



# PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111



Since 1918

## Board of Directors

ROBERT E. ALVARADO  
Division 1

JOE ESTES  
Division 2

MARCO HENRIQUEZ  
Division 3

KATHY MAC LAREN  
Division 4

VINCENT DINO  
Division 5

ALESHIRE & WYNDER LLP  
Attorneys



August 3, 2017

*Agenda for Regular Meeting  
of the Board of Directors of the Palmdale Water District  
to be held at the District's office at 2029 East Avenue Q, Palmdale*

*Wednesday, August 9, 2017*

*7:00 p.m.*

NOTES: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Dawn Deans at 661-947-4111 x1003 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

Additionally, an interpreter will be made available to assist the public in making **comments** under Agenda Item No. 4 and any action items where public input is offered during the meeting if requested at least 48 hours before the meeting. Please call Dawn Deans at 661-947-4111 x1003 with your request. (PWD Rules and Regulations Section 4.03.1 (c) )

Adicionalmente, un intérprete estará disponible para ayudar al público a hacer **comentarios** bajo la sección No. 4 en la agenda y cualquier elemento de acción donde se ofrece comentarios al público durante la reunión, siempre y cuando se solicite con 48 horas de anticipación de la junta directiva. Por favor de llamar Dawn Deans al 661-947-4111 x1003 con su solicitud. (PWD reglas y reglamentos sección 4.03.1 (c) )

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the District's office located at 2029 East Avenue Q, Palmdale (Government Code Section 54957.5). Please call Dawn Deans at 661-947-4111 x1003 for public review of materials.

**PUBLIC COMMENT GUIDELINES:** The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to carry out its meeting will not be permitted and offenders will be requested to leave the meeting. (PWD Rules and Regulations, Appendix DD, Sec. IV.A.)

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Pledge of Allegiance/Moment of Silence.
- 2) Roll Call.
- 3) Adoption of Agenda.
- 4) Public comments for non-agenda items.

- 5) Presentations:
  - 5.1) California Special Districts Association/Special District Leadership Foundation Certificate of Transparency. (Chris Palmer, California Special Districts Association)
- 6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item on the Consent Calendar as the Consent Calendar is considered collectively by the Board of Directors prior to action being taken.)
  - 6.1) Approval of minutes of regular meeting held July 26, 2017.
  - 6.2) Payment of bills for August 9, 2017.
  - 6.3) Approve absence of Director Henriquez from July 26, 2017 Board meeting due to business training. (General Manager LaMoreaux)
  - 6.4) Receive and file Semi-Annual Employee Reimbursement Report for the period covering January 1, 2017 through June 30, 2017. (Finance Manager Williams)
- 7) Action Items - Action Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
  - 7.1) Consideration and possible action on Amendment No. 3 to Professional Services Agreement with Kennedy/Jenks Consultants for the Palmdale Regional Groundwater Recharge and Recovery Project. (\$229,500.00 – Budgeted – Engineering/Grant Manager Riley)
  - 7.2) Consideration and possible action on Resolution No. 17-17 being a Resolution of the Board of Directors of the Palmdale Water District Authorizing the District's Application for Funding from the Bureau of Reclamation Watersmart: Title XVI Water Recycling Projects Under the WIIN Act for Federal Fiscal Year 2017. (No Budget Impact – Engineering/Grant Manager Riley)
  - 7.3) Consideration and possible action on the formation of an Ad Hoc Committee to explore the formation of a Community Liaison Committee. (General Manager LaMoreaux)
  - 7.4) Consideration and possible action on authorization of the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2017 Budget:
    - a) None at this time.
- 8) Information Items:
  - 8.1) Reports of Directors:
    - a) Meetings/General Report.
    - b) Standing Committee/Assignment Reports (Chair):
      - 1) Antelope Valley State Water Contractors Association

- 8.2) Report of General Manager.
- 8.3) Report of General Counsel.
- 9) Board members' requests for future agenda items.
- 10) Adjournment.



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DENNIS D. LaMOREAUX,  
General Manager

DDL/dd



**SPECIAL DISTRICT  
LEADERSHIP  
FOUNDATION**

1112 I Street, Suite 200  
Sacramento, CA 95814  
916.231.2939  
www.sdlf.org

**AGENDA ITEM NO. 5.1**

RECEIVED

JUL 08 2017

June 29, 2017

Mr. Dennis D. LaMoreaux, SDA  
General Manager  
Palmdale Water District  
2029 E Avenue Q  
Palmdale, CA 93550-4050

RE: District Transparency Certificate of Excellence Approval

Dear Mr. LaMoreaux:

Congratulations! The Palmdale Water District has successfully completed the District Transparency Certificate of Excellence program through the Special District Leadership Foundation (SDLF).

