

*Rosamond Community Services District
Regular Board Meeting – Agenda
Wednesday, March 13, 2024 @ 6:00 PM*

**REGULAR MEETING OF THE
BOARD OF DIRECTORS
ROSAMOND COMMUNITY SERVICES DISTRICT**

6:00 PM Regular Board Meeting
Wednesday, March 13, 2024
District Board Room
3179 35th Street West
Rosamond, CA 93560

Teleconference:
1-877-411-9748
Access Code: 5150560

Agenda

CALL TO ORDER Time: _____

ROLL CALL

Director Greg Washington
Director Alfred Wallis
Director Rick Webb
Vice President Ben Stewart
President Byron Glennan

General Manager (GM) Kim Domingo
Director of Public Works John Houghton
Director of Administration Sherri Timm
Legal Counsel, John Komar, Esq.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Motion: _____ Second: _____

PUBLIC COMMENTS

(At this time, any person may address the Board on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.)

VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE

(If any member of the public on the teleconference/video conference wishes to identify themselves as present for this meeting, please do so for the records/minutes)

CONSENT CALENDAR

CC 1. Review and approve the check/voucher register dated February 20, 2024 through March 4, 2024 | Payroll (Direct Deposit) dated February 28, 2024.

Motion: _____ Second: _____

MINUTES

M 1. Approve February 26, 2024 Finance Committee Meeting Minutes.

M 2. Approve February 28, 2024 Regular Board Meeting Minutes.

Motion: _____ Second: _____

PRESENTATIONS

**P 1. Antelope Valley Resource Conservation District Lawn Rebate Program
Presentation by Vickie Rausch.**

NEW BUSINESS

**NB 1. Approval of Task Order 2024-1 (GEI) with GEI for the Arsenic
Consolidation Project Rosamond High School Connection.**

Motion: _____ Second: _____

NB 2. Approval of Master Services Agreement with NBS and Task Order 2024-1 (NBS) with NBS for the Water and Sewer Connection/Capacity Fee Study Update.

Motion: _____ Second: _____

NB 3. Approval of Master Services Agreement with Rincon and Task Order 2024- 1 (RINCON) with Rincon for the Wastewater Treatment Plant Monitoring Well Project CEQA Compliance

Motion: _____ Second: _____

DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS

GENERAL COUNSEL UPDATE

John Komar, Esq

GENERAL MANAGER UPDATE

Kim Domingo

DIRECTOR OF ADMINISTRATION UPDATE

Sherri Timm

PUBLIC WORKS UPDATE

John Houghton

ADJOURNMENT Time: _____

Motion: _____ Second: _____

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Wednesday, March 13, 2024 @ 6:00 PM*

Requirements Regarding Disabled Access: In accordance with Government Code §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the RCSD Board Secretary at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary by telephone at (661) 256-3411, Email: stimm@rosamondcsd.com or in writing at the Rosamond Community Services District, Attn: Board Secretary 3179 35th Street West, Rosamond, CA 93560.

Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at 3179 35th Street West, Rosamond, CA 93560. In addition, any such writing may also be posted on the District's web site.

STAFF REPORT

Rosamond Community Services District

DATE: March 13, 2024
TO: Board of Directors
FROM: Brad Rockabrand, CPA
Prepared by: Julie Lopez-Olmos, Senior Accounting Clerk
SUBJECT: Review of the check/voucher register dated February 20, 2024 through March 04, 2024 | Payroll (Direct Deposit) dated February 28, 2024

RECOMMENDATION:

By motion, receive and file.

EXECUTIVE SUMMARY:

The District's check/voucher register includes all disbursement transactions, actual checks as well as electronic, for the periods referenced above. Total disbursements were \$238,798.69 as follows:

Checks issued to vendors	\$185,667.31
Payroll direct deposit and checks	<u>53,131.38</u>
Total	\$238,798.69

Significant disbursements included the following payments:

- \$39,005.57 was paid to ACWA/JPIA on February 28, 2024 for employee insurance
- \$15,091.24 was remitted to the CalPERS on February 28, 2024 for required contributions
 - \$9,911.16 (Employer portion)
 - \$5,180.08 (Employee portion)
- \$4,476.39 was remitted to the Employment Development Department on February 28, 2024
 - \$ 53.69 (Employer portion)
 - \$4,422.70 (Employee portion)
- \$22,254.55 was remitted to the Internal Revenue Service on February 28, 2024
 - \$ 6,529.62 (Employer portion)
 - \$15,724.93 (Employee portion)

- \$18,311.55 was paid to P & J Electric, Inc. on February 28, 2024 for the WWTP headworks power evaluation and connect to MCC-1 to MCC-2
- \$12,039.20 was paid to Quad Knopf, Inc. on February 28, 2024 for additional pipeline easements for arsenic mitigation

DISCUSSION/ANALYSIS:

The check/voucher register dated February 20, 2024 through March 04, 2024 includes check numbers 64085 through 64163 (Attachment 1)

Payroll (Direct Deposit) number 26591 (overflow), 26592 through 26612, 26613 (overflow) and 26614 were issued on February 28, 2024 in the amount of \$53,131.384 (Attachment 2)

FISCAL IMPACT:

Not applicable

ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:

Not applicable

NOTIFICATION:

Not applicable

ATTACHMENTS:

Attachment 1 – Check/voucher register dated February 20, 2024 through March 04, 2024

Attachment 2 – Payroll (Direct Deposit) dated February 28, 2024

Attachment 3 – Umpqua Business card ending in 3542

Attachment 4 – Umpqua Business card ending in 7121

Attachment 5 – Umpqua Business card ending in 7744

Rosamond Community Services District
Check/Voucher Register
10101 - General Checking - Wells Fargo
From 2/20/2024 Through 3/4/2024

Date	Check No.	Vendor Name	Transaction Description	Amount	Total
2/21/2024	64085	AMERICAN RENTAL PROPERTIES	CUSTOMER REFUND	10.48	10.48
2/21/2024	64086	BORRUTO, GEORGE	CUSTOMER REFUND	145.25	145.25
2/21/2024	64087	CASTELLON, RENE	CUSTOMER REFUND	141.32	141.32
2/21/2024	64088	DIABANZA, MELISSA	CUSTOMER REFUND	175.60	175.60
2/21/2024	64089	DUAR, CARIDAD	CUSTOMER REFUND	95.72	95.72
2/21/2024	64090	EIRIKSSON, STEPHANIE	CUSTOMER REFUND	154.64	154.64
2/21/2024	64091	GIUMARRA, TERRY	CUSTOMER REFUND	101.96	101.96
2/21/2024	64092	HAYES JR., HUGH	CUSTOMER REFUND	196.22	196.22
2/21/2024	64093	HENDERSON, ELIZABETH	CUSTOMER REFUND	192.28	192.28
2/21/2024	64094	HERNANDEZ, VANESSA	CUSTOMER REFUND	99.96	99.96
2/21/2024	64095	MACIAS, JORGE	CUSTOMER REFUND	139.68	139.68
2/21/2024	64096	MARGHEIM, TRISTIN	CUSTOMER REFUND	149.04	149.04
2/21/2024	64097	MCALISTER, LONDONE	CUSTOMER REFUND	196.56	196.56
2/21/2024	64098	MELCHERS, GENE	CUSTOMER REFUND	200.00	200.00
2/21/2024	64099	NAZARI, GAMER	CUSTOMER REFUND	196.14	196.14
2/21/2024	64100	OGGS, JOE	CUSTOMER REFUND	200.00	200.00
2/21/2024	64101	ROSEMOND SELF SERVE CAR WASH LLC	CUSTOMER REFUND	200.00	200.00
2/21/2024	64102	SARGSYAN, MATSAK	CUSTOMER REFUND	41.23	41.23
2/21/2024	64103	WARRINGTON, JAMES WHITTAKER OATES	CUSTOMER REFUND	172.14	172.14
2/21/2024	64104	CLEARVIEW REAL ESTATE HOLDINGS	CUSTOMER REFUND	179.02	179.02
2/21/2024	64105	47 HARTFORD LLC	CUSTOMER REFUND	154.60	154.60
2/21/2024	64106	ROSAMOND HOUSES LLC	CUSTOMER REFUND	192.78	192.78
2/21/2024	64107	ROSAMOND HOUSES LLC	CUSTOMER REFUND	7.22	7.22
2/21/2024	64108	RAFEH, RYAN	CUSTOMER REFUND	191.94	191.94
2/21/2024	64109	RIVERA, LAURA	CUSTOMER REFUND	191.86	191.86
2/21/2024	64110	CHUNG, TINA	CUSTOMER REFUND	152.61	152.61
2/21/2024	64111	FERNANDEZ, HECTOR	CUSTOMER REFUND	185.90	185.90
2/21/2024	64112	ENTRUSSED	CUSTOMER REFUND	1,186.27	1,186.27
2/21/2024	64113	AT&T MOBILITY	CELL PHONES, NEW IPADS & INTERNET CHARGES & TRACKERS	1,785.29	1,785.29
2/21/2024	64114	BOHN'S PRINTING	2000 QTY #9 SECURITY ENV., 500 QTY #10 SECURITY WINDOW ENV.	1,265.12	1,265.12
2/21/2024	64115	BOOT BARN, INC.	ANNUAL BOOTS: M. COSTALES 01/04/2024	193.48	193.48
2/21/2024	64116	DATAFLOW BUSINESS SYSTEMS	COPIER MAINTENANCE AGREEMENTS & OVERAGES	336.40	336.40
2/21/2024	64117	DIGITECH	875 PATTERSON: SECURITY MONITORING	31.99	131.97
2/21/2024		DIGITECH	MAIN BLD: SECURITY MONITORING	31.99	131.97
2/21/2024		DIGITECH	OPER. BLD: SECURITY MONITORING	31.99	131.97
2/21/2024		DIGITECH	WWO: SECURITY MONITORING	36.00	131.97
2/21/2024	64118	GEI CONSULTANTS, INC.	ADD'L DESIGN SVCS - ARSENIC REGIONAL CONSOLIDATION	705.00	705.00
2/21/2024	64119	GLENNAN, BYRON	PER DIEM ALLOWANCE: ACWA REGION 6 & 7	129.50	129.50
2/21/2024	64120	HAMNER JEWELL ASSOCIATES	UNDERGROUND WATER PIPELINE	4,465.68	4,465.68
2/21/2024	64121	IVR TECHNOLOGY GROUP	IVR FEES	268.65	268.65
2/21/2024	64122	KARL'S HARDWARE	GRAFFITI	86.58	1,060.20
2/21/2024		KARL'S HARDWARE	MAINTENANCE	386.85	1,060.20
2/21/2024		KARL'S HARDWARE	SEWER	223.04	1,060.20

Rosamond Community Services District
Check/Voucher Register
10101 - General Checking - Wells Fargo
From 2/20/2024 Through 3/4/2024

Date	Check No.	Vendor Name	Transaction Description	Amount	Total
2/21/2024		KARL'S HARDWARE	WATER	363.73	1,060.20
2/21/2024	64123	QUAD KNOPF, INC.	ADDITIONAL PIPELINE EASEMENTS FOR ARSENIC MITIGATION	9,296.10	9,296.10
2/21/2024	64124	ROSAMOND SOLAR, LLC	ENERGY SERVICE REVENUE	2,379.29	2,379.29
2/21/2024	64125	SOUTHERN CALIF. EDISON	N/O ROSAMOND ON UNITED	255.53	255.53
2/21/2024	64126	SOUTHERN CALIF. EDISON	616 1/2 APPLEBLOSSOM ST	56.62	56.62
2/21/2024	64127	SOUTHERN CALIF. EDISON	962 10TH ST W	5,104.56	5,104.56
2/21/2024	64128	SOUTHERN CALIF. EDISON	3179 35TH ST W	1,666.78	1,666.78
2/21/2024	64129	THE GAS COMPANY	9 UNIT A	345.15	661.62
2/21/2024		THE GAS COMPANY	UNIT B	316.47	661.62
2/21/2024	64130	THE GAS COMPANY	875 PATTERSON RD	147.94	147.94
2/21/2024	64131	THE GAS COMPANY	2700 20TH ST W	15.29	15.29
2/21/2024	64132	UMPQUA BANK	3542 (ATTACHMENT 3)	5,899.25	5,899.25
2/21/2024	64133	UMPQUA BANK	4038 ROSAMOND CSD GAS ACCOUNT	4,368.34	4,368.34
2/21/2024	64134	UMPQUA BANK	7121 (ATTACHMENT 4)	1,147.69	1,147.69
2/21/2024	64135	UMPQUA BANK	7744 (ATTACHMENT 5)	620.22	620.22
2/28/2024	64136	OGGS, JOE	CUSTOMER REFUND	130.62	130.62
2/28/2024	64137	TRACY, WENDY	SEWER BASE FEE	642.48	642.48
2/28/2024	64138	VASCELLARO, ANTHONY	CUSTOMER REFUND	36.10	36.10
2/28/2024	64139	ACWA/JPIA	EMPLOYEE INSURANCE	39,005.57	39,005.57
2/28/2024	64140	AFLAC INSURANCE	SUPPLEMENTAL EMPLOYEE INSURANCE	753.46	753.46
2/28/2024	64141	AFSCME LOCAL 1902	UNION DUES	1,135.30	1,135.30
2/28/2024	64142	ANTELECOM, INC.	ADMIN OFFICE: 4G WIRELESS	75.00	75.00
2/28/2024	64143	AUTOZONE	15W-40 DIESEL MOTOR OIL & TRANS FLUID	54.62	54.62
2/28/2024	64144	BABCOCK LABORATORIES, INC.	SYSTEM TESTS	98.00	98.00
2/28/2024	64145	CALIFORNIA PUBLIC EMPLOYEE'S RETIREMENT SYSTEM	PAYROLL REMITTANCE	15,091.24	15,091.24
2/28/2024	64146	CALPERS SUPPLEMENTAL INCOME 457 PLAN	PERS 457	4,491.79	4,491.79
2/28/2024	64147	CA STATE DISBURSEMENT UNIT	WITHHOLDING ORDER	424.60	424.60
2/28/2024	64148	CLINICAL LABORATORY OF SAN BERNARDINO, INC.	SYSTEM TESTS	210.00	210.00
2/28/2024	64149	CORE & MAIN LP	1 QTY 850 CL HYD	3,357.01	3,357.01
2/28/2024	64150	CUSI	ECK VALIDATION SERVICE	36.60	36.60
2/28/2024	64151	EMPLOYMENT DEVELOPMENT DEPARTMENT	EMPLOYMENT TRAINING TAX	1.79	4,476.39
2/28/2024		EMPLOYMENT DEVELOPMENT DEPARTMENT	STATE DISABILITY INSURANCE	938.90	4,476.39
2/28/2024		EMPLOYMENT DEVELOPMENT DEPARTMENT	STATE INCOME TAX	3,483.80	4,476.39
2/28/2024		EMPLOYMENT DEVELOPMENT DEPARTMENT	STATE UNEMPLOYMENT TAX ACT	51.90	4,476.39
2/28/2024	64152	GLENNAN, BYRON	REIMBURSEMENT: HOTEL & MILEAGE @ ACWA REGION 6&7	474.36	474.36
2/28/2024	64153	HYDROPRO SOLUTIONS LLC.	3" MMT CF REGISTER	65.90	7,525.41
2/28/2024		HYDROPRO SOLUTIONS LLC.	25 QTY 3/4 METER & 25 QTY 3/4 REGISTER	7,459.51	7,525.41
2/28/2024	64154	INTERNAL REVENUE SERVICE	FEDERAL INCOME TAX	9,195.31	22,254.55
2/28/2024		INTERNAL REVENUE SERVICE	MEDICARE	2,475.26	22,254.55
2/28/2024		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	10,583.98	22,254.55
2/28/2024	64155	KIMBALL MIDWEST	SUPPLIES	866.99	866.99
2/28/2024	64156	OFFICE DEPOT BUSINESS SOLUTIONS LLC	TAPE, STICKY NOTES, 952XL INK & HAND SANITIZER	69.28	69.28
2/28/2024	64157	P & J ELECTRIC, INC.	WWTP HEADWORKS POWER EVALUATION CONNECT MCC-1 TO MCC-2	18,311.55	18,311.55
2/28/2024	64158	PALMDALE TROPHY	30 YR RECOGNITION PLAQUE & 25 YR RECOGNITION PLAQUE	192.99	192.99

