



## REGULAR MEETING OF THE BOARD OF DIRECTORS

District Office, 18966 Ferretti Road

Groveland, CA 95321

(209) 962-7161 [www.gcsd.org](http://www.gcsd.org)

### AGENDA

May 10, 2022

10:00 a.m.

### **BOARD MEMBERS AND PUBLIC MAY ATTEND IN PERSON AT DISTRICT OFFICE OR VIA VIDEO CONFERENCE AS DETAILED BELOW:**

Under the Governor's Executive Order N-25-20 and Order N-29-20, members of the Board of Directors can participate by videoconference or teleconference. Accessibility Requirements, if you need swift special assistance during the Board meeting, please call (209) 962-7161. The District office is open to the public at this time from 9am to 4:30pm Monday through Thursday and 9am to 4pm on Friday (Closed between 12pm-2pm). All members of the public seeking to observe and/or to address the GCSB Board may participate in the meeting telephonically or otherwise electronically in the manner described below:

#### **HOW TO OBSERVE AND PARTICIPATE IN THE MEETING:**

**Computer, tablet or smartphone:** Watch the live streaming of the meeting from a computer by navigating to <https://us02web.zoom.us/j/7688070165> using a computer with internet access that meets Zoom's system requirements

**Telephone:** Listen to the meeting live by calling Zoom at (253) 215-8782 or (301) 715-8592. Enter the Meeting ID# 279-281-953 followed by the pound (#) key. More phone numbers can be found on Zoom's website at <https://zoom.us/u/abb4GNs5xM> if the line is busy.

**Mobile:** Log in through the Zoom mobile app on a smartphone and enter Meeting ID# 279-281-953.

#### **HOW TO SUBMIT PUBLIC COMMENTS:**

**Written/ Read Aloud:** Please email your comments to [board@gcsd.org](mailto:board@gcsd.org), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email.

**Telephonic / Electronic Comments:** During the meeting, the Board President or designee will announce the opportunity to make public comments by voice and in writing, and identify the cut off time for submission of written comments. Comments can be emailed in advance of the Board meeting and up to the time of Board consideration of the item during the meeting. Send email to [board@gcsd.org](mailto:board@gcsd.org), and write "Public Comment" in the subject line. Once you have joined the Board meeting online using Zoom, public comments can also be submitted using the Chat function while in the Zoom Meeting. In the body of the email or Chat, include the agenda item number and its title, as well as your comments. The Board President will also public comment to be made verbally prior to consideration of each agenda item, and will explain the procedure for making verbal comments during the meeting. Once the public comment period is closed, comments timely received in advance of consideration of the agenda item will be read aloud prior to Board action on the matter. Comments received after the close of the public comment period will be added to the record after the meeting.

**ACCESSIBILITY INFORMATION:**

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Rachel Pearlman, Board Secretary, at least 48 hours before a regular meeting at (209) 962-7161 or [rpearlman@gcsd.org](mailto:rpearlman@gcsd.org). Advanced notification will enable the District to swiftly resolve such requests to ensure accessibility.

**AGENDA MATERIAL:**

Physical copies of agenda material will not be available at the meeting. All agenda material can be accessed on the District Board Meeting Webpage at <https://www.gcsd.org/board-meetings-meeting-documents>. Physical copies can be obtained through the District office once made available.

**PUBLIC RECORDS:**

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District's website located at <https://www.gcsd.org> as the place for making those public records available for inspection. The documents may also be obtained by calling the District office.

ALL AGENDA MATERIAL ARE AVAILABLE ON THE DISTRICT WEBSITE AT [WWW.GCSD.ORG](http://WWW.GCSD.ORG) OR MAY BE INSPECTED IN THE GROVELAND COMMUNITY SERVICES DISTRICT OFFICE AT 18966 FERRETTI ROAD, GROVELAND, CALIFORNIA

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**TELECONFERENCE AGENDA**

May 10, 2022  
10:00 a.m.

**Call to Order**

**Pledge of Allegiance**

**Roll Call of Board Members**

Spencer Edwards, President  
Robert Swan, Vice President  
John Armstrong, Director  
Janice Kwiatkowski, Director  
Nancy Mora, Director

**1. Approve Order of Agenda**

**2. Public Comment**

Members of the public are appreciated for taking the time to attend this meeting and provide comments on matters of District business. Public comments are subject to a 3-minute time limit; 10 minutes on an individual topic. Although no action can be taken on items not listed on the agenda, please know we are listening carefully to your comments.

**3. Information Items**

Brief reports may be provided by District staff and/or Board members as information on matters of general interest. No action will be taken by the Board during Reports, however items discussed may be recommended for discussion and action on a future agenda. Public comments will be taken after each report is provided.

**A. Staff Reports**

- i. Fire Department Report
- ii. General Manager's Report
- iii. Operations Manager's Report
- iv. Administrative Services Manager's Report

**B. Proclamations**

- i. Recognition of Peter Kampa for his 3 Years of Service to the Groveland Community Services District
- ii. Recognition of Renee Van Dyk for her 3 Years of Service to the Groveland Community Services District
- iii. Recognition of Meghan Orsetti for her 3 Years of Service to the Groveland Community Services District

**4. Consent Calendar**

Consent Calendar items are considered routine and will be acted upon by one motion. There will be no separate discussion on these items unless a member of the Board, Staff or a member of the Public requests specific items be set aside for separate discussion.

- A. Approve Minutes from the April 7, 2022, Special Meeting
- B. Approve Minutes from the April 12, 2022, Regular Meeting

- C. Approve Minutes from the April 26, 2022, Special Meeting
- D. Accept April 2022 Payables
- E. Adoption of a Resolution Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency by Governor's Executive Order N-25-20 and Order N-29-20, and Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Groveland Community Services District for the Period of May 10, 2022 through June 7, 2022 Pursuant to Brown Act Provisions
- F. Waive Reading of Ordinances and Resolutions Except by Title

## 5. Old Business

(Items tabled or carried forward from a previous meeting to be considered on this agenda. The Board of Directors intends to consider each of the following items and may take action at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action)

- A. None.

## 6. Discussion and Action Items

The Board of Directors intends to consider each of the following items and may take action at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action.

- A. Adoption of a Resolution Authorizing the Award of the Pavement Rehabilitation Phase 2 Project to the Lowest Responsive Bidder and to Authorize the General Manager to Sign an Agreement on Behalf of the District
- B. Adoption of a Resolution Approving a Consulting Services Agreement with Patrick Engineering for Water, Sewer, Treatment Plant, and Parks Asset Data Conflation and Migration to ArcGIS and Cartograph OMS
- C. Discussion and Consideration of a Memorandum of Understanding Between the District and Tuolumne County for Funding an Additional Fire Apparatus and Associated Staffing Co-located with the Groveland Community Services District Fire Department, and Related Fire Station Improvements

## 7. Adjournment

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**Groveland Community Services District  
Fire Department / CALFIRE**

18966 Ferretti Road Groveland, CA 95321

Staff Report  
May 1, 2022

To: Board of Directors

From: Andy Murphy, Assistant Chief  
By: Travis Chunn, Fire Captain

Subject: Monthly Activity Report – April 1, 2022 to April 30, 2022

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Operations:

On April 20, 2022, Engine 781 responded to a commercial structure fire at the Groveland Motel. Upon arrival there was light smoke coming from the side of a modular unit. With quick actions using a pressurized water extinguisher, the fire was contained to a small, exterior portion of the wall. No injuries were reported. We would like to recognize the actions of the property manager who deployed a fire extinguisher prior to Engine 781 arriving, preventing the fire from getting well established. The cause of the fire is under investigation.



Apparatus and Equipment:

Apparatus	Description	Status
Engine 781	2009 Pierce Contender	In Service
Engine 787	2000 Freightliner FL112	In Service
Engine 783	1995 International Model 15	Out Of Service
Utility 786	2008 Chevrolet 2500	In Service

Training:

In addition to our monthly Emergency Medical Technician (EMT) curriculum and engine company performance standards, Battalion personnel received the following specialized training:

- Hazardous Materials
- Water Rescue
- Ground Ladders
- Engineer Kyle Moreno attended Company Officer 2B

Fire Department News:

Station 78 hosted Tenaya Elementary School's walking field trip for first through fourth grades on April 20, 2022. FC Chunn and FAE Donabedian talked about and showed the children what life at the station is like when we are not responding to emergencies. We showed them where we sleep, eat, exercise, and where we park the fire department equipment.



Fire Chief's Report  
May 1, 2022  
Page 3 of 4



Fire Chief's Report  
May 1, 2022  
Page 4 of 4

We participated in the Groveland CERT training that was held at Mary Laveroni Park on April 30, 2022. FAE Donabedian presented the fire safety lesson to those in attendance. All the participants were able to extinguish a small fire using pressurized water extinguishers. Thank you to CAL FIRE Groveland for assisting with the extinguisher and fire portion of the training.





**MONTH - April 2022**

**STATION 78**

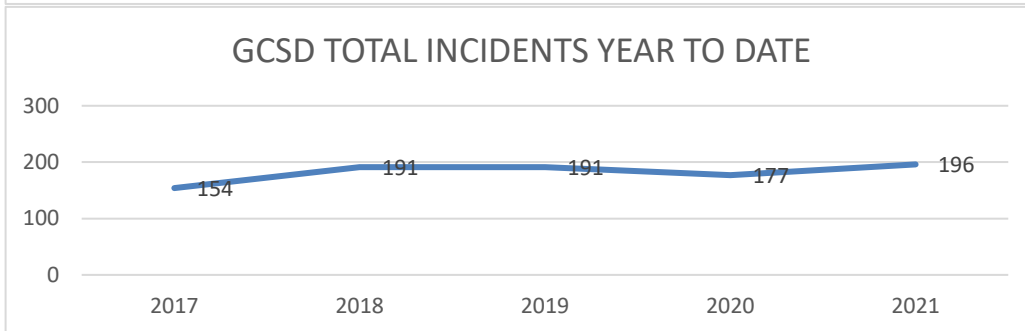
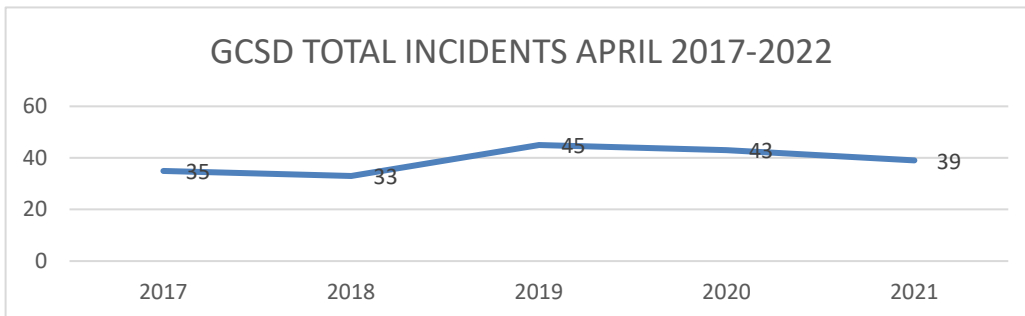
Alarm Sounding	2
Odor Investigation	0
Debris Fire	0
Medical Aid	30
Fire Menace Standby	1
Fire Other	0
Haz Mat	0
Landing Zone	0
Plane/Heli Crash	0
Public Assist	4
Smoke Check	0
Structure Fire	0
Commercial Structure Fire	1
Vegetation Fire	0
Vehicle Accident	2
Vehicle Accident/Pin in	0
Vehicle Fire	0
<b>TOTAL</b>	<b>40</b>



Auto Aid	Given
Tuolumne County	2
INC# 4057- Public Assist Prospect Heights INC# 4992- Medical Aid Rush Creek Lodge	

ALS	
Yes	No
17	13

**Last Call Logged Run # 5158**



**TO: GCSB Board of Directors**

**FROM: Peter Kampa, General Manager**

**DATE: May 10, 2022**

**SUBJECT: Agenda Item 3Aii. General Managers Report**

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#### Overview

Highlights for the period of April 12, 2022 to May 10, 2022 include the following with additional detail attached:

- Working with the Department of Water Resources on the Groveland Drought Resilience Project funding agreement for \$8.5 million. The agreement is expected within a few months and the state has authorized immediate expenditures in advance of receiving the final agreement. At this time, we are evaluating the optimal location and configuration of water treatment plant, and will be securing an agreement with a prime engineering firm to conduct the heavy lifting on project design.
- We are engaged in communication with Caltrans regarding the preparation of the Clean CA grant agreement. As soon as we are authorized to proceed with the project and reimbursements from the state, we will be ordering the restroom, as there is a 7-month construction turnaround.
- Meeting and working with the County regarding colocation of the new engine and staff at our Station 78. In the coming month, we will be working out the details of an MOU to dial in the logistical and financial arrangements.
- Executed a consulting agreement with Augustine Planning Associates for completion of CEQA documentation on the 150 acre shaded fuel break project on GCSB property. Augustine is also preparing a proposal for conducting the CEQA evaluation for the purchase of the hetch hetchy railroad properties, which is part of the due diligence needed prior to the close of escrow. Both CEQA documents will include required cultural and biological evaluations, and the Railroad Properties CEQA will include evaluation of impacts associated with development of the trail.
- Working through AM-CE Consulting, authorized proceeding with the CEQA evaluations on the Hetch Hetchy RR Trail, Phase 1 work and Mary Laveroni Park Improvements Project.
- Held an informal community conversation titled “Chat with the Chief” on Saturday, April 23, 2022 at the District office. The open discussion was focused on all-things fire department and was attended by approximately six members of the public, Chief Murphy and myself, Jennifer Flores and Roni (Lynn) Rudy.

### **Hetch Hetchy Railroad Trail Project**

Staff and our legal team continue to work through evaluation of the potential acquisition of the Hetch Hetchy Railroad parcels for the purpose of sewer easement control, and future trails and emergency egress. In addition, we are finalizing the Phase 1 Trail alignment from the Groveland Resilience Center to Mary Laveroni Park, beginning the environmental review and starting preliminary design. As discussed, one state grant application has been prepared (Recreational Trail Program) and we are actively working on another through the Caltrans Active Transportation program, using the consulting firm Greendot Transportation, paid by reimbursement from the county transportation council. We are waiting for the Caltrans Clean CA grant agreement or approval from the state to proceed with the work, and we will immediately begin a survey of the trail route.

### **County Board of Supervisors Priorities**

The county Board of Supervisors adopted their 2022/2023 Priorities with Fire and Emergency Services being the highest. The County will soon begin the preparation of a Standards of Coverage evaluation and GCSD will be actively involved. In addition, on May 3, 2022 the County Board directed its staff to further evaluate the opportunity to implement Community Facilities Districts (CFD) for new commercial development in the county. Both of these items have been priority objectives of the GCSD Board, presented to the County and are now moving forward.

**GROVELAND COMMUNITY SERVICES DISTRICT  
BIG CREEK AND SECOND GARROTTE CLEARWELLS REHABILITATION  
PROJECT  
CONSTRUCTION PROGRESS MEETING**

May 2, 2022 @ 8:30 AM

AGENDA

I. INTRODUCTIONS

II. CONSTRUCTION PROGRESS SNAPSHOT

a. Total Project Cost (Contractor)	\$3,118,200.00
b. Total Funding Agreement (Total Project)	\$3,954,200.00
c. Budget Spent to Date (Contractor)	\$3,070,886.31
d. Budget Spent to Date (Total Project)	\$3,559,833.20
e. Total Project Contingency	\$361,000.00
f. Contingency Used to Date	\$121,886.89
g. Percentage Funding Used to Date (Contractor)	98.5%
h. Percentage Funding Used to Date (Total Project)	90.0%
i. Percent Contingency Used to Date	33.7%
j. Days for Completion	138 Working Days
k. Elapsed Days	317 Working Days (March 18, 2022)
l. Weather Day	4 Weather Day
m. Remaining Days	-175 Working Days

III. CONSTRUCTION SITE REPORTS

- a. Progress to Date
- b. Contractor (1-MONTH LOOK AHEAD)

IV. CHANGE ORDERS

- a. Groveland CSD Contingency Used
  - i. Labor, Material and Equipment costs for valve/piping replacement at Butler Way Pump Station – Moyle (\$16,034.80)
- b. Pending Change orders
  - i. Pending Change Order No. 19 – Additional Work for Exterior Pipes at Second Garrotte (\$14,700 and 4 Working Days) (Time & Material - \$7,700 – 2 Working Days)



c. Fully Executed

- i. Change Order No. 1 – Additional Structural Repairs in Big Creek Clearwell (\$33,217.80 and 8 Additional Working Days)
- ii. Change Order No. 2 – Relocation of ARV to Adjacent Wye Fitting at Butler Way Pump Station (No Cost and 2 Additional Working Days)
- iii. Change Order No. 3 – Installation of Insulation in Both the Big Creek and Second Garrotte New Electrical Cabinets (\$953.00 and No Working Days)
- iv. Change Order No. 4 – Inspection Sand Blast (Time & Material) (\$46,457.90 and 4 Additional Working Days)
- v. Change Order No. 5 – Addition of Inlet ARV at Butler Way Pump Station (\$2,116.00 and 1 Working Day)
- vi. Change Order No. 6 – Upgrade of Pressure Transmitter at Butler Way Pump Station (\$3,832.50 and 0 Working Day)
- vii. Change Order No. 7 – Additional Communications Between Tank1 and Butler Way Pump Station (\$5,637.45 and 1 Working Day) (Pending Contractor Execution)
- viii. Change Order No. 8 – Additional Big Creek Punch List Items (\$10,800 and 1 Working Day)
- ix. Change Order No. 9 – Additional Work at Butler Way Pump Station (Discharge Piping) (\$2,837.44 and 1 Working Day)

d. Denied

- i. Pending Change Order No. 1 – Oil in Tank (\$48,539.00 and 14 additional Working Days)
- ii. Pending Change Order No. 6 – Lid Pin Holes Repairs (\$14,200 and 2 additional Working Days)
- iii. Pending Change Order No. 11 – Oil Removal from Big Creek Clearwell Baffles (\$39,078.00 and 7 Working Days)
- iv. Pending Change Order No. 15 – Oil in Second Garrotte Clearwell (\$22,000 and 4 Working Days)
- v. Pending Change Order No. 16 – Oil in Second Garrotte Clearwell Baffles (\$10,600 and 2 Working Days)
- vi. Pending Change Order No. 18 – Additional Endura flex Coating Expenses (\$72,450.00 and 0 additional Working Days)

- V. SUBMITTAL REVIEW
  - a. Approved Submittals
    - i. Submittal No. 1 – 44
  - b. Remaining Submittals
    - i. None
- VI. REVIEW RFI LOG
  - a. Responded RFI's
    - i. RFI No. 1 – 37
  - b. Pending RFI's
    - i. None
- VII. Claims
  - a. Claim No. 1 – Oil in Big Creek Clearwell
    - i. Responded
  - b. Claim No. 2 – Additional Expenses Incurred for Big Creek Clearwell Coating
    - i. Responded
  - c. Claim No. 3 – Relocation of ARV at Butler Way Pump Station
    - i. Claim Removed
  - d. Claim No. 4 – Mill Scale in Big Creek Clearwell and Chlorine Contact Tank
    - i. Responded
  - e. Claim No. 5 – Oil Removal from Big Creek Baffles
    - i. Responded
  - f. Claim No. 6 – Oil in Second Garrotte Clearwell
    - i. Responded
  - g. Claim No. 7 - Oil Removal from Second Garrotte Baffles
    - i. Responded
  - h. Claim No. 8 - Additional Expenses Incurred for Second Garrotte Clearwell Coating
    - i. Responded
- VIII. PAYMENT REQUESTS
  - a. Processed
    - i. Disbursement Request No. 1 (\$331,640.00)
      - 1. Received.
    - ii. Disbursement Request No. 2 (\$298,997.00)

- 1. Received.
- iii. Disbursement Request No. 3 (\$673,932.00)
  - 1. Received.
- iv. Disbursement Request No. 4 (\$510,681.00)
  - 1. Received.
- v. Disbursement Request No. 5 (\$132,385.00)
  - 1. Received.
- vi. Disbursement Request No. 6 (\$49,199.00)
  - 1. Received.
- vii. Disbursement Request No. 7 (\$301,594.00)
  - 1. Received.
- viii. Disbursement Request No. 8 (\$326,571.00)
  - 1. Received.
- ix. Disbursement Request No. 9 (\$293,255.00)
  - 1. Received.
- x. Disbursement Request No. 10 (\$260,641.00)
  - 1. Received.
- xi. Disbursement Request No. 11 (\$66,036.00)
  - 1. Received.
- xii. Disbursement Request No. 12 (\$91,711.00)
  - 1. Received.
- xiii. Disbursement Request No. 13 (\$65,902.00)
  - 1. Submitted (3/22/2022)
- xiv. Disbursement Request No. 14 (Pending May 20, 2022)
  - 1. Attorney requested that we do not pay any further invoices
    - a. Can withhold up to 100% to 150% of the Claims.
  - 2. Contractor not submitting for April

IX. PROJECT SCHEDULE

- i. Butler Way
  - 1. Sound enclosure installed without fan
    - a. Panel for fan to be replaced and fan to be installed.
      - i. Scheduled for install April 11, 2022 (Canceled)

- ii. Final Disbursement Request Date to be extended to March 23, 2023.