On behalf of the SDLF Board of Directors, I would like to congratulate your district on achieving this important certificate. By completing the District Transparency Certificate of Excellence Program, the Palmdale Water District has proven its dedication to being fully transparent as well as open and accessible to the public and other stakeholders.

Included in this letter are window cling year stickers so that your district may showcase this important accomplishment.

Congratulations and thank you for your dedication to excellence in local government.  
Most sincerely,

A handwritten signature in black ink, appearing to read "David Aranda", written in a cursive style.

David Aranda  
SDLF Board President

**P A L M D A L E   W A T E R   D I S T R I C T**  
**B O A R D   M E M O R A N D U M**

**DATE:** August 2, 2017 **August 9, 2017**  
**TO:** BOARD OF DIRECTORS **Board Meeting**  
**FROM:** Mr. Dennis D. LaMoreaux, General Manager  
**RE:** ***AGENDA ITEM NO. 6.3 – APPROVE ABSENCE OF DIRECTOR HENRIQUEZ FROM JULY 26, 2017 BOARD MEETING DUE TO BUSINESS TRAINING.***

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Director Henriquez was absent from the July 26, 2017 Regular Board Meeting. Agenda Item No. 6.3 has been placed on the Consent Calendar to excuse this absence pursuant to Section 4.07.2 of the District’s Rules and Regulations which states, “The Board shall excuse absences by approving such absences pursuant to the Consent Calendar at the next regular Board meeting.”

**PALMDALE WATER DISTRICT  
BOARD MEMORANDUM**

**DATE:** August 2, 2017 **August 9, 2017**  
**TO:** BOARD OF DIRECTORS **Board Meeting**  
**FROM:** Mr. Michael Williams, Finance Manager  
**VIA:** Mr. Dennis D. LaMoreaux, General Manager  
**RE:** ***AGENDA ITEM NO. 6.4 – RECEIVE AND FILE SEMI-ANNUAL  
EMPLOYEE REIMBURSEMENT REPORT FOR THE PERIOD  
COVERING JANUARY 1, 2017 THROUGH JUNE 30, 2017.***

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**Recommendation:**

Staff recommends the Board receive and file the Semi-Annual Employee Reimbursement Report for the period covering January 1, 2017 through June 30, 2017.

**Background:**

Staff reimbursements are based on the approved budget. It is required that the District report to the governing body Employee Reimbursements in excess of \$100.00 on a semi-annual basis.

**Strategic Plan Initiative:**

This work is part of Strategic Initiative No. 4 – Financial Health and Stability.

**Budget:**

Receiving and filing the Employee Reimbursement Report will not affect the budget.

**Supporting Documents:**

- Semi-Annual Employee Reimbursement Report for the period covering January 1, 2017 through June 30, 2017.

**PALMDALE WATER DISTRICT**  
**Semi-Annual Employee Reimbursement Report**  
**Period Covering Jan 1, 2017 through June 30, 2017**

<b>Employee ID</b>	<b>Employee Name</b>	<b>Pay Date</b>	<b>Item Description</b>	<b>Amount</b>
1230	Barry Crawford	01/11/17	Riembursement for Work Boots	125.00
2520	Boris Paspalof	01/11/17	Riembursement for Work Boots	125.00
4038	Jimenez Francisco	01/25/17	Riembursement Medical	115.00
2955	Peter Thompson Jr	02/08/17	Travel Expenses	390.96
4018	Jennifer Emery	02/08/17	Education Reimbursement	3,000.00
2600	John Pernula	03/08/17	Travel Expenses	152.54
2600	John Pernula	03/08/17	Travel Expenses	152.54
4038	Jimenez Francisco	03/08/17	Education Reimbursement	121.55
4040	Jesus Mota	03/08/17	Education Reimbursement	196.00
2100	Dennis LaMoreaux	04/05/17	Travel Expenses	191.53
2600	John Pernula	04/05/17	Travel Expenses	104.54
2955	Peter Thompson Jr	04/05/17	Travel Expenses	387.34
4008	Scott Mahoney	04/19/17	Travel Expenses	132.25
2100	Dennis LaMoreaux	05/17/17	Travel Expenses	255.04
2600	John Pernula	05/17/17	Travel Expenses	104.04
2955	Peter Thompson Jr	05/17/17	Travel Expenses	387.34
4024	Collin Dranow	05/17/17	Riembursement for Work Boots	175.00
4040	Jesus Mota	05/17/17	Riembursement for Work Boots	175.00
1730	Peter Henrie	05/31/17	Education Reimbursement	105.00
2955	Peter Thompson Jr	06/14/17	Travel Expenses	387.34
4031	James Riley	06/14/17	Travel Expenses	288.72
4029	Laura Gallegos	06/14/17	Education Reimbursement	1,500.00
2600	John Pernula	06/28/17	Travel Expenses	104.04
				8,675.77