Rosamond Community Services District
 Check/Voucher Register
 10101 - General Checking - Wells Fargo
 From 2/20/2024 Through 3/4/2024

Date	Check No.	Vendor Name	Transaction Description	Amount	Total
2/28/2024	64159	PMI ANTELOPE VALLEY	SEWER BASE FEE REFUND 2997 DESERT STREET	2,590.08	3,064.35
2/28/2024		PMI ANTELOPE VALLEY	SEWER HCF 2997 DESERT STREET	474.27	3,064.35
2/28/2024	64160	QUAD KNOPF, INC.	ADDITIONAL PIPELINE EASEMENTS FOR ARSENIC MITIGATION	12,039.20	12,039.20
2/28/2024	64161	SEQUOIA EQUIPMENT COMPANY, INC.	BACKHOE REPAIR	775.00	775.00
2/28/2024	64162	THE TIRE STORE	#30 FLAT TIRE REPAIR	20.00	58.97
2/28/2024		THE TIRE STORE	1 QTY TUBE	38.97	58.97
2/28/2024	64163	VULCAN MATERIALS COMPANY	COLD MIX	<u>2,804.94</u>	2,804.94
Report Total				<u>185,667.31</u>	

Rosamond Community Services District
Summary Check/Transaction Register
From 2/27/2024 Through 2/28/2024

<u>Document Date</u>	<u>Document Number</u>	<u>Type of Payment</u>	<u>Amount</u>
2/28/2024	26591		0.00
2/28/2024	26592	Check	2,733.92
2/28/2024	26593	Check	1,788.39
2/28/2024	26594	Check	3,683.39
2/28/2024	26595	Check	4,475.78
2/28/2024	26596	Check	2,000.48
2/28/2024	26597	Check	1,145.85
2/28/2024	26598	Check	1,540.20
2/28/2024	26599	Check	2,303.93
2/28/2024	26600	Check	1,828.03
2/28/2024	26601	Check	3,575.52
2/28/2024	26602	Check	1,807.19
2/28/2024	26603	Check	2,030.35
2/28/2024	26604	Check	2,055.73
2/28/2024	26605	Check	3,232.77
2/28/2024	26606	Check	1,634.68
2/28/2024	26607	Check	1,454.97
2/28/2024	26608	Check	2,186.98
2/28/2024	26609	Check	1,892.83
2/28/2024	26610	Check	2,938.66
2/28/2024	26611	Check	3,022.00
2/28/2024	26612	Check	2,562.63
2/28/2024	26613		0.00
2/28/2024	26614	Check	<u>3,237.10</u>
Report Total			53,131.38

PAYROLL 2/28/2024

Document Date	Document Number	Amount
2/28/2024	26591	0.00
2/28/2024	26592	2,733.92
2/28/2024	26593	1,788.39
2/28/2024	26594	3,683.39
2/28/2024	26595	4,475.78
2/28/2024	26596	2,000.48
2/28/2024	26597	1,145.85
2/28/2024	26598	1,540.20
2/28/2024	26599	2,303.93
2/28/2024	26600	1,828.03
2/28/2024	26601	3,575.52
2/28/2024	26602	1,807.19
2/28/2024	26603	2,030.35
2/28/2024	26604	2,055.73
2/28/2024	26605	3,232.77
2/28/2024	26606	1,634.68
2/28/2024	26607	1,454.97
2/28/2024	26608	2,186.98
2/28/2024	26609	1,892.83
2/28/2024	26610	2,938.66
2/28/2024	26611	3,022.00
2/28/2024	26612	2,562.63
2/28/2024	26613	0.00
2/28/2024	26614	<u>3,237.10</u>

Total Direct Deposit 53,131.38

Total Checks Issued 0.00

Total 53,131.38



ROSAMOND CSD
 ROSAMOND CSD
 Account Number: #### #### #### 3542



Account Summary

Billing Cycle		01/31/2024
Days In Billing Cycle		31
Previous Balance		\$2,111.36
Purchases	+	\$6,049.25
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$150.00-
Payments	-	\$2,111.36-
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE \$5,899.25

Credit Summary

Total Credit Line	\$50,000.00
Available Credit Line	\$44,100.75
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

Call us at: (866) 777-9013
 Lost or Stolen Card: (866) 839-3485

Go to www.umpquabank.com

Write us at PO BOX 35142 - LB1181, SEATTLE, WA 98124-5142

Payment Summary

NEW BALANCE	\$5,899.25
MINIMUM PAYMENT	\$5,899.25
PAYMENT DUE DATE	02/25/2024

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
01/01	01/03	PPLN01	24275394002900018745608	KERN DATA 888-8717205 CA	\$154.00
01/02	01/04	PPLN01	24071054003627156804302	CALIFORNIA SPECIAL DIS 916-4427887 CA	\$150.00
01/03	01/05		74071054004627175999079	CREDIT VOUCHER CALIFORNIA SPECIAL DIS SACRAMENTO CA	\$150.00-
01/08	01/09	PPLN01	244939840092077110900425	CAL CHAMBER OF COMMERCE 800-331-8877 CA	\$499.00
01/11	01/12	PPLN01	24492154011745240263720	EB 26TH STATE OF THE 801-413-7200 CA	\$125.00
01/11	01/12	PPLN01	24137464012001483407639	USPS PO 0586120560 ROSAMOND CA	\$660.00
01/15	01/15	PPLN01	24430994015400815002232	MSFT * E0100QJZ4G MSBILL.INFO WA	\$575.00
01/14	01/16	PPLN01	24906414014191535647480	MSFT * E0100QJM2T msbill.info WA	\$190.00
01/17	01/18	PPLN01	24137464018001368328623	USPS PO 0566120560 ROSAMOND CA	\$5.01
01/22	01/23	PPLN01	24692164022109775792427	AMZN Mktg US*R05C40XF0 Amzn.com/bill WA	\$158.60
01/23	01/23		0000000LBX2401232597010	PAYMENT - THANK YOU	\$2,111.36-
01/24	01/25	PPLN01	24493984024286357700133	ASSOCIATION OF CALIFORNI 916-441-4545 CA	\$840.00
01/24	01/25	PPLN01	24493984024286357700141	ASSOCIATION OF CALIFORNI 916-441-4545 CA	\$840.00

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

UMPQUA BANK
 PO BOX 35142 - LB1181
 SEATTLE WA 98124-5142



Account Number
 #### #### #### 3542

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date 01/31/24	New Balance \$5,899.25	Total Minimum Payment Due \$5,899.25	Payment Due Date 02/25/24
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\$

ROSAMOND CSD
 3179 35TH STREET WEST
 ROSAMOND CA 93560-5020



MAKE CHECK PAYABLE TO:



UMPQUA BANK COMMERCIAL CARD OPS
 PO BOX 35142 - LB1181
 SEATTLE WA 98124-5142

25 0008 3542 0000 0000 00000000 00000000 0

ROSAMOND CSD
 ROSAMOND CSD
 Account Number: ##### 3542



Cardholder Account Summary Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
01/24	01/25	PPLN01	24493984024286357700158	ASSOCIATION OF CALIFORNI 916-441-4545 CA	\$840.00
01/27	01/28	PPLN01	24011344027000053671150	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$15.99
01/28	01/29	PPLN01	24430994029400904240135	DNH*GODADDY.COM https://www.g AZ	\$2.99
01/30	01/31	PPLN01	24430994031400908141600	DNH*GODADDY.COM https://www.g AZ	\$599.98
01/30	01/31	PPLN01	24493984031207710404115	CAL CHAMBER OF COMMERCE 800-331-8877 CA	\$393.68

Finance Charge Summary / Plan Level Information

Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PPLN01 001	PURCHASE	E	\$0.00	0.06008%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$5,899.25
Cash									
CPLN01 001	CASH	A	\$0.00	0.06554%(D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00

* Periodic Rate (M)=Monthly (D)=Daily
 ** includes cash advance and foreign currency fees
¹ FCM = Finance Charge Method
 Days In Billing Cycle: 31
 APR = Annual Percentage Rate
 (V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.

1000-1000



ROSAMOND CSD
Account Number: #### #### #### 7121



Account Summary

Billing Cycle		01/31/2024
Days In Billing Cycle		31
Previous Balance		\$91.11
Purchases	+	\$1,147.69
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$91.11-
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE \$1,147.69

Credit Summary

Total Credit Line	\$10,000.00
Available Credit Line	\$8,852.31
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

Call us at: (866) 777-9013
Lost or Stolen Card: (866) 839-3485

Go to www.umpquabank.com

Write us at PO BOX 35142 - LB1181, SEATTLE, WA 98124-5142

Payment Summary

NEW BALANCE	\$1,147.69
MINIMUM PAYMENT	\$1,147.69
PAYMENT DUE DATE	02/25/2024

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
01/09	01/10	PPLN01	24692164009109773230005	LOVE'S #0392 OUTSIDE TEHACHAPI CA	\$71.10
01/16	01/17	PPLN01	24692164017105324337919	LOVE'S #0392 OUTSIDE TEHACHAPI CA	\$75.28
01/18	01/21	PPLN01	24692164019107051535267	TST* COACHS SPORTS BAR & Rosamond CA	\$77.82
01/23	01/23		000000LXB2401232597012	PAYMENT - THANK YOU	\$91.11-
01/23	01/24	PPLN01	24692164024100667018441	LOVE'S #0392 OUTSIDE TEHACHAPI CA	\$76.27
01/22	01/24	PPLN01	24071054023827148636982	CALIFORNIA SPECIAL DIS 916-4427887 CA	\$775.00
01/30	01/31	PPLN01	24692164031106133079512	LOVE'S #0392 OUTSIDE TEHACHAPI CA	\$72.22

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

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SEATTLE WA 98124-5142



Account Number
7121

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on back of this coupon

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
01/31/24	\$1,147.69	\$1,147.69	02/25/24

AMOUNT OF PAYMENT ENCLOSED

\$

ROSAMOND CSD
3179 35TH STREET WEST
ROSAMOND CA 93560-5929



MAKE CHECK PAYABLE TO:



UMPQUA BANK COMMERCIAL CARD OPS
PO BOX 35142 - LB1181
SEATTLE WA 98124-5142

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ROSAMOND CSD
Account Number: #### #### #### 7744



Account Summary

Billing Cycle 01/31/2024
Days In Billing Cycle 31
Previous Balance \$1,619.28
Purchases + \$620.22
Cash + \$0.00
Balance Transfers + \$0.00
Special + \$0.00
Credits - \$0.00
Payments - \$1,619.28
Other Charges + \$0.00
Finance Charges + \$0.00

NEW BALANCE \$620.22

Credit Summary

Total Credit Line \$5,000.00
Available Credit Line \$4,379.78
Available Cash \$0.00
Amount Over Credit Line \$0.00
Amount Past Due \$0.00
Disputed Amount \$0.00

Account Inquiries

Call us at: (866) 777-9013
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Go to www.umpquabank.com

Write us at PO BOX 35142 - LB1181, SEATTLE, WA 98124-5142

Payment Summary

NEW BALANCE \$620.22
MINIMUM PAYMENT \$620.22
PAYMENT DUE DATE 02/25/2024

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
01/02	01/03	PPLN01	24492154002719692145504	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$19.99
01/08	01/09	PPLN01	24226384009091008422822	WAL-MART #1563 LANCASTER CA	\$23.68
01/23	01/23		0000000LBX2401232597009	PAYMENT - THANK YOU	\$1,619.28-
01/23	01/24	PPLN01	24231684024091020207836	HARBOR FREIGHT TOOLS 2 LANCASTER CA	\$520.14
01/23	01/24	PPLN01	24692164023100195500382	AMZN Mktp US*R89LA2R92 Amzn.com/bill WA	\$45.61
01/26	01/28	PPLN01	24692164026102441639771	AMZN Mktp US*R01C79Z31 Amzn.com/bill WA	\$10.80

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

UMPQUA BANK
PO BOX 35142 - LB1181
SEATTLE WA 98124-5142



Account Number
7744

Check box to indicate name/address change
on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date 01/31/24
New Balance \$620.22
Total Minimum Payment Due \$620.22
Payment Due Date 02/25/24

\$

ROSAMOND CSD
3179 35TH STREET WEST
ROSAMOND CA 93560-5929



MAKE CHECK PAYABLE TO:



UMPQUA BANK COMMERCIAL CARD OPS
PO BOX 35142 - LB1181
SEATTLE WA 98124-5142

25 0005 7744 0000 0000 00000000 00000000 0

FINANCE COMMITTEE MEETING OF THE BOARD OF DIRECTORS ROSAMOND COMMUNITY SERVICES DISTRICT

9:00 AM Finance Committee Meeting
Monday February 26, 2024
District Conference Room
3179 35th Street West
Rosamond, CA 93560

Teleconference #
1-877-411-9748
Access Code: 5150560

Minutes

CALL TO ORDER

The meeting was called to order at 9:08 am by President Glennan.