X. CONCERNS

- i. Negotiated Claims removal with Contractor.
  - 1. Attorney is confident that Farr Construction will come to an agreement with us on the Tank 5 improvements. (Meeting May 2, 2022 with Attorney – Follow up Meeting with Contractor May 3, 2022)
    - a. Farr Construction Bid
    - b. Farr Construction CCO for Tank 5 work
    - c. Formal quote from Paso Robles Tanks
      - i. \$260,000 for new tank construction
      - ii. \$30,000 for demolition of existing
  - 2. Proceeding with the listed projects will remove all claims (all liquidated damages removed as well):
    - a. Tank 5 coating quote - \$524,680.00
    - b. Tank 5 replacement quote with Factory Epoxy Coating (Bolted - \$423,200/Welded - \$626,400)
      - i. New Contractor
        - 1. Rebid, formal FBA and agreement amendment required (4-6 Months)
      - ii. Farr Construction
        - 1. Agreement amendment (3 Months)
      - iii. Mehreen requested a Technical memo for proposed work.
      - iv. No cultural assessment required.
      - v. Biological memo required.
    - c. Big Creek and 2G piping coating quote received (Sand Blasting) - \$62,000
    - d. Big Creek and 2G piping coating quote requested (Overcoat) - \$75,200
  - 3. Remaining Funds
    - a. \$476,866.80 with all liquidated damages (\$175,000)



- b. \$434,866.80 with liquidated damages and the addition of 42 working days to Farr Construction Project timeline (\$133,000).
    - c. \$301,866.80 without any liquidated damages
  - 4. Liquidated damages
    - i. As furnish of the fan panel to be installed at the Butler Way Pump Station is out of Farr Constructions control liquidated damages stopped once the lights, heater and electrical work were installed (March 18, 2022).
      - 1. Date to be provided for the shipment of the replacement panel.
      - 2. From delivery date to install liquidated damages will be assessed.
    - ii. Farr Construction submitted letter claiming that substantial completion was achieved on December 16, 2021. (Invalid)
      - 1. AMCE will develop a response pending meeting with Attorney.
      - 2. Letter received from Farr Construction on March 8, 2022 stating that the Second Garrotte Tank was ready to be disinfected and started up
        - a. Letter should have been provided on 12/16/21 if they were prepared.
      - 3. Butler Way Sound Enclosure installation began on January 18, 2022
        - a. Claimed since pumps were being used that Butler Way had reached substantial completion.
          - i. Pumps freezing because heater was not installed.
      - 4. Electrical at Second Garrotte (Pressure Transducer)/Butler Way heater and light installed March 18, 2022.
5. Meeting with Attorney May 2, 2022

- a. Discuss direction of Project in terms of mediation/Tank 5 work
- b. Meeting to be scheduled with Farr Construction and Attorney May 3, 2022

XI. ADJOURN

## Operations and Maintenance Report April 2022

### Operations Department

### Wastewater Treatment Division

Influent Totals	
<b>Total</b>	3.44
<b>High</b>	.16
<b>Low</b>	.07
<b>Average</b>	.11

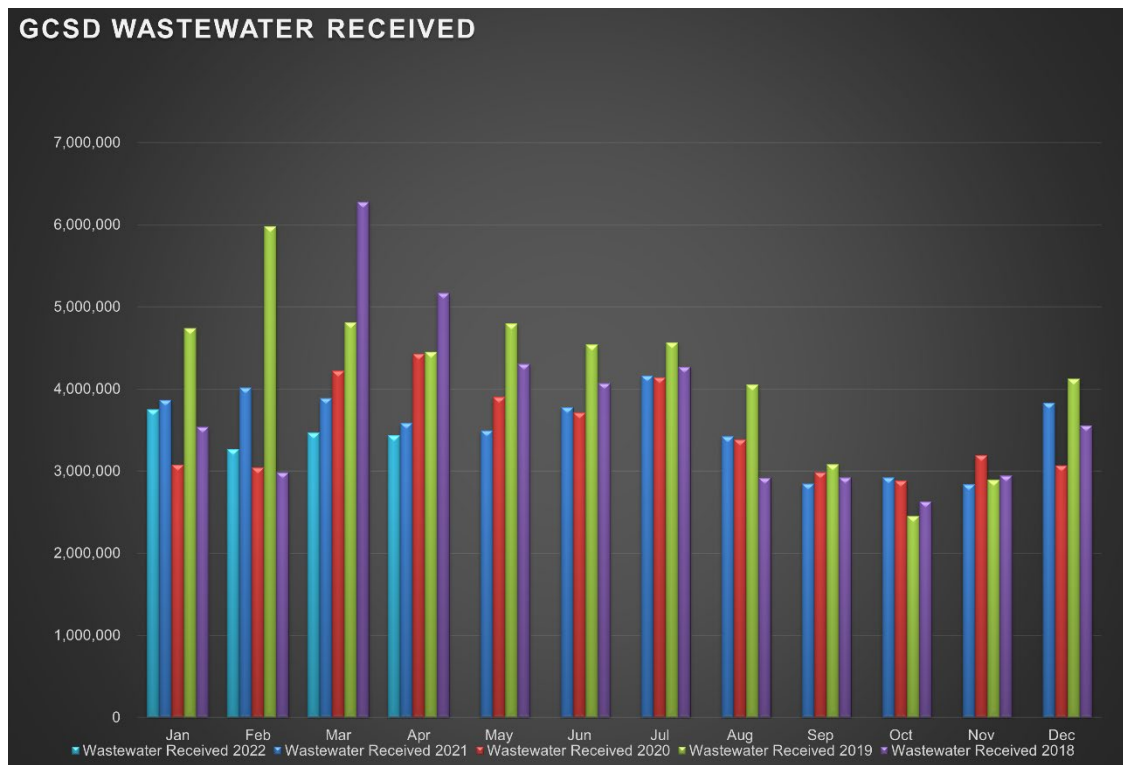
Effluent Totals	
<b>Total</b>	N/A
<b>High</b>	N/A
<b>Low</b>	N/A
<b>Average</b>	N/A

Reclamation Totals	
<b>PML</b>	
<b>Spray Fields</b>	
<b>PML Season Total</b>	
<b>Spray Field Season Total</b>	

Wasting Totals	
Total Inches	156
Total Pounds	2367
<b>Active Accounts</b>	1562

STP Rainfall Totals by Year During Current Month (Inches)					
Season	2022	2021	2020	2019	2018
	24.13	2.34	0.49	3.26	0.81
High	High .68	High .43	High 2.42	High .22	High 1.40

### Charted Historical Monthly Influent Totals



## **Wastewater Treatment Division**

### **Routine Tasks**

- Took weekly Bac-Ts and BOD of the Chlorine Contact Chamber (CCC) and sent into Aqua Lab for testing
- Completed monthly Wastewater Report and sent to the State Water Resources Control Board
- Completed daily rounds and Lab

## **Water Treatment Division**

### **Routine Tasks**

- Submitted monthly Water Treatment Report to State Water Resources Control Board
- Submitted monthly Conservation Report to State Water Boards
- Performed weekly checks and calibrations on all analyzers at 2G, BC, and AWS
- Performed monthly UV calibrations at 2G and BC
- Took weekly Treatment Plant samples and sent into Aqua Lab
- Monitored/sampled Distribution Tanks as needed



## Maintenance Department

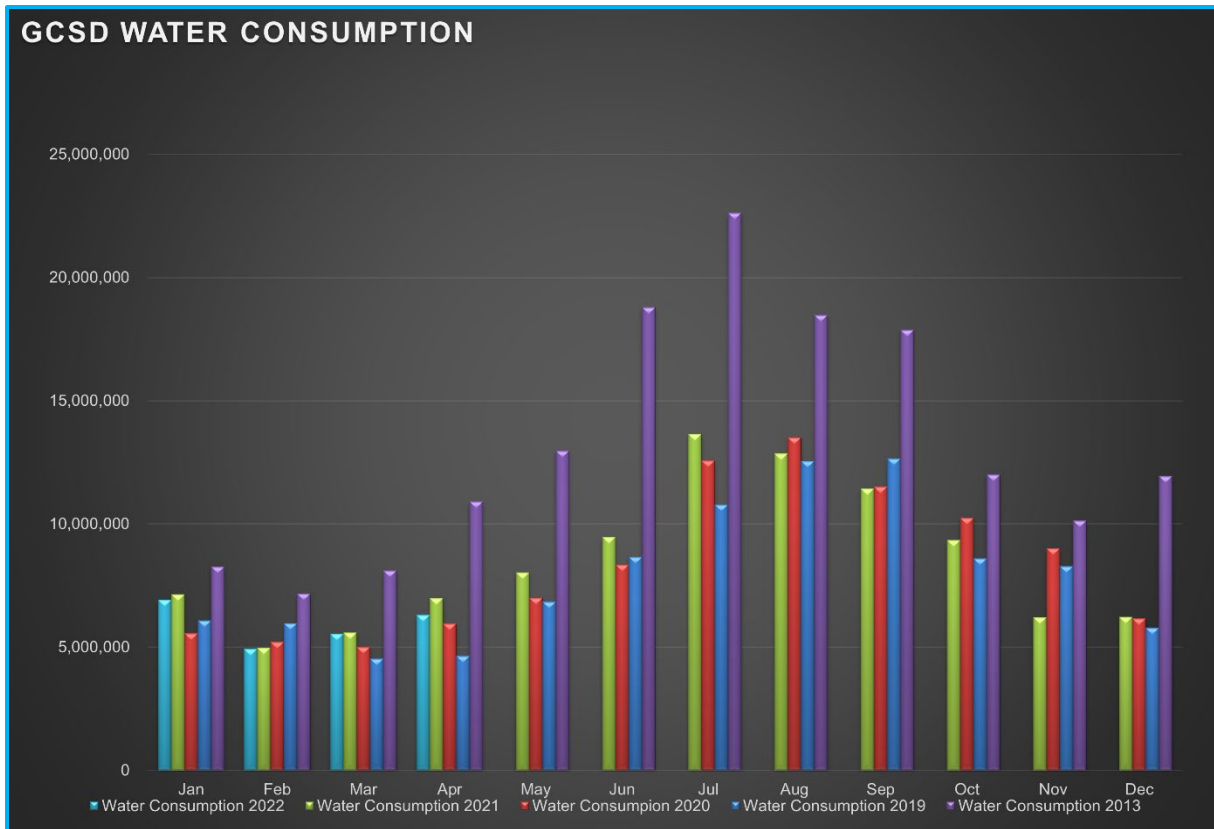
### Water Distribution System Division

Meter Related Services	Total
Check / Repair Meters	3
Water Meters Installed	2
Monthly Meter Restrictions	0
Meter Changeouts	0
Tenant Final Reads	5
Re-Reads	12
Meter Turn-Offs	4
Meter Turn-Ons	2
Meter Tests	1
<b>Total Meter Related Issues</b>	<b>29</b>

Billed Consumption (Gallons)	2022	2021	2020
Residential	6,311,670	6,987,117	5,961,500
Commercial	286,963	367,224	N/A
<b>Total</b>	<b>5,831,904</b>	<b>7,354,341</b>	<b>5,961,500</b>

<b>Active Accounts</b>	3258
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### Charted Historical Monthly Water Consumption



## Water Distribution System Division

### Maintenance and Repair Data

Description	Total
Water Main Leaks / Repairs	2
Water Service Line Leaks / Repairs	0
Fire Hydrant Repairs / Replacements	0
Number of Hydrants Flushed	5
Number of Dead-Ends Flushed	7
Water Valves Exercised	7
GIS Points	9

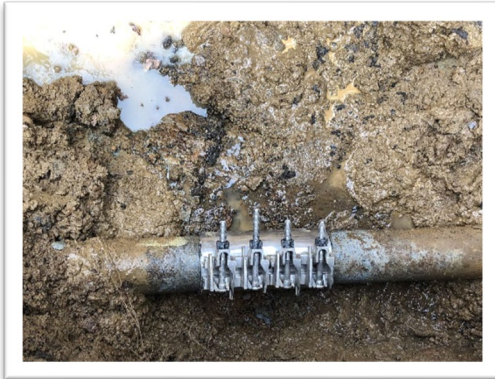
Description	Gallons
Flushing for Water Quality	10,400
Water Loss Due to Leaks / Breaks	25,487

After-Hours Calls (Hours)				
Water	Sewer	Park	Other	Total
5	0	0	0	5

### Maintenance and Repair

- **Routine Tasks**
  - Read all District Water Meters
  - Customer Service Calls (Low / High Pressures, No Water, Turn-Ons / Turn-Offs, Etc.)
  - Underground Service Alert (USA) Utility Marking Program
  - Weekly Pump Station Inspections at Tank 2, Tank 4, Tank 5 (Buildings, Tanks, Motors, Pumps, Drives, Communications, Generators, and Auxiliary Equipment)
- **Tanks and Pump Stations**
- **Distribution System**
  - Dead-End flushing for Units: 12
  - Repaired mainline leak at 19911 Old Hwy 120
  - Replaced broken valve at 19911 Old Hwy 120
  - Repaired mainline leak at 18933 Main St
  - Repaired leaking meters at 19500 Pleasant View Dr and 19724 Pine Mountain Dr
  - Repaired hydrant bollard at 20488 Ferretti Rd
  - Cleaned out meter boxes in Unit 1
  - Meter washer replacements to repair leaks at U1/L76 and U1/L301
  - Meter box lid replacements (7) in Units 1, 5, and 12
  - Pothole water main at airport for new development
  - Repair meter box lid at Mountain Leisure Center

**Water break – 18933 Main St**



**Water Break/Valve Replacement – 19911 Old Hwy 120**



*Dewatering the mainline for valve replacement.*

## Wastewater Collection System Division

Description	Total
Manholes Inspected	33
GIS Points	183
Customer Complaint	3
Odor Complaints	0

Description	Total
Flushing/Jetting (Feet)	2000
Video Inspection (Feet)	65

Description	Total
Sanitary Sewer Spills (SSO)	0
SSO Gallons Spilled	0

### Maintenance and Repair

- **Routine Tasks**
  - Weekly lift station site inspections
  - Added degreaser and odor control to lift stations
- **Lift Stations**
  - Cleaned: LS5, LS6, LS7, LS8
  - Weed maintenance and general site cleanup at LS14 and LS10
- **Collection System**
  - Inspected Manholes: Twin Pines Easement, Bass Pond
  - Flushed/Jetted gravity sewer line areas (See data above):
  - GIS Manholes (see data above): LS8, LS9, LS10, LS11, LS13
  - MH Root removal U1/L270, U1/L233A, U1/L238, U3/L325
  - Inspect LS13 force main from LS to PML Dam
  - Cleaned easement from STP to Park
  - Treated problem grease mainlines with caustic soda
  - LS7: Replaced UPS
  - New sewer connection U5/L189

## Parks Division

### Maintenance and Repair

- **Mary Laveroni Community Park**
  - Landscape Maintenance
  - Inspection/maintenance before Pinecone Kids concert
  - Inspection/maintenance before Easter Day event
- **Ballfield & Dog Park**
  - Flush and return to service the water lines to dog park, restroom, and drinking fountain.
  - Install backflow device for ballfield



## General Maintenance Division

### Maintenance By Department

- **Operations Department**

- 2G Water Treatment Plant
  - Diagnose and repair UV light capacitor
- Big Creek Water Treatment Plant
- AWS
- STP
  - Solid waste removal

- **Maintenance Department**

- Equipment
  - Inspect and exercise STP, T2, Rain for Rent, Sol-air, Light tower, Cement mixer, Water trailer, Butler bypass generator.
  - Service small equipment. Oil change on vibraplate machine.
- Vehicles
  - 70981: Replaced cam sensor. Serviced oil and fuel filters. Test, diagnose, and repaired leaking valves and prepared truck for annual Pump and Valve testing. Testing completed 04/14/2022. Diagnose and repair oil cooler bypass.
  - 79987: Test, diagnose, and repaired leaking valves and prepared truck for annual Pump and Valve testing. Testing completed 04/26/2022.
  - 79783: Test and diagnose leaking valves for annual Pump and Valve testing.
  - 60523: 90-Day Inspection
  - 60524: 90-Day Inspection
  - 50807: Removed cylinder heads for resurfacing and repair at machine shop. Reinstall all parts and gaskets. Truck operating properly.
  - 42127: Repair damaged front-end parts.
  - 68622: 90-Day Inspection. Adjust clutch.
  - 12210: 90-Day Inspection
- Buildings & Yard
  - Repaired and replaced sink traps in operations building.
  - General yard cleanliness.