**PALMDALE WATER DISTRICT  
BOARD MEMORANDUM**

**DATE:** August 2, 2017 **August 9, 2017**  
**TO:** BOARD OF DIRECTORS **Board Meeting**  
**FROM:** Mr. Jim Riley, Engineering/Grant Manager  
**VIA:** Mr. Dennis D. LaMoreaux, General Manager  
**RE:** ***AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION ON AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT WITH KENNEDY/JENKS CONSULTANTS FOR THE PALMDALE REGIONAL GROUNDWATER RECHARGE AND RECOVERY PROJECT. (\$229,500.00 – BUDGETED – ENGINEERING/GRANT MANAGER RILEY)***

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**RECOMMENDATION:**

That the Board:

1. Approve Amendment No. 3 with Kennedy/Jenks Consultants for the Palmdale Regional Groundwater Recharge and Recovery Project (PRGRRP) in a not-to-exceed amount of \$229,500.00; and
2. Authorize the General Manager to execute Amendment No. 3 to the Professional Services Agreement with Kennedy/Jenks dated March 30, 2015.

**BACKGROUND:**

In February 2015, Kennedy/Jenks completed an appraisal level analysis of the feasibility of implementing a groundwater recharge and recovery project. The analysis evaluated ten (10) alternatives and recommended that alternative 10C be evaluated in more detail.

In March 2015, the District authorized an agreement and budget of \$1,530,000 for the next steps in the planning process which evaluated alternative 10C at the feasibility level. This included public outreach activities, collection of survey and geotechnical data, conducting biological surveys of threatened and endangered plant and animal species, completing preliminary design and cost estimates of project facilities, environmental reports with federal and state agency review, permitting, regulatory compliance, and feasibility level planning reports.

August 2, 2017

**Amendment No. 1**

Approved Budget in the amount of \$97,000

Accomplishments included:

- Completion of Final Environmental Report (June 2016)
- Public Outreach (2015 and 2016)
- Completion of Draft Title 22 Engineering Report (March 2016)
- Groundwater modeling updates
- Permitting and public outreach
- Completion of Draft Final Title 22 Engineering Report (May 2017)
- Design of Test Wells and Test Basin (May 2017)
- Limited Geotechnical Investigation (May 2017)
- Initial Soil Column Tests (June 2017)
- Meetings with Blue-Ribbon Panel (2016 and 2017)

**Amendment No. 2**

Approved Budget in the amount of \$19,500

Work accomplished

- Preparation of grant application to U.S. Bureau of Reclamation's Title XVI FY 17 Solicitation.

**Amendment No. 3**

Budget Request = \$229,500

Additional Work Needed

- Assistance with Applications to Bureau of Reclamation Title XVI Solicitations FY 18
- Observation of well drilling and test ponds
- Additional Soil Column Tests
- Geotechnical investigations - additional collection for soil column tests
- Groundwater modeling
- Title 22 Engineering Report Revisions
- Meetings with Blue Ribbon Panel
- Public Outreach
- Permitting – coordination with Regional Water Quality Board

BOARD OF DIRECTORS  
PALMDALE WATER DISTRICT  
VIA: Mr. Dennis D. LaMoreaux, General Manager

August 2, 2017

**Strategic Plan Element:**

This work is part of Strategic Initiative No. 1 – Water Resource Reliability by developing the Palmdale Regional Groundwater Recharge and Recovery Project.

**Budget:**

March 30, 2015 Contract with Kennedy/Jenks	\$1,530,000
Amendment No. 1	\$97,000
Amendment No. 2	\$19,500
Amendment No. 3	\$229,500
<b>Total Contract to Date</b>	<b>\$1,876,000</b>

**Supporting Documents:**

- Exhibit “A” – Scope of Services
- Exhibit “B” – Fee Schedule

## “Exhibit A”

### PALMDALE WATER DISTRICT PALMDALE REGIONAL GROUNDWATER RECHARGE AND RECOVERY PROJECT (PRGRRP) PRELIMINARY DESIGN, ENVIRONMENTAL, AND PERMITTING:

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#### SCOPE OF SERVICES, 2017 WORK PLAN

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The base scope of work consists of the following eleven tasks. Two optional tasks are also presented if circumstances require these additional services.

Task 1 – Project Management

Task 5.1 – Funding Support

Task 5.4 – 2018 Title XVI Grant Application

Task 7 – Public Outreach

Task 8 - Title 22 Engineering Report

Task 10 - Blue Ribbon Panel

Task 11 - Permit Application

Task 12 – Monitoring Well

Task 13 – Infiltration Pilot Test

Task 14 – Geotechnical Investigation

Task 15 - Soil Column Tests

#### **Task 1 – Project Management**

The scope of work includes management responsibilities associated with project administration, proper scheduling, budget control, invoice preparation and coordination with PWD’s and the Kennedy/Jenks project team throughout the on-going permitting phase for the PRGRRP facilities. The budget is associated with the addition of eight months to the existing contract.