ROLL CALL

President Byron Glennan	Present
Director Rick Webb	Present

General Manager (GM) Kim Domingo	Present
Board Secretary/Director of Administration Sherri Timm	Present

Guests:

Joel MacKay	Present
Frances Thompson	Present
Greg Wood	Absent
Terry Landsiedel	Present

PUBLIC COMMENTS

(At this time, any person may address the Committee on any subject within the District's jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board or Committee meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Committee on any agenda matter at the time that matter is discussed, prior to Committee consideration and action. Speakers are requested to limit comments to five (5) minutes.)

None.

DISCUSSION

D 1. Discuss Next Steps Concerning the Disposition of the Rosamond Community Services District Foundation.

General Manager Kim Domingo recapped the Government and Community Relations Committee Meeting held on August 21, 2023, which discussed the disposition of the Rosamond Community Services District (RCSD) Foundation. At that time, it was to be referred to the Finance Committee to further discuss the disposition of the Foundation funds and recommend to convene a RCSD Foundation Board Meeting.

Further, the RCSD Foundation purpose has been to support park operations via donations. Since the District has divested itself from parks and recreation, the Foundation no longer has a purpose.

Per RCSD Foundation by-laws, the options provided for distribution of assets upon dissolution are transfer of assets to another non-profit organization or distribute assets to the federal government or to a state or local government for a public purpose.

Input from the community members in attendance included keeping the existing RCSD Foundation in place, forming a committee to change its name and re-write its by-laws and purpose. Once the changes and dissolution of the existing Foundation have taken place, form a new board.

Another option discussed was to transfer Foundation funds to the Rosamond Old Towne Merchants, which is a local, active non-profit organization, who's current purpose is to improve the downtown Rosamond area.

Next steps are to convene a RCSD Foundation Board Meeting by April 2024, stating the Finance Committee's recommendation to dissolve the RCSD Foundation and transfer the assets to another non-profit organization once a qualified organization has been identified and approved by the existing RCSD Foundation Board of Directors.

ADJOURNMENT

A motion was made to adjourn the meeting at 9:48 am by Director Webb, seconded by President Glennan.

Requirements Regarding Disabled Access: In accordance with §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the RCSD Board Secretary at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary by telephone at (661) 256-5808, Email: stimm@rosamondcsd.com or in writing at the Rosamond Community Services District, Attn: Board Secretary 3179 35th Street West, Rosamond, CA 93560. Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be

*Rosamond Community Services District
Finance Committee Meeting – Minutes
Monday February 26, 2024, 9:00 AM*

made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at [3179 35th Street West, Rosamond, CA 93560](#). In addition, any such writing may also be posted on the District's web site.

*Rosamond Community Services District
Regular Board Meeting – Minutes
Wednesday, February 28, 2024 @ 6:00 PM*

REGULAR MEETING OF THE BOARD OF DIRECTORS ROSAMOND COMMUNITY SERVICES DISTRICT

6:00 PM Regular Board Meeting
Wednesday, February 28, 2024
District Board Room
3179 35th Street West
Rosamond, CA 93560

Teleconference:
1-877-411-9748
Access Code: 5150560

Minutes

CALL TO ORDER

The meeting was called to order by President Glennan at 6:00pm.

ROLL CALL

Director Greg Washington	Present
Director Alfred Wallis	Present
Director Rick Webb	Present
Vice President Ben Stewart	Present
President Byron Glennan	Present

General Manager (GM) Kim Domingo	Present
Director of Public Works John Houghton	Present
Director of Administration Sherri Timm	Present
Legal Counsel, John Komar, Esq.	Present via teleconference

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

A motion to approve the agenda was made by Director Webb and seconded by VP Stewart.
Motion passed 5/0, all ayes.

PUBLIC COMMENTS

(At this time, any person may address the Board on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.)

None.

VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE

(If any member of the public on the teleconference/video conference wishes to identify themselves as present for this meeting, please do so for the records/minutes)

John Joyce- Rosamond News.

CONSENT CALENDAR

CC 1. Review and approve the check/voucher register dated February 6, 2024 through February 19, 2024 | Payroll (Direct Deposit) dated February 14, 2024 | Payroll (Checks) dated February 14, 2024.

CC 2. Receive and approve Cash Balances – December 2023.

CC 3. Receive and approve Reserve Balances – December 2023

CC 4. Receive and approve 2nd Quarter Treasurer’s Report.

A motion to approve CC 1, CC 2, CC 3 and CC 4 was made by Director Wallis and seconded by Director Webb.

Motion passed 5/0, all ayes.

MINUTES

M1. Approve February 14, 2024 Regular Board Meeting Minutes.

A motion to approve M 1 was made by Director Washington and seconded by Director Wallis.

Motion passed 5/0, all ayes.

PRESENTATIONS

P 1. 30 Year Service Award to Juan De La Rosa.

A service award plaque was presented to Mr. De La Rosa for his 30 years of service.

P 2. 25 Year Service Award to John Houghton.

A service award plaque was presented to Mr. Houghton for his 25 years of service.

NEW BUSINESS

NB 1. Approve Task Order 2024-1 (KJ) to Kennedy Jenks for Water System Modeling. (Presenter GM Kim Domingo)

A motion to approve Task Order 2024-1 to Kennedy Jenks, not to exceed the \$20,000 fee proposal for time and materials for as needed water system hydraulic modeling and authorize the General Manager to execute documents was made by VP Stewart and seconded by Director Webb.

Motion passed 5/0, all ayes.

Discussion

D 1. Strategic Plan Workshop Format and Agenda. (Presenter GM Kim Domingo)

The need to review and update the 2019 - 2023 Strategic Plan for RCSD was discussed. The Plan was to be reviewed annually and staff has not found any updates to the plan since its original adoption.

This dialogue was not intended to have a full Strategic Plan discussion, but to establish the format and agenda that will be utilized for the Plan workshop, scheduled for March 20th at 5:00pm. The proposed agenda for the workshop will include a review the existing Plan, update accomplishments, identify what still needs to be completed, reconsider vision and goals and incorporate current Board desires and direction in the Plan within a 5-year projection. Input was provided to staff.

DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS

Director Washington – asked to have a presentation from Hydrostor as a future agenda item. GM Domingo has already scheduled a presentation for the March 27th regular board meeting.

VP Stewart – informed the board about his upcoming surgery.

Director Washington - discussed information regarding a community garden and provided an update on the Rosamond Foundation.

GENERAL COUNSEL UPDATE

John Komar, Esq – no report.

GENERAL MANAGER UPDATE

Kim Domingo reported on the following items:

- 1) Budget – the Finance Committee will be asked to provide input and guidance on the Capital Improvement Projects.
- 2) Finance Committee update – at the February 26th Finance Committee meeting attended by community members interested in the disposition of the Rosamond Community Services District Foundation, a recommendation was made to convene the Foundation Board to discuss dissolving the Foundation. The Foundation Board meeting will be held on March 27th, 2024, at 5:30 pm, ahead of the RCSD Regular Board meeting.
- 3) There will be a presentation by AVRCD about the Lawn Rebate Program at the March 13th regular board meeting.
- 4) The GM will be working remotely from March 6th through March 14, returning to his office on March 18th.

DIRECTOR OF ADMINISTRATION UPDATE

Sherri Timm reported on the following:

- 1) 836 accounts were charged a late fee penalty totaling \$4,021.80 on February 21st.
- 2) Our Voya Plan representative hosted one on one Zoom appointments to discuss and answer questions about our 457 plan with interested staff on February 21st. Fourteen employees participated.
- 3) We are focusing on a graffiti abatement outreach for the next several months. We have a prominent article in this month's newsletter and are in the process of developing a "Report Graffiti" button on our website, which will allow an electronic form to be completed and sent directly to Customer Service.
- 4) Account receivable balances as well as the number of accounts past due continue to decline. This time last year we had 202 accounts past due greater than 120 days with outstanding balances totaling \$53,241.01. We currently have 24 with outstanding balances of \$3,680.59.

PUBLIC WORKS UPDATE

John Houghton provided a copy of the Operations Field Report.

He reported that the work to lower District utilities in advance of the county road repaving project will be completed next week.

EPA lead reduction mandate inspections are still underway. 550 homes have been inspected so far with 25 left to check. State grants will be available to homeowners whose service lines may contain lead and need to be replaced.

ADJOURNMENT

A motion to adjourn at 7:15pm was made by Director Webb and seconded by Director Washington.

Motion passed 5/0, all ayes.

Requirements Regarding Disabled Access: In accordance with Government Code §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the RCSD Board Secretary at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary by telephone at (661) 256-3411, Email: stimm@rosamondcsd.com or in writing at the Rosamond Community Services District, Attn: Board Secretary 3179 35th Street West, Rosamond, CA 93560.

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Respectfully submitted:

RCSD Board of Directors

Board Secretary

STAFF REPORT

Rosamond Community Services District

DATE: March 13, 2024
TO: Board of Directors
FROM: Kim Domingo, General Manager
Subject: Approve Task 2024-01 (GEI) with GEI for Engineering Services Related to Phase 1A of the Arsenic Consolidation Project

RECOMMENDATION:

Approve Task 2024-01 (GEI) with GEI for Engineering Services Related to Phase 1A of the Arsenic Consolidation Project.

BACKGROUND:

On June 17, 2020, the District entered into a grant agreement with the State Water Resources Control Board (SWRCB) for the construction of the Arsenic Regional Consolidation Project. The project involves the consolidation of several small water systems with the District's water system. The \$9.7 million grant provides for planning, design and construction of the water pipelines that will connect the small water systems.

On April 18, 2018, the District entered into an agreement with GEI for engineering services related to the planning and development of the Arsenic Consolidation Project. The agreement terminated on April 18, 2021, but design services related to the grant funding continued to be provided under the agreement and were completed. However, it was determined that the new pipeline alignment to serve some of the small water systems would require securing easements from benefitting and non-benefitting owners along the alignment. The District retained a real estate consultant specializing in easements and has been working with them to secure the alignment. On April 12, 2023, your Board authorized your General Manager to negotiate and execute easements benefitting the project, but the process has been slow due to the number of easements required, the difficulty in locating owners and the design challenges.

On October 11, 2023, the Board authorized a new Master Services Agreement and Task Order 2023-02 to provide design services for sites that did not require easements, per the SWRCB request and direction, with the assurance that grant funds would be used to pay for the additional design services. This portion of the work was to be grouped into Phase 1.

The Rosamond High School connection is included in Phase 1. However, it was discovered that additional design work will be required due to unanticipated fire protection site needs that were not known. Task Order 2024-1 (GEI) for consideration will provide the needed design to connect Rosamond High School and provide the needed fire protection. Staff has received assurance that this design work is eligible for grant funds, so the design costs will be reimbursed by the SWRCB.

CEQA ANALYSIS:

The California Environmental Quality Act findings have already been determined and a Mitigated Negative Declaration has been adopted.

FISCAL REVIEW:

This action will result in an additional engineering cost of \$173,935 to the project. The grant agreement with the SWRCB reimburses the District for engineering costs, so there is no direct cost to the District. There will be minimal administrative costs for the District staff, but these are also reimbursable.

LEGAL REVIEW:

The District's Master Services Agreement dated October 11, 2023, is the governing document for this Task Order, so no legal review required.

CONCLUSION:

Staff recommends approval of Task Order 2024-1 (GEI).



Kim Domingo, General Manager



Sherri Timm, Director of Administration

ATTACHMENT:

Task Order 2024-1 (GEI)

Attachment A

TASK ORDER 2024-1 (GEI)

This Task Order is made this 13th day of March, 2024, by and between the parties per the terms and conditions set forth in the Master Services Agreement executed between the parties with the effective date of October 11, 2023 ("Agreement"), which incorporated this Task Order by reference.

1. The Consultant Contract Number for this Task Order is 2305090. The Consultant's Number for this Task Order is TBD. The Consultant Contract Number and Job Number shall be referenced in each invoice submitted by Consultant to District under this Task Order.

2. The Services to be performed by Consultant under this Task Order are as follows:

Per attached February 22, 2024 letter proposal

3. The Project Schedule is as follows:

Per attached February 22, 2024 letter proposal

4. The Compensation to be paid to Consultant for the performance of the Services under this Task Order is set forth as follows (appropriate rate sheet attached herein):

Per attached February 22, 2024 letter proposal


5. Deliverables to be provided under this Task Order are as follows:

Per attached February 22, 2024 letter proposal

DISTRICT

CONSULTANT

Kim Domingo, General Manager


Rich Sanchez, Senior Vice President

Date

March 04, 2024
Date

February 22, 2024

Consulting
Engineers and
Scientists

Mr. Kim Domingo
General Manager
Rosamond Community Services District
3179 35th Street West
Rosamond CA, 93560

Subject: Proposal for Additional Design Services for the Arsenic Regional Consolidation Project, Rosemond High School Water System Connection, Phase 1A

Dear Kim:

GEI Consultants, Inc. (GEI) received a request from Rosamond Community Services District (RCSD) to provide a proposal for additional design services for the extension of the existing water pipeline (located on Rosamond Boulevard) to the Rosamond High School's firefighting water system. Please see the proposed scope of work shown in Attachment A for proposed work details.

This scope of work proposal is for work associated with Phase 1A of the Project only.

Mr. Rich Sanchez will serve as GEI's Principal in Charge and Mr. Eduardo Cerna Alvarez will serve as the Project Manager for this contract. They will be assisted by a team of highly skilled staff who will work seamlessly together to successfully complete the design and bid support services for this Project.

We appreciate the opportunity to further assist RCSD with the Project. We find the goals of the Project very compelling and are excited to continue to lead the design services. Please contact our Project Manager, Eduardo Cerna Alvarez at 831.540.7620 (mobile) or via email at ecerna@geiconsultants.com if you have questions about our proposal.

Sincerely,

GEI Consultants, Inc.