## Contracted Work

- Jorgenson Co Fire Protection
  - Annual fire extinguisher servicing
- Foothill Pest Control
  - Sprayed for weeds at: All tank sites, water treatment plants, sewer treatment plant, and spray fields.
  - Rodent control at 2G WTP
- Service Masters
  - Site cleanup and disinfection for rodents at 2G WTP
- Moyle Excavation
  - Excavation assistance with water main break at 18933 Main St

## Workplace Safety and Training

- Sanitary Sewer Overflow training with Collections and Distribution crew.
- Communications Training with Supervisor and Lead Workers
- Routine Safety Meetings
  - 1) Daily Tailgate Meetings
  - 2) Weekly Safety Meetings
  - 3) Weekly Security Checks
  - 4) Weekly Vehicle Inspection

**SPECIAL MEETING OF THE BOARD OF  
DIRECTORS GROVELAND COMMUNITY SERVICES  
DISTRICT GROVELAND, CALIFORNIA**

**April 7, 2022  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Spencer Edwards President, Janice Kwiatkowski, and Nancy Mora being present. Also present was Board Secretary Rachel Pearlman.

**Call to Order**

Director Edwards called the meeting to order at 10:05am.

Directors Swan and Armstrong absent.

**Discussion and Action Items**

The Board of Directors intends to consider each of the following items and may take action at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action.

Adoption of a Resolution Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency by Governor's Executive Order N-25-20 and Order N-29-20, and Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Groveland Community Services District for the Period of April 7, 2022 through May 5, 2022 Pursuant to Brown Act Provisions

**Motion**

*Director Edwards moved, seconded by Director Kwiatkowski and the motion passed by roll call to approve Resolution 10-2022 Ratifying the Proclamation of a State of Emergency by Governor's Executive Order N-25-20 and Order N-29-20, and Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Groveland Community Services District for the Period of April 7, 2022 through May 5, 2022 Pursuant to Brown Act Provisions.*

*Ayes: Directors Edwards, Kwiatkowski, and Mora.*

*Absent: Director Swan and Armstrong.*

**Adjournment**

Meeting adjourned at 10:09am.

APPROVED:

\_\_\_\_\_  
Spencer Edwards, Board President

ATTEST:

\_\_\_\_\_  
Rachel Pearlman, Board Secretary

**REGULAR MEETING OF THE BOARD OF  
DIRECTORS GROVELAND COMMUNITY SERVICES  
DISTRICT GROVELAND, CALIFORNIA  
April 12, 2022  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in regular session on the above mentioned date with Directors Spencer Edwards President, Robert Swan Vice President, Janice Kwiatkowski, John Armstrong, and Nancy Mora being present. Also present was Administrative Services Manager Jennifer Flores, Board Secretary Rachel Pearlman, Operations Manager Luis Melchor, and General Manager Pete Kampa.

**Call to Order**

Director Edwards called the meeting to order at 10:00am.

Director Mora Absent

**Approve Order of Agenda**

Motion

*Director Armstrong moved, seconded by Director Swan, and the motion passed by roll call to approve the order of the agenda.*

*Ayes: Directors Edwards, Swan, Armstrong, and Kwiatkowski*

*Absent: Director Mora*

Director Mora joined the meeting at 10:06am.

**Public Comment**

Director Edwards read an email from a member of the public regarding her concerns of the new storage units that are proposed to be built in Groveland.

**Information Items**

Brief reports may be provided by District staff and/or Board members as information on matters of general interest. No action will be taken by the Board during Reports, however items discussed may be recommended for discussion and action on a future agenda. Public comments will be taken after each report is provided.

**Staff Reports**

Fire Department Report  
General Manager's Report  
Operations Manager's Report  
Administrative Services Manager's Report

**Proclamations**

Recognition of Steve Rogers for his 1 Year of Service to the Groveland Community Services District

## **Consent Calendar**

Consent Calendar items are considered routine and will be acted upon by one motion. There will be no separate discussion on these items unless a member of the Board, Staff or a member of the Public requests specific items be set aside for separate discussion.

Approve Minutes from the March 8, 2022, Regular Meeting

Approve Minutes from the April 7, 2022, Special Meeting

Accept March 2022 Payables

Adoption of a Resolution Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency by Governor's Executive Order N-25-20 and Order N-29-20, and Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Groveland Community Services District for the Period of April 12, 2022, through May 10, 2022, Pursuant to Brown Act Provisions

Waive Reading of Ordinances and Resolutions Except by Title

### **Motion**

*Director Swan moved, seconded by Director Armstrong and the motion passed by roll call to adopt approve the consent calendar.*

Ayes: Directors Edwards, Swan, Kwiatkowski, Armstrong, and Mora.

Director Mora left the meeting at 10:18am

Director Mora returned to the meeting at 10:19am.

## **Old Business**

(Items tabled or carried forward from a previous meeting to be considered on this agenda. The Board of Directors intends to consider each of the following items and may take action at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action).

None.

## **Discussion and Action Items**

The Board of Directors intends to consider each of the following items and may take action at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action.

Discussion and Consideration of District Participation in the Development of a Specific Community Plan for the Groveland and Big Oak Flat Area

### **Motion**

*Board discussion only at this time and no staff recommendation is provided.*

Director Armstrong left the meeting at 12:14pm.

Director Armstrong returned to the meeting at 12:17pm.

Director Kwiatkowski left the meeting at 12:24pm.

Adoption of a Resolution Authorizing the Award of the Wastewater Treatment Plant Pond No. 1 Liner Replacement Project to Moyle Excavation and to Authorize the General Manager to Sign an Agreement on Behalf of the District

**Motion**

*Director Swan moved, seconded by Director Armstrong and the motion passed by roll call to approve resolution 13-2022 authorizing the award of the WWTP Pond No. 1 Liner Replacement Project Construction Contract to Moyle Excavation for a bid amount of \$354,146.00 and to authorize the General Manager to sign Contract Documents on behalf of the District.*

*Ayes: Directors Edwards, Swan, Armstrong, and Mora*

*Absent: Director Kwiatkowski*

Adoption of a Resolution Approving the Pavement Rehabilitation (Phase 2) Project and Authorizing Public Bidding at an Estimated Construction Cost of \$380,800

**Motion**

*Director Armstrong moved, seconded by Director Mora and the motion passed by roll call to adopt resolution 14-2022 to permit public bidding in the amount of \$380,800.00 for the Pavement Rehabilitation (Phase 2) Project.*

*Ayes: Directors Edwards, Swan, Armstrong, and Mora*

*Absent: Director Kwiatkowski*

Discussion and Consideration of Approval for Staff to Submit Applications for Community Project Funding for District Projects from Federal and State Legislative Members Through the Committee on Appropriations Bill

**Motion**

*Director Armstrong moved, seconded by Director Swan and the motion passed by roll call to authorize that district staff submit applications for qualified projects through the Community Project Funding Committee on Appropriations Bill.*

Adoption of a Resolution Opposing Initiative 21-0042A1, A Proposition Aimed for November 2022 Statewide Ballot that Would Undermine Voter Rights and Jeopardize Local Services Pete review

**Motion**

*Director Armstrong moved, seconded by Director Swan and the motion passed by roll call to adopt resolution 15-2022 opposing Initiative 21-0042A1, a proposition aimed for November 2022 statewide ballot that would undermine voter rights and jeopardize local services.*

**Adjournment**

Meeting adjourned at 12:43pm.



APPROVED:

Spencer Edwards, Board President

ATTEST:

Rachel Pearlman, Board Secretary

DRAFT

**SPECIAL MEETING OF THE BOARD OF  
DIRECTORS GROVELAND COMMUNITY SERVICES  
DISTRICT GROVELAND, CALIFORNIA  
April 26, 2022  
10:00 a.m.**

The Board of Directors of Groveland Community Services District met in special session on the above mentioned date with Directors Spencer Edwards President, Robert Swan Vice President, and John Armstrong, and Janice Kwiatkowski being present. Also present was Administrative Services Manager Jennifer Flores, Board Secretary Rachel Pearlman, Operations Manager Luis Melchor, and General Manager Pete Kampa.

**Call to Order**

Director Edwards called the meeting to order at 10:00am.

Director Mora is absent.

**Discussion and Action Items**

The Board of Directors intends to consider each of the following items and may take action at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action.

Adoption of a Resolution in Support of Tuolumne Utilities District's Acquisition of PG&E's Owned Water Rights and Related Assets

**Motion**

*It was moved by Director Swan, seconded by Director Armstrong and the motion passed by roll call to approve Resolution 16-2022 in support of Tuolumne Utilities District's acquisition of PG&E's owned water rights and related assets.*

*Ayes: Directors Edwards, Swan, Kwiatkowski, and Armstrong*

*Absent: Director Mora*

Presentation of a 3rd Quarter 2021-2022 FY Financial Statements

**Motion**

*No action taken.*

Presentation and Update Report on the Status of the District's Information Technology and Cybersecurity Measures

**Motion**

*No action taken.*

Update of the 2021-2022 Management Objectives which Identify Management Actions Intended to Accomplish the Goals of the Board of Directors and Update Report on the Status of Current and Ongoing District Infrastructure Projects

**Motion**

*It was moved by Director Swan, seconded by Director Armstrong and the motion passed by roll call to accept the 6-Month Lookahead Management Priorities as submitted.*

*Ayes: Directors Edwards, Swan, Kwiatkowski, and Armstrong*

*Absent: Director Mora*

**Adjournment**

Meeting adjourned at 12:24pm.

APPROVED:

\_\_\_\_\_  
Spencer Edwards, President

ATTEST:

\_\_\_\_\_  
Rachel Pearlman, Board Secretary

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# ACCOUNTS PAYABLE CHECK LISTING

April, 2022  
Fiscal Year 21/22  
Board Approval Date \_\_\_\_\_

# Accounts Payable Checks



User: dpercoco  
Printed: 5/4/2022 4:00:40 PM

Check N	Vendor N	Vendor Name	Check Dat	Committe	Description	Amount
115846	OE3	Operating Engineers Local #3	4/1/2022	True	PR Batch 00001.04.2022 Oper Engin Union Dues	\$400.68
902431	CAL09	CalPers 457 Plan Administrator	4/1/2022	True	PR Batch 00001.04.2022 CalPers Def Comp	\$1,038.47
902432	DCSS	Dept of Child Support Services	4/1/2022	True	PR Batch 00001.04.2022 Wage Garnish Child Support	\$205.03
902433	EDD01	EDD - Electronic	4/1/2022	True	PR Batch 00001.04.2022 State Income Tax	\$2,563.57
902434	FedEFTPS	Federal EFTPS	4/1/2022	True	PR Batch 00001.04.2022 Medicare Emple Portion	\$15,988.80
902435	Orion	Orion Portfolio Solutions	4/1/2022	True	PR Batch 00001.04.2022 Orion 457	\$1,805.00
902436	PER01	Pers - Electronic	4/1/2022	True	PR Batch 00001.04.2022 PERS Employer Exp.-Classic	\$10,303.53
115847	OE3	Operating Engineers Local #3	4/13/2022	True	PR Batch 00002.04.2022 Oper Engin Union Dues	\$400.68
902447	CAL09	CalPers 457 Plan Administrator	4/13/2022	True	PR Batch 00002.04.2022 CalPers Def Comp	\$1,038.47
902448	DCSS	Dept of Child Support Services	4/13/2022	True	PR Batch 00002.04.2022 Wage Garnish Child Support	\$205.03
902449	EDD01	EDD - Electronic	4/13/2022	True	PR Batch 00002.04.2022 State Income Tax	\$2,550.86
902450	FedEFTPS	Federal EFTPS	4/13/2022	True	PR Batch 00002.04.2022 Medicare Employer Portion	\$16,125.68
902451	Orion	Orion Portfolio Solutions	4/13/2022	True	PR Batch 00002.04.2022 Orion 457	\$1,805.00
902452	PER01	Pers - Electronic	4/13/2022	True	PR Batch 00002.04.2022 PERS Employee Deduct	\$10,317.41
2150801	UMP01	UMPQUA Bank Comm Card Ops	4/14/2022	True	March Credit Card Purchases	\$14,453.16
21455	am01	AM Consulting Engineers, Inc.	4/15/2022	True	Engineering Fees for March 2022, Sewer Imp \$14K	\$41,276.60
21456	BLU01	Anthem Blue Cross	4/15/2022	True	Monthly Group Health Ins.	\$24,662.90
21457	Atl01	Atlas Copco Compressors, LLC	4/15/2022	True	VFD Drive/Installation to Repair WWTP Blower	\$4,963.37
21458	Bad01	Badger Meter, Inc.	4/15/2022	True	2 Inch Meter for Tuolumne County Resiliency Center	\$859.68
21459	Barton	Barton Overhead Door	4/15/2022	True	Garage Door, Chemical Shed, Storage Shed, & Park Shed Repairs	\$892.34
21460	Big02	Big State Industrial Supply, Inc.	4/15/2022	True	Hydration Sticks and Gloves for Safety Supplies	\$1,726.34
21461	CA Dept	CA Dept of Tax/Fee Administration	4/15/2022	True	Jan-March 2022 Sales Use Tax	\$875.00
21462	UB*03040	Campbell, Linda	4/15/2022	True	Refund Check 008987-000, 12316 MILLS ST 8/85	\$213.45
21463	CAR06	Carbon Copy Inc.	4/15/2022	True	Monthly Copier Usage	\$30.28
21464	Cle03	CleanSmith Solutions	4/15/2022	True	Disinfection Services Monthly	\$1,750.00
21465	COL08	Columbia Weather Systems, Inc.	4/15/2022	True	Weather Station & Micro Server for SCADA Integration	\$6,132.60
21466	Datapro	Dataprose LLC Attn AR	4/15/2022	True	Monthly UB Statement Processing	\$1,865.61
21467	Dept Wtr	Department Of Water Resources	4/15/2022	True	2022/2023 Groveland Dam Wastewater Reclamation Permit	\$11,275.00
21468	DIV01	Divine Shine Detailing, LLC	4/15/2022	True	CERT Ambulance Detail	\$1,275.00
21469	DMV03	DMV Renewal	4/15/2022	True	Honda Pioneer Green Sticker Renewal	\$54.00
21470	DRU01	Drugtech Toxicology Services, LLC	4/15/2022	True	Consortium DOT Tests	\$152.00
21471	Du-A01	Du-All Safety, LLC	4/15/2022	True	11 Hours of Professional Safety Consultation for March 2022	\$1,650.00
21472	EDIS01	E.D.I.S.	4/15/2022	True	Supplemental Health Insurance-	\$5,277.07

Check N	Vendor N	Vendor Name	Check Dat	Committe	Description	Amount
21473	FOO01	Foothill-Sierra Pest Control	4/15/2022	True	Pest Control	\$1,025.00
21474	GCS02	GCSDD	4/15/2022	True	GCSDD Water Bill	\$3,543.31
21475	GCS01	GCSDD Petty Cash	4/15/2022	True	Postage	\$3.80
21476	GEN01	General Plumbing Supply	4/15/2022	True	Tank 2 Booster Pump Pressure Vessel, Misc parts	\$1,040.14
21477	gilb01	Gilbert Associates, Inc.	4/15/2022	True	Monthly CPA Services	\$3,400.00
21478	HAC01	Hach	4/15/2022	True	Chemicals for Water Treatment Plant	\$220.76
21479	ICAD01	Industrial Control and Design, Inc.	4/15/2022	True	Billing for 35% for Configuration of Dream Reports	\$18,968.27
21480	ind04	Industrial Electrical Co.	4/15/2022	True	Booster Pump VFD Diagnosis and Repair for 2nd Garrote	\$810.00
21481	JSW02	J.S. West Propane Gas	4/15/2022	True	Propane	\$856.72
21482	Mitel	Mitel	4/15/2022	True	District Telephone Service	\$368.15
21483	MOO01	Moore Bros. Scavenger Co., Inc.	4/15/2022	True	Garbage Service	\$509.98
21484	MOT03	Mother Lode Answering Service	4/15/2022	True	Monthly Answering Service	\$268.00
21485	MOU03	Mountain Oasis Water Systems	4/15/2022	True	Bottled Water	\$144.00
21486	Off02	Office Supply	4/15/2022	True	Admin Envelope opener machine	\$1,972.61
21487	Oreil	O'Reilly Auto Parts	4/15/2022	True	March Auto Parts	\$418.44
21488	per04	Percoco, Ronald	4/15/2022	True	Weekly District Building Cleaning/Uniform Laundering	\$2,226.00
21489	PGE01	PG&E	4/15/2022	True	Monthly Electric Charges	\$817.57
21490	pml01	PML Hardware & Supply Inc.	4/15/2022	True	March Hardware supplies	\$737.22
21491	SUE01	Ray Sues Insurance & Invst	4/15/2022	True	May Retiree Health Ins	\$4,780.07
21492	Rig01	Right Now Couriers	4/15/2022	True	Monthly Courier Service	\$208.80
21493	SFPUC	San Francisco Public Utilities Commission	4/15/2022	True	Monthly Water Purchase	\$11,557.08
21494	SDR01	SDRMA	4/15/2022	True	Added City of San Francisco as Certificate Holder on Policy	\$95.00
21495	SIE03	Sierra Motors	4/15/2022	True	Parts to Repair Door Limit Strap on Truck #20	\$66.44
21496	Sna01	Snap-on Attn: Kyle	4/15/2022	True	Shop Tools to Diagnose Fuel Problems on Fleet Vehicles	\$670.31
21497	son12	Sonora Ford	4/15/2022	True	Parts for Truck #7	\$666.28
21498	Sprbrk	Wells Fargo (Springbrook Software)	4/15/2022	True	Monthly Civic Pay C/C Pmt Fees	\$1,279.50
21499	Tra03	Tractor Supply Credit Plan	4/15/2022	True	Hotsy Pressure Washer Repair	\$42.38
21500	Tri 01	Triple J Farms	4/15/2022	True	Deliver compost for Leon Rose Ballfield	\$147.40
21501	TUO01	Tuo. Co. Public Power Agency	4/15/2022	True	Monthly Public Power Purchase	\$16,772.15
21502	TUO21	Tuolumne County Treasurer-Tax Collector	4/15/2022	True	2nd Installment Property Taxes for Park 37 Acre Parcel	\$645.38
21503	UNI05	Univar Solutions	4/15/2022	True	Chemicals for WWTP	\$785.18
21504	USA03	Usa Blue Book	4/15/2022	True	Supplies for Water and Wastewater Treatment Plant	\$244.11
21505	WRT01	Wallace, Robert & Todd	4/15/2022	True	Adventure Park Improvement Project Through April 3, 2022	\$20,899.38
21506	Wells	Wells Fargo Vendor Financial Services, LLC	4/15/2022	True	Monthly Lease on Admin Copier	\$359.28
21507	zer01	Zero Waste USA	4/15/2022	True	2 Cases of Waste Bags for Dog Park	\$171.56
21508	Zim01	Zima Corp.-Kusters Water Division	4/15/2022	True	20% Submittals for New Headworks Rotary Drum Screens 7	\$28,800.00
21509	ATT03	AT&T	4/20/2022	True	Monthly Internet Uverse	\$266.10
21510	Cin01	Cintas	4/20/2022	True	First Aid Supplies	\$238.16
21511	CWEA	CWEA	4/20/2022	True	Zach Pacheco Collection System Maintenance Grade 2 Application	\$195.00
21512	DBE01	Data Business Equipment, Inc.	4/20/2022	True	Annual Remit Maintenance Agreement Contract 04/20/22-04/19/22	\$446.00
21514	GEN01	General Plumbing Supply	4/20/2022	True	Ballfield water main project	\$178.04
21515	Geo01	GeoAnalytical Laboratories, Inc.	4/20/2022	True	Testing Precision Lab Tests	\$37.00
21516	GRA04	Grainger	4/20/2022	True	Repair effluent pump at STP,Pressure transmitter for AWS	\$488.93