#### **Task 5.1 – Funding Support**

The scope of work includes on-going assistance, advice, and Project documentation, working closely with District staff, in support of PWD’s pursuit of project funding. Since the level of effort for this task is difficult to estimate in advance, our fee is based on an estimate of a maximum of 48 hours of effort.

#### **Task 5.4 – 2018 Title XVI Grant Application**

The scope of work includes preparing a grant application for the PRGRRP under the anticipated 2018 Title XVI Bureau of Reclamation funding program. It is anticipated that the grant application under Title XVI Water Recycling Projects under the WIIN Act will consist of the following components:

1. Mandatory Federal Forms (SG424, SF424C, and SF-LLL)
2. Technical Proposal
3. Environmental and Resources Compliance Element
4. Project Budget
5. Letters of Support
6. Official Resolution
7. System for Award Management Identifier

Kennedy/Jenks proposes a kick-off teleconference to determine exactly what elements PWD needs to include in the grant application. Kennedy/Jenks will provide drafts of the Letters of Support and Official Resolution, but Palmdale staff will need to distribute the proposed letters of support and assure the Resolution is adopted by the Board of Directors. Using information available on the project (2017 grant application, Title 22 Engineering Report, Preliminary Design Report, Environmental Impact Report), Kennedy/Jenks will prepare a draft of the Title XVI grant application Technical Proposal, Environmental and Resources Compliance Element, Project Budget, and Mandatory Federal Forms. Its assumed Palmdale will review the grant application and as part of the review provide the necessary signatures on the Mandatory Federal Forms.

#### **Task 7 – Public Outreach**

The scope of work includes coordination with Katz, Inc., as a subconsultant to Kennedy/Jenks, to complete revisions to a project fly over video for Phase 1a, and for support (including preparation of notifications) for the Title 22 Public Workshop. Funds are available within Katz's existing budget; however, the 3D rendering model subconsultant budget for The Terrazas Group and labor hours are being added for Kennedy/Jenks staff.

#### **Task 8 - Title 22 Engineering Report**

The scope of work includes revisions to the Title 22 Engineering Report based on a second and third round of DDW comments followed by re-submittal of key report sections and ultimately the Final Title 22 Engineering Report to DDW and the Regional Board. Also included is preparation of draft and final presentation for a Title 22 Public Workshop, including attendance by the Kennedy/Jenks' team at one meeting with DDW and at the workshop.

#### **Task 10 - Blue Ribbon Panel**

The scope of work includes plans for a full day meeting between PWD, LACSD, Kennedy/Jenks and NWRI Blue Ribbon Panel members. The 4th meeting with the Blue Ribbon Panel to be held in January or February 2018 will include a PRGRRP site visit followed by discussion of the second (and potentially third) round of DDW comments on the draft Title 22 Engineering Report as well as the results of the Soil Column Tests.

#### **Task 11 - Permit Application**

The scope of work includes on-going coordination and communication with the Lahontan Regional Water Quality Control Board in preparation for submittal of the PRGRRP permit application to the Board. The work includes coordination with DDB Engineering, as a subconsultant to Kennedy/Jenks, for assistance in preparation of the draft permit application. Funds are available within DDB's existing budget; however, labor hours are being added for Kennedy/Jenks staff.

**Task 12 – Monitoring Well**

The scope of work includes continued coordination with District staff and additional submittal reviews resulting from District initiated changes in the monitoring well depths and discharge column diameter as Change Order No. 1. The construction management office engineering budget increase is estimated to be 20 hours.

**Task 13 – Infiltration Pilot Test**

The scope of work includes on-going coordination of submittal reviews with District staff, responding to design questions from District staff, and generating a conformed set of drawings that reflect District-initiated changes via Change Order No. 1. The office engineering budget increase is estimated to be 48 hours.

**Task 14 – Geotechnical Investigation**

The scope of this task involves Converse Consultants, as a subconsultant to Kennedy/Jenks, mobilizing to the Recharge Site with equipment to excavate, collect, and bag sufficient soil for the additional column tests and delivering the bags of soil to Trussell Technologies (Trussell) facility in Pasadena, CA.

**Task 15 - Soil Column Tests**

The scope of work includes Trussell, as a subconsultant for performing Soil Column Tests. The soil column test plan was revised to include a second water source, the seasonal storage ponds, based on additional water quality data provided by LACSD. The additional set of soil columns will be operated using source water from the LACSD seasonal storage ponds and operated in parallel to the two previously scoped columns designated to operate with supply from Palmdale Reclamation Plant effluent. The work by Trussell includes project management; test plan development; soil column construction, set-up, flushing, tracer studies, and 8 weeks of acclimation; 12 weeks of operation; in-house total organic carbon (TOC) monitoring; sample collection and delivery to LACSD for NDMA and selected chemicals of concern (CECs); and preparation of a final report and presentation.

