARTMENT OF

INDUSTRIAL RELATIONS

DIR No. 1000003564

CORPORATE OFFICE

201 N. Calle Cesar Chavez,
Suite 300

Santa Barbara, CA 93103

805.692.6921 Office/Fax

mnsengineers.com

LOCAL OFFICE

100 E. Thousand Oaks
Boulevard, Suite 105

Thousand Oaks, CA 91360

PROJECT MANAGER

Jason Mate

Construction Manager

805.722.0059

jmate@mnsengineers.com

AUTHORIZED SIGNATURE

Joe Pope, PE

Vice President

805.302.1624

jpope@mnsengineers.com

ACKNOWLEDGEMENTS

None Noted.

Scope of Work

CMIS Document Management System and Training

MNS will establish a cloud-based construction document control and filing system, which allows our team to communicate effectively and track project progress remotely. MNS will support and provide access to all required parties to manage Project Delivery. MNS proposes to provide the following:

- Full CMIS Access with Project Setup/Customization
- New User Training Session/s for Both Contractor and District
- Technical Construction Support via email.
- Final Project Documentation Download Link

Construction Inspection Services

MNS will implement observation guidelines for monitoring the quality of the contractor's work. The Construction Inspector will be on-site daily to inspect the work and ensure work is performed in accordance with the contract documents. Per the RFP, MNS will support the District and the Construction Inspector's responsibilities will include:

- Directly report and effectively communicate project progress to the District Representative.
- Inspect and Monitor Construction progress and ensure contractor adheres to project plans, specifications, Greenbook, submittals, RFIs, field directives, and approved change orders.
- Prepare and submit daily reports daily utilizing web-based software (CMIS) with all construction observations and field related issues, if any.
- Capture and maintain daily progress photos each day in the utilized web-based software (CMIS).
- Oversee and collaborate with the contractor's materials testing firm conducting specialty inspections and testing.
- Verify and keep track of contractor's installed quantities and verify quantities during pay application review.
- Monitor that contractor adheres to best practices for safety, temporary traffic control, dust control, bypass systems and stormwater pollution control.
- Support and assist the Construction Manager (District Representative) with applicable inspection related tasks and attend any required meetings.
- Track time and material related work with the contractor.
- Support the District with 3rd party coordination and public relation efforts in the field e.g. support the District and help distribute construction notifications (if required).
- Support the District with the preparation of punch list items and inspect for completion of punch list work items.

Prevailing Wage Monitoring Service


MNS may utilize Pacific Resources Services to support and provide California and Davis-Bacon prevailing wage monitoring services during the construction of the Protective Measurements Project for Montecito Sanitary District, and meet FEMA requirements. Pacific Resources (PRS) will provide labor compliance services to ensure that prevailing wages are paid during the construction period in compliance with Section 1770, es seq and Davis-Bacon Act related requirements. The team will include principal (Benjamin Occasio), and staff support as needed. Alternatively, MNS has internal staff that may be available to support the project.


Contract Assumptions


- No overtime assumed in the proposal and work completed during normal business hours. Any overtime will be charged in accordance with the Standard Fee Schedule.
- Proposal scope has been based on the Four IFC Drawings. No Specifications have been provided or part of review.
- Acknowledgements, Certifications, and Liability Insurance between District and MNS to be finalized, as required.
- The proposed cost was based on 400 hours on full-time inspection.


Relevant Project Experience


| Project/Owner | Value | Project Description |
|---|-------|---|
| Jalama Road Repair Project <i>County of Santa Barbara</i> | \$40K | The County of Santa Barbara experienced storm related damage to Jalama Road and needs to repair the existing roadway and drainage. The project includes minor excavation, remedial embankment repair, slope repair, drainage repairs, placement of HMA, and other miscellaneous repair items. MNS is providing inspection assistance as needed. |
| Padaro Bridge Scour Emergency Repair Project <i>County of Santa Barbara</i> | \$15K | The County of Santa Barbara experienced critical scour at the abutments of Padaro Bridge due to severe winter storms and is in the process of repairing the damaged areas. The project includes minor grading, rock slope protection, minor paving, and other miscellaneous repair items. MNS is providing inspection assistance as needed. |
| East Mountain Dr. Emergency Repair Project <i>County of Santa Barbara</i> | \$18K | The County of Santa Barbara has experienced storm related damage to East Mountain Drive and is in the process of stabilizing the existing roadway. The project includes roadway embankment remediation, roadway repair, minor HMA paving, and other miscellaneous repair items. MNS is providing inspection assistance as needed. |


| Project/Owner | Value | Project Description |
|---|---------------|---|
| <p>Refugio Road Emergency Repair Project <i>County of Santa Barbara</i></p> | <p>\$25K</p> | <p>The County of Santa Barbara has experienced storm related damage to Refugio Road and plans to repair the existing roadway and drainage. The project includes minor excavation, remedial embankment repair, slope repair, drainage repairs, placement of HMA, and other miscellaneous repair items. MNS is providing inspection assistance as.</p> |
| <p>W. Main Street Emergency Repair Project <i>County of Santa Barbara</i></p> | <p>\$68K</p> | <p>The County of Santa Barbara has experienced storm related damage to West Main Street near the Guadalupe Dunes and is in the process of repairing the existing roadway and drainage. The project includes minor excavation, remedial embankment repair, slope repair, installation of culverts, placement of HMA, and other miscellaneous repair items. MNS is providing inspection assistance as needed.</p> |
| <p>755 Cheltham Road Emergency Repair Project <i>County of Santa Barbara</i></p> | <p>\$28K</p> | <p>The County of Santa Barbara has experienced storm-related damage to 755 Cheltham Road and plans to repair the existing roadway and drainage. The project includes minor excavation, remedial embankment repair, slope repair, installation of culverts, placement of HMA, and other miscellaneous repair items. MNS is providing inspection assistance as needed throughout the project.</p> |
| <p>Harris Grade Road Emergency Repair Project <i>County of Santa Barbara</i></p> | <p>\$52K</p> | <p>The County of Santa Barbara has experienced storm-related damage to Harris Grade Road and plans to repair the existing roadway and drainage. The project includes minor excavation, remedial embankment repair, slope repair, installation of soil nail wall, drainage repairs, placement of HMA, and other miscellaneous repair items. MNS is providing inspection assistance as needed.</p> |
| <p>Pipeline Rehabilitation Project <i>Goleta Sanitary District</i></p>  | <p>\$125K</p> | <p>This sewer main rehabilitation project replaced 8-inch vitrified clay pipe (VCP) and rehabilitated over 7,500 feet of existing 6-inch, 8-inch, and 12-inch pipe through cured-in-place pipe (CIPP) liner including rehabilitating 76 laterals using top hat lateral connection sealers.</p> <p>The project also included rehabilitating 34 manholes using sprayed polyurethane coating; point repairs; trenching and shoring; HMA paving; and daily traffic control.</p> <p>The rehabilitation work was performed at various locations throughout the City requiring close coordination and communication with residents, businesses, and the District as well as accommodating the flow of vehicle, bicycle, and pedestrian traffic.</p> <p>Additionally, a portion of the pipeline required realigning to keep within easement boundaries. The MNS inspector provided daily inspection, tracking quantities, coordination, and submittal and Request for Information (RFI) review and recommendations.</p> |


| Project/Owner | Value | Project Description |
|---|---------------|---|
|  <p>Wastewater Treatment Plant (WWTP) Biosolids Energy Phase 1 (BESPI) Project Goleta Sanitary District</p> | <p>\$2.3M</p> | <p>The plant receives wastewater from approximately 80,000 residents in the Goleta area as well as the Goleta West Sanitary District, the University of California at Santa Barbara (UCSB), the Santa Barbara Municipal Airport, and certain Santa Barbara County Facilities. The District currently operates three digesters, with one slated for decommissioning upon completion of the new Digester No.4 constructed as part of the BESPI project.</p> <p>The \$10M project includes construction of a new concrete digester (Digester No.4), and a new Cogeneration Unit, process piping and appurtenances, and associated electrical, instrumentation and controls (I&C).</p> <p>The Cogeneration Unit is a package unit, which must be closely coordinated to ensure compatibility with the project drawings and the WWTPs existing controls system.</p> <p>Prior to construction of Digester No.4, a ductbank must be relocated as it currently resides within the future digester footprint. Relocation has required a deep dive into as-builts and investigation of existing conductors to ensure all conduits are relocated as appropriate and that operation of the WWTP is not negatively impacted during transition of power.</p> <p>The Project is also subject to Coastal Development Permit requirements and is in close proximity to the Santa Barbara airport requiring compliance with FAA rules and regulations.</p> <p>MNS is currently providing construction management and inspection services.</p> |
| <p>Nipomo Palms Lift Station Replacement Project Nipomo Supplemental Water</p> | <p>\$190K</p> | <p>The Project consisted of replacing the existing sewage lift station with a new lift station with all necessary hardware and connections to the existing force main. The work included the demolition of the existing septic tank and lift station, construction of a new inlet structure, placement of submersible pumps, miscellaneous piping, sitework, electrical and instrumentation. MNS provided construction management services.</p> |
| <p>Supplemental Water Projects</p> | <p>\$1.2M</p> | <p>MNS provided construction management, constructability review, contract administration, construction inspection, and land surveying services for three separate construction contracts:</p> <ul style="list-style-type: none"> Horizontal directional drilling (HDD) consisted of 2,600 feet of 30-inch high-density polyethylene (HDPE) pipe under the Santa Maria River tying into a 24-inch ductile iron pipe (DIP). The HDPE pipe was |

| Project/Owner | Value | Project Description |
|--|---------------|--|
| <p><i>Nipomo Community Services District</i></p>  | | <p>installed by HDD up to 100 feet under the riverbed, which daylighted on the bluff 120 feet above the riverbed where it connected to the newly constructed pump station.</p> <ul style="list-style-type: none"> Blosser Road water line consisted of placing 5,000 feet of 18-inch pipeline within a highly traveled street. Over 270 feet of 36-inch jack and bore pipe was placed under the Santa Maria levee, which then tied into the HDPE pipe within the river. The new pump station consisted of a booster pump station; an electrical system with a portable backup generator; a water chloramination system and appurtenances; approximately 1,720 linear feet of all-weather access road to the pump station site; 1,750 linear feet of 24-inch DIP; and pressure reducing station. The reinforced concrete structure was founded on a driven pile foundation. <p>The project was constructed within a highly sensitive environmental habitat, which required extensive surveying, monitoring, and coordination with permitting agencies as well as the surrounding farmland owners.</p> <p>During the HDD operation, the operator ran into differing soil conditions such as stiff clays and sugar sand. In one instance, the soil caused the drill head to break while in another instance the soil provided adequate resistance for the drill to advance.</p> <p>MNS worked with the operator to stabilize the soil conditions with soil grouting, and then the operation proceeded successfully. MNS is experienced with various methods of pipeline placement and able to address field challenges efficiently.</p> |
| <p>Branch Street Pipeline Improvements <i>Nipomo Community Services District</i></p> | <p>\$231K</p> | <p>The Branch Street Pipeline Improvements consisted of the construction of approximately 1,554 lineal feet of 8-inch PVC water pipeline and installation of new water meter boxes and a new fire hydrant assembly. MNS provided construction management and inspection services.</p> |
| <p>Southland WWTF Sludge Dewatering Screw Press Project <i>Nipomo Community Services District</i></p> | <p>\$165K</p> | <p>The project consisted of furnishing and installing a dewatering screw press and associated equipment such as a conveyor and miscellaneous site piping. The project was coordinated around ongoing operations. MNS provided construction management services.</p> |

| Project/Owner | Value | Project Description |
|--|---------------|--|
| <p>Wastewater Reclamation Plant Upgrade, Phase I Laguna County Sanitation</p>  <p>District</p> | <p>\$3M</p> | <p>MNS is overseeing construction management of Phase 1 for the Laguna County Sanitation District (District) wastewater reclamation plant upgrade. The first phase will address upgrades to the older facilities and an increase in plant capacity. Phase 1 includes:</p> <ul style="list-style-type: none"> • Replace existing headworks • Replace existing clarifiers and trickling filter with an aeration basin/mixed liquor splitter box • Repurpose Pond A and the basin to accommodate captured stormwater runoff while Ponds B and C will be utilized to receive secondary clarified effluent from the new activated sludge processes prior to screening and membrane ultrafiltration • Construct new stormwater capture facilities • Repurpose and convert the existing south primary clarifier for the use of a break tank • Modify the existing sludge collection and digester process • Expand the in-house recycled water system • Install a new 800 kw generator • Construct a new building to house a new laboratory, offices, locker room, control room, and mechanical/server rooms <p>MNS is managing the construction of the upgrade project to ensure the improvements were built as per contract documents and coordinated with existing plant operations.</p> |
| <p>Wastewater Treatment Plant Redundancy Project South San Luis Obispo County Sanitation District (SSLOCSD)</p> | <p>\$2.6M</p> | <p>The SSLOCSD owns and operates a WWTP for processing wastewater from nine miles of sewer lines from the City of Arroyo Grande, City of Grover Beach, and Oceano Community Services District. The WWTP has a peak dry weather flow of 5 million gallons per day (MGD) capacity, with current flows ranging from 2 to 3 MGD, and is National Pollutant Discharge Elimination System (NPDES) permitted. The existing treatment plant cannot meet effluent limits at the permitted design flow if the fixed film reactors (FFR) or the secondary clarifier is out of service and there are no redundant units for either process. The existing plant uses mechanical screens, primary clarifiers, FFR, one secondary clarifier,</p> |