Rich Sanchez, P.E.
Senior Vice President



Eduardo Cerna Alvarez, P.E.
Project Manager

ATTACHMENT A

Scope of Work for Additional Design Services for the Arsenic Regional Consolidation Project, Rosemond High School Water System Connection, Phase 1A

SCOPE OF WORK

GEI prepared bid design drawings and specifications for the existing Arsenic Regional Consolidation Project (Project) that included work at the Rosamond High School to connect their water system to the Rosamond Community Services District's (RCSD, District) water pipeline. It is GEI's understanding that this connection has been completed, however, water is currently not being serviced from the District to the school due to potential issues between the school's potable water and firefighting water systems in their current configuration. As a result, RCSD has requested that GEI develop a scope of work for design work to uncouple the school's water systems. This scope of work, referred to as Phase 1A, includes an extension of a nearby existing District water pipeline (located in Rosamond Boulevard) to the Rosamond High School providing a new water source to the existing fire hydrants and firefighting pipeline. Design work will also include disconnecting the firefighting pipeline from its existing well source. As requested by the District, this scope of work assumes horizontal drilling will be used to cross the proposed pipeline beneath Rosamond Boulevard.

The scope of work includes the following tasks:

TASK 1 - PROJECT MANAGEMENT

GEI will provide project management throughout the life of the Task to assure budget and schedule requirements are met. The project manager will maintain regular communications with RCSD and will directly address and communicate any potential impacts to schedule and budget as they arise. Monthly progress meetings will be conducted to keep the design team coordinated and working toward successfully completing the project. Frequency of progress meetings can be shortened to biweekly intervals if desired. GEI will create meeting agendas and meeting minutes if determined necessary.

Task 1 Assumptions

- All meetings will be conducted by Microsoft Teams conference calls.
- Meeting agendas and minutes will be developed if determined necessary.
- This level of effort assumes two GEI members will attend up to eight 1-hour conference calls with RCSD throughout the life of the Task.

TASK 2 – DESIGN DOCUMENTS

Task 2.1 – Design Drawings

For this task, GEI will prepare design drawings with deliverables at the 30%, 65%, and 100% design level. GEI will also prepare bid level design drawings.

Task 2.1 Deliverables

- 30%, 65%, 100% design level project drawings in 22"x34" PDF format.
- Bid drawings in 22"x34" PDF format.

Task 2.1 Assumptions

- RCSD will provide GEI with design level survey information of the work area which includes, but is not limited to, the location of existing facilities, easements, right-of-way, and utilities (including water, sewer, electrical, gas, storm drains, etc.) in the vicinity.
- RCSD will be responsible for any water modeling required to validate adequate pipeline sizes and water pressures.
- RCSD and Division of Drinking Water (DDW) will review design drawings and provide comments within two weeks of receipt at each design level milestone.
- RCSD and DDW will review bid drawings and provide any final comments within two weeks of receipt.
- There are no easement/right-of-way conflicts within work area.
- Horizontal drilling will be required to cross proposed pipeline beneath Rosamond Boulevard.
- RCSD will be responsible for obtaining and paying for County permits (and all other permits required) for horizontal drilling work. GEI will assist as needed with this task.
- RCSD will be responsible for characterizing geotechnical subsurface soil conditions to be used for design.
- No significant engineering efforts will be required to finalize Phase 1A other than what is captured in this task order.

Task 2.2 – Design Specifications

For this task, GEI will prepare design specifications with deliverables at the 65% and 100% design level. GEI will also prepare bid level design specifications.

Task 2.2 Deliverables

- 65% and 100% design level specifications in word document format.
- Bid specifications in word document format and PDF format.

Task 2.2 Assumptions

- RCSD will provide GEI with their most recent standard front-end specifications.
- GEI will be responsible only for technical specifications.
- RCSD and DDW will review design specifications and provide comments within two weeks of receipt at each design level milestone.
- RCSD and DDW will review bid specifications and provide any final comments within two weeks of receipt.
- No significant engineering efforts will be required to finalize Phase 1A other than what is captured in this task order.

Task 2.3 – Engineer’s Estimate of Probable Cost (EEOPC)

For this task, GEI will prepare an EEOPC with deliverables at the 65% and 100% design level. GEI will also prepare a bid level EEOPC.

Task 2.3 Deliverables

- 65% and 100% design level EEOPC in PDF format.
- Bid level EEOPC in PDF format.

Task 2.3 Assumptions

- Horizontal drilling will be required to cross proposed pipeline beneath Rosamond Boulevard.
- No significant engineering efforts will be required to finalize Phase 1A other than what is captured in this task order.

SCHEDULE

Work will be initiated upon receipt of a Notice to Proceed (NTP). Work should be completed within 4 months.

BUDGET

Our estimated not-to-exceed budget for this project is \$173,935. This estimate assumes project will be conducted during 2024.

Task/Subtask	Budget Estimate
1. Project Management	\$14,952
2. Design Document	
2.1 Design Drawings	\$70,755
2.2 Design Specifications	\$69,004
2.3 Engineer’s Estimate of Probable Cost	\$19,224

ATTACHMENT B

Rosamond Community Services District

Arsenic Regional Consolidation Project

Fee Estimate for Additional Design Services for Phase 1A

February 22, 2024

Tasks/Subtasks	GEI Labor															TOTAL COST		
	Sr. Consultant - G10	Sr. Consultant - G9	Sr. Consultant - G8	Sr. Professional - G7	Sr. Professional - G6	Sr. Professional - G5	Project Professional - G4	Project Professional - G3	Staff Professional - G2	Staff Professional - G1	Sr. CADD Drafter and Designer	CADD Drafter/Designer and Senior Tech.	Field Professional	Technician, Word Processor, Admin. Staff	Office Aide		Total Hrs	
Billing Rate	\$434	\$434	\$356	\$318	\$267	\$235	\$199	\$177	\$162	\$147	\$177	\$162	\$133	\$132	\$103			
Task 1 - Project Management																		
1 Meetings	-	-	8	-	24	-	-	-	-	-	-	-	-	-	-	-	32	\$9,256
2 Coordination, Budget, Schedule and Scope Management	-	-	4	-	16	-	-	-	-	-	-	-	-	-	-	-	20	\$5,696
Subtotal	0	0	12	0	40	0	0	0	0	0	0	0	0	0	0	0	52	\$14,952
Task 2.1 - Design Drawings																		
1 30% Design Drawings	-	-	12	-	72	-	-	-	-	-	-	-	-	-	-	-	84	\$23,496
2 65% Design Drawings	-	-	8	-	59	-	-	-	-	-	-	-	-	-	-	-	67	\$18,601
3 100% Design Drawings	-	-	8	-	47	-	-	-	-	-	-	-	-	-	-	-	55	\$15,397
4 Bid Drawings	-	-	8	-	39	-	-	-	-	-	-	-	-	-	-	-	47	\$13,261
Subtotal	0	0	36	0	217	0	0	0	0	0	0	0	0	0	0	0	253	\$70,755
Task 2.2 - Design Specifications																		
1 30% Design Specifications	-	-	2	-	8	-	-	-	-	-	-	-	-	-	-	-	10	\$2,848
2 65% Design Specifications	-	-	8	-	80	-	-	-	-	-	-	-	-	-	-	-	88	\$24,208
3 100% Design Specifications	-	-	8	-	64	-	-	-	-	-	-	-	-	-	-	-	72	\$19,936
4 Bid Specifications	-	-	8	-	52	-	-	-	-	-	-	-	-	40	-	-	100	\$22,012
Subtotal	0	0	26	0	204	0	0	0	0	0	0	0	0	40	0	0	270	\$69,004
Task 2.3 - Engineer's Estimate of Probable Cost (EEOPC)																		
1 65% Design EEOPC	-	-	4	-	24	-	-	-	-	-	-	-	-	-	-	-	28	\$7,832
2 100% Design EEOPC	-	-	4	-	16	-	-	-	-	-	-	-	-	-	-	-	20	\$5,696
3 Bid Level EEOPC	-	-	4	-	16	-	-	-	-	-	-	-	-	-	-	-	20	\$5,696
Subtotal	0	0	12	0	56	0	0	0	0	0	0	0	0	0	0	0	68	\$19,224
TASK TOTALS	0	0	86	0	517	0	0	0	0	0	0	0	0	40	0	0	643	\$173,935

Notes:

1. GEI Labor 2024 Standard Rates shown.
2. Labor hour distribution by Grade Level is for budgeting purposes only. The actual Grade Level distribution will be based on efficiently performing the work/task.

STAFF REPORT

Rosamond Community Services District

DATE: March 13, 2024

TO: Board of Directors

FROM: Kim Domingo, General Manager

Subject: Approval of Master Services Agreement 2024-1 (NBS) with NBS and Approval of Task Order 2024-1 (NBS) with NBS for the Water and Sewer Capacity Charge and Connection Fee Study Update.

RECOMMENDATION:

Approve the Master Services Agreement with NBS and Task Order 2024-1 (NBS) scope and fee proposal for the Water and Sewer Capacity Charge and Connection Fee Study Update. Authorize the President to execute the Master Services Agreement and the Task Order.

BACKGROUND:

The current Water and Sewer Capacity Charge and Connection Fees charged for new connections to the water and sewer system are based upon a study adopted by the District in 2015. It is prudent practice to review the charges and fees periodically to verify revenue adequacy.

On September 25, 2019, the District approved NBS Work Order 2019-5, Water and Sewer Capacity Charge and Connection Fee Study in the amount of \$42,360. On January 21, 2021, a Draft Study was provided to the District, but was not adopted. Staff desires to re-engage NBS to update the Study with current staff recommendations and District vision strategies.

The Master Services Agreement (MSA) with NBS provides for consultant services to be performed on a Task Order basis. The terms of the agreement are memorialized during the three-year contract life, streamlining the authorization process for the consultant and staff. Staff has negotiated agreeable MSA terms with NBS in the attached.

Task Order 2024-1 (NBS) authorizes the Capacity Charge and Connection Fee Study Update under the NBS MSA for the amount of \$29,520.

ANALYSIS:

Water and Sewer Capacity Charges and Connection Fees provide the revenue to mitigate the impacts of new connections to the water and sewer systems. The District cannot charge more or less than what is reasonably required to accommodate the new connections. A Study is needed to update the existing Charge and Fee determinations in accordance with the Mitigation Fee Act of 1987.

FISCAL REVIEW:

The costs for Task Order 2024-1 (NBS) will be budgeted under 01-65000 and 02-65000.

LEGAL REVIEW:

The MSA was developed using the District template. A modification to the template was accepted by legal counsel after staff input.

CONCLUSION:

Approval is recommended.



Kim Domingo, General Manager



Sherri Timm, Director of Administration

ATTACHMENTS:

Master Services Agreement with NBS
Task Order 2024-1 (NBS)

MASTER SERVICES AGREEMENT

This Master Service Agreement (“Agreement”), with an effective date of March 13, 2024, is by and between Rosamond Community Services District (“District”) 3179 35th St W, Rosamond, CA 93560 and NBS Government Finance Group, dba NBS (“Consultant”) 32605 Temecula Parkway, Suite 100, Temecula, CA 92592.

In consideration of the mutual covenants and promises contained herein, District hereby engages Consultant to provide certain services (the “Services”) on the following terms and conditions:

1. SCOPE OF SERVICES

1.1 The Services to be performed by Consultant under this Agreement shall be set forth in individual task orders using the general format set forth in Attachment A (each, a "Task Order"), attached hereto and incorporated herein by reference.

2. TASK ORDER PROCESS

2.1 Upon the request of District, Consultant shall prepare a Task Order containing an identification of the project ("Project"), description of the Services, compensation to be paid to Consultant for the performance of the Services ("Compensation"), and a proposed schedule for the performance ("Project Schedule") for the Services.

2.2 Upon mutual agreement of the parties, the Task Order shall be finalized and executed by the parties. The effective date of the Task Order will be as set forth in the individual Task Order.

2.3 Changes to the Task Order shall be made in writing and signed by both parties.

3. INVOICING AND PAYMENT

3.1 Consultant shall submit its standard monthly invoice describing the Services performed and expenses incurred during the preceding month. District shall make payment of all undisputed portions of such invoice and provide written justification for the withholding of any disputed portions to Consultant within thirty (30) calendar days from the date of Consultant's monthly invoice.

4. PERIOD OF PERFORMANCE

4.1 This Agreement shall have an effective date as set forth above and shall remain in effective until three (3) years of the effective date of this Agreement unless terminated earlier pursuant to this Agreement.

4.2 The period of performance for the Services under each Task Order shall be as set forth in the applicable Task Order.

4.3 In the event of the expiration or partial termination of this Agreement, Consultant shall, unless otherwise directed by District, complete its performance of any outstanding Task Orders then pending in accordance with the terms and conditions of such Task Order(s) as may be further amended and this Agreement. In such case, the specifications, terms and conditions of the Task Order(s) and this Agreement shall be deemed to have survived the expiration of this Agreement with respect to such Task Order(s) until such time as the Task Order(s) are completed.

5. DISTRICT'S RESPONSIBILITIES

5.1 District shall designate a person to act as District's representative with respect to each Task Order issued under this Agreement. Such person will have complete authority to transmit instructions, receive information and interpret and define District's policies and decisions.

5.2 District shall furnish to Consultant applicable information and technical data in District's possession or control

reasonably required for the proper performance of the Services. Consultant shall be entitled to reasonably rely upon the information and data provided by District or obtained from generally accepted sources within the industry without independent verification except to the extent such verification is expressly included in the scope of Services.

5.3 District shall examine all studies, reports, sketches, drawings, specifications, and other documents presented by Consultant, seek legal advice, the advice of an insurance counselor, or other Consultant(s), as District deems appropriate for such examination. If any document requires District to approve, comment, or to provide any decision or direction, such approval, comment, decision or direction shall be provided within a reasonable time within the context of the applicable Project Schedule.

6. CONSULTANT'S RESPONSIBILITIES

6.1 Consultant shall designate a Project manager for the performance of the Services described in each Task Order.

6.2 Consultant shall perform the Services as an independent Consultant and not as District's agent or employee. Consultant shall be solely responsible for the compensation, benefits, contributions and taxes, if any, of its employees and agents.

6.3 The standard of care applicable to Consultant's Services will be the degree of skill and diligence normally employed by professional Consultants performing the same or similar services at the time and location said Services are performed.