**OPTIONAL TASKS**

The base scope of services in this amendment does not include the following two optional tasks. If circumstances dictate, one or both of these optional tasks may be required. Therefore, a budget for each of these optional tasks is included under this amendment.

**Task 9.2b – Groundwater Quality Model Update (Optional)**

The PHAST Groundwater Quality Model for the PRGRRP previously prepared by Roux, Inc., as a subconsultant to Kennedy/Jenks, was based on the assumption that available data from the surrounding area was representative of local groundwater quality at Recharge Site. If the actual groundwater quality sampled from Monitoring Well No. 1 currently under construction is substantially different from that which was assumed from

available data, then the groundwater quality model should be updated to reflect site-specific groundwater quality.

**Task 15.1b – Extended Soil Column Acclimation Period (Optional)**

The current scope for soil column tests includes an 8-week acclimation period for the columns. If a longer acclimation time is required to achieve steady-state column performance based on bi-weekly TOC measurements, a budget for an additional 4 weeks of acclimation (continuous operation and TOC sampling and analysis) has been included.

**“Exhibit B”**

**PALMDALE WATER DISTRICT  
PALMDALE REGIONAL GROUNDWATER RECHARGE AND RECOVERY  
PROJECT (PRGRRP)  
PRELIMINARY DESIGN, ENVIRONMENTAL, AND PERMITTING:**

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**COMPENSATION  
2017 WORK PLAN**

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<b>BASE SCOPE</b>	
Task 1 – Project Management	\$14,785
Task 5.1 – Funding Support	\$11,100
Task 5.4 – Title XVI Grant Application	\$26,494
Task 7 – Public Outreach	\$5,195
Task 8 - Title 22 Engineering Report	\$25,070
Task 10 - Blue Ribbon Panel	\$27,280
Task 11 - Permit Application	\$5,020
Task 12 – Monitoring Well	\$3,840
Task 13 – Infiltration Pilot Test	\$8,180
Task 14 – Geotechnical Investigation	\$4,915
Task 15 - Soil Column Tests	\$77,656
<b>Total Base Fee</b>	<b>\$200,610</b>
<b>OPTIONAL TASKS</b>	
Task 9.2B – Update to Groundwater Quality Model	\$11,900
Task 15A - Extended Soil Column Acclimation Period	\$16,990
<b>Subtotal Contingent Fees</b>	<b>\$28,890</b>
<b>Total Base + Optional Tasks</b>	<b>\$229,500</b>

## Personnel Compensation

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<b>Classification</b>	<b>Hourly Rate</b>
CAD-Technician .....	\$120
Designer-Senior Technician .....	\$155
Engineer-Scientist-Specialist 1 .....	\$130
Engineer-Scientist-Specialist 2 .....	\$145
Engineer-Scientist-Specialist 3 .....	\$160
Engineer-Scientist-Specialist 4 .....	\$175
Engineer-Scientist-Specialist 5 .....	\$190
Engineer-Scientist-Specialist 6 .....	\$215
Engineer-Scientist-Specialist 7 .....	\$235
Engineer-Scientist-Specialist 8 .....	\$250
Engineer-Scientist-Specialist 9 .....	\$270
Project Administrator .....	\$110
Administrative Assistant .....	\$90
Aide .....	\$70

In addition to the above Hourly Rates, a 0 percent Communications Surcharge will be added to Personnel Compensation for normal and incidental copies, communications and postage.

## DIRECT EXPENSES

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Reimbursement for direct expenses, as listed below, incurred in connection with the work, will be at cost plus five percent for items such as:

- a. Maps, photographs, 3rd party reproductions, 3rd party printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, contractors, and other outside services.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Project specific telecommunications and delivery charges.
- e. Special fees, insurance, permits, and licenses applicable to the work.
- f. Outside computer processing, computation, and proprietary programs purchased for the work.

Reimbursement for vehicles used in connection with the work will be at the federally approved mileage rates or at a negotiated monthly rate.

Rates for professional staff for legal proceedings or as expert witnesses will be at rates one and one-half times the Hourly Rates specified above.

Excise and gross receipts taxes, if any, will be added as a direct expense.

The foregoing Schedule of Charges is incorporated into the agreement for the services provided, effective July 31, 2017 through March 31, 2018. After March 31, 2018, invoices will reflect the Schedule of Charges currently in effect.