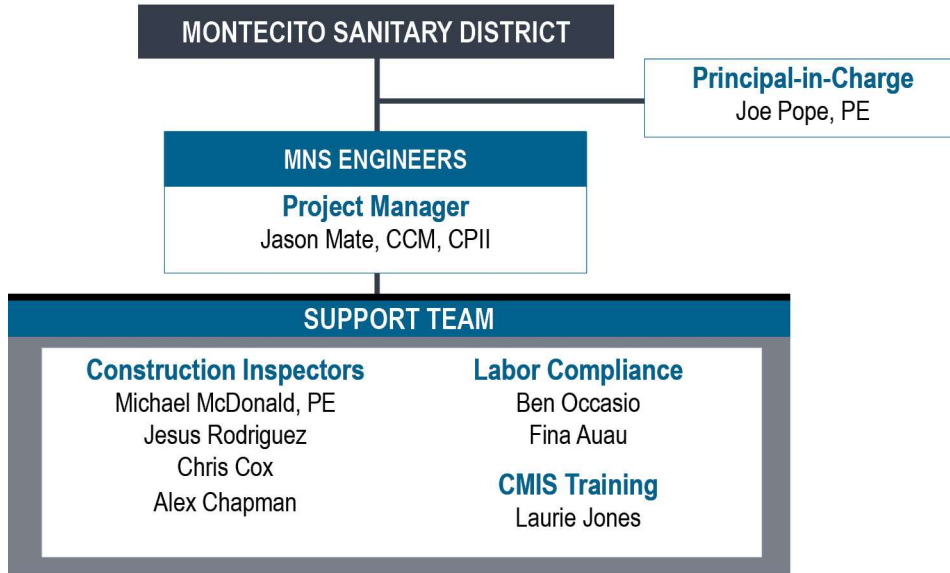
| Project/Owner | Value | Project Description |
|---|---------------|---|
|  | | <p>and chlorination to provide secondary treatment with disinfection to treat wastewater.</p> <p>The Regional Water Quality Control Board (RWQCB) has had ongoing discussions with the District regarding the need for a redundant biological nutrient removal (BNR) train in case of a failure with a key component of the current process train. The goal of this project is to allow major process units to be removed from service for maintenance or repairs without risking violation of effluent permit limits.</p> <p>Major components of the construction will include the following:</p> <ul style="list-style-type: none"> • Two activated sludge (AS) aeration basins • One new secondary clarifier • FFR effluent and primary effluent pump station • Waste activated sludge (WAS) thickener with modifications to existing dewatering platform • Blower, electrical, and motor control center (MCC) building • Yard piping • Site improvements • Instrumentation and controls • Electrical systems • Floodproofing critical plant systems • Rehabilitation of existing secondary clarifier • New generator to provide backup power for new facilities <p>MNS is providing complete third-party construction management services from the pre-construction phase through post-construction activities.</p> |
| <p>2022 Wastewater Treatment Plant (WWTP) Rehabilitation Project <i>Saticoy Sanitary District</i></p> | <p>\$110K</p> | <p>The Saticoy Sanitary District (District) owns and maintains a sanitary sewer system and WWTP that serves a population of over 3,000 persons in an area of approximately 3.5 square miles. The following systems within these facilities presently require rehabilitation: two sequencing batch reactors (SBRs), a headworks auger system, and mainline manholes. Specific needs per system are as follows:</p> |

| Project/Owner | Value | Project Description |
|---|--------------|--|
| | | <ul style="list-style-type: none"> • SBR – assessment of tanks integrity; tanks relining/ coating; and replacement of diffusers, decanters, mixers, and associated valves/piping • Headworks – replacement of augur system and influent gate valve • Manholes – influent main-line manholes replacement <p>MNS is providing a 90% set of plans and technical specifications to the District detailing the repairs and replacements to be made. The plans and specifications will indicate how the repairs and replacements shall be executed so that there will be minimal interruption of treatment operations.</p> |
| <p>Somis Ranch Infrastructure Improvements County of Ventura</p>  | <p>\$44K</p> | <p>The Somis Ranch Farmworker Housing Project includes a four-lot subdivision housing community and construction of an existing water tower. The 26-acre site included phase 1 construction of 200 individual units and all service connections. The new 8-inch PVC, 10-inch PVC and 12-inch PVC water line installed, and connections were completed onsite and main line tie-in on the street with implementation of traffic control.</p> <p>The scope also included new electrical duct bank, sewer lines and communications lines and abandonment of existing 4-inch and 8-inch lines to be abandoned. The 300,000-gallon water tank was installed and coated. MNS was responsible for the Inspection Services including ensuring materials installed followed contract documents, approved plans, and technical specifications; inspection and verification of excavation locations and invert depths for piping systems, conduits and apparatuses; Inspection and verification of all testing requirements; compliance with safety requirements and contractor IIPP.</p> |
| <p>Water Street Water Line Replacement City of Santa Cruz</p> | | <p>This water main replacement project replaces the existing water line and installs approximately 150 feet of 16-inch pipeline, 2,310 feet of 12-inch pipeline, 30 feet of 8-inch pipeline, 260 feet of 6-inch pipeline, 15 feet of 4-inch pipeline, 10 pipeline connections, 46 water service reconnections (3/4 to 6 inch), seven water service renewals, and 90 feet of slip lining along one of the most highly traveled corridors in the City. The project also involves the installation of fire hydrants; service reconnections; testing, flushing, chlorination, and disinfection of the new pipelines; trenching and shoring; hot mix asphalt (HMA) and Portland cement concrete</p> |

| Project/Owner | Value | Project Description |
|--|---------------|--|
| | | <p>(PCC) paving; and daily traffic control. The project requires significant coordination with the local businesses and residents, as well as accommodating the heavy flow of vehicle, bicycle, and pedestrian traffic. Additionally, due to the old age of the street, the contractor is encountering many unknown piping, utilities, and structures throughout the construction requiring in-field adjustments, removals, and cost-effective work arounds in order to complete the pipeline placement. Significant coordination with the contractor and the City is instrumental in successfully completing the project.</p> |
|  <p>River Street Water Main Replacement <i>City of Santa Cruz</i></p> | <p>\$321K</p> | <p>This project replaced over 3,000 linear feet of existing water line with 8-inch, 12-inch, and 18-inch C-900 polyvinyl chloride (PVC) and ductile iron pipeline along one of the most highly traveled corridors in the City. Project elements included installing fire hydrants and service re-connections; testing, flushing, chlorination, and disinfection of the new pipeline; trenching and shoring; and installing hot mix asphalt (HMA) and Portland cement concrete (PCC) paving.</p> <p>Significant coordination with local businesses and residents and daily traffic control kept the heavy flow of vehicle, bicycle, and pedestrian traffic moving through the busy corridor. Additionally, due to the old age of the street, the contractor encountered unknown piping, utilities, and structures throughout the construction.</p> <p>This necessitated in-field adjustments, removals, and cost-effective workarounds to complete the pipe placement. Significant coordination with the contractor and the City was instrumental in successfully completing the project. MNS provided construction inspection.</p> |

Team Org Chart

This section briefly introduces our team members and summarizes their credentials and expertise relevant to the proposed Project.



Project Success

In summary, MNS is confident our uniquely experienced and qualified team will provide quality services and ensure successful project delivery. We look forward to continuing our working relationship with Montecito Sanitary District and are proud to work alongside the District to help make your project a success. Please contact me or **Jason Mate, CCM, CPII**, at **805.722.0059** or **jmate@mnsengineers.com** with any questions you may have about our submittal. Thank you for your consideration.

Sincerely,

MNS Engineers, Inc.



Joe Pope, PE
Vice President

Attachments:


- MNS Team Overview
- Subconsultant Support
- Staffing Plan
- Fee Schedule

Resumes

Appendix A: MNS Team Overview

Team Organization and Staff Biographies

Our cohesive, talented team of experienced professionals meets all the specific elements and needs for the project. Below displays our team organization chart. This section provides a brief overview of the responsibilities and biographies for key team members.

| | | | |
|---|---|----------------|-----------|
| Jason Mate, CCM, CPII | | YRS EXP | 16 |
| Role | Project Manager | | |
| Office | Thousand Oaks | | |
| Certifications | Bachelor's degree in environmental/civil engineering Certified Construction Manager, CMAA Certified Public Infrastructure Inspector, APWA Concrete Field-Testing Technician, ACI Grade 1 | | |
|  | | | |

Mr. Mate has over 16 years of experience in environmental and civil engineering. Jason is a strong program and project management professional skilled in management, contract management, water and wastewater management, and construction management. His roles have ranged from project engineer, resident engineer, to project manager for several large-scale projects involving water/wastewater resources, transportation, and solar energy. Jason has successfully supported both small and highly complete projects ranging from \$1M to \$135M—further supporting his ability to effectively manage projects.

| | | | |
|-----------------------|---|----------------|-----------|
| Alex Chapman | | YRS EXP | 30 |
| Role | Construction Inspector | | |
| Office | Thousand Oaks | | |
| Certifications | C-DOT from Central 70 Project NTS Trench Safety and Excavation; United Trench Excavation and Safety Course Kiewit Trench Excavation and Safety; Crosby Rigging and Signal 1 & 2 Kiewit/Crosby Bull Rigging Kiewit Supervisor School; Kiewit Front Line Supervisor School ACI Piston Plug; Cal/OSHA10 & 30 hour Certification; Cal/OSHA Confined Space Training; Cal/OSHA Scaffold Erection and Safety Trench Shoring Training | | |

Mr. Chapman has over 30 years of civil, structural, and heavy mechanical construction experience in a diverse range of public works projects involving water and wastewater treatment plants; hydroelectric turbines and pump houses; highways, roadways, and bridges; underground utility location, excavation, and relocation; deep excavations and shoring installation; large and small-bore pipe PVC, CMLC, HDPE, steel, concrete, and clay; pre-cast vaults; and manholes and girders. Alex served as a Kiewit IQC Inspector (Quality Control) for the Central 70 Project inspecting underground utilities, WW and WWTP retrofit project upgrades, green field WWTP mechanical works, CIP structures, drilling caissons, columns, pier caps and abutments, box and bulb girders, approach slabs, bridge decks, sidewalks, reinforced steel, and concrete placement.

| | | | |
|-----------------------|---|----------------|-----------|
| Chris Cox | | YRS EXP | 34 |
| Role | Construction Inspector | | |
| Office | Thousand Oaks | | |
| Certifications | ICC Structural Concrete ICC Structural Masonry ICC Structural Steel and Welding Cal/OSHA 10- and 30-hour Outreach Trainer Certified First Aid and CPR | | |

Mr. Cox has over 34 years of construction inspection and management experience with the City of Los Angeles on a variety of public works projects including Metropolitan Transportation Authority (MTA) transit, wastewater interceptor sewer, Capital Improvement, and Active Transportation (ATP) projects. Chris is a detail-oriented construction inspector with proven expertise in managing a construction inspection crew and providing structural reviews to successfully deliver projects in accordance to plan requirements. He is known for being decisive in identifying and mitigating construction challenges. Chris has expertise in plan review and correction, technical reviews, report generation, safety awareness, permitting, repair procedures, and building codes. He is locally based in Santa Clarita and is available to respond quickly to any project need.

| | | | |
|-------------------------|---|----------------|-----------|
| Michael McDonald | | YRS EXP | 35 |
| Role | Construction Inspector | | |
| Office | Santa Barbara | | |
| Certifications | Professional Civil Engineer, CA No. 45963 | | |

Mr. McDonald has over 35 years of engineering experience in the industries of civil, environmental, geotechnical, and geological engineering industries. Michael’s extensive multi-disciplinary experience has benefited the various water, wastewater, and transportation projects he has worked on throughout his career. His experience includes construction of water and wastewater facilities and pipelines,

roadway and pavement, bridges, drainage systems, slope stability, grading, and erosion control and sediment management.

| | | | |
|------------------------|------------------------|----------------|----------|
| Jesus Rodriguez | | YRS EXP | 7 |
| Role | Construction Inspector | | |
| Office | Thousand Oaks | | |

Mr. Rodriguez is a multidisciplined Construction Inspector that has over 7 years of experience in construction management, construction inspection, contracting, and quality control of infrastructure improvement project including pipeline projects, transmission mains, booster pump stations, and utility relocations. Jesus' proven ability to oversee complex construction projects from inception to completion, ensuring adherence to specifications, safety standards, and quality control measures. He is skilled in interpreting blueprints, coordinating with stakeholders, and implementing effective solutions to ensure project success and client satisfaction.

Appendix B: Subconsultant Support

Pacific Resources Services (PRS)

| | |
|-------------------------|---|
| Legal Firm Name | Pacific Resources Services (PRS) |
| Local Address | 11421 Lambert Avenue El Monte, CA 91732 |
| Point of Contact | Benjamin Ocasio, President 626.434.5087 bocasio@pacificresourceservices.com |
| Role | Labor Compliance |

PRS, a California corporation, provides California and Federal Davis-Bacon prevailing wage monitoring and enforcement services to Cities, Counties, Water Districts, School Districts, Housing Authorities, Special Districts, and contractors. The firm has worked on projects covered by the Los Angeles/Orange Counties Building and Construction Trades Council, the San Bernadino- Riverside Building Trades Council, and the Tri-Counties Building and Construction Trades Council. Additionally, PRS has conducted seminars and workshops and trained public agencies and contractors on their prevailing wage obligations. The training was provided to a diverse group ranging from Building and Construction Trades Councils from San Diego to Modesto, the County Counsels Association of California, and various awarding authorities and contractors. As a subconsultant to MNS, PRS provided services for two projects, including the Water Replenishment District of Southern California. OA/OE Services for GRIP Program and the Turn-Out Structure Project.