Check N	Vendor N	Vendor Name	Check Dat	Committe	Description	Amount
21517	H&S	H & S Parts and Service	4/20/2022	True	4 ea. Parker Connector caps	\$10.64
21518	HAC01	Hach	4/20/2022	True	HQ Multi-Meter with PH and DO probe	\$3,286.48
21519	Hun02	Hunt & Sons, Inc.	4/20/2022	True	Fuel & Oil	\$4,966.54
21520	ICAD01	Industrial Control and Design, Inc.	4/20/2022	True	Program LS #5,6,7,8, & 13 Flow Meters/Tank #2 Booster Pump Skid	\$6,816.00
21521	ind04	Industrial Electrical Co.	4/20/2022	True	Diagnosis of LS#9 Generator Transfer Switch	\$270.00
21522	ITR01	Itron Electric Metering Co Inc	4/20/2022	True	Quarterly Hardware Maint-Handhelds	\$506.65
21523	JSW02	J.S. West Propane Gas	4/20/2022	True	Propane	\$807.65
21524	Ken01	Ken Grady Co.	4/20/2022	True	Replacement MAG Meter for Wasterwater Effluent Flow	\$4,357.66
21525	Met03	Metro Presort	4/20/2022	True	Monthly UB Statement Processing	\$1,857.87
21526	Oreil	O'Reilly Auto Parts	4/20/2022	True	Auto Parts	\$209.09
21527	pre02	Presidio Systems, Inc	4/20/2022	True	Lift Station Cleaning LS# 5,6,7 & 8	\$3,300.00
21528	RLR01	R.L. Righetti Enterprises, Inc.	4/20/2022	True	Cam and Crank Sensor for Engine 781	\$76.59
21529	Rig01	Right Now Couriers	4/20/2022	True	Monthly Courier Service	\$261.00
21530	Ron01	Roni Lynn	4/20/2022	True	Social Media Management	\$2,600.00
21531	Sna01	Snap-on Attn: Kyle	4/20/2022	True	Tools for Shop	\$89.77
21532	son12	Sonora Ford	4/20/2022	True	Parts to repair ambulance for CERT	\$1,209.02
21533	SWR02	SWRCB	4/20/2022	True	Zach Pacheco Water Distribution D2 Certification	\$80.00
21534	Tir02	TireHub, LLC	4/20/2022	True	Tires for Truck # 7, #10, #18 & #25	\$3,349.11
21535	TWO1	Two Guys Pizza	4/20/2022	True	Meals for Staff During Water Break on Hwy 120	\$77.22
21536	USA03	Usa Blue Book	4/20/2022	True	Drum Fan for WTP & WWTP	\$374.67
21537	Val10	Valley Entry Systems, Inc.	4/20/2022	True	Service call to repair entry gate	\$225.00
21538	Ver03	Verizon Wireless 7706	4/20/2022	True	Monthly Auto Dialers	\$114.54
115848	OE3	Operating Engineers Local #3	4/26/2022	True	PR Batch 00004.04.2022 Oper Engin Union Dues	\$400.68
902453	CAL09	CalPers 457 Plan Administrator	4/26/2022	True	PR Batch 00004.04.2022 CalPers Def Comp	\$1,038.47
902454	DCSS	Dept of Child Support Services	4/26/2022	True	PR Batch 00004.04.2022 Wage Garnish Child Support	\$205.03
902455	EDD01	EDD - Electronic	4/26/2022	True	PR Batch 00004.04.2022 SDI - Employee	\$2,645.08
902456	FedEFTPS	Federal EFTPS	4/26/2022	True	PR Batch 00004.04.2022 Medicare Employer Portion	\$16,677.54
902457	Orion	Orion Portfolio Solutions	4/26/2022	True	PR Batch 00004.04.2022 Orion 457	\$1,805.00
902458	PER01	Pers - Electronic	4/26/2022	True	PR Batch 00004.04.2022 PERS Employee Deduct	\$10,345.17
					April Direct Deposit Payroll	\$131,031.05
					Total April Accounts Payable	\$510,495.63



## **BOARD MEETING AGENDA SUBMITTAL**

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**TO:** GCSB Board of Directors

**FROM:** Jennifer Flores, Administrative Services Manager

**DATE:** May 10, 2022

**SUBJECT:** Agenda Item 4E: Adoption of a Resolution Proclaiming A Local Emergency Persists, Ratifying the Proclamation of a State of Emergency by Governor’s Executive Order N-25-20 and Order N-29-20, and Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Groveland Community Services District for the Period of May 10, 2022 through June 7, 2022 Pursuant to Brown Act Provisions

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### **RECOMMENDED ACTION:**

*I move to approve Resolution 16-2022 Ratifying the Proclamation of a State of Emergency by Governor’s Executive Order N-25-20 and Order N-29-20, and Re-Authorizing Remote Teleconference Meetings of the Legislative Body of the Groveland Community Services District for the Period of May 10, 2022 through June 7, 2022 Pursuant to Brown Act Provisions.*

### **BACKGROUND:**

In March of 2020, the Governor issued Executive Order N-29-20 (“Order”) suspending portions of the Brown Act and allowing public meetings to occur virtually. That included restricting the public to attend the meetings virtually without a physical location. The Governor’s Order expired on September 30, 2021.

On September 16, 2021 the Governor signed AB 361 that amends the Brown Act teleconferencing requirements to allow a public agency, during a declared emergency (such as the current pandemic), the option of holding meetings remotely without following the current teleconferencing requirements in the Brown Act and restricting the public’s access to telephone or video conference. However, it establishes procedural hurdles that must be followed and maintained during the election to meet remotely.

Following are requirements for invoking AB 361 the first time that a public agency does so:

1. There must be a “proclaimed state of emergency,” *as there is currently, in that the Governor’s State of Emergency Declaration, issued on March 4, 2020, has not been lifted, and*
2. One of the following three circumstances must exist:

- a. State or local officials have imposed or recommended measures to promote social distancing, *which also currently exist in California in light of the COVID-19 pandemic*;
- b. The meeting is held to determine, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to health or safety of attendees; or
- c. The majority of the legislative body has voted that, as a result of the emergency, meeting in person would present imminent risk to the health or safety of attendees.

If a public agency wishes to consider invoking AB 361 for subsequent meetings, the following is required for those subsequent meetings:

1. The proclaimed state of emergency must remain active; or
2. State or local officials have imposed or recommended measures to promote social distancing; and
3. Not later than 30 days after teleconferencing for the first time under the AB 361 rules, and every 30 days thereafter, the Legislative body shall make the following findings by majority vote:
  - The legislative body has reconsidered the circumstances of emergency, and at least one of the following circumstances exist:
    - a. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
    - b. State or local officials continue to impose or recommend measures to promote social distancing.

The requirement that a Legislative body must make one of the two findings listed directly above by majority vote every 30 days to continue to invoke AB 361, will result in the need to hold special Board meetings prior to some of the regularly scheduled monthly meetings as they will fall outside the 30-day window.

**FISCAL IMPACT:**

None.

**ATTACHMENTS:**

1. Resolution 16-2022

## RESOLUTION 16-2022

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR'S EXECUTIVE ORDER N-25-20 AND ORDER N-29-20, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE GROVELAND COMMUNITY SERVICES DISTRICT FOR THE PERIOD MAY 10, 2022, TO JUNE 7, 2022, PURSUANT TO BROWN ACT PROVISIONS**

**WHEREAS**, the Groveland Community Services District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

**WHEREAS**, all meetings of Groveland Community Services District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, the Board of Directors previously adopted a Resolution, Number 13-2021 on March 31, 2021, finding that the requisite conditions exist for the legislative bodies of Groveland Community Services District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

**WHEREAS**, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

**WHEREAS**, emergency conditions persist in the District, specifically, a state of emergency remains active in that the Governor's State of Emergency Declaration, issued on March 4, 2020, has not been lifted; and

**WHEREAS**, the state and local officials have recommended social distancing in light of the ongoing Covid-19 pandemic; and

**WHEREAS**, the Board of Directors does hereby find that a state of emergency remains active in that the Governor’s State of Emergency Declaration, issued on March 4, 2020, has not been lifted, and, the state and local officials have recommended social distancing in light of the ongoing Covid-19 pandemic has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of Groveland Community Services District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**WHEREAS**, the District has taken measures to ensure the public has ease of access to teleconference meetings of the Board of Directors by including detailed instructions on how to observe and participate and the direct meeting link on published agendas as well as detailed instructions for public comment submission.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF GROVELAND COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and state and local officials have recommended social distancing in light of the ongoing Covid-19 pandemic.

Section 3. Re-ratification of Governor’s Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of October 12, 2021

Section 4. Remote Teleconference Meetings. The GENERAL MANAGER and legislative bodies of Groveland Community Services District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) November 10, 2021 or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Groveland Community Services District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**PASSED AND ADOPTED** by the Board of Directors of Groveland Community Services District, this 10th day of May 2022, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

APPROVE:

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Spencer Edwards, Board President

ATTEST:

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Rachel Pearlman, Board Secretary

**CERTIFICATE OF SECRETARY**

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on May 10, 2022.

DATED: \_\_\_\_\_



## **BOARD MEETING AGENDA SUBMITTAL**

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**TO:** GCSO Board of Directors

**FROM:** Peter Kampa, General Manager

**DATE:** May 10, 2022

**SUBJECT:** Agenda Item 6A: Adoption of a Resolution Authorizing the Award of the Pavement Rehabilitation Phase 2 Project to the Lowest Responsive Bidder and to Authorize the General Manager to Sign an Agreement on Behalf of the District

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### **RECOMMENDED ACTION:**

Staff is seeking approval from the Board of Directors to authorize the award of the Pavement Rehabilitation (Phase 2) Construction Contract to Moyle Escavation for a bid amount of \$320,250.00 and to authorize the General Manager to sign Contract Documents on behalf of the District.

### **BACKGROUND:**

The Groveland Community Service District (Groveland CSD) utilize asphalt pavement roadways to access their lift stations and other District owned facilities. It is the responsibility of the Groveland CSD to maintain the access roads to ensure conditions are suitable for driving. The Groveland CSD is responsible for maintaining the following access roads/facilities:

- |                       |                     |
|-----------------------|---------------------|
| 1. District Office    | 8. Lift Station 7   |
| 2. Fire Station       | 9. Lift Station 8   |
| 3. Mary Laveroni Park | 10. Lift Station 9  |
| 4. Lift Station 1     | 11. Lift Station 10 |
| 5. Lift Station 4     | 12. Lift Station 11 |
| 6. Lift Station 5     | 13. Lift Station 12 |
| 7. Lift Station 6     | 14. Lift Station 14 |

The typical life span of an asphalt pavement roadway is approximately 20 years depending on the level of maintenance that occurs, roadway use and weather. Maintenance of asphalt pavement roadways should occur on an as needed basis, but at a minimum, every five years.

Phase 1 of the Pavement Rehabilitation Project addressed most of the aging asphalt pavement within the District Office, while the proposed Project (Pavement Rehabilitation) (Phase 2) will alleviate the remainder of the District Office maintenance requirements and address the remaining location listed above.

**DISCUSSION:**

A total of two (2) bids were received at the GCSD District office on May 9, 2022. The low bid was submitted by Moyle Excavation in the amount of \$320,250.00 The bid results were as listed:

<u>Contractor</u>	<u>Total Bid</u>
Moyle Excavation	\$320,250.00
KW Emerson, Inc.	\$439,415.00

**FISCAL IMPACT:**

The construction cost of the Pavement Rehabilitation (Phase 2) Project was estimated to cost approximately \$380,800.00. The District has included in the adopted Fiscal Year (FY) 2021/22 budget funding for the Phase 2 project as follows:

	<b>ADOPTED 2021/22 FY BUDGET</b>	<b>ENGINEER'S ESTIMATE</b>
Sewer	\$ 140,000	\$ 194,800
Administration	\$ 175,000	\$ 79,500
Fire	\$ 56,000	\$ 62,000
Park	\$ 79,000	\$ 44,500
<b>TOTAL</b>	<b>\$ 450,000</b>	<b>\$ 380,800</b>

The low bid detailed above is below the amount budgeted. The total costs for the proposed Project including contingency, engineering and inspections will be covered in full by the Groveland CSD through its enterprise and government funds When the project is completed, the actual amount spent will be allocated by service and contained in the financial statements.

**ATTACHMENTS:**

1. Resolution 17-2022
2. Bid Tabulation
3. Project Costs if Awarded to Moyle Excavation Inc.
4. Notice of Award
5. Agreement



## RESOLUTION 17-2022

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT AUTHORIZING THE AWARD OF THE PAVEMENT REHABILITATION (PHASE 2) PROJECT TO THE LOWEST RESPONSIVE BIDDER AND TO AUTHORIZE THE GENERAL MANAGER TO SIGN AN AGREEMENT ON BEHALF OF THE DISTRICT

**WHEREAS**, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

**WHEREAS**, the District has the authority to construct, operate and maintain District owned facilities; and

**WHEREAS**, the District needs to conduct maintenance on the asphalt pavement roadways owned by the District; and

**WHEREAS**, a \$450,000 budget was identified in the adopted fiscal year 2021/2022 final budget; and

**WHEREAS**, AM Consulting Engineers prepared plans and specifications for the Pavement Rehabilitation (Phase 2); and

**WHEREAS**, the Project was advertised on April 16, 2022 in the Union Democrat; and

**WHEREAS**, a mandatory pre-bid meeting was held on April 27, 2022 where three (3) contractors attended; and

**WHEREAS**, the bids received were publicly opened and read on May 9, 2022; and

**WHEREAS**, the District has the authority to reject any and all bids, or to award the contract to the lowest responsive bidder; and

**WHEREAS**, Moyle Excavation Inc., bid dated May 9, 2022 is included herein for reference and we are to be included in the contract documents as detailed in the project specifications.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES HEREBY approve as follows:

1. The General Manager is authorized to issue Notice of Award to the lowest bidder Moyle Excavation Inc.
2. The General Manager is authorized to execute the construction contract to the lowest bidder Moyle excavation Inc. in the amount of \$320,250.00 after the Contractor's Performance and Payment Bonds are received.
3. The General Manager is authorized to negotiate Construction Change Orders (CCO) in an amount not to exceed a 15% increase in the original bid and contract amount.
4. The General Manager is authorized to negotiate deductive (cost) change order that result in a comparable work product.
5. The General Manager is authorized to negotiate a construction start date and issue the Notice to Proceed to the Contractor in accordance with the Project Plans and Specifications.
6. The General Manager is authorized to approve and process Contractor payments within the cost limitations stated herein, in accordance with the Project Plans and Specifications.
7. The General Manager is authorized to file the Project Notice of Completion in accordance with the Plans and Specifications.

**WHEREFORE**, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on May 10, 2022, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

APPROVE:

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Spencer Edwards, Board President

ATTEST:

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Rachel Pearlman, Board Secretary

**CERTIFICATE OF SECRETARY**

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on May 10, 2022.