Proposal Fee Estimate (Assoc. Proj. Costs or Comm Charges as ODC)

Kennedy/Jenks Consultants

CLIENT Name: Palmdale Water District  
 PROJECT Description: PRGRRP 2017 Amendment  
 Proposal/Job Number: 1344505\*01 Date: 7/31/2017

January 1, 2015 Rates	Eng-Sci-9 D Ferguson	Eng-Sci-8	Eng-Sci-7 D Blake M Clement	Eng-Sci-6 E Teasdale	Eng-Sci-5 P Chau M osario	Eng-Sci-4 B Hale	Eng-Sci-4 L Green C Paez	Eng-Sci-2	Eng-Sci-1	Sr. CAD-Tech	CAD-Tech E Almalel	Project Administrator	Admin. Assist.	Aide	Total Hours	KJ Labor Fees	Sub The Terrazas Group Fees	Sub NWRI Fees	Sub Roux Fees	Sub Converse Fees	Sub Trussell Tech Fees	KJ Sub-Markup 5%	KJ ODCs Fees	KJ ODCs Markup 5%	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses Fees	
<b>Task 1 - Project Management &amp; QA/QC</b>																													
1.1 PM	24				24							8		2	58	\$12,060						\$0	\$300	\$15	\$12,060	\$0	\$315	\$12,375	
1.2 QA/QC		4	6												10	\$2,410								\$0	\$0	\$0	\$2,410		
<b>Task 1 - Subtotal</b>	24	4	6	0	24	0	0	0	0	0	0	8	0	2	68	\$14,470	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$15	\$14,470	\$0	\$315	\$14,785	
<b>Task 5 - Funding Support</b>																													
5.1 Funding Support	12		24		8	4									48	\$11,100						\$0	\$0	\$0	\$11,100	\$0	\$0	\$11,100	
5.4 2018 Title XVI Grant Application	12		46		8	8	48					8			130	\$26,250						\$0	\$232	\$12	\$26,250	\$0	\$244	\$26,494	
<b>Task 5 - Subtotal</b>	24	0	70	0	16	12	48	0	0	0	0	8	0	0	178	\$37,350	\$0	\$0	\$0	\$0	\$0	\$232	\$12	\$37,350	\$0	\$244	\$37,594		
<b>Phase 7 - Public Outreach</b>																													
7.1a Revise Fly Over for Phase 1a	2				2	2									6	\$1,270	\$2,500				\$125		\$0	\$1,270	\$2,625	\$0	\$3,895		
7.1b Support Title 22 Public Workshop	2				4										6	\$1,300					\$0		\$0	\$1,300	\$0	\$0	\$1,300		
<b>Task 7 - Subtotal</b>	4	0	0	0	6	2	0	0	0	0	0	0	0	0	12	\$2,570	\$2,500	\$0	\$0	\$0	\$125	\$0	\$0	\$2,570	\$2,625	\$0	\$5,195		
<b>Phase 8 - Title 22 Engineering Report</b>																													
8.1 Title 22 Revision No. 2 & No. 3	12		8		4	36	24				8			4	96	\$17,620						\$0	\$0	\$0	\$17,620	\$0	\$0	\$17,620	
8.3 Title 22 Public Workshop	8				12	12	4								36	\$7,240						\$200	\$10	\$7,240	\$0	\$210	\$7,450		
<b>Phase 8 - Subtotal</b>	20	0	8	0	16	48	28	0	0	0	8	0	0	4	132	\$24,860	\$0	\$0	\$0	\$0	\$0	\$200	\$10	\$24,860	\$0	\$210	\$25,070		
<b>Phase 10 - Blue Ribbon Panel</b>																													
10.1a Meeting No. 4	10		4		8	12	4								38	\$7,960		\$15,000			\$750	\$400	\$20	\$7,960	\$15,750	\$420	\$24,130		
10.1b Panel Review of Column Test Plan															0	\$0	\$3,000				\$150	\$0	\$0	\$0	\$3,150	\$0	\$3,150		
<b>Task 10 - Subtotal</b>	10	0	4	0	8	12	4	0	0	0	0	0	0	0	38	\$7,960	\$3,000	\$18,000	\$0	\$0	\$900	\$400	\$20	\$7,960	\$18,900	\$420	\$27,280		
<b>Phase 11 - Permit Application</b>																													
11.1 Coordination with Regional Board	8				4	8	4								24	\$5,020						\$0	\$0	\$0	\$5,020	\$0	\$0	\$5,020	
<b>Task 11 - Subtotal</b>	8	0	0	0	4	8	4	0	0	0	0	0	0	0	24	\$5,020	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,020	\$0	\$0	\$5,020	
<b>Phase 12 - Monitoring Well</b>																													
12.4 Submittal Reviews Associated w/CO #1	2	2				16									20	\$3,840						\$0	\$0	\$0	\$3,840	\$0	\$0	\$3,840	
<b>Phase 12 - Subtotal</b>	2	2	0	0	0	16	0	0	0	0	0	0	0	0	20	\$3,840	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,840	\$0	\$0	\$3,840	
<b>Phase 13 - Infiltration Pilot Test</b>																													
13.3a Design Revisions Associated w/CO #1	1					8									9	\$1,670						\$0	\$0	\$0	\$1,670	\$0	\$0	\$1,670	
13.3b Submittal Reviews Associated w/CO #1	1					20								2	23	\$3,910							\$0	\$0	\$0	\$3,910	\$0	\$0	\$3,910
13.3c Conformed Drawing Set			4			4					8				16	\$2,600						\$0	\$0	\$0	\$2,600	\$0	\$0	\$2,600	
<b>Phase 13 - Subtotal</b>	2	0	4	0	0	32	0	0	0	0	8	0	0	2	48	\$8,180	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,180	\$0	\$0	\$8,180	
<b>Phase 14 - Geotechnical Investigation</b>																													
14.2b Additional Soil Collection for Column Test	2					4									6	\$1,240				\$3,500		\$175	\$0	\$1,240	\$3,675	\$0	\$4,915		
<b>Phase 14 - Subtotal</b>	2	0	0	0	0	4	0	0	0	0	0	0	0	0	6	\$1,240	\$0	\$0	\$3,500	\$0	\$175	\$0	\$0	\$1,240	\$3,675	\$0	\$4,915		
<b>Phase 15 - Soil Column Tests</b>																													
15.1 Column Test Management	14					24	8								46	\$9,380					\$64,925	\$3,246	\$100	\$5	\$9,380	\$68,171	\$105	\$77,656	
<b>Task 15 - Subtotal</b>	14	0	0	0	0	24	8	0	0	0	0	0	0	0	46	\$9,380	\$0	\$0	\$0	\$0	\$64,925	\$3,246	\$100	\$5	\$9,380	\$68,171	\$105	\$77,656	
<b>Base Scope Total</b>	110	6	92	0	74	158	92	0	0	0	16	16	0	8	572	\$114,870	\$2,500	\$18,000	\$0	\$3,500	\$64,925	\$4,446	\$1,232	\$62	\$114,870	\$93,371	\$1,294	\$209,535	
9.2b GW Quality Model Update (Optional)	2			4											6	\$1,400			\$10,000			\$500	\$0	\$1,400	\$10,500	\$0	\$11,900		
15.1b Extended Column Acclimation (Optional)	2					2	2								6	\$1,240					\$6,500	\$325	\$0	\$1,240	\$6,825	\$0	\$8,065		
<b>Base + Optional Tasks Total</b>	114	6	92	4	74	160	94	0	0	0	16	16	0	8	584	\$117,510	\$2,500	\$18,000	\$10,000	\$3,500	\$71,425	\$5,271	\$1,232	\$62	\$117,510	\$110,696	\$1,294	\$229,500	