6.4 Consultant may, during the course of its Services, prepare of the probable cost of construction. District acknowledges, however, that Consultant has no control over costs of labor, materials, competitive bidding environments and procedures, unknown field conditions, financial and/or market conditions or other factors affecting the cost of the construction and the operation of the facilities, all of which are beyond Consultant's control and are unavoidably in a state of change. District therefore acknowledges that Consultant cannot and does not make any warranty, promise, or representation, either express or implied, that proposal, bids, opinions of probable construction costs, or cost of operation or maintenance will not vary substantially from its probable cost estimates.

6.5 When Consultant provides on-site monitoring personnel during construction as part of its Services, the on-site monitoring personnel will notify District of any observed defects in the work being performed; will otherwise make reasonable efforts to guard District against defects and deficiencies in the work of the Consultant(s) and will help to determine if the provisions of the contract documents are being fulfilled. Providing on-site monitoring personnel will not, however, cause Consultant's to be responsible for those duties and responsibilities which belong to the construction Consultant, and which include, but are not limited to, full responsibility for the means, methods, techniques, sequences and progress of construction, and the health and safety precautions incidental thereto, and for performing the construction in accordance with the contract documents.

6.6 In addition to or in lieu of on-site personnel, Consultant's off-site staff may periodically visit the Project site as part of its Services. Such periodic visits and any observations made by Consultant during such periodic visits shall not make Consultant responsible for, nor relieve the construction Consultant of the sole responsibility for all construction means, methods, techniques, sequences, and progress of construction, and the health and safety precautions incidental thereto, and for performing the construction in accordance with the contract documents.

7. CHANGE ORDERS

7.1 District or Consultant may, from time to time, request modifications or changes in the Services described in a Task Order. To the extent that the Services to be performed by Consultant have been affected by such change, Consultant's Compensation and Project Schedule shall be equitably adjusted. All changes shall be set forth in a written Change Order in the form of Attachment B, incorporated herein by reference, and executed by both parties.

8. FORCE MAJEURE

8.1 Neither party shall be responsible for a delay in its performance under this Agreement, other than a delay in payment for Services already performed, if such delay is caused by extraordinary weather conditions or other natural catastrophes war, terrorism, riots, strikes, lockouts or other industrial disturbances, acts of any governmental agencies or other events beyond the reasonable control of the claiming party. Consultant shall be entitled to an equitable adjustment to the Compensation and the Project Schedule as a result of any such delay.

9. CONFIDENTIALITY

9.1 Consultant shall treat as confidential and proprietary all information and data delivered to it by District ("Confidential Information"). Confidential Information shall not be disclosed to any third party, other than Consultant's subconsultants or subcontractors during or subsequent to the term of this Agreement. Consultant's duties under this Agreement are in addition to those provided under any separate NON-DISCLOSURE AGREEMENT between the District and Consultant. Nothing contained herein shall preclude Consultant from disclosing information or data: (i) in the public domain without breach of this Agreement; (ii) developed independently by Consultant; or (iii) where disclosure or submission to any governmental authority is required by applicable statutes, ordinances, codes, regulations, consent decrees, orders, judgements, rules, and all other requirements of any and all governmental or judicial entities that have jurisdiction over the Services, but only after written notice has been received by District.

9.2 California Public Records Act. Consultant acknowledges that, as a public agency of the State of California, District is subject to the California Public Records Act (the "Act"). District is therefore required to disclose any information deemed to be a public record upon request as provided in the Act. Therefore, notwithstanding any other provision of this Agreement, District shall not be in breach of this Agreement because it discloses any Confidential Information in response to a request made under the Act.

10. RIGHTS IN DATA

10.1 All right, title and interest in and to the work products provided by Consultant to District shall be the property of District ("Work Product"). All written information shall be provided in original and editable format. Methodologies, process know-how and other instruments of service used to prepare the Work Product shall remain the property of Consultant.

11. INSURANCE AND INDEMNITY

In connection with work to be performed and/or materials to be furnished under this Agreement, the undersigned Consultant agrees that:

11.1 Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employee. The insurance required by this Agreement is set forth on Attachment C.

11.2 To the fullest extent permitted by law, Consultant will indemnify and hold harmless District, its directors, officers or employees from all claims and demands of all third parties arising out of the performance of the work or the furnishing of materials; including but not limited to, claims by the Consultant or Consultant's employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of Districts, its directors, officers or employees.

12. SUSPENSION

12.1 District may, at any time and without cause, suspend the Services of Consultant under any Task Order or any portion thereof for a period of not more than 90 days by notice in writing to Consultant. Consultant shall resume the

Services on receipt from District of a written notice of resumption of the Services. If such suspension causes an increase in Consultant's cost or a delay in the performance of the Services, then an equitable adjustment shall be made to the Compensation and Project Schedule, as appropriate. In the event that the period of suspension exceeds 90 days, the contract time and compensation are subject to renegotiation.

13. TERMINATION

13.1 District may terminate all or part of this Agreement for District's convenience by providing 30 days written notice to Consultant. In such event, Consultant will be entitled to Compensation for the Services performed up to the effective date of termination plus compensation for reasonable termination expenses. Consultant will not be entitled to compensation for profit on Services not performed.

14. NOTICE

14.1 Notices shall be provided to the addresses below. Notices must be provided by facsimile, electronic email, or hand delivery and will be deemed received on the business day it was transmitted or delivered (unless transmitted or delivered after the close of business in which case it will be deemed received on the next business day), and notice by overnight mail or courier will be deemed received two business days after it was sent:

Either Party may change their address for the purpose of this MSA by giving written notice of such change to the other Party in the manner provided in this paragraph.

DISTRICT	CONSULTANT
ROSAMOND COMMUNITY SERVICES DISTRICT 3179 35th St W Rosamond, CA 93560 Attn: Kim Domingo, General Manager Email: kdomingo@rosamondcsd.com	NBS GOVERNMENT FINANCE GROUP 32605 Temecula Parkway, Ste. 100 Temecula, CA 92592 Attn. Michael Rentner, President & CEO Email: mrentner@nbsgov.com

15. SURVIVAL OF CONTRACT TERMINATION

15.1 The Articles relating to Confidentiality and Governing Law and Venue shall survive completion of the Services, payment in full of the Compensation and termination of this Agreement.

16. MISCELLANEOUS

16.1 Assignment. Neither this Agreement nor any rights under this Agreement may be assigned by any party, other than to a party's affiliate, parent or subsidiary, without the prior written consent of the other party, which may withheld in such party's sole and absolute discretion.

16.2 Binding Effect. The provisions of this Agreement shall bind and inure to the benefit of the parties and their respective successors and permitted assigns.

16.3 Parties in Interest. Nothing in this Agreement, expressed or implied, is intended to confer on any person or entity other than the parties any right or remedy under or by reason of this Agreement.

16.4 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute a single agreement. Facsimile and electronic signatures shall be binding.

16.5 Amendment and Waiver. This Agreement may be amended, modified or supplemented only by a writing executed by each of the parties. Any party may in writing waive any provisions of this Agreement to the extent such provision is for the benefit of the waiving party. No action taken pursuant to this Agreement shall be deemed to constitute a waiver by that party of any other party's compliance with provisions of this Agreement. No waiver by any party of a breach of any provision of this Agreement shall be construed as a waiver of any subsequent or different breach, and no forbearance by a party to seek a remedy for noncompliance or breach by another party shall be construed as a waiver of any right or remedy with respect to such noncompliance or breach.

16.6 Governing Law and Venue. This Agreement shall be construed and interpreted in accordance with the laws of the State of California, excluding any choice of law rules which may direct the application of the laws of another jurisdiction. Any controversy, dispute, issue, or claim arising out of or in any way relating to this Agreement which cannot be amicably settled without court action shall be litigated (or upon agreement of the parties, arbitrated) in a California State Court in Kern County, California, and the parties consent to venue therein; or if jurisdiction over the action cannot be obtained in a California State Court, in a Federal Court with competent jurisdiction over Kern County and the dispute.

16.7 Severability. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed in all respects as if any invalid or unenforceable provision were omitted.


16.8 Preparation of Agreement. All provisions of this Agreement have been subject to full and careful review by and negotiation between Consultant and District. Each such party has availed itself of such legal advice and counsel as it, respectively, has deemed appropriate. The parties hereto agree that neither one of them shall be deemed to be the drafter or author of this Agreement, and in the event this Agreement is subject to interpretation or construction by a court of law or panel of arbitration, such court or panel shall not construe this Agreement or any portion hereof against either party as the drafter of this Agreement.

16.9 Entire Agreement. This Agreement embodies the entire agreement and understanding between the parties pertaining to the subject matter of this Agreement, and supersedes all prior agreements, understandings, negotiations, representations and discussions, whether verbal or written, of the parties pertaining to that subject matter.

DISTRICT

CONSULTANT

Byron Glennan, Board President



Michael Rentner, President & CEO

Date

February 27, 2024

Date

Attachment A

TASK ORDER _____

This Task Order is made this _____ day of _____, _____ by and between the parties per the terms and conditions set forth in the Master Services Agreement executed between the parties with the effective date of _____ ("Agreement"), which incorporated this Task Order by reference.

1. The Consultant Contract Number for this Task Order is _____. The Consultant Job Number for this Task Order is _____. The Consultant Contract Number and Job Number shall be referenced in each invoice submitted by Consultant to District under this Task Order.

2. The Services to be performed by Consultant under this Task Order are as follows:

3. The Project Schedule is as follows:

4. The Compensation to be paid to Consultant for the performance of the Services under this Task Order is set forth as follows (appropriate rate sheet attached herein):

5. Deliverables to be provided under this Task Order are as follows:

DISTRICT

CONSULTANT

Kim Domingo, General Manager

Michael Rentner, President & CEO

Date

Date

Attachment B

CHANGE ORDER

In accordance with Article 7 of the Master Services Agreement dated _____ ("Agreement") between Rosamond Community Services District ("District") and NBS Government Finance Group. ("Consultant"), this Change Order modifies the Agreement as follows:

1. Change in Services:

2. Change in time of Performance (attach schedule if appropriate):

3. Change in Consultant's Compensation:

All other terms and conditions remain unchanged.

DISTRICT

CONSULTANT

Kim Domingo, General Manager

Michael Rentner, President & CEO

Date

Date

ATTACHMENT C

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.

3. **Workers’ Compensation** insurance as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease. *(Not required if consultant provides written verification it has no employees.)*

4. **Professional Liability** (Errors and Omissions) Insurance appropriate to the Consultant’s profession, with limit no less than **\$2,000,000** per occurrence or claim, **\$2,000,000** aggregate. If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the Entity requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Entity.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status

^c
The Entity, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant’s insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 if a later edition is used).

Primary Coverage

For any claims related to this contract, the **Consultant’s insurance coverage shall be primary and non-contributory** and at least as broad as ISO CG 20 01 04 13 as respects the Entity, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the Entity, its officers, officials, employees, or volunteers shall be excess of the Consultant’s insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Umbrella or Excess Policy

The Consultant may use Umbrella or Excess Policies to provide the liability limits as required in this agreement. This form of insurance will be acceptable provided that all of the Primary and Umbrella or Excess Policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Umbrella or Excess policies shall be provided on a true “following form” or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance. No insurance policies maintained by

the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until the Consultant's primary and excess liability policies are exhausted.

Notice of Cancellation

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

Waiver of Subrogation

With the exception of Professional Liability, Consultant hereby grants to District a waiver of any right to subrogation which any insurer of said Consultant may acquire against the District by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions

Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or District. The CGL and any policies, including Excess liability policies, may not be subject to a self-insured retention (SIR) or deductible that exceeds \$25,000 unless approved in writing by District. Any and all deductibles and SIRs shall be the sole responsibility of Consultant or subconsultant or subcontractor of Consultant who procured such insurance and shall not apply to the Indemnified Additional Insured Parties. The District may deduct from any amounts otherwise due Consultant to fund the SIR/deductible. Policies shall NOT contain any self-insured retention (SIR) provision that limits the satisfaction of the SIR to the Named. The policy must also provide that Defense costs, including the Allocated Loss Adjustment Expenses, will satisfy the SIR or deductible. The District reserves the right to obtain a copy of any policies and endorsements for verification.

Acceptability of Insurers

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the District.

Claims Made Policies (note – should be applicable only to professional liability, see below)

If any of the required policies provide claims-made coverage:

1. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided ***for at least five (5) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not replaced ***with another claims-made policy form with a Retroactive Date prior to*** the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of ***five (5)*** years after completion of work.

Verification of Coverage

Consultant shall furnish the District with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause **and a copy of the Declarations and Endorsements Pages of the CGL and any Excess policies listing all policy endorsements.** All certificates and

endorsements and copies of the Declarations & Endorsements pages are to be received and approved by the District before work commences.

However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Subcontractors

Consultant shall require and verify that all subcontractors of any kind maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that District is an additional insured on insurance required from subcontractors.

Duration of Coverage

CGL & Excess liability policies **for any construction related work, including, but not limited to, maintenance, service, or repair work**, shall continue coverage for a minimum of 5 years for Completed Operations liability coverage. Such Insurance must be maintained and evidence of insurance must be provided ***for at least five (5) years after completion of the contract of work.***

Special Risks or Circumstances

District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Attachment A

TASK ORDER 2024-1 (NBS)

This Task Order is made this 13th day of March, 2024 by and between the parties per the terms and conditions set forth in the Master Services Agreement executed between the parties with the effective date of March 13, 2024 ("Agreement"), which incorporated this Task Order by reference.

1. The Consultant Contract Number for this Task Order is _____. The Consultant Job Number for this Task Order is _____. The Consultant Contract Number and Job Number shall be referenced in each invoice submitted by Consultant to District under this Task Order.

2. The Services to be performed by Consultant under this Task Order are as follows:

In accordance with the attached February 21, 2024 letter

3. The Project Schedule is as follows:

In accordance with the attached February 21, 2024 letter

4. The Compensation to be paid to Consultant for the performance of the Services under this Task Order is set forth as follows (appropriate rate sheet attached herein):

In accordance with the attached February 21, 2024 letter

5. Deliverables to be provided under this Task Order are as follows:

In accordance with the attached February 21, 2024 letter

DISTRICT

CONSULTANT

Byron Glennan, Board President



Michael Rentner, President & CEO

Date

February 27, 2024

Date



32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516

www.nbsgov.com

February 21, 2024

John Houghton
Assistant General Manager
Rosamond Community Services District
3179 35th St.
Rosamond, CA 93560

Subject: Agreement to Update the Capacity Charge and Connection Fee Study

Dear Mr. Houghton,

NBS would like to thank you for the opportunity to provide services to update the 2021 Fee Study for the Rosamond Community Services District ("District") as referenced above. We look forward to continuing our professional relationship.