DATED: \_\_\_\_\_

**Bid Summary**  
**Groveland Community Services District**  
**Pavement Rehabilitation (Phase 2)**

**Bid Opening Date: May 9, 2022**

**Estimated Award Date: May 10, 2022**

Bid Item No.	Bid Item	Quantity	Unit	Engineer's Estimate		Moyle Paving Inc.		KW Emerson	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	Mobilization, Demobilization, Bonds and Insurance	1	LS	\$38,000	\$38,000	\$17,283.00	\$17,283.00	\$17,510.00	\$17,510.00
2	District Office Improvements	1	LS	\$70,000	\$70,000	\$43,792.00	\$43,792.00	\$58,530.00	\$58,530.00
3	Fire Station Improvements	1	LS	\$52,500	\$52,500	\$59,796.00	\$59,796.00	\$90,770.00	\$90,770.00
4	Mary Laveroni Community Park Improvements	1	LS	\$35,000	\$35,000	\$31,290.00	\$31,290.00	\$56,660.00	\$56,660.00
5	Lift Station No. 1 Improvements	1	LS	\$1,000	\$1,000	\$150.00	\$150.00	\$475.00	\$475.00
6	Lift Station No. 4 Improvements	1	LS	\$5,000	\$5,000	\$11,918.00	\$11,918.00	\$8,940.00	\$8,940.00
7	Lift Station No. 5 Improvements	1	LS	\$60,000	\$60,000	\$60,786.00	\$60,786.00	\$90,240.00	\$90,240.00
8	Lift Station No. 6 Improvements	1	LS	\$65,000	\$65,000	\$17,730.00	\$17,730.00	\$21,610.00	\$21,610.00
9	Lift Station No. 7 Improvements	1	LS	\$1,300	\$1,300	\$500.00	\$500.00	\$890.00	\$890.00
10	Lift Station No. 8 Improvements	1	LS	\$12,000	\$12,000	\$22,526.00	\$22,526.00	\$18,100.00	\$18,100.00
11	Lift Station No. 9 Improvements	1	LS	\$4,500	\$4,500	\$12,205.00	\$12,205.00	\$8,000.00	\$8,000.00
12	Lift Station No. 10 Improvements	1	LS	\$1,500	\$1,500	\$500.000	\$500.00	\$920.00	\$920.00
13	Lift Station No. 11 Improvements	1	LS	\$30,000	\$30,000	\$34,759.000	\$34,759.00	\$56,370.00	\$56,370.00
14	Lift Station No. 12 Improvements	1	LS	\$2,500	\$2,500	\$6,450.000	\$6,450.00	\$7,820.00	\$7,820.00
15	Lift Station No. 14 Improvements	1	LS	\$2,500	\$2,500	\$565.00	\$565.00	\$2,580.00	\$2,580.00
<b>Total Bid Price</b>				<b>\$380,800.00</b>		<b>\$320,250.00</b>		<b>\$439,415.00</b>	

**Groveland Community Services District  
Pavement Rehabilitation (Phase 2)  
Project Costs (If Awarded to Moyle Paving, Inc.)**

**Moyle Paving Inc.**

<b>Bid Item No.</b>	<b>Bid Item</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>	<b>Cost</b>
1	Mobilization, Demobilization, Bonds and Insurance	1	LS	\$17,283.00	\$17,283.00
2	District Office Improvements	1	LS	\$43,792.00	\$43,792.00
3	Fire Station Improvements	1	LS	\$59,796.00	\$59,796.00
4	Mary Laveroni Community Park Improvements	1	LS	\$31,290.00	\$31,290.00
5	Lift Station No. 1 Improvements	1	LS	\$150.00	\$150.00
6	Lift Station No. 4 Improvements	1	LS	\$11,918.00	\$11,918.00
7	Lift Station No. 5 Improvements	1	LS	\$60,786.00	\$60,786.00
8	Lift Station No. 6 Improvements	1	LS	\$17,730.00	\$17,730.00
9	Lift Station No. 7 Improvements	1	LS	\$500.00	\$500.00
10	Lift Station No. 8 Improvements	1	LS	\$22,526.00	\$22,526.00
11	Lift Station No. 9 Improvements	1	LS	\$12,205.00	\$12,205.00
12	Lift Station No. 10 Improvements	1	LS	\$500.000	\$500.00
13	Lift Station No. 11 Improvements	1	LS	\$34,759.000	\$34,759.00
14	Lift Station No. 12 Improvements	1	LS	\$6,450.000	\$6,450.00
15	Lift Station No. 14 Improvements	1	LS	\$565.00	\$565.00
<b>Total Bid Price</b>				<b>\$320,250.00</b>	

**SECTION 005100  
NOTICE OF AWARD**

Date: 5/10/2022

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Project: PAVEMENT REHABILITATION (PHASE 2) PROJECT

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Owner: GCSD

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Owner's Contract No.:

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Contract: PAVEMENT REHABILITATION (PHASE 2) PROJECT

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Engineer's Project No.: GVL 127

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Bidder: Moyle Paving, Inc.

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Bidder's Address: 10065 B Pulpit Rock Road, Jamestown, CA, 95327

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You are notified that your Bid dated May 9, 2022 for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for Pavement Rehabilitation (Phase 2) Project.

The Contract Price of your Contract is Three Hundred Twenty Thousand Two Hundred Fifty Dollars (\$320,250.00)

One copy of the proposed Contract Documents (except Drawings) accompany this Notice of Award.

Sets of the Drawings will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within [15] days of the date you receive this Notice of Award.

1. Deliver to the Owner three (3) fully executed counterparts of the Contract Documents.
2. Deliver with the executed Contract Documents the Contract security Bonds as specified in the Instructions to Bidders (Article 20), General Conditions (Paragraph 5.01), and Supplementary Conditions (Paragraph SC-5.01).
3. Other conditions precedent: None

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

---

Owner

By: \_\_\_\_\_

Authorized Signature

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Title

Copy to Engineer

END OF SECTION

**SECTION 005200**  
**AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT**

THIS AGREEMENT is by and between Groveland Community Services District (GCSD) ("Owner") and Moyle Paving, Inc. ("Contractor"). Owner and contractor hereby agree as follows:

**ARTICLE 1 - WORK**

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

- |  |  |
|--|--|
| 1. District Office Pavement/Site Improvements    | 8. Lift Station No. 7 Pavement/Site Improvements   |
| 2. Fire station Pavement/Site Improvements       | 9. Lift Station No. 8 Pavement/Site Improvements   |
| 3. Mary Laveroni Park Pavement/Site Imp.         | 10. Lift Station No. 9 Pavement/Site Improvements  |
| 4. Lift Station No. 1 Pavement/Site Improvements | 11. Lift Station No. 10 Pavement/Site Improvements |
| 5. Lift Station No. 4 Pavement/Site Improvements | 12. Lift Station No. 11 Pavement/Site Improvements |
| 6. Lift Station No. 5 Pavement/Site Improvements | 13. Lift Station No. 12 Pavement/Site Improvements |
| 7. Lift Station No. 6 Pavement/Site Improvements | 14. Lift Station No. 14 Pavement/Site Improvements |

1.02 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows: Pavement Rehabilitation (Phase 2) Project.

**ARTICLE 2 - ENGINEER**

2.01 The Engineer for this Project is AM CONSULTING ENGINEERS, INC. (Engineer), which is to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

**ARTICLE 3 - CONTRACT TIMES**

3.01 Time of the Essence

- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Days to Achieve Substantial Completion and Final Payment*

- A. The Work will be substantially completed within sixty (60) calendar days after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within ninety (90) calendar days after the date when the Contract Times commence to run.

4.03 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$1,000 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by

Owner, Contractor shall pay Owner \$250 for each day that expires after the time specified in Paragraph 4.02 above for completion and readiness for final payment until the Work is completed and ready for final payment.

#### **ARTICLE 5 – CONTRACT PRICE**

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A, below:
- A. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

#### **ARTICLE 6 – PAYMENT PROCEDURES**

##### *6.01 Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

##### *6.02 Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 20<sup>th</sup> day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.
1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.
    - a. 95 percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
    - b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
  - B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

##### *6.03 Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

#### **ARTICLE 7 – INTEREST**

- 7.01 All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the rate of 0.1 percent per annum.

#### **ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS**

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:



- A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
- B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary Conditions as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Paragraph SC-4.06 of the Supplementary Conditions as containing reliable "technical data."
- E. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

## **ARTICLE 9 – CONTRACT DOCUMENTS**

### 9.01 *Contents*

- A. The Contract Documents consist of the following:
  - 1. This Agreement.
  - 2. Performance bond.
  - 3. Payment bond.
  - 4. General Conditions.
  - 5. Supplementary Conditions.
  - 6. Technical Specifications.
  - 7. Drawings
  - 8. Addenda (numbers 1 to 2, inclusive).
  - 9. Exhibits to this Agreement (enumerated as follows):
    - a. Contractor's Bid.

- b. Documentation submitted by Contractor prior to Notice of Award.
- 10. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
  - a. Notice to Proceed.
  - b. Work Change Directives.
  - c. Change Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

**ARTICLE 10 – MISCELLANEOUS**

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
  1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
  2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
  3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and

4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on May 10, 2022 (which is the Effective Date of the Agreement).

OWNER:

CONTRACTOR

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address for giving notices:

Attest: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address for giving notices:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

License No.: \_\_\_\_\_

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

(Where applicable)

Agent for service of process:  
\_\_\_\_\_



**TO:** GCSB Board of Directors

**FROM:** Peter Kampa, General Manager

**DATE:** May 10, 2022

**SUBJECT: Agenda Item 6B: Adoption of a Resolution Approving a Consulting Services Agreement with Patrick Engineering for Water, Sewer, Treatment Plant, and Parks Asset Data Conflation and Migration to ArcGIS and Cartograph OMS**

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**RECOMMENDED ACTION:**

I move to adopt Resolution 18-2022 approving a consulting agreement with Patrick Engineering for water, sewer, treatment plant, and parks asset data conflation and migration to ArcGIS and Cartograph OMS.

**BACKGROUND:**

This item is brought before the Board at the request of Adam Ahlswede, Operations Supervisor, with support from the GCSB management team. District staff would like the board to consider entering into a Consulting Agreement with Patrick Engineering Inc. to develop an ArcGIS platform and integrate it with Cartograph OMS. Cartograph is the software program that will ultimately house and implement our asset management systems.

The reason for this request is that our current geographic information system (GIS) platform will not integrate with our asset management program (Cartograph), which is necessary for Cartograph to function in its intended capacity. Below are only some of the bullet points that this agreement will provide us.

- An industry-standard GIS platform that gives us control over, and flexibility with the use of our GIS data
  - Our current platform will not integrate with Cartograph
  - We currently have to utilize a third party to manage and make changes to our GIS data
  - Keeping our system up-to-date per the new California Government Code 4216.3(a)(5)
  - Being an industry-standard platform, we will be able to utilize and integrate GIS data from other agencies to make data-driven decisions
  
- An asset management system that utilizes GIS, giving us the ability to:
  - Develop a system that produces an asset operational condition index (OCI) used for capital improvement, equipment replacement and maintenance planning
  - Streamline fieldwork and assign a cost to recorded assets in the field
  - Better manage Underground Alert Systems (UAS) tickets per the new additions to California Government Code 4216

These are only some of the benefits this agreement will bring to the District. With the continued development and expansion of District property, the need for fuel reduction across District property, and the management of District easements, the end product will be an invaluable tool.

**FISCAL IMPACT:**

If approved, activities one and two will be completed this Fiscal year for \$21,000 and the funds are available in the FY 21/22 budget.

The pricing provided for Patrick’s services has been estimated based upon the services being provided on a T&M basis. The required labor hours and other direct cost (if applicable) have been estimated based upon prior experience with work of a similar nature, using Patrick’s standard role-based rates (see fee table in Appendix A).

**Fee Proposal:**

<b>Activity</b>	<b>Budget</b>
Activity 1	\$7,500.00
Activity 2	\$14,000.00
Activity 3	\$14,000.00
Activity 4	\$10,500.00
Activity 5	\$8,500.00
Activity 6	\$7,500.00
<b>Total Budget</b>	<b>\$62,000.00</b>

**ATTACHMENTS:**

1. Resolution 18-2022
2. Professional Consulting Agreement
3. Consulting Proposal

**RESOLUTION 18-2022**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT APPROVING A CONSULTING SERVICES AGREEMENT WITH PATRICK ENGINEERING FOR WATER, SEWER, TREATMENT PLANT, AND PARKS ASSET DATA CONFLATION AND MIGRATION TO ARCGIS AND CARTOGRAPH OMS**

**WHEREAS**, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

**WHEREAS**, the District issued a Request for a Proposal to Patrick Engineering to develop a ArcGIS platform and integrate it with Cartograph OMS; and

**WHEREAS**, the District received the proposal on April 20, 2022; and

**WHEREAS**, on review staff recommends the approval of a consulting contract to Patrick Engineering Inc for the completion of the activities listed in Exhibit A of said resolution.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Directors of Groveland Community Services District approves Resolution 18-2022 an Agreement with Patrick Engineering Inc. for water, sewer, treatment plant, and parks asset data conflation and migration to ArcGIS and Cartograph OMS.

**WHEREFORE**, this Resolution is PASSED, APPROVED, and ADOPTED by the Board of Directors of the Groveland Community Services District on May 10, 2022, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

APPROVE:

---

Spencer Edwards, Board President

ATTEST:

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Rachel Pearlman, Board Secretary

**CERTIFICATE OF SECRETARY**

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on May 10, 2022.

DATED: \_\_\_\_\_



## Exhibit A

### Activity 1: Stakeholder Use Case Validation & ArcGIS Data Model setup

Patrick will provide GIS and Asset Management staff to perform use case validation and ArcGIS data model setup tasks.

#### Patrick Engineering Responsibilities:

- Stakeholder use case review and validation meeting with GCSD staff (will incorporate findings already gathered from Patrick's recent onsite meetings with GCSD).
- Review, perform gap analysis btw Cartegraph and ArcGIS Water, Sewer, Treatment Plant, and Parks Data Models in support of each of these main asset layer categories.
- Setup and gain acceptance for Cartegraph-enabled ArcGIS Data models.
- Review GCSD Data Repositories and prep data sharing environment.

### Activity 2: Data Conflation and Migration to ArcGIS

Patrick will provide GIS and Asset Management staff to perform ArcGIS data conflation and migration tasks. The specific tasks to be performed are listed below.

- Review and prepare GCSD data sources for conflation to common data model (will incorporate findings already gathered from Patrick's recent onsite meetings with GCSD).
- Migrate GCSD sources to ArcGIS GDB utilizing ArcGIS Pro utilizing individual and automated Extract, Translate, Load (ETL) tools.
- Perform standard QA/QC to determine feature and attribute gaps for each of the asset layers described in Activity 1
  - o If available, obtain missing attribute data from GCSD and populate ArcGIS Geodatabase (GDB) hosted feature layers.
- Review ArcGIS GDB with GCSD prior to publishing to ArcGIS Online and perform updates as required with existing GCSD data sources; i.e., Patrick will not create new data.
- Gain acceptance of ArcGIS GDB prior to publishing to AGOL and layer, map, app configuration

### Activity 3: ArcGIS Layer, Map, and App Configuration

Patrick will provide GIS and Asset Management technology staff to configure requisite ArcGIS feature layers, maps, services, and apps.

- Prioritize top five applications for GCSO stakeholder use (e.g. Explorer, Editor, Operations Dashboard, and Field Maps apps)
- ArcGIS Feature Layer and Map Settings and Configurations – Labels, Symbology, Scale Dependencies, Filters, Thematic Rendering
- Configure ArcGIS Online Map and Feature Services and Web Maps for use in Explorer, Editor, Dashboard, and Mobile Field Maps  
Configure web and mobile application using ArcGIS Online app templates
- Perform user acceptance and testing (UAT) for top five apps to confirm functional use

### Activity 4: Perform ArcGIS to Cartegraph Data Migration

Patrick will provide GIS and Asset Management technology staff to perform the requisite migration of ArcGIS GDB feature classes to Cartegraph asset domains.

- Review final, fully populated ArcGIS file-based Geodatabase with the GCSO via remote webcast.
  - o Evaluate ArcGIS GDB features classes for migration readiness; make adjustments as needed.
- Deliverables will consist of a populated ArcGIS file-based Geodatabase and ArcGIS Pro project file for viewing the data.
- Geodatabase feature class asset migration and sync (association) with Cartegraph asset registry based on Cartegraph's most current Facility Assets domain and associated data model structure  
( see [https://campus.cartegraph.com/learn/Product\\_Resources/Asset\\_Specs/Facility\\_Assets](https://campus.cartegraph.com/learn/Product_Resources/Asset_Specs/Facility_Assets) ) available at time of project kickoff.
- If requested and provided access to GCSO systems, Patrick will migrate the ArcGIS Geodatabase to the GCSO's Cartegraph test environment.
- Review, verify, confirm successful migration to Cartegraph test environment.
- Upon verification by the GCSO, Patrick will integrate and sync the ArcGIS Geodatabase to the GCSO's Cartegraph production environment.

### **Activity 5: Configure Cartegraph Map, Service, App, and Tools**

Patrick will provide GIS and Asset Management technology staff to configure ArcGIS and Cartegraph maps, apps, and tools based on the outcome and acceptance of Activity 4 deliverables.

- Prepare and conduct up to two, 2-hour remote meetings with GCSD staff (primary end-user stakeholders) to review Cartegraph supported O&M and capital planning business workflows utilizing Cartegraph web and mobile applications.
- Prioritize GCSD feedback and adjust sequence of steps in workflows to conform with GCSD staff business requirements.
  - o Note: workflow adjustments will be made to the extent that they can be supported by out-of-the-box (OOB; i.e., not custom) Cartegraph web and mobile application capabilities.
- Configurations services will include:
  - o ArcGIS Map and Feature service configuration and publication for use with Cartegraph.
  - o Recommendations and setup of facility layer symbology and cartographic representation for room space and asset visualization in Cartegraph system.
  - o Recommendations, setup, and display of query and filter results of facility space and asset data in Cartegraph.
  - o Recommendations and setup of Cartegraph OOB web and mobile applications to include apps for bar code scanning (e.g., the Cartegraph iPad and Cartegraph One apps for tablets and smart phone devices).

### **Activity 6: Configure OCI, Budget Scenarios, & other Data and System Sustainment Services**

Patrick will provide GIS and Asset Management technology staff for up to 65 hours of remote support for a period of up to six months following the migration and setup of Activity 3, 4, and 5 deliverables.

- Configure Facility Condition Index (FCI) values for facility domain assets utilizing condition attributes collected in Activity 2.
- Configure baseline capital budget scenarios using Cartegraph Scenario Builder (covers up to three scenarios).
- Ongoing ArcGIS and Cartegraph data and system sustainment services that may include:
  - o Assistance with ArcGIS Map and Feature service configuration and publication for use with Cartegraph.
  - o Assistance and recommendations for layer symbology and cartographic representation for room space and asset visualization in Cartegraph system.
  - o Assistance and recommendations for display of query and filter results of facility space and asset data in Cartegraph.
  - o Assistance and recommendations for ongoing setup and configurations of Cartegraph OOB web and mobile applications to include apps for bar code scanning (e.g., the Cartegraph iPad and Cartegraph One apps for tablets and smart phone devices).
  - o Ad hoc or as-needed ArcGIS and/or Cartegraph system administration and

- management services.
- o Perform ArcGIS and/or Cartegraph system and tools use knowledge transfer (KT) and remote training for GCSD staff upon request. Requires minimum of two weeks lead time to schedule and prepare for KT or training delivery.

### **Success Criteria**

This project will be deemed complete after each Activity deliverable is provided, reviewed, and/or delivered to the GCSD in format described herein.

### **Travel Expenses**

Unless specified and included in the activity descriptions herein, no additional travel expenses will be required to complete this project.

### **Schedule**

The project start date will be subject to mutual agreement by GCSD and Patrick and is subject to contract initiation. Patrick will provide a project schedule following execution of an agreement. Based on previous projects of this nature, Patrick anticipates that this work will take 12-16 weeks to complete all Activities (~6-8 weeks for Activities 1-3). Activity 6 may extend beyond 16 weeks based on GCSD's level of preparedness following Activity 5 delivery.

## CONTRACT FOR PROFESSIONAL SERVICES

This Contract is made this 10<sup>th</sup> day of May 2022 by and between Groveland Community Services District, a special district organized under the laws of California (hereinafter called "District") and Patrick Engineering Inc. hereinafter called "Consultant."