Appendix C: Staffing Plan

The following Staffing Plan shows the proposed staffing hours required for the Project. These hours are based on the allocated budget limit.

Construction Inspection Services

Construction Inspection Services for Protective Measures of District Facilities (January 2023 Storm) Project

Montecito Sanitary District

| Project Schedule | | | | | | | | | | | |
|---------------------------------|------------------------|-----------|------------|-----------|------------|-------------|------------------|------------------|---------------------|--|--|
| | | 2024 | | | 2025 | | | | | | |
| PHASE | | Sept | Oct | Nov | Apr | | | | | | |
| Construction Phase | | | | | | | | | | | |
| | | 2024 | | | 2025 | TOTAL HOURS | HOURLY RATE 2024 | HOURLY RATE 2025 | TOTAL COST | | |
| Role | Staff | Sept | Oct | Nov | Apr | | | | | | |
| CONSTRUCTION | | | | | | | | | | | |
| Project Manager | Jason Mate | 2 | 2 | 2 | 2 | 8 | 260.00 | 273.00 | \$ 2,106.00 | | |
| Construction Inspector | TBC | 24 | 176 | 80 | 120 | 400 | 189.00 | 198.45 | \$ 76,734.00 | | |
| Office Engineer/ CMIS | Laurie Jones | 8 | 2 | | | 10 | 135.00 | 141.75 | \$ 1,350.00 | | |
| Labor Compliance | Ben Occasio/ Fina Anau | 6 | 6 | 3 | 3 | 18 | 175.00 | 183.75 | \$ 3,176.25 | | |
| SUB-TOTAL | | 40 | 186 | 85 | 125 | 436 | | | \$ 83,366.25 | | |
| TOTAL HOURS | | | | | | | | | \$ 83,366.25 | | |
| CONSTRUCTION PHASE TOTAL | | | | | | | | | \$ 83,366.25 | | |

Notes:

1. Full time inspection over 50 working days proposed. Scope services can be modified or removed upon request.
1. Duration based on NTP commencing mid/late September 2024
2. Assume Construction Trailer office space for one staff provided by General Contractor for contract duration.
3. Annual escalation of hourly rates applied at 5% commencing January 1st 2025.
4. Overtime will be charged at 1.5x hourly rate. No overtime assumed in proposal.
5. Hours and costs are an estimate only; actual hours and costs will be based on contractor's schedule.
6. Inspector availability will be dependant on mobilization timing and will be agreed with District.
7. Columbus Day (October 14th) not in monthly calculation but MNS can be available.
 - a. September (3 days), October (22 days), November (10 days), April/Spring 2025 (15 days)



Appendix D: Fee Schedule

2024 STANDARD SCHEDULE OF FEES

PROJECT/PROGRAM MANAGEMENT

| | |
|--|-------|
| Principal-In-Charge..... | \$340 |
| Senior Project/Program Manager..... | 325 |
| Project/Program Manager..... | 275 |
| Assistant Project/Program Manager..... | 255 |
| Senior Project Coordinator..... | 195 |
| Project Coordinator..... | 165 |

ENGINEERING

| | |
|------------------------------|-------|
| Principal Engineer..... | \$305 |
| Lead Engineer..... | 270 |
| Supervising Engineer..... | 255 |
| Senior Project Engineer..... | 235 |
| Project Engineer..... | 210 |
| Associate Engineer..... | 190 |
| Assistant Engineer..... | 175 |

SURVEYING

| | |
|----------------------------------|-------|
| Principal Surveyor..... | \$280 |
| Lead Surveyor..... | 270 |
| Supervising Surveyor..... | 230 |
| Senior Project Surveyor..... | 210 |
| Project Surveyor..... | 185 |
| Associate Project Surveyor..... | 175 |
| Assistant Project Surveyor..... | 160 |
| Party Chief (PW)..... | 190 |
| Chainperson (PW)..... | 160 |
| One-Person Survey Crew (PW)..... | 225 |

TECHNICAL SUPPORT

| | |
|-----------------------------|-------|
| CADD Manager..... | \$210 |
| Supervising Technician..... | 180 |
| Senior Technician..... | 170 |
| Engineering Technician..... | 130 |

CONSTRUCTION MANAGEMENT

| | |
|--------------------------------------|-------|
| Principal Construction Manager..... | \$330 |
| Senior Construction Manager..... | 290 |
| Senior Resident Engineer..... | 265 |
| Resident Engineer..... | 250 |
| Structure Representative..... | 245 |
| Construction Manager..... | 230 |
| Assistant Resident Engineer..... | 210 |
| Sr. Construction Inspector (PW)..... | 185 |
| Construction Inspector (PW)..... | 177 |
| Office Administrator..... | 135 |

PLANNING

| | |
|------------------------------------|-------|
| Planning Director..... | \$235 |
| City Planner/Planning Manager..... | 220 |
| Principal Planner..... | 205 |
| Senior Planner..... | 190 |
| Associate Planner..... | 160 |
| Assistant Planner..... | 135 |
| Planning Technician..... | 115 |

ADMINISTRATIVE SUPPORT

| | |
|--|-------|
| Senior Management Analyst..... | \$195 |
| Management Analyst..... | 165 |
| IT Technician..... | 150 |
| Graphics/Visualization Specialist..... | 160 |
| Administrative Assistant..... | 105 |

GOVERNMENT SERVICES

| | |
|--------------------------------------|-------|
| City Engineer..... | \$265 |
| Deputy City Engineer..... | 235 |
| Assistant City Engineer..... | 225 |
| Plan Check Engineer..... | 185 |
| Permit Engineer..... | 175 |
| City Inspector..... | 168 |
| Senior City Inspector (PW)..... | 185 |
| City Inspector (PW)..... | 177 |
| Principal Stormwater Specialist..... | 190 |
| Senior Stormwater Specialist..... | 180 |
| Stormwater Specialist..... | 170 |
| Stormwater Technician..... | 150 |
| Building Official..... | 250 |
| Senior Building Inspector..... | 200 |
| Building Inspector..... | 175 |
| Senior Grant Writer..... | 190 |
| Grant Writer..... | 180 |
| Associate Grant Writer..... | 160 |
| Assistant Grant Writer..... | 145 |

DIRECT EXPENSES

Use of outside consultants as well as copies, blueprints, survey stakes, monuments, computer plots, telephone, travel (out of area) and all similar charges directly connected with the work will be charged at cost plus fifteen percent (15%). Mileage will be charged at the current federal mileage reimbursement rate.

PREVAILING WAGE RATES

Rates shown with Prevailing Wage "(PW)" annotation are used for field work on projects subject to federal or state prevailing wage law and are subject to increases per DIR.

ANNUAL ESCALATION

Standard fee rates provided for each classification are subject to 5% annual escalation or the most recent US Bureau of Labor Statistics Consumer Price Index, whichever is higher.

OVERTIME

Overtime for non-exempt employees will be charged at 1.5 x hourly rate; overtime for exempt employees and other classifications will be charged at 1 x hourly rate.

Appendix E: Primary Resumes

Joseph “Joe” Pope, PE Principal-in-Charge



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Organizational leadership
- Water Resources Engineering
- Wastewater Operations
- Groundwater Hydrology
- Client relations
- Process improvement
- Contract management
- Team building

Years of Experience

- 25

Licensing

- Professional Civil Engineer, CA No. 63533

Education

- MS, Civil and Environmental Engineering, University of California Los Angeles
- BS, Environmental Resources Engineering, Humbolt State University

Mr. Pope is a collaborative civil engineer with over 25 years of progressive, executive management experience leading large municipal and federal Public Works organizations. Joe is a recognized visionary leader in managing large interdisciplinary engineering, operations, and planning teams in the efficient delivery of sustainable facilities, construction, environmental, water, wastewater, and electrical utilities. He is an exceptional problem solver with excellent communication skills and an ethical and inspirational leader.

Ventura County Public Works Agency, CA. *Director of Water and Sanitation.* Joe was the Department Director for 80 employees, overseeing a \$90 million annual budget and was responsible for managing water, wastewater, recycled water, and solid waste services for special districts and unincorporated areas of Ventura County.

Ventura County Naval Base, Point Mugu, CA. *Public Works Director.* Joe served a Navy Base population of 19,000 and led a 300-person Public Works Department with a \$250 million annual budget. He was responsible for the maintenance and operation of 1,600 facilities, civil works, utility infrastructure, roads, services and construction contracting, environmental and code compliance, facilities, fleet management, and urban planning.

Navy Expeditionary Combat Command Pacific, HI. *Director of Operations – Asia Pacific Region.* Joe collaborated with a diverse team of stakeholders in the annual execution of over \$20 million in Navy Expeditionary Operations in support of the Pacific Command Theater Security Cooperation Program.

NAVFAC Hawaii, Pearl Harbor, HI. *Director of Design, Construction, and Service Contracting.* Joe led 150 engineers, architects, contracting officers, and engineering technicians in the execution of over 370 construction contracts and 96 facilities service contracts worth over \$1 billion. Joe also supported a Joint Base population of 52,000 personnel.

Naval Mobile Construction Battalion 133, Gulfport, MS. *Executive Officer.* Joe was second-in-command of a 600-person Naval Mobile Construction Battalion. He supervised 70 employees and a \$20 million budget. Joe deployed overseas to provide contingency construction, humanitarian assistance, disaster recovery, and peacetime construction.

Chief of Naval Operations, Washington, DC. Senior Strategic Facilities Analyst. Joe served as the Shore Readiness Planning Programming Budget Execution and Models/Metrics Analyst, coordinating the programming of the Navy's \$9 billion annual infrastructure program. He developed Navy policies to guide future infrastructure development.

United States Senate, Washington, DC. Legislative Fellow. Joe served Senator Barbara Mikulski in support of Defense and Veterans Affairs Policies.

Naval Facilities Engineering Command Headquarters, Washington, DC. Executive Assistant. Joe served as the Executive Assistant to the Deputy Chief of Civil Engineers and provided planning, design, construction and maintenance, acquisition and real estate services, and environmental and contingency engineering for the Navy ashore.

Naval Mobile Construction Battalion Forty, Port Hueneme, CA. Company Commander/Assistant Operations Officer/Officer-in-Charge. Joe was responsible for planning projects, training, and operational reporting requirements for a 600-person Construction Battalion.

Naval Air Station Sigonella, Sicily, Italy. Public Works Planning and Operations Officer. Joe was responsible for the planning, code compliance, technical plan review, maintenance, construction, and repair of facilities and operation of utilities while leading 180 employees. He served a Navy Base population of 7,200 personnel.

Jason Mate, CCM, CPII Project Manager



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Water/wastewater projects
- Roadways
- Project management

Years of Experience

- 16

Certifications

- Certified Construction Manager, CMAA
- Certified Public Infrastructure Inspector, APWA
- Concrete Field Testing Technician, ACI Grade 1
- 10-hour Construction Safety, Cal/OSHA

Education

- BEng, Environmental Engineering, minor in Civil Engineering (Honors), Griffith University, Queensland, Australia

Professional Development

- Stormwater Pollution Prevention Plan (SWPPP) training

Mr. Mate has over 16 years of experience in environmental and civil engineering. Jason is a strong program and project management professional skilled in management, contract management, water and wastewater management, and construction management. His roles have ranged from project engineer, resident engineer, to project manager for several large-scale projects involving water/wastewater resources, transportation, and solar energy. Jason has successfully supported both small and highly complete projects ranging from \$1M to \$135M—further supporting his ability to effectively manage projects. His experience includes:

New Turn-Out Structures at the San Gabriel River Coastal Basin Spreading Ground, Water Replenishment District of Southern California, CA.

Construction Manager. This project constructed two new turn-out structures and associated discharge structures at the San Gabriel River Coastal Basin Spreading Grounds, which will provide needed operational flexibility for the spreading of an additional 11,000 acre-feet per year (AFY) of tertiary recycled water and 10,000 AFY of advanced treated recycled water. Additional work included shotcrete lining of an existing approximately 6,400-linear-foot distribution channel and the installation of new 66-inch pipelines of approximately 500 linear feet along with electrical and instrumentation and control systems.

North Pleasant Valley Groundwater Desalter Project, City of Camarillo, CA. *Resident Project Representative.*

This \$35M facility will process approximately 4,500 acre-feet per year of groundwater, producing about 3,800 acre-feet of drinking water per year. The resulting brine waste of approximately 700 acre-feet per year will be discharged to the Calleguas Regional SMP, Phase 2C. The SMP conveys brine waste to the Pacific Ocean. The project site is located within the 4.7-acre treatment plant and will treat brackish groundwater for use as potable water. This project includes the construction of a new Administration building housing an emergency generator, green sand filtration system, a reverse osmosis treatment system, storage tanks, and other operating facilities; a new perimeter wall, gates, access driveway, and related site improvements: large diameter pipelines to connect Wells A and B to the treatment site; drilling of a new well; pipelines to connect the discharge from the facility to the City's existing water system; a discharge brine line from the facility to the Regional Salinity Management pipeline; wash-water solids settling system and connection to the local sewer.