Scope of Services

TASK 1: KICK-OFF MEETING AND DATA COLLECTION

At the kick-off meeting, we will work with District staff to obtain necessary data and review study objectives, tasks, and schedule. Task deliverables include:

- Review of initial data provided
- Kick-off meeting with District staff
- Preliminary schedule for meetings and project deliverables

The data the District will need to provide includes current number of existing customer accounts by customer class, financial data typically reported in financial statements such as cash balances and fixed asset data, outstanding debt information, capital improvement plans and master plans.

TASK 2: DEVELOP AND ALLOCATE EXISTING AND FUTURE SYSTEM ASSET VALUES

The actual methodology of estimating the value of existing system assets (for example, collection, pumping, and treatment) is important to the outcome. As noted above, we will use the replacement- cost-less depreciation approach to estimate the value of the District's assets as it the best estimate of the true value of system assets. To do so, we will use either the Handy-Whitman Index of Public Utility Construction Costs, which is a regionally specific index that tracks costs for water utility construction, or the Engineering News Record Construction Cost Inflation Index. The District can use the inflation factors going forward, so that capacity charges can keep pace with cost inflation.

NBS will incorporate the planned capital improvement program costs from the water and sewer master plans that are currently in progress into the analysis.

Once the values of the existing and planned system assets are estimated, these values are allocated to existing and future customers. NBS will assess the equity of how these values are allocated, and will work with the District to determine and appropriate allocation.

TASK 3: CALCULATE CAPACITY CHARGES

The total costs allocated to growth (or value of the system assets available to serve future customers) are then divided by the number of future customers, as determined by the system capacity available to serve growth. This calculation determines the maximum cost the District can charge for a new connection.

NBS will consider two methods of estimating the capacity available to future customers: (1) calculate all available remaining capacity, and (2) calculate expected number of units that would be added to the system. This second approach could be less than the available remaining capacity. For example, if there are 5,000 EDU's of remaining capacity in the system, but realistic growth is only 3,000 EDU's, then the smaller number would be used to calculate the capacity charge. Based on this analysis, NBS will review the new capacity charges with District staff and recommend the alternative that best meets its needs.

TASK 4. CALCULATE NEW CONNECTION FEES

NBS will update the District's fees for installing new connections to its water and sewer systems. In this analysis, NBS will review the District's cost data and customer information, develop an approach to create the fees and propose alternatives for the District's consideration. In general, connection fees include the cost of the following:

- District staff labor time for installing connections
- Cost of District equipment such as vehicles
- Cost of the water or sewer line that will be installed
- Cost of the water meter that will be installed

TASK 5: MEETINGS WITH DISTRICT STAFF

NBS will hold progress meetings (call or virtual meeting format) with District staff to review work products and gain input from Staff on the direction of the study. We also expect to have regular conversations with District Staff to discuss how the study is proceeding, solicit input on the study, to review and discuss the study's results and recommendations.

TASK 6: PUBLIC PRESENTATION

NBS will provide one (1) public presentation, as needed to support the capacity charge adoption processes. As a part of this presentation, NBS will answer questions, present the approval process and receive general input from the Board and public. We will prepare all presentation materials, including a PowerPoint presentation, graphics, charts and handouts.

TASK 7: PREPARE STUDY REPORT

NBS will prepare a study report that summarizes the results of the study and the new water and sewer capacity charges and connection fees. An executive summary and introduction will present the purpose of the report and results of the study. Tables and charts will be used as appropriate, but the emphasis will be on providing a clear and concise report that will provide the District with a thorough administrative record that addresses:

- Findings and recommendations of the study.
- A statement identifying the purpose of the charge and types of facilities funded.
- Overall study methodology, with reference to and industry standards as needed.

- Existing and future facility costs available to accommodate growth.
- Service area population and the anticipated growth.
- Schedule of new water and sewer capacity charges.
- Schedule of new water and sewer connection fees.

We will provide an electronic file in Microsoft Word format of the draft report for the District’s review and comment. Once we have received the District’s comments (via tracked changes to the Microsoft Word file), we will incorporate those comments into a final report.

Fees

ROSAMOND COMMUNITY SERVICES DISTRICT						
WATER AND SEWER CAPACITY CHARGE AND CONNECTION FEE STUDY TASKS AND PROJECT BUDGET	Consultant Labor (Hours)				Grand Totals	
	Senior Reviewer (Highstreet/ Kissam)	Associate Director (Tamargo)	Consultant (Bou)	Sr. Project Analyst (Hoening)	Consultant Labor (Hrs.)	Consultant Costs (\$)
Hourly Rate	\$250	\$225	\$175	\$165		
Task 1 – Kick-off Meeting & Data Collection	-	2.0	2.0	6.0	10.0	\$ 1,790
Task 2 – Develop & Allocate System						
2.1 –Water	-	4.0	4.0	8.0	16.0	2,920
2.2 – Sewer	-	4.0	4.0	8.0	16.0	2,920
Task 3 – Calculate Capacity Charges						
3.1 – Water	1.0	6.0	4.0	12.0	23.0	4,280
3.2 – Sewer	1.0	6.0	4.0	12.0	23.0	4,280
Task 4 – Update Connection Fees						
4.1 – Water	1.0	4.0	2.0	4.0	11.0	2,160
4.2 – Sewer	1.0	4.0	2.0	4.0	11.0	2,160
Task 5 - Meeting with District Staff ¹	-	4.0	4.0	4.0	12.0	2,260
Task 6 – Public Presentation (1 meeting)	-	10.0	-	4.0	14.0	2,910
Task 7 – Prepare Study Report	1.0	4.0	4.0	6.0	15.0	2,840
Task Totals	5.0	48.0	30.0	68.0	151.0	\$ 28,520
Reimbursable Expenses (Travel)						1,000
Grand Total						\$ 29,520

1. Meeting with District staff will be held via conference call or web-meeting format.

EXPENSES

Customary out-of-pocket expenses will be billed to the District at actual cost to NBS. These expenses may include, but not be limited to, mailing fulfillment, postage, reproduction, telephone, travel, meals and various third-party charges for data, maps, and recording fees.

ADDITIONAL SERVICES

The following table shows our current hourly rates. Additional services authorized by the District but not included in the scope of services will be billed at this rate or the then applicable hourly rate.

Title	Hourly Rate
Director / Senior Review	\$250
Associate Director / Engineer	\$225

Title	Hourly Rate
Senior Consultant	\$200
Consultant	\$175
Senior Project Analyst	\$165
Project Analyst	\$150
Project Resource Analyst	\$130
Clerical / Support	\$110

TERMS

Consulting services will be invoiced monthly. Expenses will be itemized and included in the next regular invoice. Fees for all other services will be invoiced upon completion of the task. If the project is prematurely terminated by either party, NBS shall receive payment for work completed. Payment shall be made within 30 days of submittal of an invoice. If payment is not received within 90 days simple interest will begin to accrue at the rate of 1.5% per month. Either party can cancel this contract with 30 days' written notice.

DISTRICT'S RESPONSIBILITIES

The District shall furnish NBS with any pertinent information that is available to District and applicable to the Services. The District shall designate a person to act with authority on its behalf in respect to the Services. The District shall promptly respond to NBS' requests for reviews and approvals of its work, and to its requests for decisions related to the Services. The District understands and agrees that NBS is entitled to rely on all information, data and documents (collectively, "Information") supplied to NBS by the District or any of its agents, contractors or proxies or obtained by NBS from other usual and customary sources including other government sources or proxies as being accurate and correct and NBS will have no obligation to confirm that such Information is correct and that NBS will have no liability to District or any third party if such Information is not correct.

INDEMNIFICATION

NBS shall defend, indemnify and hold harmless the District, its officers, employees, officials and agents from and against all claims, demands, losses, liabilities, costs and expenses, including reasonable attorneys' fees, (collectively "Liabilities") arising out of or resulting from the negligence or willful misconduct of NBS or a breach by NBS of its obligations under this Agreement, except to the extent such Liabilities are caused by the negligence or willful misconduct of the District. NBS will not be liable to the District or anyone who may claim any right due to a relationship with the District, for any acts or omissions in the performance of Services under this Agreement, unless those acts or omissions are due to the negligence or willful misconduct of NBS. Except in the case of NBS' negligence, willful misconduct or breach of its obligations under this Agreement, the District shall defend, indemnify and hold harmless NBS, its officers, directors, shareholders, employees and agents from and against all Liabilities to the extent that such Liabilities arise out of NBS performing Services pursuant to the terms of this Agreement, including, without limitation, any Liabilities arising as a result of the District or any of its agents or contractors supplying incorrect Information or documentation to NBS. The provisions of this Section shall survive termination of this Agreement.

STAFF REPORT

Rosamond Community Services District

DATE: March 13, 2024

TO: Board of Directors

FROM: Kim Domingo, General Manager

Subject: Approval of Master Services Agreement and Approval of Task Order 2024-1 (RINCON) with Rincon to perform California Environmental Quality Act (CEQA) Compliance Services for the Wastewater Reclamation Plant Monitoring Wells.

RECOMMENDATION:

Approve the Master Services Agreement with Rincon and Task Order 2024-1 (RINCON) scope and fee proposal for CEQA compliance services for the monitoring well project at the Water Reclamation Plant. Authorize the President to execute the Master Services Agreement and the General Manager to execute the Task Order.

BACKGROUND:

One of the Waste Discharge Requirements for the Rosamond Water Reclamation Facility involves the construction of monitoring wells around the new facilities. In order to install the new monitoring wells, an environmental review of the site needs to be performed to inform the District of the required environmental compliance documentation.

The Master Services Agreement (MSA) with Rincon provides for environmental compliance services to be performed on a Task Order basis. The terms of the agreement are memorialized during the three-year contract life, streamlining the authorization process for the consultant and staff. Staff has negotiated agreeable MSA terms with NBS in the attached.

Task Order 2024-1 (RINCON) authorizes the monitoring well CEQA compliance work in the amount of \$13,774.

ANALYSIS:

All projects are required to comply with CEQA. The monitoring wells were not included in the new Water Reclamation Facility environmental analysis and documentation. Therefore, the CEQA analysis is required for the monitoring wells under a separate consultant effort.

FISCAL REVIEW:

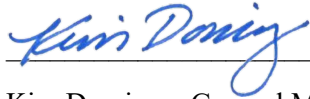
The costs for Task Order 2024-1 (RINCON) will be budgeted under 02-65000-02244.

LEGAL REVIEW:

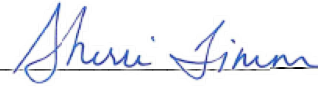
The MSA was developed using the District template with no modifications.

CONCLUSION:

Approval is recommended.



Kim Domingo, General Manager



Sherri Timm, Director of Administration

ATTACHMENTS:

Master Services Agreement with Rincon
Task Order 2024-1 (RINCON)

MASTER SERVICES AGREEMENT

This Master Service Agreement (“Agreement”), with an effective date of March 13, 2024, is by and between Rosamond Community Services District (“District”) 3179 35th St W, Rosamond, CA 93560 and Rincon Consultants, Inc. (“Consultant”) 180 North Ashwood Ave, Ventura, CA 93003.

In consideration of the mutual covenants and promises contained herein, District hereby engages Consultant to provide certain services (the “Services”) on the following terms and conditions:

1. SCOPE OF SERVICES

1.1 The Services to be performed by Consultant under this Agreement shall be set forth in individual task orders using the general format set forth in Attachment A (each, a "Task Order"), attached hereto and incorporated herein by reference.

2. TASK ORDER PROCESS

2.1 Upon the request of District, Consultant shall prepare a Task Order containing an identification of the project ("Project"), description of the Services, compensation to be paid to Consultant for the performance of the Services ("Compensation"), and a proposed schedule for the performance ("Project Schedule") for the Services.

2.2 Upon mutual agreement of the parties, the Task Order shall be finalized and executed by the parties. The effective date of the Task Order will be as set forth in the individual Task Order.

2.3 Changes to the Task Order shall be made in writing and signed by both parties.

3. INVOICING AND PAYMENT

3.1 Consultant shall submit its standard monthly invoice describing the Services performed and expenses incurred during the preceding month. District shall make payment of all undisputed portions of such invoice and provide written justification for the withholding of any disputed portions to Consultant within thirty (30) calendar days from the date of Consultant's monthly invoice.

4. PERIOD OF PERFORMANCE

4.1 This Agreement shall have an effective date as set forth above and shall remain in effective until three (3) years of the effective date of this Agreement unless terminated earlier pursuant to this Agreement.

4.2 The period of performance for the Services under each Task Order shall be as set forth in the applicable Task Order.

4.3 In the event of the expiration or partial termination of this Agreement, Consultant shall, unless otherwise directed by District, complete its performance of any outstanding Task Orders then pending in accordance with the terms and conditions of such Task Order(s) as may be further amended and this Agreement. In such case, the specifications, terms and conditions of the Task Order(s) and this Agreement shall be deemed to have survived the expiration of this Agreement with respect to such Task Order(s) until such time as the Task Order(s) are completed.

5. DISTRICT'S RESPONSIBILITIES

5.1 District shall designate a person to act as District's representative with respect to each Task Order issued under this Agreement. Such person will have complete authority to transmit instructions, receive information and interpret and define District's policies and decisions.

5.2 District shall furnish to Consultant applicable information and technical data in District's possession or control

reasonably required for the proper performance of the Services. Consultant shall be entitled to reasonably rely upon the information and data provided by District or obtained from generally accepted sources within the industry without independent verification except to the extent such verification is expressly included in the scope of Services.

5.3 District shall examine all studies, reports, sketches, drawings, specifications, and other documents presented by Consultant, seek legal advice, the advice of an insurance counselor, or other Consultant(s), as District deems appropriate for such examination. If any document requires District to approve, comment, or to provide any decision or direction, such approval, comment, decision or direction shall be provided within a reasonable time within the context of the applicable Project Schedule.