### 1. THE CONTRACT

This Contract consists of: (1) the general terms and conditions contained herein, and (2) the Exhibits attached hereto, as Exhibits A through B inclusive. The District has furnished the Consultant with the general program and requirements of Consultant's services and the Consultant acknowledges being informed as to the nature and extent of the services required. It is expressly understood between the parties that the District is relying on and looking to the Consultant for performing and establishing the specific and technical requirements of the professional services described below, except where otherwise provided.

### 2. THE PROFESSIONAL SERVICES

Consultant shall execute the following professional services specified in Exhibit A (Scope of Work) attached hereto and incorporated herein by reference.

### 3. COMPENSATION FOR SERVICES

Consultant shall receive compensation for performance of the professional services in the amount, and at the times specified, in Exhibit B (Compensation) attached hereto and incorporated herein by reference.

### 4. CONSULTANT'S RESPONSIBILITIES

A. The Consultant shall perform those services specified in Exhibit A (Scope of Work) and any such additional services as may be authorized in accordance with Article 6 hereof.

B. Consultant enters into this Contract, and will remain through the term of this Contract, as an independent contractor. Consultant agrees that Consultant is not and will not become an employee of the District while this Contract is in effect. Consultant is not entitled to the rights or benefits afforded to the District's employees, including but not limited to disability or unemployment insurance, worker's compensation, medical insurance, sick leave or other employment benefits. Consultant is responsible for providing at Consultant's own expense disability, unemployment, and other insurance, workers' compensation (as set forth below), training, permits, and licenses for Consultant and for Consultant's employees and subcontractors. The Consultant shall be responsible for methods and means used in performing the Consultant's services under this Contract.

C. In the event the Consultant's services are related to a particular project, the Consultant's services shall be performed in a manner, sequence and timing so that they will be

coordinated with the needs of the District and other consultants, engineers, architects or contractors for the project. The District shall be the general administrator of the professional services for the project and shall facilitate the exchange of information amongst the consultants, engineers, architects or contractors retained by the District for the project as necessary for the coordination of the project. Except as authorized by the District, all communications between the Consultants and the District or others for the project shall be through the District.

D. The Consultant shall provide progress copies of drawings, reports, specifications and other necessary information to the District and other contracted consultants for coordination and review. All aspects of the project designed by the Consultant shall be coordinated by the Consultant, and the Consultant shall also become familiar with aspects of the project designed by the engineers and/or contracted consultants as necessary for the proper coordination of the project.

E. Consultant may, at Consultant's own expense, use any employees or subconsultants as Consultant deems necessary to perform the services required of Consultant by this Contract. The District shall not control, direct or supervise Consultant's employees or subconsultants in the performance of those services.

F. Consultant agrees that all designs, plans reports, specifications, drawings, inventions, processes and other information or documents produced by Consultant as a product of the performance of Consultant's services under this Contract will be and are hereby assigned to the District as the sole and exclusive property of the District and the District's assigns, nominees and successors, as well as any copyrights, patents, or trademarks obtained by Consultant in connection with the performance of services under this Contract.

G. Any written, printed, graphic, electronically or magnetically recorded information furnished by the District for Consultant's use are the sole property of the District. All such information shall be proprietary, including, but not limited to customer requirements, customer lists, marketing information and information regarding the project, the District's employees, products, services, prices, operations and subsidiaries. Consultant will keep such proprietary information in the strictest confidence, and will not disclose it by any means to any person except with the District's approval or except as required by law. On termination of the Contract, Consultant will return any proprietary information in Consultant's possession to the District.

H. Consultant agrees to indemnify and hold harmless the District, the members of its governing board and its officers, agents and employees from and against all demand, claims, damages, losses, liabilities, expenses and/or costs including reasonable attorney's fees and court costs, arising out of Consultant's willful misconduct, or negligent or reckless acts, errors, or omissions of services contemplated by this Contract, except however, for any such demands, claims, damages, losses liabilities, expenses and/or costs resulting from the willful misconduct, reckless acts, errors or omissions, or negligence of the District and/or its prorata share of negligence.

## 5. DISTRICT'S RESPONSIBILITIES

A. If the Consultant's services are related to a particular project, the District shall, with reasonable promptness, provide available information regarding the requirements for the project, including any existing or proposed plans and specifications and any requirements of public or quasi-public governmental agencies of which the District is aware.

B. The District may designate a representative authorized to act on the District's behalf with respect to the Consultant's services and, if applicable, the project. The District or such authorized representative shall render decisions in a timely manner pertaining to documents submitted by the consultant in order to avoid unreasonable delay in the orderly and sequential progress of the Consultant's services.

## 6. TERMINATION, SUSPENSION OR ABANDONMENT

A. Notwithstanding any other provision of this Contract, this Contract may be terminated by either party at any time by giving thirty (30) days written notice to the other party. In the event of such termination, Consultant shall be compensated hereunder for the value of services performed to the date of termination. In the event of such termination without cause, the District shall not be entitled to rely upon, nor shall Consultant have any liability arising out of the District's use of incomplete designs, plans, reports, specifications, drawings, or other uncompleted tasks.

B. This Contract may be terminated by either party upon not less than seven (7) days written notice should the other party fail to substantially perform in accordance with the terms of this Contract through no fault of the party initiating the termination. For purposes of this subparagraph, the failure to substantially perform in accordance with this Contract includes, but is not limited to, the following:

(1) The District's failure to pay Consultant any compensation due within sixty (60) days after written demand for payment.

(2) Consultant's failure to competently complete the services specified under this Contract within the time periods specified herein or as reasonably directed by the District.

(3) Consultant's or the District's material breach of any representation or agreement contained herein.

(4) Failure of consultant to maintain insurance coverage as required in Section 7.

(5) Consultant may also withdraw from this Contract upon seven (7) days written notice in the event of the District's refusal to cooperate with Consultant or to follow Consultant's advice on any material matter, or the occurrence of any fact or circumstance that would render Consultant's services unlawful or unethical.

(6) In the event of any such termination, Consultant shall be compensated hereunder for the value of services performed to the date of termination.

## 7. INSURANCE COVERAGE

A. Consultant shall maintain insurance covering claims arising out of the performance of professional services under this Contract and caused by the errors, omissions or negligent acts for which the Consultant is liable, in an amount of no less than \$1,000,000 per occurrence. Additional coverage or terms may be required for Consultant's services related to a particular project.

B. The Consultant shall carry the following additional insurance:

C. General Liability Insurance, which insurance shall have limits of liability not less than the following:

Bodily Injury:	\$1,000,000 each occurrence \$1,000,000 each person \$2,000,000 aggregate
Property Damage:	\$1,000,000 each occurrence \$2,000,000 aggregate

Consultant shall furnish the District, upon request, with (1) a certificate of insurance countersigned by an authorized agent or representative of the insurance company, that the insurance policies will not be cancelled, altered or reduced without thirty (30) days prior written notice to the District and that the policy or policies do not exclude coverage for contractual liability, and (2) an endorsement to the General Liability Policy, in the form of CG2010, or such other form reasonably acceptable to the District, confirming that the District and/or any of the affiliates and additional entities of the District that the District may designate, are named as additional insured on such policies. In the event of cancellation for non-payment, the District may pay premiums due by Consultant and deduct the paid payment from amounts then or subsequently owing to the Consultant hereunder. Insurance limits called for herein shall be considered to be minimum and the District shall have the absolute discretion to require higher limits should the nature of the work and risks involved therein call for such higher limits.

## 8. SAFETY

A. Consultant shall strictly observe and comply with applicable laws, ordinances, rules, regulations and lawful orders of public authorities bearing on safety of persons or properties or their protection from damage, injury or loss. Without limiting the foregoing, Consultant shall comply with requirements, regulations, orders and directives promulgated under the Federal Occupational Safety and Health Act, the California Occupational Safety and Health Act, and the California Safe Drinking Water and Toxic Enforcement Act of 1986.



B. Consultant shall be liable to the District for all loss, cost and expense attributable to any acts of commission or omission by the Consultant, or its employees or agents resulting from the failure to use reasonable safety precautions and programs or to comply with safety laws, regulations or ordinances, including but not limited to any fines, penalties or corrective measures.

## 9. PAYMENT PROVISIONS

A. Unless otherwise specified in Exhibit B, the Consultant shall render monthly invoices in duplicate covering work completed in such month. Invoices received by the tenth (10<sup>th</sup>) of the month and approved for payment shall be paid within thirty (30) days.

B. Additional services, beyond the services listed in Exhibit A, may be required by the District. Such additional services shall be performed only in accordance with Change Orders, authorized and issued by the District or the District's designated representative. Each Change Order shall list the scope of revisions to be performed, state the time within which the work is to be completed, designate any special conditions, and state the agreed upon compensation for such services.

## 10. MISCELLANEOUS PROVISIONS

A. This Contract represents the entire and integrated agreement for the services between the District and Consultant and may be amended only by written instrument signed by both the District and Consultant.

B. Any notices required to be given under this Contract by either party to the other may be effected by personal delivery in writing or by mail, registered or certified, postage prepaid with return receipt requested, by facsimile, or by any nationally recognized overnight service. Notices must be addressed to the parties at the addresses indicated on this Contract, but each party may change the address by giving written notice in accordance with this paragraph. Notices personally delivered will be deemed communicated as of actual receipt. Mailed notices will be deemed communicated as of the date of receipt or the fifth day after mailing, whichever occurs first. Notices sent by overnight services or facsimile shall be deemed communicated as of the earlier of the date of receipt or twenty-four (24) hours after mailing.

C. If any provision of this Contract is held by a court of a competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will continue in full force and effect without being impaired or invalidated in any way.

D. This Contract shall be binding upon the executors, administrators, heirs, successors and assigns of the District and the Consultant.

E. If any legal action or arbitration is instituted, including an action for declaratory relief to enforce or interpret the provisions of the Contract, the prevailing party will be entitled to reasonable attorney's and expert fees, which may be set by the court in such action or arbitration,

or in a separate action brought for that purpose, in addition to any other relief to which that party may be awarded.

F. This Contract will be governed by and construed in accordance with the laws of the State of California.

G. In the event that either the District or the Consultant shall at any time waive any breach of this Contract by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Contract, whether of the same or any other covenant, condition, or obligation.

H. If any term, condition or covenant of this Contract is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Contract shall be valid and binding on District and Consultant.

I. If the scope of services includes Consultant's assistance in applying for governmental permits or approvals, Consultant's assistance shall not constitute a representation, warranty, or guarantee that such permits or approvals will be acted upon favorably by any governmental agency.

**District Signature:**

**Consultant Signature:**

By: \_\_\_\_\_  
Groveland Community Services District

By: \_\_\_\_\_  
Patrick Engineering Inc.

Its: \_\_\_\_\_  
General Manager, Peter J. Kampa

Its: \_\_\_\_\_  
John Young, Director Sr. Consultant

Groveland Community Services District  
18966 Ferretti Rd.  
Groveland, CA 95321  
Mailing Address:  
P.O. Box 350  
Groveland, CA 95321-0350

Patrick Engineering Inc.  
4970 Varsity Drive  
Lisle, Illinois 60532

## EXHIBIT A

### Activity 1: Stakeholder Use Case Validation & ArcGIS Data Model setup

Patrick will provide GIS and Asset Management staff to perform use case validation and ArcGIS data model setup tasks.

#### Patrick Engineering Responsibilities:

- Stakeholder use case review and validation meeting with GCSD staff (will incorporate findings already gathered from Patrick's recent onsite meetings with GCSD).
- Review, perform gap analysis btw Cartegraph and ArcGIS Water, Sewer, Treatment Plant, and Parks Data Models in support of each of these main asset layer categories.
- Setup and gain acceptance for Cartegraph-enabled ArcGIS Data models.
- Review GCSD Data Repositories and prep data sharing environment.

### Activity 2: Data Conflation and Migration to ArcGIS

Patrick will provide GIS and Asset Management staff to perform ArcGIS data conflation and migration tasks. The specific tasks to be performed are listed below.

- Review and prepare GCSD data sources for conflation to common data model (will incorporate findings already gathered from Patrick's recent onsite meetings with GCSD).
- Migrate GCSD sources to ArcGIS GDB utilizing ArcGIS Pro utilizing individual and automated Extract, Translate, Load (ETL) tools.
- Perform standard QA/QC to determine feature and attribute gaps for each of the asset layers described in Activity 1
  - If available, obtain missing attribute data from GCSD and populate ArcGIS Geodatabase (GDB) hosted feature layers.
- Review ArcGIS GDB with GCSD prior to publishing to ArcGIS Online and perform updates as required with existing GCSD data sources; i.e., Patrick will not create new data.
- Gain acceptance of ArcGIS GDB prior to publishing to AGOL and layer, map, app configuration

### Activity 3: ArcGIS Layer, Map, and App Configuration

Patrick will provide GIS and Asset Management technology staff to configure requisite ArcGIS feature layers, maps, services, and apps.

- Prioritize top five applications for GCSD stakeholder use (e.g. Explorer, Editor, Operations Dashboard, and Field Maps apps)
- ArcGIS Feature Layer and Map Settings and Configurations – Labels, Symbology, Scale Dependencies, Filters, Thematic Rendering
- Configure ArcGIS Online Map and Feature Services and Web Maps for use in Explorer, Editor, Dashboard, and Mobile Field Maps  
Configure web and mobile application using ArcGIS Online app templates

- Perform user acceptance and testing (UAT) for top five apps to confirm functional use

#### **Activity 4: Perform ArcGIS to Cartegraph Data Migration**

Patrick will provide GIS and Asset Management technology staff to perform the requisite migration of ArcGIS GDB feature classes to Cartegraph asset domains.

- Review final, fully populated ArcGIS file-based Geodatabase with the GCSD via remote webcast.
  - o Evaluate ArcGIS GDB features classes for migration readiness; make adjustments as needed.
- Deliverables will consist of a populated ArcGIS file-based Geodatabase and ArcGIS Pro project file for viewing the data.
- Geodatabase feature class asset migration and sync (association) with Cartegraph asset registry based on Cartegraph's most current Facility Assets domain and associated data model structure ( see [https://campus.cartegraph.com/learn/Product\\_Resources/Asset\\_Specs/Facility\\_Assets](https://campus.cartegraph.com/learn/Product_Resources/Asset_Specs/Facility_Assets) ) available at time of project kickoff.
- If requested and provided access to GCSD systems, Patrick will migrate the ArcGIS Geodatabase to the GCSD's Cartegraph test environment.
- Review, verify, confirm successful migration to Cartegraph test environment.
- Upon verification by the GCSD, Patrick will integrate and sync the ArcGIS Geodatabase to the GCSD's Cartegraph production environment.

#### **Activity 5: Configure Cartegraph Map, Service, App, and Tools**

Patrick will provide GIS and Asset Management technology staff to configure ArcGIS and Cartegraph maps, apps, and tools based on the outcome and acceptance of Activity 4 deliverables.

- Prepare and conduct up to two, 2-hour remote meetings with GCSD staff (primary end-user stakeholders) to review Cartegraph supported O&M and capital planning business workflows utilizing Cartegraph web and mobile applications.
- Prioritize GCSD feedback and adjust sequence of steps in workflows to conform with GCSD staff business requirements.
  - o Note: workflow adjustments will be made to the extent that they can be supported by out-of-the-box (OOB; i.e., not custom) Cartegraph web and mobile application capabilities.
- Configurations services will include:
  - o ArcGIS Map and Feature service configuration and publication for use with Cartegraph.
  - o Recommendations and setup of facility layer symbology and cartographic representation for room space and asset visualization in Cartegraph system.
  - o Recommendations, setup, and display of query and filter results of facility space and asset data in Cartegraph.
  - o Recommendations and setup of Cartegraph OOB web and mobile applications to include apps for bar code scanning (e.g., the Cartegraph iPad and Cartegraph One apps for tablets and smart phone devices).

## **Activity 6: Configure OCI, Budget Scenarios, & other Data and System Sustainment Services**

Patrick will provide GIS and Asset Management technology staff for up to 65 hours of remote support for a period of up to six months following the migration and setup of Activity 3, 4, and 5 deliverables.

- Configure Facility Condition Index (FCI) values for facility domain assets utilizing condition attributes collected in Activity 2.
- Configure baseline capital budget scenarios using Cartegraph Scenario Builder (covers up to three scenarios).
- Ongoing ArcGIS and Cartegraph data and system sustainment services that may include:
  - o Assistance with ArcGIS Map and Feature service configuration and publication for use with Cartegraph.
  - o Assistance and recommendations for layer symbology and cartographic representation for room space and asset visualization in Cartegraph system.
  - o Assistance and recommendations for display of query and filter results of facility space and asset data in Cartegraph.
  - o Assistance and recommendations for ongoing setup and configurations of Cartegraph OOB web and mobile applications to include apps for bar code scanning (e.g., the Cartegraph iPad and Cartegraph One apps for tablets and smart phone devices).
  - o Ad hoc or as-needed ArcGIS and/or Cartegraph system administration and management services.
  - o Perform ArcGIS and/or Cartegraph system and tools use knowledge transfer (KT) and remote training for GCSD staff upon request. Requires minimum of two weeks lead time to schedule and prepare for KT or training delivery.

### **Success Criteria**

This project will be deemed complete after each Activity deliverable is provided, reviewed, and/or delivered to the GCSD in format described herein.

### **Travel Expenses**

Unless specified and included in the activity descriptions herein, no additional travel expenses will be required to complete this project.

### **Schedule**

The project start date will be subject to mutual agreement by GCSD and Patrick and is subject to contract initiation. Patrick will provide a project schedule following execution of an agreement. Based on previous projects of this nature, Patrick anticipates that this work will take 12-16 weeks to complete all Activities (~6-8 weeks for Activities 1-3). Activity 6 may extend beyond 16 weeks based on GCSD's level of preparedness following Activity 5 delivery.

**EXHIBIT B**  
**COMPENSATION**

**Pricing & Invoicing:**

The pricing provided for Patrick’s services has been estimated based upon the services being provided on a T&M basis. The required labor hours and other direct cost (if applicable) have been estimated based upon prior experience with work of a similar nature, using Patrick’s standard role-based rates (see fee table in Appendix A).

The T&M budget for the proposed professional GIS services is **\$62,000** for our labor and is based on the use of Patrick’s rate table fees provided herein. This budget includes the involvement of normal and customary support staff and project management, even though not detailed in the above scope of services. Patrick will routinely notify GCSD on project status (initially planned on weekly basis) to include specific task completion, hours worked per task, and remaining budget. An example of our project status dashboard is provided in Figure 3 below. Invoices will be sent monthly with invoice amounts based on actual hours worked.