EI Estero Wastewater Treatment Plant Tertiary Filter Replacement, City of Santa Barbara, CA. *Assistant Resident Engineer.* This \$8.4M project replaced the treatment plant's existing filtration system with a microfiltration (MF)/ultrafiltration (UF) facility. Work included demolition of an existing gravity filter, installation of driven concrete piles, construction of a new MF/UF facility, new filter feed pumps, replacement of chemical feed pumps, modifications to the chlorine contact basin, modifications to the reclaimed water storage reservoir, new reclaimed water transfer pumps, yard piping modifications, associated electrical and instrumentation modifications, and other appurtenant work.

Owner's Agent/Owner's Engineer (OA/OE) Services for the Groundwater Reliability Improvement Program (GRIP), Water Replenishment District of Southern California (WRD), CA. *Construction Manager.* WRD established the GRIP to find alternative sources of water to offset the imported water used for replenishment in the Montebello Forebay. As part of the GRIP, an advanced water treatment facility (AWTF) is being designed and constructed to treat 10,000-acre feet per year of tertiary recycled water. The GRIP AWTF is located in a 5.2-acre lot, adjacent to the San Gabriel River in the City of Pico Rivera. Treatment processes include automatic strainer to protect downstream membrane treatments systems from large particles; microfiltration (MF) or ultrafiltration (UF) to reduce turbidity and silt density index (SDI) of reverse osmosis (RO) feed water; cartridge filtration to protect downstream of the RO process; RO to remove salts, minerals, metal ions, organic compounds, and microorganisms; advanced oxidation with ultraviolet light (UV) treatment using hydrogen peroxide in concert with UV to reduce N-Nitroso-Dimethylamine (NDMA) concentrations and provide additional disinfection, decarbonation to release excess carbon dioxide and stabilize the product water; and pH adjustment/corrosivity stabilization. The 11,700 sf treatment facility is LEED certified with approximately 40,000 sf of additional surface landscape and bioretention, 4,000 sf of vegetated roof garden, with 79,000 sf of surface parking and pedestrian hardscape.

Government Wastewater Treatment Plant (WWTP) Upgrade (ICI), Ontario, Canada. *Project Superintendent/Engineer.* This \$15M project constructed a new state-of-the-art polymer distribution system for sludge discharge, a new oil handling facility, civil cut/fill operation for new roads and access paths, retrofit of the entire WWTP facility including a four-story demolition and reinstallation of concrete slabs and office layout. Project management responsibilities included conformance to stringent government specifications, requests for

information (RFIs), monthly draws, cost estimating, close-out reports, document control, weekly contract negotiations and bid approval, quality assurance/quality control (QA/QC) inspections, project scheduling and update (250-line CPM schedule), four-week-look-ahead schedule, operations and maintenance (O&M) manuals, as-built markups, cost and budget management, and weekly client meetings. Project was completed successfully on time and within budget; 10% extra work was granted with full use of contingency. The project resulted in a \$500K/year savings for client and plant capacity increased from 17M to 22M liters per day.

Utility Scale Solar Farm (30 megawatts) for FIT program with LEED Certification, Ontario, Canada. *Assistant Project Manager/Project Engineer.* This \$135M project required CAD layout and pre-side inspection of three utility-scale solar farms with road access, module layout, structural footings, cultural excursion zones, racking supports, inverter, structural pads, substation, and interconnection point. Responsibilities included managing the principal contractor (PCL Constructors and RES USA), contract compliance, scheduling milestone and phase construction, problem-solving design discrepancies onsite, extra work approvals, and quality assurance/quality control (QA/QC) inspections with 200 manpower onsite daily. Project management tasks included weekly and monthly reporting; monthly draws and cost; requests for information (RFIs); NCR; letters and notices; engineer reporting; chairman meetings; operations and maintenance (O&M) manuals; four-look-ahead forecast schedule; submittal of future project plans, testing plans, permits; contract negotiation; native exclusion zoning; and complete site due diligence for three future solar farm locations.

North Pleasant Valley Desalter Salinity Management Pipeline (SMP) Discharge Station, City of Camarillo, CA. *Resident Project Representative.* The \$35M proposed facility will process approximately 4,500 acre-feet per year of groundwater, producing about 3,800 acre-feet of drinking water per year. The resulting brine waste of approximately 700 acre-feet per year will be discharged to the Calleguas Regional SMP, Phase 2C. The SMP conveys brine waste to the Pacific Ocean. Responsibilities include construction contract administration and constructability review; progress payment review; monthly as-built and baseline schedule review; coordination of permits; process and facility treatment field inspections conforming to drawings and specifications; coordination with specialty inspectors; construction safety oversight; traffic control implementation; identification of potential utility conflicts; start-up and commissioning oversight; post-construction activities; and record drawing collection.



Michael McDonald, PE Construction Inspector



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Municipal engineering
- Transportation projects
- Bridge design
- Roadway/pavement design and construction
- Drainage systems
- Erosion control and sediment management
- Slope stability design, mitigation, failure analysis
- Grading design
- Geological investigations
- Project management

Years of Experience

- 36

Licensing

- Professional Civil Engineer, CA No. 45963

Certification(s)

- Certified Project Manager – URS/AECOM
- 40- HAZWOPPER

Education

- BS, Geology, Western Washington University
- BS, Geotechnical Engineering, Montana School of Mines, University of Montana

Professional Development

- ProCore Software Certification

Mr. McDonald has over 36 years of engineering experience in the industries of civil, environmental, geotechnical, and geological engineering. Michael's extensive multi-disciplinary experience has benefited the various water and transportation projects he has worked on throughout his career. His experience includes design and construction of drainage systems, slope stability, grading, erosion control, sediment management, roadway, and bridges. Michael is a hands-on engineer and excels in project management where he has managed up to 40-member teams. He has managed a wide range of projects from small to large multimillion-dollar, multiyear projects. Michael prides himself with the ability to find cost effective and environmentally sound solutions while conducted at the highest level of safety. His experience includes:

Wastewater Treatment Plant (WWTP) Biosolids Energy Phase 1 (BESP1), Goleta Sanitary District, CA. Construction Inspector. The District currently operates three digesters, with one slated for decommissioning upon completion of the new Digester No.4 constructed as part of the BESP1 project. The \$9M project includes construction of a new concrete digester, and a new Cogeneration Unit, process piping and appurtenances, and associated electrical, instrumentation and controls (I&C). The Cogeneration Unit is a package unit, which must be closely coordinated to ensure compatibility with the project drawings and the WWTPs existing controls system. The project is subject to Coastal Development Permit requirements and is in close proximity to the Santa Barbara airport requiring compliance with FAA rules and regulations. This BESP1 project included the demolition of various on-site piping and ductbanks, installation of a 160 kW/578 MBTU cogeneration system with integrated digester gas cleaning, relocation of the 24-inch primary effluent pipeline to biofilter No.1, process piping installation, and associated electrical, instrumentation modifications to support the new digester and cogeneration system. The is occurring within the direct vicinity of critical plant process infrastructure.

Ventura Water Pure Conveyance Pipeline and Ocean Outfall, City of Ventura, CA. Construction Inspector. This \$50M project is a critical component of the Ventura Water Pure Program, which allows for the disposal of concentrate generated by the new Advanced Water Purification Facility (AWPF) and provides an emergency backup disposal in case the AWPF is offline. The pipeline starts in Anchors Way, and cross underneath the Harbor

via horizontal directional drilling (HDD) to Marina Park, where the offshore ocean outfall pipeline begins. The pipeline for the Harbor crossing was a 42-inch high-density polyethylene force main (HDPE) casing pipe carrying the 20-inch HDPE pipeline along with two 10-inch HDPE sewer force main lines and a 4-inch HDPE recycled water line housed in an 8-inch HDPE sleeve.

The offshore ocean outfall pipeline is a 20-inch IPS outside diameter, diameter ratio DR-9 HDPE pipeline being constructed north of Ventura Harbor starting in Marina Park and will terminate approximately 6,951 feet offshore in approximately 54 feet of water (Mean Lower Low Water [MLLW]). The outfall pipeline will be pulled through an HDD boring underneath the beach and run approximately 80 to 100 feet under the seafloor to its exit point on the seafloor approximately 4,500 feet offshore of the Marina Park HDD entry point in approximately 48 feet of water (MLLW). The offshore end of the HDD-installed outfall pipeline landing will be connected to a seafloor pipeline segment approximately 2,083 feet in length that will be trenched, laid, and buried under the surface of the seafloor and terminate in approximately 53 feet of water (MLLW). The offshore termination of the Seafloor Segment will connect to an approximately 304-foot-long section of pipe with diffuser ports fitted to this pipeline segment. This segment will be buried under the seafloor and will terminate in a 90-degree elbow that will rise approximately 2 feet above the seafloor and terminate in a blind flange in approximately 54 feet of water (MLLW). The diffuser segment will have 36 check valves mounted on nine 8-inch-diameter nominal HDPE risers, and two spare risers without check valves for a total of eleven risers.

Wastewater Treatment Plant (WWTP) Redundancy, South San Luis Obispo County Sanitation District (SSLOCSD), CA. Construction Inspector. The SSLOCSD owns and operates a WWTP for processing wastewater from nine miles of sewer lines from the City of Arroyo Grande, City of Grover Beach, and Oceano Community Services District. The WWTP has a peak dry weather flow of 5 million gallons per day (MGD) capacity, with current flows ranging from 2 to 3 MGD, and is National Pollutant Discharge Elimination System (NPDES) permitted. The existing treatment plant cannot meet effluent limits at the permitted design flow if the fixed film reactors (FFR) or the secondary clarifier is out of service and there are no redundant units for either process.

The goal of project is to allow major process units to be removed from service for maintenance or repairs without risking violation of effluent permit limits. Components of the construction will include the following:

- Two activated sludge (AS) aeration basins
- One new secondary clarifier
- FFR effluent and primary effluent pump station
- Waste activated sludge (WAS) thickener with modifications to existing dewatering platform
- Blower, electrical, and motor control center (MCC) building
- Yard piping
- Site improvements
- Instrumentation and controls
- Electrical systems
- Floodproofing critical plant systems
- Rehabilitation of existing secondary clarifier
- New generator to provide backup power for new facilities

Campus Park Aquifer Recovery and Storage (ARS) Well No. 1, City of Oxnard, CA. Construction Inspector.

The City of Oxnard has installed a deep (560') groundwater well in the area of the former Oxnard High School campus. This well has been installed and tested to produce 4,000 GPM. This well is part of the City of Oxnard drinking water treatment and distribution system, in an effort to wean off of State water dependency. This phase of the project included a design-build of the infrastructure to operate, treat, and incorporate groundwater centered around the existing well head. This water was placed into the city drinking water system. Responsibilities included construction inspection of all work, daily reports, coordination, stormwater BMP oversight, submittal and RFI review.

Valley Center Well PFAS Groundwater Treatment Improvements, Santa Clarita Valley Water Agency, Santa Clarita, CA. Construction Inspector.

The Santa Clarita Valley Water Agency (SCVWA) is constructing per- and polyfluoroalkyl substances (PFAS) treatment improvements for the Valley Center Well that has a capacity of 1,200 gallons-per-minute (GPM). The well has been off-line due to PFAS contaminants being detected above the recommended levels. The project treats ground water contaminants and restore well pumping capacity back to normal levels. Responsibilities included supplemental construction inspection, daily reports, and coordination.

Jesus Rodriguez

Construction Inspector



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Water and sewer mains
- Water tanks
- Quality assurance and control
- Documentation and reporting
- Workflow optimization

Years of Experience

- 7

Mr. Rodriguez is an experienced and results-driven construction professional with a strong background in construction inspection, project management, and team leadership. Jesus' proven ability to oversee complex construction projects from inception to completion, ensuring adherence to specifications, safety standards, and quality control measures. He is skilled in interpreting blueprints, coordinating with stakeholders, and implementing effective solutions to ensure project success and client satisfaction. His experience includes:

Water and Sewer Mainline Replacement, City of Santa Paula, CA. *Construction Inspector.* Jesus was responsible for overseeing a waterline replacement project valued at \$17M, ensuring every aspect was meticulously inspected with keen attention to detail. Key responsibilities included maintaining comprehensive records of daily construction activities and providing sufficient details to accurately track the progress of the project. Additionally, he evaluated the quality and potentiality of 24-inch precast manholes and supervised their replacement with old clay sewer holes as necessary. To ensure the smooth execution of the project, Jesus conducted regular on-site inspections to assess the progress, quality, and safety of all construction activities. This included reviewing blueprints, drawings, and specifications to verify compliance throughout the replacement processes.

Furthermore, he oversaw critical tasks such as flushing, hydrostatic testing, and disinfection of newly installed waterlines per the City of Santa Paula's standard plans. This ensured all installations met the required standards for functionality and cleanliness. To maintain effective communication and collaboration among all stakeholders involved in this project, he organized regular task and project-related status meetings. These meetings involved consultants, contractors, members of the public, and other relevant parties who contributed to its success.