6. CONSULTANT'S RESPONSIBILITIES

6.1 Consultant shall designate a Project manager for the performance of the Services described in each Task Order.

6.2 Consultant shall perform the Services as an independent Consultant and not as District's agent or employee. Consultant shall be solely responsible for the compensation, benefits, contributions and taxes, if any, of its employees and agents.

6.3 The standard of care applicable to Consultant's Services will be the degree of skill and diligence normally employed by professional Consultants performing the same or similar services at the time and location said Services are performed.

6.4 Consultant may, during the course of its Services, prepare of the probable cost of construction. District acknowledges, however, that Consultant has no control over costs of labor, materials, competitive bidding environments and procedures, unknown field conditions, financial and/or market conditions or other factors affecting the cost of the construction and the operation of the facilities, all of which are beyond Consultant's control and are unavoidably in a state of change. District therefore acknowledges that Consultant cannot and does not make any warranty, promise, or representation, either express or implied, that proposal, bids, opinions of probable construction costs, or cost of operation or maintenance will not vary substantially from its probable cost estimates.

6.5 When Consultant provides on-site monitoring personnel during construction as part of its Services, the on-site monitoring personnel will notify District of any observed defects in the work being performed; will otherwise make reasonable efforts to guard District against defects and deficiencies in the work of the Consultant(s) and will help to determine if the provisions of the contract documents are being fulfilled. Providing on-site monitoring personnel will not, however, cause Consultant's to be responsible for those duties and responsibilities which belong to the construction Consultant, and which include, but are not limited to, full responsibility for the means, methods, techniques, sequences and progress of construction, and the health and safety precautions incidental thereto, and for performing the construction in accordance with the contract documents.

6.6 In addition to or in lieu of on-site personnel, Consultant's off-site staff may periodically visit the Project site as part of its Services. Such periodic visits and any observations made by Consultant during such periodic visits shall not make Consultant responsible for, nor relieve the construction Consultant of the sole responsibility for all construction means, methods, techniques, sequences, and progress of construction, and the health and safety precautions incidental thereto, and for performing the construction in accordance with the contract documents.

7. CHANGE ORDERS

7.1 District or Consultant may, from time to time, request modifications or changes in the Services described in a Task Order. To the extent that the Services to be performed by Consultant have been affected by such change, Consultant's Compensation and Project Schedule shall be equitably adjusted. All changes shall be set forth in a written Change Order in the form of Attachment B, incorporated herein by reference, and executed by both parties.

8. FORCE MAJEURE

8.1 Neither party shall be responsible for a delay in its performance under this Agreement, other than a delay in payment for Services already performed, if such delay is caused by extraordinary weather conditions or other natural catastrophes war, terrorism, riots, strikes, lockouts or other industrial disturbances, acts of any governmental agencies or other events beyond the reasonable control of the claiming party. Consultant shall be entitled to an equitable adjustment to the Compensation and the Project Schedule as a result of any such delay.

9. CONFIDENTIALITY

9.1 Consultant shall treat as confidential and proprietary all information and data delivered to it by District ("Confidential Information"). Confidential Information shall not be disclosed to any third party, other than Consultant's subconsultants or subcontractors during or subsequent to the term of this Agreement. Consultant's duties under this Agreement are in addition to those provided under any separate NON-DISCLOSURE AGREEMENT between the District and Consultant. Nothing contained herein shall preclude Consultant from disclosing information or data: (i) in the public domain without breach of this Agreement; (ii) developed independently by Consultant; or (iii) where disclosure or submission to any governmental authority is required by applicable statutes, ordinances, codes, regulations, consent decrees, orders, judgements, rules, and all other requirements of any and all governmental or judicial entities that have jurisdiction over the Services, but only after written notice has been received by District.

9.2 California Public Records Act. Consultant acknowledges that, as a public agency of the State of California, District is subject to the California Public Records Act (the "Act"). District is therefore required to disclose any information deemed to be a public record upon request as provided in the Act. Therefore, notwithstanding any other provision of this Agreement, District shall not be in breach of this Agreement because it discloses any Confidential Information in response to a request made under the Act.

10. RIGHTS IN DATA

10.1 All right, title and interest in and to the work products provided by Consultant to District shall be the property of District ("Work Product"). All written information shall be provided in original and editable format. Methodologies, process know-how and other instruments of service used to prepare the Work Product shall remain the property of Consultant.

11. INSURANCE AND INDEMNITY

In connection with work to be performed and/or materials to be furnished under this Agreement, the undersigned Consultant agrees that:

11.1 Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employee. The insurance required by this Agreement is set forth on Attachment C.

11.2 To the fullest extent permitted by law, Consultant will indemnify and hold harmless District, its directors, officers or employees from all claims and demands of all third parties arising out of the performance of the work or the furnishing of materials; including but not limited to, claims by the Consultant or Consultant's employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of Districts, its directors, officers or employees.

12. SUSPENSION

12.1 District may, at any time and without cause, suspend the Services of Consultant under any Task Order or any portion thereof for a period of not more than 90 days by notice in writing to Consultant. Consultant shall resume the

Services on receipt from District of a written notice of resumption of the Services. If such suspension causes an increase in Consultant's cost or a delay in the performance of the Services, then an equitable adjustment shall be made to the Compensation and Project Schedule, as appropriate. In the event that the period of suspension exceeds 90 days, the contract time and compensation are subject to renegotiation.

13. TERMINATION

13.1 District may terminate all or part of this Agreement for District's convenience by providing 30 days written notice to Consultant. In such event, Consultant will be entitled to Compensation for the Services performed up to the effective date of termination plus compensation for reasonable termination expenses. Consultant will not be entitled to compensation for profit on Services not performed.

14. NOTICE

14.1 Notices shall be provided to the addresses below. Notices must be provided by facsimile, electronic email, or hand delivery and will be deemed received on the business day it was transmitted or delivered (unless transmitted or delivered after the close of business in which case it will be deemed received on the next business day), and notice by overnight mail or courier will be deemed received two business days after it was sent:

Either Party may change their address for the purpose of this MSA by giving written notice of such change to the other Party in the manner provided in this paragraph.

DISTRICT	CONSULTANT
ROSAMOND COMMUNITY SERVICES DISTRICT 3179 35th St W Rosamond, CA 93560 Attn: Kim Domingo, General Manager Email: kdomingo@rosamondcsd.com	RINCON CONSULTANTS, INC. 180 North Ashwood Ave Ventura, CA 93303 Attn: Amanda Antonelli, Senior Environmental Planner Email: aantonelli@rinconconsultants.com

15. SURVIVAL OF CONTRACT TERMINATION

15.1 The Articles relating to Confidentiality and Governing Law and Venue shall survive completion of the Services, payment in full of the Compensation and termination of this Agreement.

16. MISCELLANEOUS

16.1 Assignment. Neither this Agreement nor any rights under this Agreement may be assigned by any party, other than to a party's affiliate, parent or subsidiary, without the prior written consent of the other party, which may withheld in such party's sole and absolute discretion.

16.2 Binding Effect. The provisions of this Agreement shall bind and inure to the benefit of the parties and their respective successors and permitted assigns.

16.3 Parties in Interest. Nothing in this Agreement, expressed or implied, is intended to confer on any person or entity other than the parties any right or remedy under or by reason of this Agreement.

16.4 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute a single agreement. Facsimile and electronic signatures shall be binding.

16.5 Amendment and Waiver. This Agreement may be amended, modified or supplemented only by a writing executed by each of the parties. Any party may in writing waive any provisions of this Agreement to the extent such provision is for the benefit of the waiving party. No action taken pursuant to this Agreement shall be deemed to constitute a waiver by that party of any other party's compliance with provisions of this Agreement. No waiver by any party of a breach of any provision of this Agreement shall be construed as a waiver of any subsequent or different breach, and no forbearance by a party to seek a remedy for noncompliance or breach by another party shall be construed as a waiver of any right or remedy with respect to such noncompliance or breach.

16.6 Governing Law and Venue. This Agreement shall be construed and interpreted in accordance with the laws of the State of California, excluding any choice of law rules which may direct the application of the laws of another jurisdiction. Any controversy, dispute, issue, or claim arising out of or in any way relating to this Agreement which cannot be amicably settled without court action shall be litigated (or upon agreement of the parties, arbitrated) in a California State Court in Kern County, California, and the parties consent to venue therein; or if jurisdiction over the action cannot be obtained in a California State Court, in a Federal Court with competent jurisdiction over Kern County and the dispute.

16.7 Severability. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed in all respects as if any invalid or unenforceable provision were omitted.

16.8 Preparation of Agreement. All provisions of this Agreement have been subject to full and careful review by and negotiation between Consultant and District. Each such party has availed itself of such legal advice and counsel as it, respectively, has deemed appropriate. The parties hereto agree that neither one of them shall be deemed to be the drafter or author of this Agreement, and in the event this Agreement is subject to interpretation or construction by a court of law or panel of arbitration, such court or panel shall not construe this Agreement or any portion hereof against either party as the drafter of this Agreement.

16.9 Entire Agreement. This Agreement embodies the entire agreement and understanding between the parties pertaining to the subject matter of this Agreement, and supersedes all prior agreements, understandings, negotiations, representations and discussions, whether verbal or written, of the parties pertaining to that subject matter.

DISTRICT

CONSULTANT

Byron Glennan, Board President



Jennifer Jacobus, Principal, Water Planning and Sustainability

Date

3/4/2024
Date

Attachment A

TASK ORDER _____

This Task Order is made this _____ day of _____, _____ by and between the parties per the terms and conditions set forth in the Master Services Agreement executed between the parties with the effective date of _____ ("Agreement"), which incorporated this Task Order by reference.

1. The Consultant Contract Number for this Task Order is _____. The Consultant Job Number for this Task Order is _____. The Consultant Contract Number and Job Number shall be referenced in each invoice submitted by Consultant to District under this Task Order.

2. The Services to be performed by Consultant under this Task Order are as follows:

3. The Project Schedule is as follows:

4. The Compensation to be paid to Consultant for the performance of the Services under this Task Order is set forth as follows (appropriate rate sheet attached herein):

5. Deliverables to be provided under this Task Order are as follows:

DISTRICT

CONSULTANT

Kim Domingo, General Manager



Jennifer Jacobus, Principal, Water Planning and Sustainability

Date

3/4/2024

Date

Attachment B

CHANGE ORDER

In accordance with Article 7 of the Master Services Agreement dated _____ ("Agreement") between Rosamond Community Services District ("District") and _____ ("Consultant"), this Change Order modifies the Agreement as follows:

1. Change in Services:

2. Change in time of Performance (attach schedule if appropriate):

3. Change in Consultant's Compensation:

All other terms and conditions remain unchanged.

DISTRICT

CONSULTANT

Kim Domingo, General Manager



Jennifer Jacobus, Principal, Water Planning and Sustainability

Date

3/4/2024

Date

ATTACHMENT C

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.

3. **Workers’ Compensation** insurance as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease. *(Not required if consultant provides written verification it has no employees.)*

4. **Professional Liability** (Errors and Omissions) Insurance appropriate to the Consultant’s profession, with limit no less than **\$2,000,000** per occurrence or claim, **\$2,000,000** aggregate. If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the Entity requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Entity.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status

^c
The Entity, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant’s insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 if a later edition is used).

Primary Coverage

For any claims related to this contract, the **Consultant’s insurance coverage shall be primary and non-contributory** and at least as broad as ISO CG 20 01 04 13 as respects the Entity, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the Entity, its officers, officials, employees, or volunteers shall be excess of the Consultant’s insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Umbrella or Excess Policy

The Consultant may use Umbrella or Excess Policies to provide the liability limits as required in this agreement. This form of insurance will be acceptable provided that all of the Primary and Umbrella or Excess Policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Umbrella or Excess policies shall be provided on a true “following form” or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance. No insurance policies maintained by

the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until the Consultant's primary and excess liability policies are exhausted.

Notice of Cancellation

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

Waiver of Subrogation

Consultant hereby grants to District a waiver of any right to subrogation which any insurer of said Consultant may acquire against the District by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions

Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or District. The CGL and any policies, including Excess liability policies, may not be subject to a self-insured retention (SIR) or deductible that exceeds \$25,000 unless approved in writing by District. Any and all deductibles and SIRs shall be the sole responsibility of Consultant or subconsultant or subcontractor of Consultant who procured such insurance and shall not apply to the Indemnified Additional Insured Parties. The District may deduct from any amounts otherwise due Consultant to fund the SIR/deductible. Policies shall NOT contain any self-insured retention (SIR) provision that limits the satisfaction of the SIR to the Named. The policy must also provide that Defense costs, including the Allocated Loss Adjustment Expenses, will satisfy the SIR or deductible. The District reserves the right to obtain a copy of any policies and endorsements for verification.

Acceptability of Insurers

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the District.

Claims Made Policies (note – should be applicable only to professional liability, see below)

If any of the required policies provide claims-made coverage:

1. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided ***for at least five (5) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not replaced ***with another claims-made policy form with a Retroactive Date prior to*** the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of ***five (5)*** years after completion of work.

Verification of Coverage

Consultant shall furnish the District with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause **and a copy of the Declarations and Endorsements Pages of the CGL and any Excess policies listing all policy endorsements.** All certificates and endorsements and copies of the Declarations & Endorsements pages are to be received and approved by the District before work commences.

However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Subcontractors

Consultant shall require and verify that all subcontractors of any kind maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that District is an additional insured on insurance required from subcontractors.

Duration of Coverage

CGL & Excess liability policies **for any construction related work, including, but not limited to, maintenance, service, or repair work**, shall continue coverage for a minimum of 5 years for Completed Operations liability coverage. Such Insurance must be maintained and evidence of insurance must be provided ***for at least five (5) years after completion of the contract of work.***

Special Risks or Circumstances

District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Attachment A

TASK ORDER 2024-1 (RINCON)

This Task Order is made this 13th day of March, 2024, by and between the parties per the terms and conditions set forth in the Master Services Agreement executed between the parties with the effective date of March 13, 2024 ("Agreement"), which incorporated this Task Order by reference.

1. The Consultant Contract Number for this Task Order is _____. The Consultant Job Number for this Task Order is _____. The Consultant Contract Number and Job Number shall be referenced in each invoice submitted by Consultant to District under this Task Order.