<b>Activity</b>	<b>Budget</b>
Activity 1	\$7,500.00
Activity 2	\$14,000.00
Activity 3	\$14,000.00
Activity 4	\$10,500.00
Activity 5	\$8,500.00
Activity 6	\$7,500.00
<b>Total Budget</b>	<b>\$62,000.00</b>

In the event Patrick reaches the total budget before the project is completed, GCSD will have the option to either (a) increase the contract funding via a change order to the current project to allow the work to continue or (b) instruct Patrick to stop work. Unused budget from previous tasks/activities will be rolled over into subsequent tasks/activities as mutually agreed upon by GCSD and Patrick. Patrick may not invoice for amounts more than the total budget without GCSD’s prior written approval.

Invoicing will be performed monthly with the fee for services determined based on actual hours worked and direct expenses incurred on this project. Payment terms are net thirty (30) days from the receipt of invoice, which will be submitted monthly. Invoice shall include itemization detail by resource and staff role.

This project will be administered under the terms and conditions of the executed Patrick Project Agreement between Patrick and GCSD.

This quote is valid for a period of 45 days from the signed submittal date.

# Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

Prepared for:

Peter J. Kampa, General Manager  
Groveland Community Services District  
18966 Ferretti Road  
Groveland, CA 95321

**Date: April 20, 2022**



**Submitted By:**  
4970 Varsity Drive  
Lisle, Illinois 60532  
T 800.799.7050



# Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

## Patrick Engineering Inc. Company Overview

Patrick Engineering Inc. is a nationwide engineering, design, project management, and geospatial solutions firm with a long history of success on a variety of complex infrastructure projects. Our client list includes government agencies, higher education institutions, private and public utilities, and FORTUNE 500 companies. We focus on providing concept planning, engineering, pre-construction services, procurement of materials, construction management, and enterprise technology solutions for utility + transportation infrastructure and building projects. We accomplish this with technical experts in the fields of civil, structural, hydraulic, environmental, geotechnical, electrical engineering, relay & protection, geology, surveying, construction management, process control, asset & facility management, and GIS.

Our Patrick Engineering GIS & Asset Management team (Patrick) is an exclusive, award winning Cartegraph business partner focused on utility, transportation, and facility (building) asset management solutions integrated with GIS and other digital twin technologies (e.g., BIM and CAD files; aerial, drone, and 360 imagery). Notably, we are also an award winning Esri ArcGIS solutions business partner that has achieved 20+ year Esri Cornerstone Partner status.

Patrick builds true partnerships with our customers to create and implement the best solutions for their needs, providing quality, operational efficiency, reliability, and with focus on future scalability. Whether implementing a new product or enhancing an existing one, our business-led combination of technical expertise, excellent communication, industry insight, and unparalleled dedication delivers outstanding solutions that provide increased value to your organization.

## Summary

Patrick is pleased to present its scope of services to Groveland Community Services District (GCSD). We understand the GCSD's need for a qualified GIS and asset management technology vendor to provide data conflation and migration services for its water, sewer, treatment plant, and parks assets for the purpose of utilizing these data with Esri ArcGIS and the Cartegraph OMS asset management system (Cartegraph).

Based on the request for quote and our conversations, this document presents a scope of services for providing 1) use case validation and ArcGIS data model setup, 2) source data conflation and migration to ArcGIS, 3) ArcGIS layer, map, and application (app) configurations, 4) ArcGIS to Cartegraph data migration, 5) Cartegraph map, app, and tool configurations, and 6) the setup of Cartegraph Operational Condition Index (OCI) and maintenance budget scenarios as well as overall solution sustainment activities. A graphic depicting our typical workflow for collecting, integrating, and migrating data to ArcGIS is shown in Figure 1 below. Figure 2 shows our high-level 3-step solution delivery approach to include Cartegraph.

Patrick understands that these services are to be provided for GCSD's assets with the goal of achieving functional planning, operations, maintenance, and capital forecasting analysis and reporting capabilities provided by ArcGIS and Cartegraph technologies.

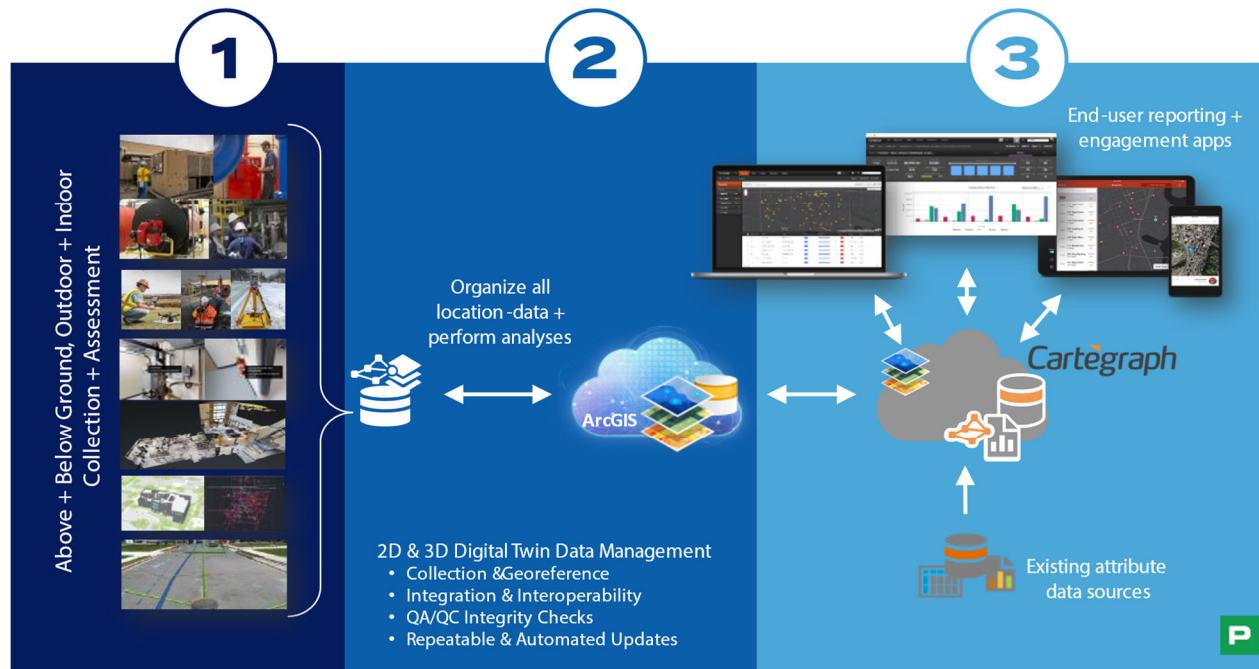


# Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

Figure 1: Example of Patrick's typical Esri ArcGIS platform data collection, integration, and migration solution architecture



Figure 2: Example of Patrick's 3-step approach for Cartegraph data collection, integration, and migration solution delivery



## Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

### Scope of Services

Our scope of services utilizes the standard approach depicted in Figures 1 and 2. Project delivery for the 3-step approach will be completed via six activities described herein. Responsibilities for Patrick and GCSD are stated for each activity.

#### Activity 1: Stakeholder Use Case Validation & ArcGIS Data Model setup

Patrick will provide GIS and Asset Management staff to perform use case validation and ArcGIS data model setup tasks.

Patrick Engineering Responsibilities
<ul style="list-style-type: none"> <li>• Stakeholder use case review and validation meeting with GCSD staff (will incorporate findings already gathered from Patrick’s recent onsite meetings with GCSD).</li> <li>• Review, perform gap analysis btw Cartegraph and ArcGIS Water, Sewer, Treatment Plant, and Parks Data Models in support of each of these main asset layer categories.</li> <li>• Setup and gain acceptance for Cartegraph-enabled ArcGIS Data models.</li> <li>• Review GCSD Data Repositories and prep data sharing environment.</li> </ul>
GCSD Responsibilities
<ul style="list-style-type: none"> <li>• Ensure GCSD stakeholders are available for use case review meeting.</li> <li>• Provide written acceptance via email for Cartegraph-enabled ArcGIS Data Models.</li> <li>• Provide access and acceptance of data sharing environment(s) to be used for this project.</li> </ul>

#### Activity 2: Data Conflation and Migration to ArcGIS

Patrick will provide GIS and Asset Management staff to perform ArcGIS data conflation and migration tasks. The specific tasks to be performed are listed below.

Patrick Engineering Responsibilities
<ul style="list-style-type: none"> <li>• Review and prepare GCSD data sources for conflation to common data model (will incorporate findings already gathered from Patrick’s recent onsite meetings with GCSD).</li> <li>• Migrate GCSD sources to ArcGIS GDB utilizing ArcGIS Pro utilizing individual and automated Extract, Translate, Load (ETL) tools.</li> <li>• Perform standard QA/QC to determine feature and attribute gaps for each of the asset layers described in Activity 1                             <ul style="list-style-type: none"> <li>○ If available, obtain missing attribute data from GCSD and populate ArcGIS Geodatabase (GDB) hosted feature layers.</li> </ul> </li> <li>• Review ArcGIS GDB with GCSD prior to publishing to ArcGIS Online and perform updates as required with existing GCSD data sources; i.e., Patrick will not create new data.</li> <li>• Gain acceptance of ArcGIS GDB prior to publishing to AGOL and layer, map, app configuration</li> </ul>
GCSD Responsibilities
<ul style="list-style-type: none"> <li>• Provide access to data sources</li> <li>• Assumption: GCSD will be responsible for updating or filling feature and attribute gaps for which no GCSD data are available following the completion of Activity 2 tasks; i.e., GCSD is responsible for creating new data.</li> </ul>

## Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

### Activity 3: ArcGIS Layer, Map, and App Configuration

Patrick will provide GIS and Asset Management technology staff to configure requisite ArcGIS feature layers, maps, services, and apps.

Patrick Engineering Responsibilities
<ul style="list-style-type: none"> <li>• Prioritize top five applications for GCSD stakeholder use (e.g. Explorer, Editor, Operations Dashboard, and Field Maps apps)</li> <li>• ArcGIS Feature Layer and Map Settings and Configurations – Labels, Symbology, Scale Dependencies, Filters, Thematic Rendering</li> <li>• Configure ArcGIS Online Map and Feature Services and Web Maps for use in Explorer, Editor, Dashboard, and Mobile Field Maps</li> <li>• Configure web and mobile application using ArcGIS Online app templates</li> <li>• Perform user acceptance and testing (UAT) for top five apps to confirm functional use</li> </ul>
GCSD Responsibilities
<ul style="list-style-type: none"> <li>• Provide GCSD end-user stakeholders to review and confirm top five apps to be configured</li> <li>• Provide designated project owner to confirm feature layer and map settings</li> <li>• Participate in UAT and confirm functional use</li> <li>• Gain functional use acceptance for each app in writing via email</li> </ul>

### Activity 4: Perform ArcGIS to Cartegraph Data Migration

Patrick will provide GIS and Asset Management technology staff to perform the requisite migration of ArcGIS GDB feature classes to Cartegraph asset domains.

Patrick Engineering Responsibilities
<ul style="list-style-type: none"> <li>• Review final, fully populated ArcGIS file-based Geodatabase with the GCSD via remote webcast. <ul style="list-style-type: none"> <li>◦ Evaluate ArcGIS GDB features classes for migration readiness; make adjustments as needed.</li> </ul> </li> <li>• Deliverables will consist of a populated ArcGIS file-based Geodatabase and ArcGIS Pro project file for viewing the data.</li> <li>• Geodatabase feature class asset migration and sync (association) with Cartegraph asset registry based on Cartegraph's most current Facility Assets domain and associated data model structure ( see <a href="https://campus.cartegraph.com/learn/Product_Resources/Asset_Specs/Facility_Assets">https://campus.cartegraph.com/learn/Product_Resources/Asset_Specs/Facility_Assets</a> ) available at time of project kickoff.</li> <li>• If requested and provided access to GCSD systems, Patrick will migrate the ArcGIS Geodatabase to the GCSD's Cartegraph test environment.</li> <li>• Review, verify, confirm successful migration to Cartegraph test environment.</li> <li>• Upon verification by the GCSD, Patrick will integrate and sync the ArcGIS Geodatabase to the GCSD's Cartegraph production environment.</li> </ul>
GCSD Responsibilities
<ul style="list-style-type: none"> <li>• Provide Patrick staff necessary access to GCSD's Cartegraph and ArcGIS systems to complete Activity 3 services.</li> <li>• Provide GCSD representative(s) to review, confirm, and test Geodatabase populated with Activity 1 and 2 data.</li> </ul>

## Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

- Provide GCSD representatives responsible for migrating Geodatabase, ArcGIS Pro project and/or any related Activity 1 and 2 data to perform migration to GCSD's Cartegraph test environment and/or confirm and verify prior to migration to production environment.
- GCSD will assume responsibility for managing its Activity 1 and 2 facility asset data once migrated to its Cartegraph test and/or production environment.

### Activity 5: Configure Cartegraph Map, Service, App, and Tools

Patrick will provide GIS and Asset Management technology staff to configure ArcGIS and Cartegraph maps, apps, and tools based on the outcome and acceptance of Activity 4 deliverables.

#### Patrick Engineering Responsibilities

- Prepare and conduct up to two, 2-hour remote meetings with GCSD staff (primary end-user stakeholders) to review Cartegraph supported O&M and capital planning business workflows utilizing Cartegraph web and mobile applications.
- Prioritize GCSD feedback and adjust sequence of steps in workflows to conform with GCSD staff business requirements.
  - Note: workflow adjustments will be made to the extent that they can be supported by out-of-the-box (OOB; i.e., not custom) Cartegraph web and mobile application capabilities.
- Configurations services will include:
  - ArcGIS Map and Feature service configuration and publication for use with Cartegraph.
  - Recommendations and setup of facility layer symbology and cartographic representation for room space and asset visualization in Cartegraph system.
  - Recommendations, setup, and display of query and filter results of facility space and asset data in Cartegraph.
  - Recommendations and setup of Cartegraph OOB web and mobile applications to include apps for bar code scanning (e.g., the Cartegraph iPad and Cartegraph One apps for tablets and smart phone devices).

#### GCSD Responsibilities

- Provide GCSD staff representation of primary end-user stakeholders to participate in meetings and workflow validation.
- Provide written acceptance of workflows to be utilized/setup via email.
- Provide GCSD GIS/IT and Cartegraph staff responsible for managing these systems to support or conduct migration activities depending on GCSD's system access requirements.
- Provide Patrick staff necessary access to GCSD's Cartegraph and ArcGIS systems to complete Activity 5 services.
- Assumption: GCSD GIS/IT and/or Cartegraph staff will be responsible for the successful migration of Activity 3, 4, and 5 deliverables into the Cartegraph production system and its ongoing data maintenance at the completion of Activity 5. Alternatively, GCSD may elect to have Patrick perform these maintenance activities on a regular, scheduled basis via Activity 6 sustainment tasks.

## Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

### Activity 6: Configure OCI, Budget Scenarios, & other Data and System Sustainment Services

Patrick will provide GIS and Asset Management technology staff for up to 65 hours of remote support for a period of up to six months following the migration and setup of Activity 3, 4, and 5 deliverables.

Patrick Engineering Responsibilities
<ul style="list-style-type: none"> <li>• Configure Facility Condition Index (FCI) values for facility domain assets utilizing condition attributes collected in Activity 2.</li> <li>• Configure baseline capital budget scenarios using Cartegraph Scenario Builder (covers up to three scenarios).</li> <li>• Ongoing ArcGIS and Cartegraph data and system sustainment services that may include:                             <ul style="list-style-type: none"> <li>○ Assistance with ArcGIS Map and Feature service configuration and publication for use with Cartegraph.</li> <li>○ Assistance and recommendations for layer symbology and cartographic representation for room space and asset visualization in Cartegraph system.</li> <li>○ Assistance and recommendations for display of query and filter results of facility space and asset data in Cartegraph.</li> <li>○ Assistance and recommendations for ongoing setup and configurations of Cartegraph OOB web and mobile applications to include apps for bar code scanning (e.g., the Cartegraph iPad and Cartegraph One apps for tablets and smart phone devices).</li> <li>○ Ad hoc or as-needed ArcGIS and/or Cartegraph system administration and management services.</li> <li>○ Perform ArcGIS and/or Cartegraph system and tools use knowledge transfer (KT) and remote training for GCSD staff upon request. Requires minimum of two weeks lead time to schedule and prepare for KT or training delivery.</li> </ul> </li> </ul>
GCSD Responsibilities
<ul style="list-style-type: none"> <li>• Provide GCSD GIS/IT and Cartegraph staff responsible for managing these systems to conduct migration activities</li> <li>• Provide Patrick staff necessary access to GCSD’s Cartegraph and ArcGIS systems to complete Activity 6 services</li> <li>• Assumption: GCSD GIS/IT and/or Cartegraph staff will be responsible for the successful migration of Activity 3, 4, and 5 deliverables into the Cartegraph production system and its ongoing data maintenance at the completion of Activity 5. Alternatively, GCSD may elect to have Patrick perform these maintenance activities on a regular, scheduled basis.</li> </ul>

### Success Criteria

This project will be deemed complete after each Activity deliverable is provided, reviewed, and/or delivered to the GCSD in format described herein.

### Travel Expense

Unless specified and included in the activity descriptions herein, no additional travel expenses will be required to complete this project.

# Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

## Schedule

The project start date will be subject to mutual agreement by GCSD and Patrick and is subject to contract initiation. Patrick will provide a project schedule following execution of an agreement. Based on previous projects of this nature, Patrick anticipates that this work will take 12-16 weeks to complete all Activities (~6-8 weeks for Activities 1-3). Activity 6 may extend beyond 16 weeks based on GCSD’s level of preparedness following Activity 5 delivery.

## Pricing & Invoicing

The pricing provided for Patrick’s services has been estimated based upon the services being provided on a T&M basis. The required labor hours and other direct cost (if applicable) have been estimated based upon prior experience with work of a similar nature, using Patrick’s standard role-based rates (see fee table in Appendix A).

The T&M budget for the proposed professional GIS services is **\$62,000** for our labor and is based on the use of Patrick’s rate table fees provided herein. This budget includes the involvement of normal and customary support staff and project management, even though not detailed in the above scope of services. Patrick will routinely notify GCSD on project status (initially planned on weekly basis) to include specific task completion, hours worked per task, and remaining budget. An example of our project status dashboard is provided in Figure 3 below. Invoices will be sent monthly with invoice amounts based on actual hours worked.