Water Tank Replacement, City of Santa Paula, CA. *Construction Inspector.* Jesus was responsible for directing and conducting inspections of a \$5M project. This involved overseeing the entire inspection operations to ensure compliance with regulations and standards. One of the key tasks was inspecting the demolition of two 210,000-gallon welded steel tanks, including their foundations and piping. He carefully examined every aspect of the demolition process to ensure it was carried out safely and efficiently. Additionally, Jesus was responsible for examining the installation of two new

welded steel 300,000-gallon water storage tanks. This included assessing their foundations and all associated piping systems to guarantee proper functionality and adherence to specifications. It was crucial to meticulously evaluate each step of the installation process to avoid any potential issues or deviations from requirements. Another important aspect of his role was evaluating plans and specifications for construction projects. This involved thoroughly reviewing documents to ensure they aligned with regulatory guidelines. Maintaining conformity with the regulatory system was essential to meet safety standards and legal requirements. In cases where structural materials did not comply with regulations, it fell upon him to distribute violation notices promptly. Additionally, when necessary, he halted workers until corrective measures were taken. Jesus' responsibilities also included identifying deviations from regulations required careful attention to detail and knowledge of industry standards. Whenever there were deviations or disagreements that needed clarification, he would refer them to the city engineer for further guidance. He collaborated with other professionals to ensure any uncertainties or disputes were resolved effectively while maintaining project integrity.

Lastly, part of his responsibilities included conducting inspections on existing structures following natural disasters or events that could compromise their integrity. These inspections aimed at identifying any damages or vulnerabilities caused by such incidents so that appropriate actions could be taken promptly. Overall, their role encompassed a wide range of responsibilities related to project inspections within a \$5M project. From overseeing demolitions and installations to ensuring compliance with regulations and addressing deviations when necessary - every task played a vital role in maintaining quality assurance throughout the project lifecycle.

Various Construction Projects, County of Ventura, CA. Foreman/Supervisor. As a foreman, Jesus was responsible for coordinating and supervising construction activities related to water infrastructure projects. His main focus was ensuring compliance with project specifications, safety regulations, and quality standards. Jesus effectively managed and oversaw a team of workers, assigning tasks and providing guidance as needed. He closely monitored work progress, productivity, and efficiency to ensure that project deadlines and goals were met. Additionally, Jesus conducted regular inspections to maintain the high quality of workmanship and ensure adherence to plans throughout the construction process.

Various Construction Projects, City of Santa Clarita, CA. Underground Plumbing Underground Supervisor. Jesus was responsible for overseeing and coordinating the day-to-day excavation processes. He effectively managed and scheduled these activities, ensuring that they were carried out efficiently and in compliance with constructional safety rules and regulations. Jesus also played a crucial role in delegating tasks to employees, motivating them to achieve effective results that contributed to improved project key performance indicators (KPIs) and overall organizational growth. Additionally, he implemented safe working standards per the guidelines set by the Occupational Safety and Health Administration (OSHA).

Various Mechanical Construction Projects, City of Lancaster, CA. Mechanical Foreman. Jesus played a crucial role in overseeing the construction process, ensuring that all tasks were carried out according to plans, specifications, and safety standards. He effectively directed and supervised construction workers, subcontractors, and laborers to ensure their work met the required standards. Additionally, Jesus collaborated closely with project managers, engineers, and other stakeholders to coordinate tasks, allocate resources efficiently, and maintain a well-structured schedule for timely project completion. Throughout the construction process, he diligently monitored the progress of work and conducted thorough inspections upon completion to guarantee that quality standards were not only met but exceeded at every stage of the project.

Chris Cox

Construction Inspector



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Permitting
- Active Transportation Program
- Capital improvements
- Wastewater sewer interceptors
- Repair procedures
- Building codes
- Contract administration
- Proposition funding

Years of Experience

- 34

Certifications

- ICC Structural Concrete
- ICC Structural Masonry
- ICC Structural Steel and Welding
- 10- and 30-hour Outreach Trainer Certified, Cal/OSHA
- First Aid and CPR

Education

- Coursework, OSHA Outreach Training, California State University, Dominguez Hills, CA

Affiliations

- Mayor's Executive Steering Committee, Lucas Museum for Narrative Art

Accomplishments and Awards

- Letter of Commendation, Lead Inspector for Los Angeles City Hall Seismic Rehabilitation Project
- Career Service Award, Lead Inspector for the Northeast Interceptor Sewer Project
- Letter of Commendation, Inspection Supervisor of Hollenbeck, Rampart, Olympic, and Harbor Police Stations

Mr. Cox has over 34 years of construction inspection and management experience with the City of Los Angeles on a variety of public works projects including Metropolitan Transportation Authority (MTA) transit, wastewater interceptor sewer, Capital Improvement, and Active Transportation (ATP) projects. Chris is a detail-oriented construction inspector with proven expertise in managing a construction inspection crew and providing structural reviews to successfully deliver projects in accordance to plan requirements. He is known for being decisive in identifying and mitigating construction challenges. Chris has expertise in plan review and correction, technical reviews, report generation, safety awareness, permitting, repair procedures, and building codes. His experience includes:

Hillcrest Drive Sidewalk – Yellen Park Project, City of Palmdale, CA. Senior Construction Inspector. The project provided a missing sidewalk link on Hillcrest Drive from Avenue S to Buena Vista Elementary School Boulevard. The westerly street parkway improvements included a new sidewalk, Americans with Disability Act (ADA) curb ramps, and street lighting. The project goal was to eliminate the sidewalk gap along this street and provide a safe pedestrian path of travel for multiple multi-family developments leading to Buena Vista Elementary School. The project entailed adding curb, gutter, sidewalk, streetlights, pavement transitions; upgrading curb ramps and pavement markings if necessary. All improvements comply with ADA requirements and City standards. MNS provided surveying and final engineering services for this project and currently provides inspection.

Valley Center Well PFAS Groundwater Treatment Improvements, Santa Clarita Valley Water Agency, Santa Clarita, CA. Senior Construction Inspector. The Santa Clarita Valley Water Agency (SCVWA) is constructing per- and polyfluoroalkyl substances (PFAS) treatment improvements for the Valley Center Well that has a capacity of 1,200 gallons-per-minute (GPM). The well has been offline due to PFAS contaminants being detected above the recommended levels. The \$3.1M project will treat PFAS groundwater contaminants and restore well pumping capacity back to normal levels.

Various Projects, City of Los Angeles, CA. Principal Construction Inspector. Chris supervised approximately 25 Construction Inspectors and was responsible for the contract administration of numerous Public Works projects. He was responsible for all Los Angeles County Metropolitan Transportation Authority (MTA) projects in

the public right-of-way, Capital Improvement Projects in downtown Los Angeles, and various permit inspections in the Los Angeles Civic Center area. Additionally, he was a member of the Mayor's Steering Committee for the expenditure of proposition funding for MTA projects and for the Lucas Museum for Narrative Art.

Advance Utility Relocation Projects, Metro, Los Angeles, CA. Principal Construction Inspector. Chris oversaw advanced utility relocation of several multibillion projects including the Crenshaw/LAX Transit Corridor Project, Regional Connector, Purple Line Extension (Sections 1, 2, and 3), and Orange Line Extension. Responsibilities included supervision and inspection of utility relocation of all utilities in the public right-of-way including installation of ground monitoring equipment, relocation of wastewater lines from 6 to 92 inches, relocation of water service utilities from 6 inches to 2 feet, relocation of all other utilities for 7 MTA underground station boxes (each approximately 1,000 feet long), and traffic control plans and surface restoration.

East Central Interceptor Sewer, City of Los Angeles, CA. Senior Construction Inspector. This \$240M outfall sewer upgraded a major portion of its sewer system in response to severe sewage spills during the El Niño of 1998. The project installed new underground sewer lines, air siphon lines, and junction boxes. A combination of open cuts and tunnel-boring machines (TBMs) were used to access the areas where the permanent structures were installed. Responsibilities included quality control of tunnel segment construction, lined reinforced concrete pipe, tunneling and segment and pipe installation, and annular space grouting and surface restoration.

The new 22-mile interceptor sewer was built as a deep tunnel with finished diameters ranging from 7 to 4 feet. The project was constructed concurrently in two phases: an 11-mile East-West and a 10-mile North-South segment. The new sewer provides additional conveyance capacity for an existing deteriorating sewer that is scheduled for rehabilitation. Large sewage spills during the El Niño storms of 1998 resulted in a Cease and Desist Order that established an aggressive schedule for the completion of the project. Duties on both projects included inspection of excavation and shoring of launching and recovery pits, installation of ground monitoring equipment (Inclineometers, pizeometers, etc.), shop inspection of reinforced lined concrete pipe, shop inspection of reinforced concrete tunnel segments, surface jet grouting, ground compaction, and relocation

of all utilities and surface restoration in the tunnel alignment and/or public right-of-way.

Northeast Interceptor Sewer, City of Los Angeles, CA. Lead Inspector. This project constructed 27,900 feet of 13-foot-diameter sewer tunnel utilizing three Lovat tunnel boring machines (TBMs) at a tunnel depth of approximately 160 feet. Two of the drives were driven in predominantly alluvial soils, below the water table, using EPB TBMs in the closed mode, with extensive soil conditioning required to maintain face pressure and control loss of ground and settlement. The third drive was driven in siltstone/claystone with a conventional TBM.

Main Street Protected Bike Lane, City of Los Angeles, CA. Lead Inspector. This \$4M Active Transportation Project (ATP) constructed a new two-way protected bike lane on Main Street. The new protected bike lane has been positioned on the west side of the street in an effort to reduce bus-bicycle conflicts and improve transit efficiency. It is also designed as a two-way bicycle facility, acknowledging the desire of people on bikes to travel in both directions on this one-way street through downtown. Along with the recently installed protected bike lanes on Spring Street and 3rd Street, the Main Street bike lane completes a continuous loop around the historic core of Downtown.

Various Active Transportation Projects (ATP) Projects, City of Los Angeles, CA. Lead Inspector. Responsibilities on these projects included inspection construction of roundabouts, streetlights, traffic signal relocation construction, and several American with Disabilities Act (ADA) handicap access ramps and quality control of Department of Transportation (DOT). approved traffic control plans. Projects included:

- Delores Huerta/Quincy Jones Safe Routes to School (\$7M)
- Little Tokyo (\$4.2M)
- Menlo Avenue and City of Vernon (\$5M)
- Sheridan and Breed Streets (\$3.8M)

Various Los Angeles World Airport Projects, City of Los Angeles, CA. Lead Inspector. Responsibilities included supervision and quality control of (40) Contract Administration Construction Inspectors. Projects included:

- Bradley West Terminal Facilities (\$1.5B)
- LAX Central Utility Plant (\$363M)
- Crossfield Taxiway (\$500M)
- Terminal Tenant Improvements

Alex Chapman

Construction Inspector



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Civil, structural, and mechanical construction
- Deep excavations and shoring installation
- Highways, roadways, and bridges
- Hydroelectric turbines and pump houses
- Large and small-bore pipe PVC, CMLC, HDPE, steel, concrete, clay
- Manholes and girders
- Pre-cast vaults
- Underground utility location, excavation, and relocation
- Water and wastewater treatment plants

Years of Experience

- 30

Certifications

- C-DOT from Central 70 Project NTS Trench Safety and Excavation
- United Trench Excavation and Safety Course Kiewit Trench Excavation and Safety
- Crosby Rigging and Signal 1 & 2 Kiewit/Crosby Bull Rigging Kiewit Supervisor School
- Kiewit Front Line Supervisor School ACI Piston Plug
- Cal/OSHA10 & 30 hour Certification
- Cal/OSHA Confined Space Training
- Cal/OSHA Scaffold Erection and Safety Trench Shoring Training
- CPR & First Aid

Mr. Chapman has over 30 years of civil, structural, and mechanical construction experience in a diverse range of public works projects involving water and wastewater treatment plants; hydroelectric turbines and pump houses; highways, roadways, and bridges; underground utility location, excavation, and relocation; deep excavations and shoring installation; large and small-bore pipe PVC, CMLC, HDPE, steel, concrete, and clay; pre-cast vaults; and manholes and girders. Alex served as a Kiewit IQC Inspector (Quality Control) for the Central 70 Project inspecting underground utilities, CIP structures, drilling caissons, columns, pier caps and abutments, box and utha bulb girders, approach slabs, bridge decks, sidewalks, reinforced steel, and concrete placement. His experience includes:

Influent Pump Station Rehabilitation, Goleta

Sanitation District, CA. Site Superintendent. This \$3.6M project installed a bypass system to operate at a 1.5 million-gallon-per-day (MGD) plant. The project constructed a drain and clean pump house and removed and replaced a 36-inch overhead KnifeGate Valve and Flow Meter. Alex communicated directly with the owner, owner management, and subcontractors; mentored apprentices, Journeymen, and Foremen; and worked closely with the Project Engineer. He ensured all craft, construction team, and site visitors upheld site safety to the highest degree. Responsibilities included scheduling, inspecting in-house and subcontractor work, and overseeing the construction management inspection team and owners to ensure work plans and construction followed the specifications and contract drawings.