**P A L M D A L E   W A T E R   D I S T R I C T**  
**B O A R D   M E M O R A N D U M**

**DATE:** August 2, 2017 **August 9, 2017**  
**TO:** BOARD OF DIRECTORS **Board Meeting**  
**FROM:** James Riley, Engineering/Grant Manager  
**VIA:** Mr. Dennis D. LaMoreaux, General Manager  
**RE:** *AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION ON RESOLUTION NO. 17-17 BEING A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT AUTHORIZING THE DISTRICT’S APPLICATION FOR FUNDING FROM THE BUREAU OF RECLAMATION WATERSMART: TITLE XVI WATER RECYCLING PROJECTS UNDER THE WIIN ACT FOR FEDERAL FISCAL YEAR 2017. (NO BUDGET IMPACT – ENGINEERING/GRANT MANAGER RILEY)*

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**Recommendation:**

Staff recommends the Board approve a resolution for submitting a grant application to the U.S. Bureau of Reclamation’s Title XVI Water Recycling Projects under the Water Infrastructure Improvement of the Nation (WIIN) Act of 2016.

**Background:**

In December 2016, the Congress of the United States passed the Water Infrastructure Improvement of the Nation (WIIN) Act. The Act provides funds for water recycling projects. Funds are to be administered by the U.S. Bureau of Reclamation.

On July 17, 2017, the U.S. Bureau of Reclamation issued a request for applications from previously approved feasibility studies. The due date for applications is August 17, 2017.

A feasibility study for the Palmdale Regional Groundwater Recharge and Recovery Project was approved in April, 2017 by the U.S. Bureau of Reclamation. The feasibility report was submitted by Reclamation to Congress in Washington, D.C. on July 12, 2017.

Meetings were held in June, 2017 with U.S. Bureau of Reclamation. Staff members of Reclamation suggested that the Palmdale Water District review the evaluation criteria and look at successful projects which had been selected for funding.