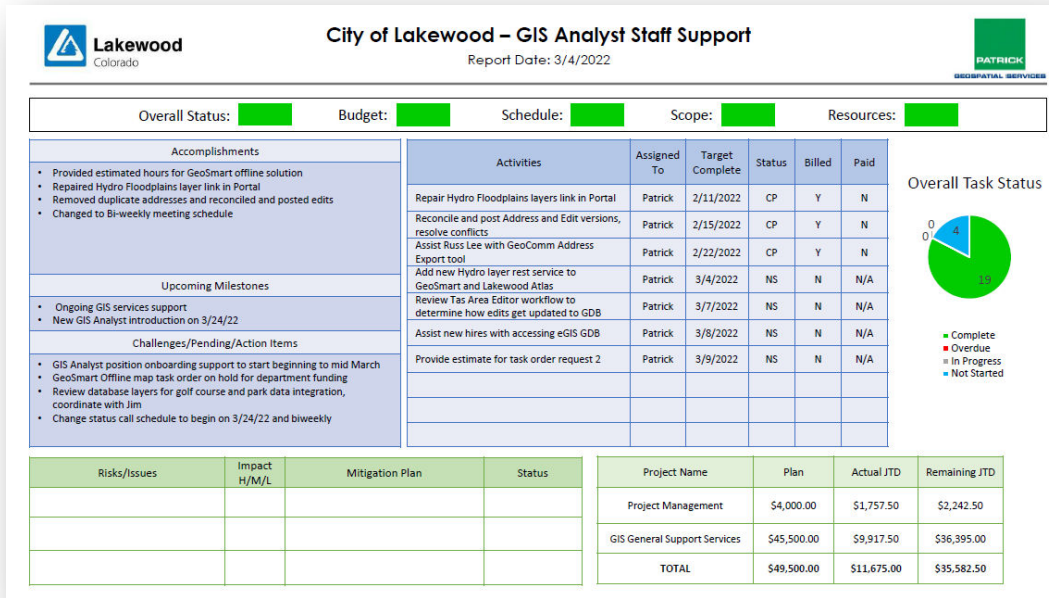
### Fee Proposal:

Activity	Budget
Activity 1	\$7,500.00
Activity 2	\$14,000.00
Activity 3	\$14,000.00
Activity 4	\$10,500.00
Activity 5	\$8,500.00
Activity 6	\$7,500.00
<b>Total Budget</b>	<b>\$62,000.00</b>



# Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

Figure 3: Example of a Patrick 's project status dashboard



In the event Patrick reaches the total budget before the project is completed, GCSD will have the option to either (a) increase the contract funding via a change order to the current project to allow the work to continue or (b) instruct Patrick to stop work. Unused budget from previous tasks/activities will be rolled over into subsequent tasks/activities as mutually agreed upon by GCSD and Patrick. Patrick may not invoice for amounts more than the total budget without GCSD’s prior written approval.

Invoicing will be performed monthly with the fee for services determined based on actual hours worked and direct expenses incurred on this project. Payment terms are net thirty (30) days from the receipt of invoice, which will be submitted monthly. Invoice shall include itemization detail by resource and staff role.

This project will be administered under the terms and conditions of the executed Patrick Project Agreement between Patrick and GCSD.

This quote is valid for a period of 45 days from the signed submittal date.

# Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

## Project Assumptions

### General

- ArcGIS deliverable(s) will be provided in an electronic file-based Geodatabase format and/or ArcGIS Pro Packages.
- GCSO stakeholders will be available throughout the project for interaction and verification.
- GCSO will provide an overview of how it currently uses (or plans to use) the Cartegraph asset management software and any additional data sources it may utilize in managing planned or unplanned maintenance.

### Technical

- Patrick is not responsible for changes to functionality of the OOB enterprise solution applications hosted by GCSO / ArcGIS/ Cartegraph.
- Patrick is not responsible for the performance of the enterprise solution applications hosted by GCSO / ArcGIS/ Cartegraph.
- Access and Licensing
  - All necessary software licensing is in place, supported, and adequate for this project, the target version, and number of expected users.
  - GCSO will provide adequate and timely access to necessary systems, which may include servers, database, platform, and/or applications.
- Environments
  - Environments in scope for this project include: GCSO internal and/or GCSO cloud hosted environments. Specific software vendor platforms may include Cartegraph and ArcGIS on-premises or cloud-hosted environments.
  - All applicable environments are available and accessible to Patrick.
  - No modification will be required for any environments in order to achieve above Scope of Services.
  - Memory in the target environment(s) is adequate for the project.
  - If backups are needed for servers, databases, or other systems, GCSO is responsible for utilizing those backups and restoring if a contingency plan is enacted.
- Other Technical Assumptions
  - Any web client utilized will be a browser with version n-1; where n is the latest browser version at date of release. Supported browsers are: Chrome, Edge, IE, Firefox, and Safari.

### Testing

- GCSO will be responsible for final testing and for testing approval for changes made in each applicable environment.
- GCSO resources will be available to test and validate the changes in each implemented environment per the agreed-upon schedule.

### Other

- Any changes to Scope of Services must be agreed upon by both GCSO and Patrick.
- Any changes to Scope of Services that impact budget, schedule, and/or resources will require a signed Change Order.



## Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

- All GCSD-provided data related to this project is adequate, available, and ready for use without conversion, cleansing, or other modification. This includes any development/test environments that may be used.
- Data, datasets, requirements specifications, source files, and any other document or file required to complete the Scope of Services will be finalized and delivered to Patrick per the agreed-upon schedule. Failure to provide these on time may result in budget and scheduling impacts.
- Requirements will be locked after first week of project execution. Changes to the approved requirements after the first week of project execution may require a signed Change Order.
- Work will be performed remotely by Patrick unless otherwise designated in Scope of Services section above.
- GCSD's Subject Matter Experts (SMEs) will be available to address questions or issues encountered during the project; SME's will respond in a timely manner as to not impact schedule.
- If any of the above assumptions are found to be not true, there may be impacts to scope, schedule, budget, and/or resource availability; a signed Change Order may be required.

### Agreement & Authorization

If you would like these services performed, please sign the signature page and issue a Purchase Order referencing this proposal and the attached Client Project Agreement.

We appreciate this opportunity to work with GCSD on this project. Should you have any questions, please do not hesitate to contact me.

Sincerely,

**PATRICK ENGINEERING INC.**



John Young  
Director | Sr. Consultant  
Patrick GIS & Asset Management  
SIGNATURE PAGE FOLLOWS



# Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

## Signature Page

The person signing below represents that he or she has full legal authority to bind the parties to the terms and conditions contained in this document and the referenced Agreement. The party agrees to the above terms and conditions and that PATRICK is authorized to begin work on the "Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS" project.

**GROVELAND COMMUNITY SERVICES DISTRICT**

**PATRICK ENGINEERING INC.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

*Chris Burger*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Chris Burger  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Vice President  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
04-20-2022  
Date

## Water, Sewer, Treatment Plant, and Parks Asset Data Conflation & Migration to ArcGIS & Cartegraph OMS

### Appendix A – Patrick’s Fee Table

The table below lists Patrick’s rate table by professional GIS staff role. Staff to be used for this project will include a combination of Geospatial Analyst Senior, Geospatial Analyst, Geospatial Analyst Junior, and Geospatial Consultant. Cartegraph-specific activities are performed at the Geospatial Analyst rate.

Geospatial Architect	\$235.00/hr.
Geospatial Senior Consultant	\$230.00/hr.
Geospatial Consultant	\$215.00/hr.
Geospatial Senior Project Manager	\$210.00/hr.
Geospatial Project Manager	\$181.00/hr.
Geospatial Business Analyst	\$154.00/hr.
Geospatial Analyst Senior	\$155.00/hr.
Geospatial Analyst	\$115.00/hr.
Geospatial Analyst Junior	\$ 87.00/hr.
Geospatial Software Developer Senior	\$215.00/hr.
Geospatial Software Developer	\$155.00/hr.
Geospatial Software Developer Junior	\$115.00/hr.

\* Additional Specialty GIS and other personnel to be quoted on a project-by-project basis.



## **BOARD MEETING AGENDA SUBMITTAL**

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**TO:** GCS D Board of Directors

**FROM:** Peter Kampa, General Manager

**DATE:** May 10, 2022

**SUBJECT:** **Agenda Item 6C: Discussion and Consideration of a Memorandum of Understanding Between the District and Tuolumne County for Funding an Additional Fire Apparatus and Associated Staffing Co-located with the Groveland Community Services District Fire Department, and Related Fire Station Improvements**

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### **RECOMMENDED ACTION:**

I authorize the General Manager to Negotiate a Memorandum of Understanding Between the District and Tuolumne County for Funding an Additional Fire Apparatus and Associated Staffing Co-located with the Groveland Community Services District Fire Department, and Related Fire Station Improvements.

### **BACKGROUND:**

The county Board of Supervisors on Tuesday May 3rd, 2022 authorized staff to proceed with development above memorandum of understanding with GCS D for the placement of an additional fire apparatus and staffing, Co-located in the GCS D fire station on Main Street. This welcomed County action is the culmination of three years of discussions on this matter with County staff and strong support from District 4 supervisor Kathleen Haff. The county action further accomplishes the objectives outlined in our 2020 fire masterplan, by adding additional firefighting personnel available to immediately respond in Groveland.

This additional staffing will be covered under the county's Schedule A Cooperative Fire Protection agreement with CALFIRE. This will guarantee that the county funded engine will be in place to fulfill our local emergency response mission, and to be able to respond under our mutual aid agreement. The additional staffing will allow for the availability of the second engine locally in Groveland when one of the engines responds to another call either inside or outside the district boundaries, providing a significant benefit to the community.

We very much appreciate the cooperation of the county and the support of the Board of Supervisors and look forward to quickly working out the details of a memorandum of understanding and agreement with the county related to the operation and financing of the personnel, equipment and facility improvements. The personnel could be in place as early as mid summer 2022. This action of your board is requested to show support for this arrangement with the County and to authorize your general manager to proceed and working out the details of the agreement with the county.

**FISCAL IMPACT:**

The fiscal impacts of the proposed arrangement with the County will be estimated and described in the Memorandum of Understanding and related agreements for future consideration by the Board. The County will be covering the cost of the capital, operating and maintenance costs for the additional fire apparatus, as well as staffing for the second engine; presumably through amendment of their current Schedule A Cooperative Fire Protection Agreement. The cost of fire station improvements necessary to house the additional staffing as well as housing expenses will be proportionally allocated to the County and GCSD in some agreed upon manner.

**ATTACHMENTS:**

- Tuolumne County Fire Services Memo from their May 3, 2022 Meeting



# County Administration Office

“We Support the Board of Supervisors in achieving their goals through service & collaboration with the County Departments and the Community”

**Tracie M. Riggs**  
*County Administrative Officer*

April 24, 2022

TO: Board of Supervisors

FROM: Tracie M. Riggs, County Administrative Officer  
Nick Casci, Tuolumne County Fire Chief  
Andy Murphy, Tuolumne County Assistant Fire Chief

SUBJECT: Fire Services Groveland Area

Over the last several years, concerns related to fire services along Highway 120 have been brought up during Board meetings and fire safety is one of the Board’s primary priorities. These concerns are elevated due to several large development projects approved in this area. In FY 20/21, the County took on the cost of the “Amador” station (described in more detail below), which provides some fire services to the Groveland area in winter months. However, it is clear a higher level of services is needed.

The current fire protection services in the Groveland area are comprised of both local Groveland Community Services District (GCSD) resources staffed through a Cooperative Agreement with CAL FIRE and CAL FIRE resources stationed at the State CAL FIRE Station in Groveland. Through the cooperative agreement with Tuolumne County, allowed by Public Resource Code, Tuolumne County pays for what is referred to as an “Amador” plan staffing model. What that means, is that during the winter months when the CAL FIRE resources are typically down staffed and permanent personnel are re-assigned to other fire stations, the Groveland CAL FIRE Station remains staffed with one fire engine to provide emergency response on behalf of Tuolumne County, in the Groveland area. This requires Tuolumne County to pay a portion of the personnel and operating costs for the state resource, and the resource serving both the county and state mission.

Assistant County  
Administrator  
Eric Erhardt

Capital Projects  
Director  
Maureen Frank

Senior Administrative  
Analysts  
Liz Peterson

Office of Emergency  
Services Coordinator  
Dore Bietz

Homeless Services  
Coordinator  
Michael Roberson

Purchasing &  
Contract Analyst  
Simi Bhangoo

Administrative  
Analysts  
Mervet Mitri  
Tracey McKnight

Executive Assistant/  
Deputy Clerk of the  
Board  
Christina Cunha

Board Clerk  
Heather Ryan

The overall current staffing model in the Groveland area is as follows:

Entity Funding Service	Current System	
	Summer	Winter
GCSO-Staffing	2/Per Shift	2/Per Shift
GCSO-Equipment	1-Type I Engine 1-Type II Engine 1-Type III Engine	1-Type I Engine 1-Type II Engine 1-Type III Engine
CALFIRE-Staffing	6/Per Shift	
CALFIRE-Equipment	2-Type III Engines	
County-Staffing		2/Per Shift
County-Equipment		1-Type III CALFIRE Engines
Total Equip & Personnel	8/Per Shift 5 Engines 1 Type I, 1 Type II, & 3 Type III	4/Per Shift 2 Engines 1 Type I, 1 Type II & 2 Type III

These resources, through automatic and mutual aid, respond to GCSO, TCFD, and state jurisdiction calls regardless of which agency has primary jurisdictional authority.

Through the "Amador" Agreement, the CAL FIRE engine, is partially funded by Tuolumne County. It is available for all emergency calls, including state mission needs, which may require it to respond greater distances than a fully funded Cooperative Agreement Engine. Essentially, this means the CALFIRE engine may be pulled to incidents occurring in other areas outside of Groveland. Although every measure is taken to provide backfill coverage when the resource

responds out of the area, and the instances of this occurring are not necessarily frequent, there is no guarantee that backfilling is an option based on resource draw down.

During the summer months, as both CAL FIRE engines are staffed and 100% funded by the State, they are available for statewide response. This means these two engines could be directed to an incident outside of the county. Under the current staffing model, there may be times during both the summer preparedness period and winter months that the GCSD Schedule "A" engine may be the only fire engine in the Groveland area, if incident activity has a substantial draw on resources.

To increase the level of service by providing dedicated resources to address the emergency needs of the Highway 120 corridor, it is recommended for Tuolumne County to amend the current CAL FIRE Cooperative Agreement to withdraw from the "Amador" staffing option at the Groveland CAL FIRE Station and add a Schedule "A" engine to that area. By adding a TCFD funded fire engine to the County's current Schedule "A" Agreement, with the co-location of this engine at GCSD Station 78, Tuolumne County is securing a dedicated fire engine to the area with the primary mission of providing all risk response to that area of Tuolumne County, as well as GCSD. Although this resource will respond to the appropriate response areas to serve the public interest in closest resource concept, it is dedicated in support of that area of Tuolumne County (Groveland). It also increases the total number of staffed fire engines in the Groveland area from (3) to (4) during the summer months which is typically the time of year that poses more of a wildfire risk, as well as summer tourist visitor numbers that increase the risk of other types of emergencies.



The recommended model is below:

Entity Funding Service	Recommended System	
	Summer	Winter
GCSO-Staffing	2/Per Shift	2/Per Shift
GCSO-Equipment	1-Type I Engine 1-Type II Engine 1-Type III Engine	1-Type I Engine 1-Type II Engine 1-Type III Engine
CALFIRE-Staffing	6/Per Shift	
CALFIRE-Equipment	2-Type III Engines	
County-Staffing	2/Per Shift	2/Per Shift
County-Equipment	1-Type 1 County Engine	1-Type 1 County Engine
Total Equip & Personnel	10/Per Shift 6 Engines 2 Type I, 1 Type II & 3 Type III	4 Per Shift 2 Type I, 1 Type II & 1 Type III

With this new model, the typing of the resource would change as well. The schedule "A" fire engine would be Type 1 fire engine with the capacity and capabilities to offer the appropriate equipment for vehicle accidents such as extrication equipment, as well as increased pumping capabilities for commercial type structure fires. The CAL FIRE Type III "Amador" engine is equipped to handle all risk calls as well but is also built for the primary mission of wildland firefighting which limits space on the apparatus as well as pump capacity. With collaboration between all cooperators, this combination of resources gives a higher level of service to both the residents and visitors the Groveland area.

Comparison chart of current level and recommended level of services:

Entity Funding Service	Current System		Recommended System	
	Summer	Winter	Summer	Winter
GCSO-Staffing	2/Per Shift	2/Per Shift	2/Per Shift	2/Per Shift
GCSO-Equipment	1-Type I Engine 1-Type II Engine 1-Type III Engine	1-Type I Engine 1-Type II Engine 1-Type III Engine	1-Type I Engine 1-Type II Engine 1-Type III Engine	1-Type I Engine 1-Type II Engine 1-Type III Engine
CALFIRE-Staffing	6/Per Shift		6/Per Shift	
CALFIRE-Equipment	2-Type III Engines		2-Type III Engines	
County-Staffing		2/Per Shift	2/Per Shift	2/Per Shift
County-Equipment		1-Type III CALFIRE Engines	1-Type 1 County Engine	1-Type 1 County Engine
Total Equip & Personnel	8/Per Shift 5 Engines 1 Type I, 1 Type I, & 3 Type III	4/Per Shift 2 Engines 1 Type I, 1 Type II & 2 Type III	10/Per Shift 6 Engines 2 Type I, 1 Type II & 3 Type III	4 Per Shift 2 Type I, 1 Type II & 1 Type III

Currently, the County's cost of funding the "Amador" station is approximately \$250,000 a year. This amount varies depending upon the fire season. The longer the fire season, the shorter the number of winter months the county pays for the "Amador" contract.

The cost to move from the current system to the recommended system is approximately \$1,2 million. The annual increase of providing a fully staffed and dedicated engine in the Highway 120 area is \$1 million. Details would need to be worked out regarding any cost sharing for co-locating with GCSO at Station 78.

The Board can fund this increase in a couple of different ways. First, staff can provide an analysis of current costs that could be eliminated in order to pay for the difference; or the Board could allocate ARPA funds for the next several years which would provide time needed to continue development of a few known projects that could provide some of the ongoing funding needed to maintain services. This would also provide time to continue discussions about the creation of a Community Facilities District, which would also provide ongoing funding for these services.

Supervisor Haff and staff met with the GCSD General Manager, Pete Kampa, on Monday April 25<sup>th</sup> to discuss this proposal and gain insight as to whether he felt his Board would support this proposal. The conversation was very positive and collaborative. Mr. Kampa welcomed the opportunity to have such a conversation. Should the Board decide to move forward with this recommendation, Supervisor Haff and staff will schedule a meeting with Pete Kampa and a member of his Board to begin developing a plan for moving forward.

**RECOMMENDATION:**

It is recommended that your Board provide direction on staff recommendation to co-locate fire services with GCSD fire station.