Iron and Manganese Plant, United Water

Conservation District, CA. Site Superintendent. This \$10M project involved potholing for existing utilities before excavation to install 1,100 linear feet of 4-inch SI line (HDPE), with cleanouts and elevation changes. Excavation was required to install all RW and FW pipe (ductile iron) during this operation. Project elements included the following: install 24-inch hot tapes and valves (excavation, lay, and backfill), tie-in and run new Ammonia (1-inch stainless pipe), and Chlorine (6-inch by 3-inch dual containment)—2,000 linear feet for each line; excavate and install 36-foot deep slide shoring for placement of 12-foot diameter precast vault; excavate and install 3-meter vaults (10-feet-wide by 16-feet-high by 12- to 16-feet-deep); excavate for 100-foot by 55-inch slab with footings and thicken pedestoles that seat two 50-foot by 16-foot radius steel filter vessels; inspect all forms, steel, and concrete; excavate for a footing and

concrete slab for construction of a CMU Structure with three rooms (blower, electrical, and lab room); excavate for subcontractor built Superior tank erection 30-foot-radius and 21-foot-high water holding tank.

Clarifier Rehabilitation, Hill Canyon Wastewater Treatment Plant, CA. *Site Superintendent.* This \$200K project removed and replaced the bridge catwalk and operator, all worn parts (rake arms, weirs, suction piping, water service hose bibs, scrapers, and angle around unit). Alex created a safe access point using a construction stair tower and having non-permitted confined space documentation completed each day.

North Water Treatment Plant, Kiewit Central District, CO. *Area Mechanical Superintendent.* This \$600M project constructed 355 linear feet of suspended 72 feet of steel pipe while minimizing welds for less joints to weld in the air. Responsibilities included work planning; review of submittals, contract drawings, and specifications; all mechanical inspection for the filter structure; building other work plans for the chemical building, and flocculation sedimentation basin.

Central 70 Project, Kiewit Central District, CO. *G-40 General Supervisor/Structural Inspector.* This \$1.4B project involved 10 miles of utility relocation, construction of bridges and road widening, demolition of existing viaduct, construction of a new highway below grade, which required over 180 box girders to create five lines with one HIV in each direction. New bridges for existing city streets were constructed over the 180 box girders and 4-acre recreational park. Initially, Alex began this project as a G-40 General Supervisor (hourly superintendent) and subcontractor handler for the utility location and hydro excavation crews. After the first year the staff size increased to over 200 on-site craft personal; Alex's workload expanded to requiring three supervisors. Alex then joined Kiewit Quality as an Inspector for excavations, shoring, and installation of various items from box culverts to large bore pipe ranging from 2 to 84 inches. Lastly, Alex was promoted to a Structural Inspector for caisson drilling, abutments and piers. Work included landing 90 of the 180 box girders as well six different bridges with Utah Bulb girders approach aprons, decks, and sidewalks.

Additional Projects

Harry Tracy Water Treatment Plant, Kiewit Northern California, CA. *Mechanical and Millwright Foreman.* \$163M project.

Interstate 225 Light Rail Project, Western Summit Constructors/Kiewit Aurora, CO. *G-40 Supervisor Underground Utilities.*

Western Summit/Kiewit Commerce City, Metro Par 1085, CO. *Mechanical Foreman.*

Smoky Hill and Highlands Ranch Pump Station Highlands Ranch, CO. *G-40 Supervisor.*

Mira Mar Water Treatment Plant, Phase 2, San Diego, CA. *G-40 Supervisor.*

Hemet Xenon Water Filtration Plant, Hemet, CA. *Foreman.*

Alvarado Water Treatment Plant, San Diego, CA. *Foreman.*

Mira Mar Water Treatment Plant, Phase 1, San Diego, CA. *Journeyman Fitter.*

North City Water Treatment Plant, San Diego, CA. *Laborer.*

BENJAMIN OCASIO
Labor Compliance Officer

EDUCATION

University of
Southern California
M.P.A, 1983

B.S. Urban and
Regional Planning,
1981

Valley Leadership
Academy, 2000

HIGHLIGHTS

Mr. Ocasio has over 30 years of experience providing prevailing wage monitoring and enforcement services, Project Labor Agreement/Project Stabilization Agreement, workforce and business outreach services, and Disadvantaged Business Enterprises compliance services on numerous large public works projects throughout Southern California. Ben began his prevailing wage career as a Management Assistant with the City of Los Angeles Office of Contract Compliance. He also received training as a Caltrans Inspector.

PROJECT EXPERIENCE

West Valley Water District

July 2023 – present

Responsibilities include providing state and Davis-Bacon prevailing wage monitoring services and implementing and administering the District’s Community Workforce Agreement on this more than \$59M for this State Water Resources Board project water treatment facility.

South San Luis Obispo County Sanitation District

January 2022 - present

Responsibilities include providing state and Davis-Bacon prevailing wage monitoring services and implementing and administering the District’s Community Workforce Agreement on this more than \$30 million water treatment facility.

City of Pasadena

March 2016 – present

Responsibilities include providing state and Davis-Bacon prevailing wage monitoring services for various projects. Working under an on-call agreement since 2022.

City of Perris

March 2016 - present

Responsibilities include providing state and Davis-Bacon prevailing wage monitoring services and implementing and administering the District’s Community Workforce Agreement for various projects.

DBE Administrator – Atkinson/Walsh, J.V. – SR-91 Corridor Improvements Design-Built Program – January 2014 – December 2015

Developed and implemented the Disadvantaged Business Enterprises (DBE) performance plan for this \$674 million highway corridor improvement project. Prepared outreach plan; scheduled,



advertised, and conducted outreach events; and prepared the monthly reports for the Riverside County Transportation Commission.

Labor Compliance and Project Labor Agreement Administrator, Santa Monica-Malibu Unified School District, Santa Monica, CA, March 2018 - January 2021

Responsibilities include providing prevailing wage monitoring services, implementing and administering the District's Project Labor Agreement on projects ranging from \$37 to more than \$100 million, and reporting as required.

Labor Compliance and Project Labor Agreement Administrator, Water Replenishment District of Southern California, Pico Rivera, CA, March 2017- July 2021

Responsibilities include providing state and Davis-Bacon prevailing wage monitoring services, implementing and administering the District's Project Labor Agreement on this more than \$120 million water treatment facility, and reporting as required.

Labor Compliance Administrator, Del Richardson & Associates, Inc., Los Angeles Stadium and Entertainment District, Inglewood, CA, August 2016 to July 2021

Working under Del Richardson & Associates, Inc., Mr. Ocasio provides technical support on this large-scale construction project. Responsibilities include managing staff, resolving complex labor compliance issues, and preparing a monthly local hire report for the owner.

Labor Compliance Manager, NV5, Irvine, CA, February 2014 to present.

Assist this construction management firm with State and Davis-Bacon prevailing wages on more than 40 projects ranging from a water reservoir to public facilities and street projects. Further activities include representing the City clients during audits with Caltrans, HUD, and other funding agencies.

**Labor Compliance Manager, AIMC CS, El Monte, CA
September 2015 to present.**

Responsibilities comprised assisting this construction management firm with State and Davis-Bacon prevailing wages on various projects and representing the City clients during audits with Caltrans.

Centinela Valley Union High School District, Lawndale, CA, June 2014 to February 2017.
Responsibilities include providing prevailing wage monitoring services and implementing and administering the District's Project Labor Agreement on three high school modernization projects with a combined value of over \$130 million.

Fina Auau

Labor Compliance



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Cost and change order management
- Document control
- Field inspection
- Project planning
- Project scheduling

Years of Experience

- 4

Ms. Auau has worked as a laborer, an office administrator for laborer crews, and Quality Control (QC) Inspector. As a QC construction inspector, Fina was responsible for verifying concrete tickets matched the submittals, logging and reporting testing results, inspecting third party field technicians testing procedures to ensure they were in compliance, and compiling data sheets for the QC team as well as writing QC reports for the document control team. Her experience includes:

Santa Cruz County Regional Transportation Commission (SCRTC), CA. *Office Engineer.* Fina's projects have included:

- East Cliff Drive Sewer Replacement
- Valencia Creek Sewer Relocation
- Upper Rodeo Gulch Sewer Replacement
- Lower Rodeo Trunk Line Replacement
- Arana Sewer Trunk Line P

Additional projects as Office Engineer include:

- Carmel Valley Manor, Carmel Valley, CA
- Chesebro Crossing at US 101, City of Agoura Hills, CA
- Roadside Drive Bridge Widening, City of Agoura Hills, CA
- Community Center, City of Goleta, CA
- Lompoc Landfill Expansion, City of Lompoc, CA
- Primary Sedimentation Tanks Rehabilitation, City of Palo Alto
- Desal Conveyance Main Project, City of Santa Barbara, CA
- Alisal Road Emergency Support, City of Solvang
- WWTP Facility Redundancy, County of San Luis Obispo
- Highway 166/Black Road Widening, Santa Barbara County Association of Governments

Laurie Jones

CMIS Training



Firm

- MNS Engineers, Inc.

Areas of Expertise

- Project coordination/management
- Cost/document control
- Project scheduling
- Permitting

Years of Experience

- 16

Education

- AA, General Studies, Bakersfield College, CA

Ms. Jones has over 16 years of experience with project coordination/management and senior administration experience. Laurie possesses extensive practical knowledge in strategic planning, project development, operational excellence, project management and scheduling in the oil, gas and aerospace industries. Her strengths include a wide range of office, program management and coordination skills; including, but not limited to, project scheduling, cost control, and document control. She is skilled with Microsoft Office and Project. In her last role, responsibilities included serving as custodian of project records and contracts, meeting project milestones and deadlines, negotiating pricing with vendors, creating purchase orders, balancing project budgets, developing and maintaining project dashboards, maintaining communication with project leads and clients regarding project status and invoicing completed projects. Laurie is known for her organization and excellent communication skills. Her experience includes:

Nacimiento Lake Drive Bridge Project, County of Monterey, CA. Senior Project Coordinator. This \$5.6M project will realign Nacimiento Lake Drive and replace the existing single-lane, four-span steel truss bridge crossing the San Antonio River with a new two-span post-tensioned concrete box girder bridge. The Project includes the construction of a 267-foot-long cast-in-place (CIP), post-tensioned box girder bridge and construction of approximately 787 feet of new roadway approaches and improvements. The new bridge will provide two 12-foot-wide travel lanes and two 3.5-foot-wide shoulders with Type 80 barrier rail and tubular bicycle railing along the edge of the deck.

Bardin Road Safe Routes to School Improvements, City of Salinas, CA. Office Engineer. This Safe Routes to School project is located in east Salinas on Bardin Road at one of the busiest intersections in Salinas. Portions of the project are located within Monterey County right-of-way and require coordination with multiple agencies and environmental permit agencies. The Project creates safety buffers between vehicles and bicyclists, reduces pedestrian crossing distances, provides improved crosswalks and Americans with Disabilities Act (ADA) curb ramps, and controls key intersections. The project is being constructed in a highly traveled area of the City requiring detailed traffic control in four stages to accommodate traffic throughout construction.



Los Osos Valley Road Interchange at US 101, City of San Luis Obispo, CA. Office Engineer. This \$17M project constructed a new four-span, 370-foot long, post-tensioned, box girder bridge on Los Osos Valley Road (LOVR) over US 101; widened a three-span, 112-foot-long multi-plate bridge over San Luis Obispo Creek; and upgraded all four on/off-ramps at the interchange. The project also included retaining walls, multiple drainage systems, periods; traffic control; concrete and HMA paving; traffic signals; and utility relocations. The project was constructed in accordance with applicable City and Caltrans LAPM standards, methods, and procedures. Responsibilities included updating/archiving project files, maintaining submittal and request for information (RFI) logs, assisting the Resident Engineer/Assistant Resident Engineer with pay estimates and quantity sheets, logging and reviewing certified payrolls, coordinating with Caltrans (Caltrans oversight), and reviewing extra work bills for change orders.

City of Arroyo Grande 2016 Street Repairs, CA. Office Engineer. This \$750K project consisted of removal, repair, and replacement of existing HMA roadway, concrete cross-gutters, curb and sidewalk at six locations throughout the City. After the roadway repairs were completed, each road was conformed ground and overlaid with 1.75-inch new HMA surfacing. Construction required raising existing monuments, water valves, and sewer manhole covers. Seven existing handicap ramps were removed and rebuilt in accordance with current Americans with Disabilities Act (ADA) standards. Responsibilities included setting up project files, maintaining submittal and request for information (RFI) logs, preparing weekly meeting agenda/minutes, assisting the Resident Engineer/Assistant Resident Engineer with pay estimates and quantity sheets, logging and reviewing certified payrolls, coordinating with Caltrans (Caltrans oversight), and reviewing extra work bills for change orders. Responsibilities included updating/archiving project files, maintaining submittal and request for information (RFI) logs, assisting the Resident Engineer/Assistant Resident Engineer with pay estimates and quantity sheets, logging and reviewing certified payrolls, coordinating with Caltrans (Caltrans oversight), and reviewing extra work bills for change orders.

City of Arroyo Grande Street Resurfacing, CA. Office Engineer. This project involved crack repair and slurry seal of nine local roads in three separate locations throughout the City. MNS construction management. Responsibilities included updating/archiving project files, maintaining submittal and request for information (RFI) logs, assisting the Resident Engineer/Assistant Resident Engineer with pay estimates and quantity sheets, logging and reviewing certified payrolls, coordinating with

Caltrans (Caltrans oversight), and reviewing extra work bills for change orders.