The grant application requires that Board of Directors approve a resolution that the District make a good faith effort to enter into a cooperative agreement with Reclamation for the receipt and administration of said grant funds.

BOARD OF DIRECTORS  
PALMDALE WATER DISTRICT  
VIA: Mr. Dennis D. LaMoreaux, General Manager

August 2, 2017

**Strategic Plan Initiative:**

This work is part of Strategic Initiative # 1 – Water Resource Reliability

**Budget:**

No impact on budget for preparing the resolution.

**Supporting Documents:**

- Resolution No. 17-17

**RESOLUTION NO. 17-17**

**RESOLUTION OF THE BOARD OF DIRECTORS OF PALMDALE WATER DISTRICT  
AUTHORIZING THE DISTRICT'S APPLICATION FOR FUNDING FROM THE  
BUREAU OF RECLAMATION WATERSMART: TITLE XVI WATER RECYCLING  
PROJECTS UNDER THE WIIN ACT FOR FEDERAL FISCAL YEAR 2017**

**WHEREAS**, Palmdale Water District is a municipal water district established pursuant to Section 71000 et seq. of the California Water Code [MC1].

**WHEREAS**, water supply in the Palmdale area is facing a growing list of challenges associated with reductions in allowed groundwater pumping due to pending groundwater adjudication, regulatory cutbacks on State Water Project deliveries, Delta instability, climate change, aging infrastructure, and growing population; and,

**WHEREAS**, the United States Department of the Interior, Bureau of Reclamation under the WaterSMART: Title XVI Water Recycling Projects under the WIIN Act makes funding available to qualifying applicants; and

**WHEREAS**, the Board of Directors of the Palmdale Water District has identified a project that exemplifies the objectives of the WaterSMART Grant in the Palmdale Regional Groundwater Recharge and Recovery Project; and

**WHEREAS**, Palmdale Water District agrees to the administration and cost sharing requirements of the WaterSMART Grant criteria.

**NOW, THEREFORE, LET IT BE RESOLVED** by the Board of Directors of the Palmdale Water District as follows:

**SECTION 1.** Palmdale Water District is hereby authorized to receive, if awarded, the WaterSMART: Title XVI Water Recycling Project Program funding in an amount up to \$1.4 million and will make a good faith effort to enter into a cooperative agreement with Reclamation for the receipt and administration of said grant funds.

**SECTION 2.** The General Manager, Dennis LaMoreaux, or his designee, is hereby authorized to take any and all action which may be necessary for the completion and execution of the project agreement and to take any and all other action which may be necessary for the receipt and administration of the grant funding in accordance with the requirements of the Bureau of Reclamation.

**SECTION 3.** This resolution officially becomes a component part of the Palmdale Water District's grant application.

**SECTION 4.** The Board of Directors has reviewed and supports the application to be submitted.

**SECTION 5.** Palmdale Water District is capable of providing the amount of funding and/or in-kind contributions specified in the grant application funding plan.

**SECTION 6.** This Resolution shall be effective as of the date of adoption.

**CERTIFICATION**

PASSED, APPROVED and ADOPTED this 9<sup>th</sup> day of August, 2017.

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Robert E. Alvarado, President  
Board of Directors  
Palmdale Water District

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Joe Estes, Secretary  
Board of Directors  
Palmdale Water District

APPROVED AS TO FORM:

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Aleshire & Wynder, LLP  
District Legal Counsel

**PALMDALE WATER DISTRICT  
BOARD MEMORANDUM**

**DATE:** August 2, 2017 **August 9, 2017**  
**TO:** BOARD OF DIRECTORS **Board Meeting**  
**FROM:** Mr. Dennis D. LaMoreaux, General Manager  
**RE:** ***AGENDA ITEM NO. 7.3 – CONSIDERATION AND POSSIBLE ACTION  
ON THE FORMATION OF AN AD HOC COMMITTEE TO EXPLORE  
THE FORMATION OF A COMMUNITY LIAISON COMMITTEE.  
(GENERAL MANAGER LaMOREAUX)***

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**Recommendation:**

Staff recommends the Board create an Ad Hoc Committee to explore the formation of a Community Liaison Committee.

**Alternative Options:**

The alternative is to not create an Ad Hoc Committee.

**Impact of Taking No Action:**

There would be no Ad Hoc Committee.

**Background:**

The Board has requested that a Community Liaison Committee be formed to provide public input and ideas to the Board. It has been proposed that this Committee be comprised of several constituents from each of the Director's divisions. Staff has reviewed and discussed this concept, and based on questions from these meetings, it is recommended that an Ad Hoc Committee of the Board be formed to meet with staff to further explore the formation of the Community Liaison Committee.

**Strategic Plan Initiative:**

This work is part of Strategic Initiative 5 – Regional Leadership.

**Budget:**

This item will not affect the Budget.