2. The Services to be performed by Consultant under this Task Order are as follows:

Per February 22, 2024 letter proposal

3. The Project Schedule is as follows:

Per February 22, 2024 letter proposal

4. The Compensation to be paid to Consultant for the performance of the Services under this Task Order is set forth as follows (appropriate rate sheet attached herein):

Per February 22, 2024 letter proposal

5. Deliverables to be provided under this Task Order are as follows:

Per February 22, 2024 letter proposal

DISTRICT

Kim Domingo, General Manager

Date

CONSULTANT



Jennifer Jacobus, Principal, Water Planning and Sustainability

3/4/2024

Date



Rincon Consultants, Inc.
250 East 1st Street, Suite 1400
Los Angeles, California 90012
213-788-4842

February 22, 2024

Rincon Project No. 24-15767

Kim Domingo, General Manager
Rosamond Community Services District
3179 35th Street W
Rosamond, California 93560
Via email: kdomingo@rosamondcsd.com

Subject: Proposal to Provide Environmental Constraints Memorandum for the Rosamond Community Services District Wastewater Treatment Plant Off-site Monitoring Wells Project

Dear Mr. Domingo:

Rincon Consultants, Inc. (Rincon) is pleased to provide this proposal to provide environmental consulting services for the Rosamond Community Services District's (RCSD) Wastewater Treatment Plant Off-site Monitoring Wells Project (herein referred to as the "proposed project"). The proposed project involves construction of three off-site monitoring wells within approximately 1.1 mile of RCSD's existing Wastewater Treatment Plant to achieve compliance with the Lahontan Regional Water Quality Control Board Order No. R6V-2019-0251, WDID No. 6B150112001 "Revised Waste Discharge Requirements for Rosamond Community Services District Rosamond Wastewater Treatment Facility." At this time, RCSD, in conjunction with Kennedy Jenks (KJ), is evaluating multiple siting options for the monitoring wells. The following proposal describes our proposed scope of work, schedule, and cost to prepare an environmental constraints memorandum to help guide final site selection.

Scope of Work

Task 1 Environmental Constraints Memorandum

In 2019, an Initial Study-Mitigated Negative Declaration (IS-MND) was prepared for RCSD's Wastewater Treatment Plant Rehabilitation Project, which indicated the environmental sensitivity of the project site and its surrounding vicinity for resources including:

- Rare plants (e.g., Mohave spineflower and alkali mariposa lily)
- Special status wildlife species (e.g., burrowing owl)
- Federally- and state-protected wetland and water features
- Archaeological resources

In light of the general environmental sensitivity of the area surrounding RCSD's Wastewater Treatment Plant, Rincon will prepare an Environmental Constraints Memorandum for the monitoring well site alternatives that will include a feasibility-level assessment of known environmental resources, anticipated California Environmental Quality Act (CEQA) pathway, and anticipated costs of CEQA compliance and regulatory permitting. Rincon's review of environmental and permitting constraints will consist of the following:



- An evaluation of the potential for special status species occurrences based on a review of the California Department of Fish and Wildlife Rare Find [otherwise known as the California Natural Diversity Data Base] and the California Native Plant Society Inventory of Rare and Endangered Plants of California for reported occurrences of special status species within the United States Geological Survey 7.5-minute topographic quadrangle that encompasses the site alternatives as well as its surrounding quadrangles
- An evaluation of the potential for aquatic resources to be impacted based on a review of aerial imagery, the United States Fish and Wildlife Service's National Wetlands Inventory, and the United States Geological Survey's National Hydrography Dataset
- An evaluation of the cultural resources sensitivity of the site alternatives based on California Historical Resources Information System cultural resources records searches conducted at the South Central Coastal Information Center and Southern San Joaquin Valley Information Center
- An identification of nearby hazardous materials sites that may affect the project based on a review of the Cortese List (a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5), which will include a review of the Department of Toxic Substances Control's EnviroStor database and the State Water Resources Control Board's GeoTracker database

Based on the nature of the potential environmental constraints identified through the review outlined above, Rincon will provide an overview of the anticipated environmental and regulatory permitting pathway for the proposed project, which will consist of the following:

- The expected level of CEQA documentation
- Special biological resources surveys that may be required, such as protocol-level surveys for special status species, rare plant surveys, and/or a jurisdictional delineation
- Resource agency permits that may be required, such as jurisdictional waters permits from the United States Army Corps of Engineers, California Department of Fish and Wildlife, and/or Regional Water Quality Control Board and Incidental Take Permits from the California Department of Fish and Wildlife
- Estimated schedule requirements for environmental documentation/permitting and potential timing considerations associated with seasonal constraints, if any

The memorandum will also include high-level recommendations for project design changes that may avoid or reduce the complexity of permitting. Rincon will transmit the draft Environmental Constraints Memorandum with our findings to RCSD and KJ for review. Following submittal, Rincon will facilitate a virtual, one-hour meeting with RCSD and KJ to review the results and recommendations included in the report. Upon receipt of comments from RCSD and KJ on the draft memorandum, Rincon will prepare the Final Environmental Constraints Memorandum.

Assumptions

The following assumptions are incorporated in this scope of work:

- Up to six monitoring well site alternatives will be evaluated. The site alternatives will all be located within 1.1 miles of the existing Wastewater Treatment Plant.
- The combined area evaluated across all alternatives will not exceed one acre in total.
- We assume the site conditions and the regulatory settings at the potential monitoring well site alternatives will be similar to those analyzed in the 2019 IS-MND for the Wastewater Treatment Plant Rehabilitation Project.



- No fieldwork will be conducted.
- Up to two figures will be included in the Environmental Constraints Memorandum to show the locations of key environmental constraints.
- The cultural resources records searches will include a 1.1-mile radius around the RCSD Wastewater Treatment Plant to encompass all well site alternatives. The direct expense for the cultural resources records search will not exceed \$2,300. Rincon staff will conduct the South Central Coastal Information Center records search and the Southern San Joaquin Valley Information Center records search results will be completed by their staff within four weeks of notice to proceed.
- Rincon will respond to one round of consolidated comments on the Environmental Constraints Memorandum, including figures, to be provided in electronic, editable format.
- All deliverables will be submitted in electronic format; no hard copies will be provided. Final PDF deliverables will not be formatted for accessibility compliance.
- Outreach to regulatory agencies and preparation of regulatory permitting applications are not included in this scope of work.

Cost

Our estimated cost to complete this scope of work is **\$13,774**.

Thank you for your consideration and for this opportunity to support your project. If you have any questions regarding this proposal, please contact Amanda Antonelli at 805-947-4864 or aantonelli@rinconconsultants.com.

Sincerely,

Rincon Consultants, Inc.

Handwritten signature of Amanda Antonelli in black ink.

Amanda Antonelli
Senior Environmental Planner

Handwritten signature of Jennifer Jacobus in black ink.

Jennifer Jacobus, PhD
Principal, Water Planning and Sustainability

Attachments

Attachment 1 Rincon 2024 Standard Fee Schedule



Standard Fee Schedule for Environmental Sciences and Planning Services

Professional, Technical and Support Personnel*	January 1, 2024 – December 31, 2024
Senior Principal	\$319
Principal	\$307
Director	\$307
Senior Supervisor II	\$292
Supervisor I	\$272
Senior Professional II	\$255
Senior Professional I	\$238
Professional IV	\$211
Professional III	\$196
Professional II	\$174
Professional I	\$155
Associate III	\$130
Associate II	\$117
Associate I	\$109
Field Technician	\$94
Data Solutions Architect	\$196
Senior GIS Specialist	\$187
GIS/CADD Specialist II	\$167
GIS/CADD Specialist I	\$150
Technical Editor	\$147
Project Accountant	\$125
Billing Specialist	\$107
Publishing Specialist	\$120
Clerical	\$107

* Professional classifications include environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts, and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$400.

Reimbursable Expenses

Direct Cost	Rates
Photocopies – B/W	\$0.25 (single-sided), \$0.45 (double-sided)
Photocopies – Color	\$1.55 (single-sided), \$3.10 (double-sided)
Photocopies – 11” by 17”	\$0.55 (B/W), \$3.40 (color)
Oversized Maps	\$8.50/square foot
Digital Production	\$15/CD, \$20/flash drive
Light-Duty and Passenger Vehicles*	\$90/day
4WD and Off-Road Vehicles*	\$150/day

* Current IRS mileage rate for mileage over 50 and for all miles incurred in employee-owned vehicles.

Direct Costs. Other direct costs associated with the execution of a project, that are not included in the hourly rates above, are billed at cost plus 16%. These may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment, and vehicles other than covered by the above charges.

Annual Escalation. Standard rates subject to 3.5% annual escalation, on January 1.

Payment Terms. All fees will be billed to Client monthly and shall be due and payable upon receipt or as indicated in the contract provisions for the assignment. Invoices are delinquent if not paid within 10 days from receipt or per the contractually required payment terms.



Equipment	Rate
Environmental Site Assessment	
Soil Vapor Extraction Monitoring Equipment	\$160
Four Gas Monitor	\$137
Flame Ionization Detector	\$110
Photo Ionization Detector	\$82
Hand Auger Sampler	\$62
Water Level Indicator, DC Purge Pump	\$46
CAPDash	\$7,500
Natural Resources Field Equipment	
UAS Drone	\$300
Spotting or Fiberoptic Scope	\$170
Pettersson Bat Ultrasound Detector/Recording Equipment	\$170
Sound Level Metering Field Package (Anemometer, Tripod and Digital Camera)	\$113
GPS (Submeter Accuracy)	\$67
Infrared Sensor Digital Camera or Computer Field Equipment	\$57
Scent Station	\$23
Laser Rangefinder/Altitude	\$11
Pitfall Traps, Spotlights, Anemometer, GPS Units, Sterilized Sample Jar	\$9
Mammal Trap, Large/Small	\$1.55/\$0.55
Water and Marine Resources Equipment	
Boat (20-foot Boston Whaler or Similar)	\$800
Multiparameter Sonde (Temperature, Conductivity, Turbidity, DO, pH) with GPS	\$170
Water Quality Equipment (DO, pH, Turbidity, Refractometer, Temperature)	\$62
Refractometer (Salinity) or Turbidity Meter	\$38
Large Block Nets	\$114
Minnow Trap	\$98
Net, Hand/Large Seine	\$57
Field Equipment Packages	
Standard Field Package (Digital Camera, GPS, Thermometer, Binoculars, Tablet, Safety Equipment, and Botanic Collecting Equipment)	\$114
Remote Field Package (Digital Camera, GPS, Thermometer, Binoculars, Tablet and Mifi, Delorme Satellite Beacon, 24-Hour Safety Phone)	\$144
Amphibian/Vernal Pool Field Package (Digital Camera, GPS, Thermometer, Decon Chlorine, Waders, Float Tube, Hand Net, Field Microscope)	\$170
Fisheries Equipment Package (Waders, Wetsuits, Dip Nets, Seine Nets, Bubblers, Buckets)	\$57
Underwater and Marine Sampling Gear (Photo/Video Camera, Scuba Equipment [Tanks, BCD, Regulators, Wetsuits, etc.])	\$57/diver
Marine Field Package (Personal Flotation Devices, 100-foot Reel Tapes with Stainless Carabiners, Pelican Floats, Underwater Slates, Thermometer, Refractometer, Anemometer, Various Field Guides)	\$100
Insurance, Hazard, and Fees	
Historic Research Fees	\$55
L&H Dive Insurance	\$57/diver
Level C Health and Safety	\$70/person

Field Operations Report Sewer – March 6, 2024

- No Sewers cleaned this period. Public Works staff was focused on the Rosamond Blvd project and lead and copper investigations.

Sewer Report: 0 feet cleaned Period 2/21 – 3/6

1. Repairs – 0
2. Calls from customers – 0
3. Sewer Camera footage – 0 ft
4. Illicit discharges -0
5. FOG inspections – 0
6. Pest Control measures – Boric acid
7. SSO 's – 0
8. Manhole inspections - 0
9. We are still communicating with Edison to have Apple blossom lift station power upgraded. We had our field meet with the Edison engineer and they will be designing a new transformer station.
10. The Public Works dept prioritized Rosamond Blvd project this period.

Field Operations Report Water – March 6, 2024

LEAKS REPAIRED

ADDRESS	Date
2413 Cagel St.	2/22/2024
3331 Garnet Ave.	2/22/2024
2724 Coldcreek	2/22/2024
3756 Juniper Ridge	2/26/2024
2659 Summerchase	2/26/2024
2109 Windflower	2/29/2024
5510 Leona	3/1/2024
1838 Center St. Apt D	3/4/2024
2422 Alpaca	3/4/2024
2104 Westerly Dr.	3/4/2024

1. Work Orders- 62
2. Meter Reading - 2/13
3. Lock Offs - 11
4. Door Tags - 0
5. USA Dig Alert - 18
6. Main Breaks - 0
7. System Flushing - None
8. Graffiti - 7 Locations
9. Asphalt Patching - 0
10. Lead and Copper Rule service line investigations - 515/515 addresses. Completed
11. Rosamond Blvd. Project: 17/23 Sewer manholes, 22/33 Water valve cans lowered. All that is left is the intersections of 25th, 30th and 35th. We will be contracting traffic control for the dates of March 12th and 13th on those intersections to complete the lowering of our facilities.



Public Works sewer manhole lowering in progress.



Public Works staff removing concrete debris from lowered water valve cluster.



Finished product of valve cluster lowering , paved over with cold mix asphalt.



Work in progress.



Graffiti on 40th Street



Staff sand blasting graffiti



Graffiti removed

Development and Construction

1. Hill View Homes is continuing tract 6306 next to our public works bldg. They have finished construction on our new rear entrance gate. No new reportable action.
2. K. Hovanian and will be continuing development as planned on tract 7391. No new reportable action to our infrastructure.
3. Legacy Homes is continuing tract 6455 development as planned. They are building new homes on lots 1-8 on Sonya Ave. They have completed the sewer mains and just ran water mains on Pamela and Christy Ave and are currently preparing for the hydrostatic pressure test There has recently been 8 meters installed on Andrew Ave.
4. Tropico Middle School is continuing development to the school addition. New portable buildings are being set. No new reportable action to our infrastructure.
5. The Crossings condominium park is currently expanding on Sedona and Rosamond Blvd. There is construction going on now and will soon be tying into our sewer and water system. They are adding 18 units. No new reportable action.
6. Rosamond school district is planning to tie into our water system at the High School. The Public Works staff has potholed our water main in multiple areas to determine size in preparation.