Hollister Avenue Class I Bike Path and Pedestrian Improvements, City of Goleta, CA. Office Engineer. This \$5M project constructed a Class I bike/multi-purpose path along the south side of Hollister Avenue from Pacific Oaks Road to Ellwood Elementary School. This project consisted of over a mile of complete street improvements such as pavement rehabilitation, multimodal path construction, replacement of over a dozen curb ramps, drainage improvements, signaled intersection upgrades, parkway and median planter construction, and curb and gutter replacement. The pavement rehabilitation entailed removal and replacement of failing pavement sections, pavement leveling courses, pavement overlays, and micro surfacing placement. The project also incorporated a detailed landscape and recycled water irrigation plan, which enhanced the bikeway and pedestrian path. The construction team-maintained access to adjacent businesses and provided safe pedestrian and bicycle passage through the project site. Proactive daily traffic control monitoring and coordination with the public also contributed to the success of the project. The multiple funding sources for this project included a \$1.6M Active Transportation Program (ATP) grant for project construction, Measure A, and Goleta Transportation Impact Program funds. MNS utilized an in-house document control system to manage the project in accordance with City and Caltrans Local Assistance Procedure Manual (LAPM) guidelines. Responsibilities included reviewing labor compliance documentation including certified payrolls, organizing and filing all project paperwork, and reviewing extra work bills.





August 26, 2024

W.O. 245801

Montecito Sanitary District
1042 Monte Cristo Lane
Santa Barbara, CA 93108
Attn: Bryce Swetek, P.E.

SUBJECT: PROPOSAL TO PROVIDE CONSTRUCTION OBSERVATION FOR THE MSD PROTECTIVE MEASURES PROJECT

Dear Mr. Swetek,

Filippin Engineering, Inc. (FE) is pleased to submit a proposal to provide Construction Observation services to Montecito Sanitary District (District) for the MSD Protective Measures Project. The project consists of four distinct site locations within Montecito, each with their own unique plans. Filippin Engineering and its staff have completed numerous projects of similar scope and are well qualified to assist with all aspects of the project through the construction phase.

PROJECT UNDERSTANDING / ASSUMPTIONS

We understand that the District would like construction observation on the referenced projects. FE's understanding is based upon plans provided by District staff, along with conversations via email. We are aware that the construction of these projects will be performed by Cushman Construction, and that the District is seeking partial FEMA funding for these projects. The District would like help with FEMA specific documentation in addition to construction observation, and that the field work is anticipated to take 35-60 working days pending contractor scheduling of these 4 projects and permit regulations.

We anticipate that the general start date will be mid to late September of this year. While Filippin Engineering has a number of staff available for the project, given the short duration of work and unknown schedule, we are not designating a specific inspector at this time. We have estimated for both part-time and full-time inspection on the projects pending the sequence of work performed on each project (consecutively or simultaneously), and all of our inspectors are able to assist the District with construction management field tasks should that be necessary during the course of the work. In addition, I am available for assistance should claims resolution services become necessary for any reason on an on-call basis.

We have not included resumes by attachment, but they are available upon request. Staff considered for inspection for this project at this time include: Steve Bucknam, Cory Crocker, Efran Cano, Desiree Anthony, and Kevin Connors. Desiree Anthony will provide day-to-day construction support as needed.

WORK PLAN

The following are services that are likely to be required during the observation work. Our inspector will coordinate with District staff to determine the actual services desired on each day. Possible tasks to be performed include:

- **Construction Observation/Inspection** – The inspector will document, daily, the progress being made on the project, including the materials incorporated and the quantity of work completed, and recorded by pay item. Observations of general/civil work and/or actions of the inspection team at the jobsite includes:
 - Observe contractor's compliance with the contract documents
 - Observe and record weather and site conditions
 - Notify contractor and owner of deficient or non-compliant work
 - Observe and record correction of deficient or non-compliant work



- Observe and record materials and equipment received
 - Observe stored materials for proper protection
 - Observe and record construction activities and progress
 - Take photographs daily for pertinent project activities and conditions
 - Certify Trucks for Hauling and track all materials hauled off of sites (FEMA)
 - Coordinate with materials testing consultant(s) to in accordance with the Project's Quality Assurance Program
 - Complete Assistant Resident Engineer Daily Reports
 - Stay abreast of Contractor's schedule
- **Communication** – Communicate with the District's Project Manager and staff as appropriate, keeping all well informed of work progress and problems. Notify the Project Manager at any point when a dispute arises, an unknown condition is discovered, or when the Contractor indicates extra work/change order work is warranted.
 - **Materials Testing Coordination** – Coordinate materials testing as needed with the company to be provided by the Owner/Contractor.
 - **Contractor Communication** – Communicate with the Contractor, notifying him of any unacceptable condition or workmanship. No deviations from contract documents without District approval will be made. Conversations with the Contractor regarding disputed work, quality of workmanship, extra work, progress or schedule of activities, or other topics related to the project will be recorded in the daily reports for use in claims and disputes. Other items of communication include:
 - Verify layout, operations, and intent of work with the Contractor.
 - Maintain open communication, coordinating each day before, after, and throughout the course of the work on outstanding items, schedule, and quantities.
 - **Materials** – Examine material to be used for contract compliance and if rejected, direct the Contractor to remove.
 - **Changes in Work** – Be alert to changes in the character of the work and site conditions. Notify the Project Manager of anticipated changes in the character of the work, or Contractor concerns regarding changes in work.
 - **Workmanship** – Notify the Contractor and the Project Manager if materials or workmanship are not in compliance with the Contract Documents.
 - **Contractor Schedule** – During the weekly progress meetings, review Contractor's look ahead schedule for upcoming work and review specifications for the upcoming work.
 - **Contract Documents** – Continually review contract documents on upcoming work to stay ahead of the Contractor and notify the Project Manager of anticipated areas of concern.
 - **Maintain Construction Record Drawings** – Maintain one set of contract documents with up-to-date information regarding all addendum, substitutions, clarifications and change orders.
 - **Final Inspection and Punch list** – Participate in final inspection with the Contractor, Project Manager, and District to review the project for acceptance of workmanship and materials and prepare a punch list of project construction deficiencies for resolution by Contractor.
 - **Project Closeout** – Prepare inspection documentation needed for project closeout (Daily reports, photos, materials tickets, record drawings). Deliver all project documentation to Project Manager within 2 weeks of acceptance of the work.



CONSTRUCTION SUPPORT COSTS

It is our understanding that the Contractor’s schedule is still to be determined, but if the engineer’s estimate of working days for all four project sites are performed consecutively, this indicates a duration of **60 working days**. These days could be reduced if the Contractor is able to run any of these projects simultaneously. Therefore, we have estimated that approximately 240 hours of part-time inspection will be required during construction at the high end, along with minor preparation time for review of the plans and specifications, and closeout time to assemble and deliver closeout materials to the District. If more time is necessary, the inspector will work with the District PM to identify.

The time required is directly correlated to the time required for the project. If the Contractor’s schedule is more or less, we can revise our estimate at that time. If you need our inspector to be onsite to quantify force account work, we can work with you during that time on what is necessary and appropriate. For cost estimating purposes, we’ve assumed overtime will not be required. Should extended hours be required, overtime rates (1.3 times the normal billing rate) will apply, and we will notify the District of the projected costs based when overtime is expected.

Our proposed services will be performed on a time and materials basis and shall be billed monthly at the rates then in effect. Charges for "time" include professional, technical and clerical support services provided by FE. "Materials" include reimbursable expenses, such as reproduction for obtaining a plan and specification set.

Based on the assumptions made above, the total fee will be **\$49,105**. The following table illustrates the number of hours correlating to the assumptions outlined:

| Task | Principle Construction | Assisant Construction | Chief Construction | Office Engineer | Estimated Fee |
|-------------------------------|------------------------|-----------------------|--------------------|-----------------|-----------------|
| | Manager | Manager | Inspector | | |
| | \$ 240.00 | \$ 195.00 | \$ 190.00 | \$ 135.00 | |
| Pre-Construction Coordination | | 2 | 2 | 1 | \$905 |
| Construction Observation | | 4 | 240 | 4 | \$46,920 |
| Closeout | 1 | 2 | 2 | 2 | \$1,280 |
| TOTAL | 1 | 8 | 244 | 7 | \$49,105 |

We have estimated the cost of services based on our understanding of the scope. Because services are performed on a time and materials basis, and it is possible that our actual charges could exceed or be less than the amount we have estimated. During the performance of our services, this will be monitored and communicated by the Project Manager.

We look forward to working with you on this project. If you have any questions or would like to discuss our proposal further, please don’t hesitate to call me at (805) 451-8935.

Sincerely,

Kevin Connors, P.E.



Montecito Sanitary District

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A Public Service Agency

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www.montsan.org

MONTECITO SANITARY DISTRICT STAFF REPORT – 5

DATE: September 18, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
SUBJECT: General Manager Report

The District continues its mission of providing wastewater collection and treatment services. In addition to the daily operations of the District, the following is an update on some of our current ongoing projects and activities.

GM Meetings

Since my last report, I attended the California Special District Association (CSDA) Annual Conference September 10–12. Please see the summary in the next item.

2024 CSDA Annual Conference

I attended this event hosted by CSDA from September 10-12 in Indian Wells, CA. It was a well-attended event with just over 950 attendees. I attended seminars including: The Future is Now – AI and its Impact on Special Districts; In Our Rate-Setting Era; California Economic Forecast: A Look Ahead; When Decorum and Civility Do Not Work, Then What?; State Legislative Update; and Cover up to \$250,000 of Cybersecurity Project Costs with the State and Local Cybersecurity Grant Program.

2024 Tri-State Conference

Four of our field staff attended the Tri-State Conference, which provides vital training and education for professionals in the water and wastewater industries. This annual event focuses on the tri-state region of Nevada, California, and Arizona, offering seminars and networking opportunities for operators, engineers, and managers. Our team participated in sessions covering regulatory updates, safety, operational efficiency, and the latest technological advancements, equipping them with the knowledge to enhance our operations and improve service quality in our community.

Brown Act Implications for use of Shared Electronic Documents

Directors can share documents with one another, or in coordination with several other directors. However, one director cannot “reply to all” or share edits of any documents with more than one other director. As long as no more than two directors are aware of any edits to a working document, there is no Brown Act violation. The District will look to make further use of our shared cloud services for document transmission and editing in the future and further business rules will be outlined as required.

January 2023 Storms Damage Projects Update

Staff, Stantec, and Rincon continue to work with the Army Core of Engineers, California Department of Fish & Wildlife (CDFW), National Marine Fisheries Service, the Regional Water Quality Control Board, and the State Water Control Board to have permits ready for construction prior to the upcoming wet season. We have been informed by CDFW they would likely not be able to process our permit through their conventional process. CDFW has suggested an emergency pathway to allow for the construction work to be completed earlier, however, this may impact our FEMA and Cal-OES reimbursement eligibility. Staff continues to work with FEMA and Cal-OES to determine eligibility along permitting pathways. Given the critical nature of what we are seeking to achieve, Staff still intends to look for ways to move forward with construction as soon as possible for the highest priority projects. Public outreach to all key project members was provided on August 27, 2024. The letters informed them of the latest construction status, including the projects they know while we hope to complete these projects prior to the upcoming wet season, the projects are at risk due to, in significant part, by difficulties with the permitting agencies.

Wastewater Treatment Plant (WWTP/Plant) Improvements Project

Staff received a draft geotechnical report on 8/27 and is finalizing review. The basin and building sampling investigation concluded on August 30, 2024. Staff anticipates a draft report of the findings and recommendations within the coming weeks, pending laboratory analysis. Staff anticipates a workshop with MKN to discuss preliminary plant process improvements in the coming weeks. Staff also anticipates visiting various treatment plants to gain insight to certain processes to determine if they may be a good fit for the District.

SSD and MSD Collection System and Flow Equalization Analysis for MWD Reuse

Staff have been provided with two draft technical memos for review. One is regarding our District’s collection system and infrastructure analysis. The other memo is regarding our District’s wastewater treatment plant for flow equalization analysis.

Climate Change Adaptation Program

Staff has been informed by the Regional Water Board that Phase 1 of the District’s Climate Change Adaptation Program (CCAP), the Coastal Hazards Monitoring Plan (CHMP), was accepted with no comments. Staff plans to begin phasing in the implementation of the CHMP. Staff is beginning preparation of a proposal for Phase 2 of the CCAP, which is the Life Expectancy Analysis.

Private Property Developments

Staff continues ongoing plan review and project development for various properties/entities. A private sewer main extension for 2500 East Valley Road is anticipated to begin in October, where approximately 3,200 linear feet of 8-inch sewer main will be installed. Staff will procure third

party inspection services to be reimbursed by the Owner of 2500 East Valley Road. A Right of Entry and Sewer Maintenance Agreement was signed by Staff and the Owner in April of 2024. A Construction Agreement is anticipated to be signed by Staff and the Owner within the coming days.

Accounting Software

The District plans to update its Sage Accounting Software the final week of September.

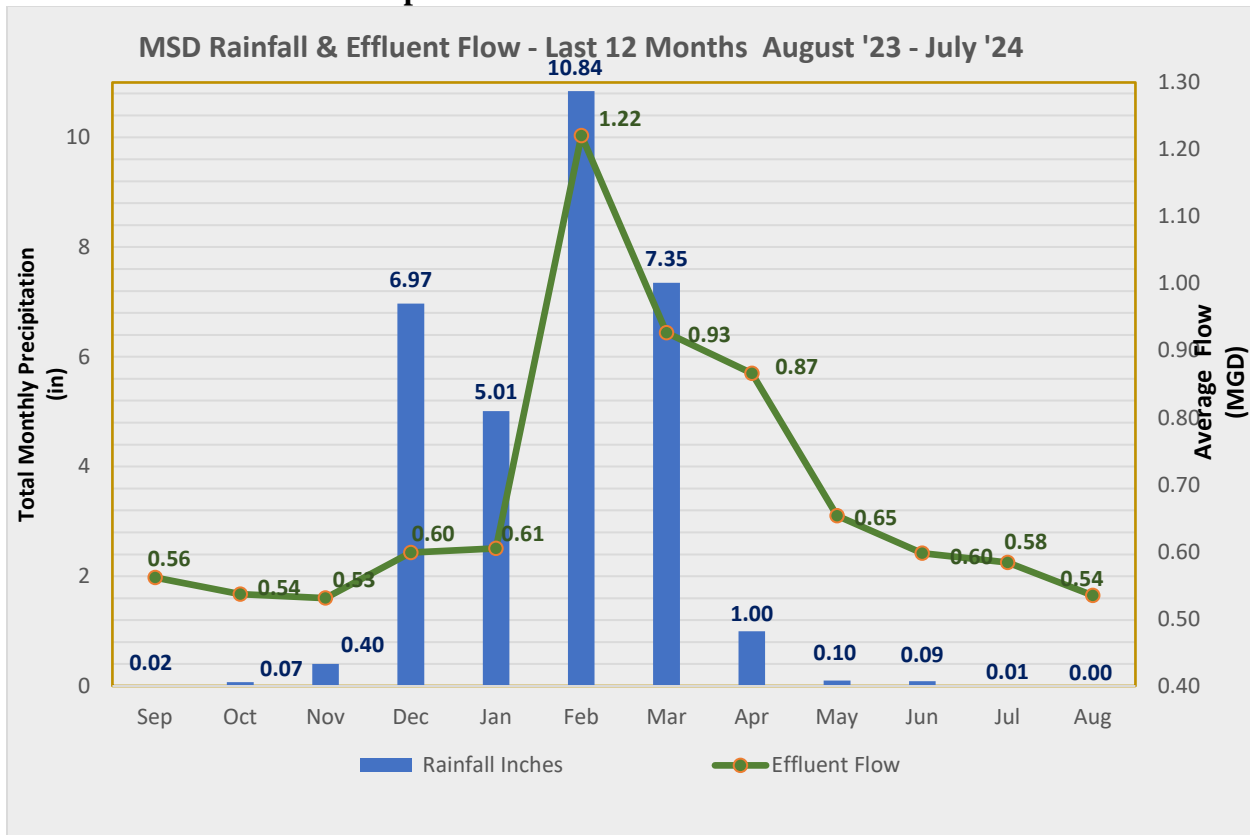
Human Resources

The District extended an offer to one of the candidates for the Collections Operator position. Their anticipated first day at the District will be October 9, 2024.

CIP Progress

| Project | Status/Phase | Priority | Comments |
|---|------------------|----------|--|
| FEMA Rehabilitation (Protective Measures) - Design/Permitting | Construction | High | On-going. |
| FEMA Rehabilitation (Protective Measures) - Construction | Construction | High | Status meeting (8/20) and site visits (9/3) with Cushman |
| WWTP Seismic and Materials Study | Active | High | Sampling complete 8/30. Anticipate draft report 9/30. |
| Manhole Lining Project | Pre-construction | High | Staff recommends reject of bids and re-issue. |
| Channel Drive Force Main Improvements | Design | High | Kick-off held on 9/17. |
| 2025 Sewer Main CIPP Lining - Design | Design | High | Kick-off held on 9/10. |
| Wastewater Treatment Plant Project - Design and Engineering | Investigation | Medium | Working with Southland, MKN, SSG. |
| Collection System Master Plan | RFP | Medium | In Distirct review. Anticipated Aug/Sept. 2024. |
| Septic to Sewer Strategic Plan | RFP | Low | In Distirct review. Anticipated Aug/Sept 2024. |
| Bisulfite Tank | Complete | - | |
| Clarifier Maintenance | Complete | - | |

Effluent Flow / Rainfall Comparison





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MONTECITO SANITARY DISTRICT STAFF REPORT – 6

DATE: September 18, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
SUBJECT: Conflict-of-Interest Code – Resolution 2024-976

RECOMMENDATION:
Adopt Resolution 2024-976 – Conflict-of-Interest.

DISCUSSION:
The Political Reform Act of 1974 (section 8100, et seq. of the California Government Code) requires the District to adopt and promulgate a conflict-of-interest code and to conduct a biennial review of its adopted code to ensure its continued compliance with all applicable regulations and law.

With passing of this Resolution the District will remain in compliance with the applicable regulations and law.

ATTACHMENTS:

1. Resolution 2024-976 – Conflict-of-Interest

RESOLUTION NO. 2024-976

**RESOLUTION OF THE GOVERNING BOARD
OF THE MONTECITO SANITARY DISTRICT
ADOPTING A CONFLICT-OF-INTEREST
CODE AND REPEALING RESOLUTION NO.
2022-948**

WHEREAS, the Political Reform Act of 1974 (section 81000, *et seq.* of the California Government Code) requires the Montecito Sanitary District to adopt and promulgate a conflict of interest code and to conduct a biennial review of its adopted code to ensure its continued compliance with all applicable regulations and law.

WHEREAS, the California Fair Political Practices Commission has adopted regulation 18730 of 2 California Code of Regulations, which specifies elements of a local agency conflict of interest code and allows the elements to be incorporated by reference, including as amended, into a local agency code.

WHEREAS, the Montecito Sanitary District has conducted a biennial review and intends to follow current Fair Political Practices Commission guidance about the required elements of a conflict-of-interest code.

NOW, THEREFORE, the Governing Board of the Montecito Sanitary District hereby resolves:

1. Resolution 2022-948, adopted July 23, 2022, is repealed and this amended code adopted in its stead;
2. Section 87302 of the Government Code, and as it may be amended, mandating the required elements of a conflict-of-interest code, is hereby incorporated by reference as elements of the Montecito Sanitary District Conflict-of-Interest Code;
3. Regulation 18730 of 2 California Code of Regulations, and as it may be amended, is hereby incorporated by reference as elements of the Montecito Sanitary District Conflict-of-Interest Code;
4. Appendices A and B hereto designate the officials and personnel required to comply with the Montecito Sanitary District Conflict of Interest Code and the disclosure categories for each designated official and personnel; Appendices A and B are elements of the Montecito Sanitary District Conflict-of-Interest Code;
5. Pursuant to subdivision (b) of section 87302 of the Government Code, each designated official and person shall file timely required statements of economic interest with the Montecito Sanitary District;
6. The District shall retain and maintain a copy of each filed statement;
7. Upon its receipt, each original filed statement shall be forwarded by the District to the County Elections Division, Santa Barbara County Clerk-Recorder-Assessor, P.O. Box 61510, Santa Barbara, CA 93160-1510; and
8. All filed statements of economic interest are public records available for public review and copying at the District's office pursuant to 81008 of the Government Code.

PASSED AND ADOPTED by the Governing Board of the Montecito Sanitary District on the 18th of September, 2024 by the following vote:

AYES:
NAYS:
ABSTAIN:
ABSENT:

(SEAL)



CONFLICT OF INTEREST CODE

APPENDIX A

DESIGNATED POSITIONS

Persons occupying the following positions are required to file a Statement of Economic Interest which discloses financial interests in the disclosure categories prescribed for each position:

| <u>Designated Position</u> | <u>Disclosure Categories</u> |
|---------------------------------|------------------------------|
| Director of the Governing Board | 1,2,3,4, and 5 |
| General Manager | 1,2,3,4, and 5 |
| Legal Counsel | 1, 2, 3, 4, and 5 |
| District Retained Consultant* | TBD* |

*Consultants shall make disclosures as directed by the General Manager on a case-by-case basis to comply with section 87302 of the Government Code.

CONFLICT OF INTEREST CODE

APPENDIX B: DISCLOSURE CATEGORIES

CATEGORY 1

Interests in real property located in whole or in part within the jurisdiction of the District, including any leasehold, beneficial, or ownership interest or option to acquire such interest in real property, if the fair market value of the interest is \$1,000 or more.

CATEGORY 2

Business positions or investments in or income from persons or business entities engaged in the appraisal, acquisition, or disposal of real property within the jurisdiction of the District.

CATEGORY 3

Business positions or investments in and income from any source or sources of income, if:

- a) The business entities or the source or sources of income are of the type which, within the previous two years, have provided or contracted to provide, or in the future with reasonable foreseeability might provide or contract to provide services, supplies, materials, machinery, or equipment to or for the use of the District; and
- b) Within the previous two years, the designated employee has made, participated in making, or in any way has attempted to use his or her official position to influence, a governmental decision to obtain or procure services, supplies, materials, machinery, or equipment of the same or a similar type as those so provided or contracted to be provided to the District or if the duties of the designated employee's position make it reasonably foreseeable that he or she might engage in such activity.

CONFLICT OF INTEREST CODE

APPENDIX B: DISCLOSURE CATEGORIES

CATEGORY 4

Business positions or investments in business entities and income from any source or sources of income, if:

- a) The business entities or the source or sources of income are of the type which, within the previous two years, have furnished or contracted to furnish, or in the future with reasonable foreseeability might furnish or contract to furnish services, supplies, materials, machinery, or equipment as a subcontractor in any contract with the District to provide services, supplies, materials, machinery, or equipment to or for the use of the District; and
- b) Within the previous two years, the designated employee has made, participated in making, or in any way has attempted to use his or her official position to influence a government decision to obtain or procure services, supplies, materials, machinery, or equipment of the same or a similar type as those so provided or contracted to be provided to the District or if the duties of the designated official's or personnel's position make it reasonably foreseeable that he or she might engage in such activity.

CATEGORY 5

Business positions or investments in business entities and income from any source or sources of income, if:

- a) The business entities or the source or sources of income are of the type which are subject to the regulation or supervision of the District; and
- b) The designated official's or personnel's duties involve the supervision or regulation (including, but not limited to, the issuance or granting of franchises, building permits, or other use or business permits or any other land use control or regulation) of that type of business entity or source of income.



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MONTECITO SANITARY DISTRICT STAFF REPORT – 6B

DATE: September 18, 2024
TO: Board of Directors
FROM: John Weigold, General Manager
Bryce Swetek, Engineering Manager
SUBJECT: Consideration of Awarding the 2024 Manhole Rehabilitation Project

RECOMMENDATION:

Staff recommends that the Board discuss and consider:

1. Rejecting all bids opened on September 4, 2024, for the 2024 Sewer Manhole Rehabilitation project; and
2. Directing staff to proceed with scheduling a rebid of the project and anticipating the project to be brought back to the Board during a regularly scheduled Board Meeting in October 2024 or November 2024.

DISCUSSION:

Background – Staff, with assistance from MKN & Associates (MKN), prepared plans and specifications for the District’s 2024 Manhole Rehabilitation project, which aims to preserve structural integrity of our manholes as well as combat infiltration of water.

Bidding Process and Results – District Staff issued a request for bids for the 2024 Manhole Rehabilitation project on July 23, 2024. A mandatory pre-bid meeting was held on August 5, 2024, where we had three companies show up; but Staff noted there was only one prime contractor. To avoid a sole bidder situation, Staff extended the bidding period to close on September 4, 2024, and included an additional mandatory pre-bid meeting, which was held on August 20, 2024. Three additional prime contractors showed, for a total of four bidders. A total of two Addendums were issued, one on August 9, 2024, and the other on August 26, 2024, each either answering bidder’s questions and/or refining the scope of work. The District ultimately received a single bid from a company for the project. The bid received is as follows:

| | Bidder | Bid Amount | Bid Status |
|---|--------------------------|-------------------|---------------------------------|
| 1 | Sancon Technologies, Inc | \$1,839,915.50 | Lowest (Sole) Responsive Bidder |

Fiscal Impact – The 2024 Manhole Rehabilitation project was included in the Fiscal Year 2024-25 Capital Improvement Project budget for \$1,500,000. Staff notes this bid result is significantly higher than expected and would far exceed the budget. From Staff’s analysis of the bid, the primary cost differential is due to the risk of having the work performed during the wet season, particularly in District easements (residential back yards), as well contractors remaining busy.

Analysis – Justifications – The sole bid of \$1,839,915.50 submitted by Sancon is an acceptable bid that is responsive to and meets the requirements of the bid specifications. However, Staff does not believe the cost associated with the bid is appropriate and recommends rejecting all bids. While Staff notes there are more unique challenges in this project, including work in private easements and residential back yards, the cost still exceeds expectations. Staff has a plan to modify the bid specifications to help reduce contractor risk, which should reduce the cost. Staff notes there is some risk in rebidding, including inflation and additional infiltration during the upcoming wet season. The Staff hopes to combat these by reissuing the bid promptly and specify high priority manholes to be rehabilitated during the wet season, as the weather allows. Additionally, Staff notes the budget for this project includes work for construction monitoring as well as public outreach, which would put the project further over budget, and is part of the justification to reject all bids.

DEPARTMENTS INVOLVED: Engineering and Collections