



BOARD OF DIRECTORS REGULAR MEETING

DATE :
MAY 1, 2024

TIME:
8:00 A.M.

-  1021 E. Miramar Avenue | Claremont, CA 91711
-  www.threevalleys.com
-  909.621.5568

The mission of Three Valleys Municipal Water District is to supplement and enhance local water supplies to meet our region's needs in a reliable and cost-effective manner.



THREE VALLEYS MUNICIPAL WATER DISTRICT REGULAR BOARD MEETING AGENDA

1021 E. Miramar Avenue, Claremont, CA 91711
May 1, 2024 – 8:00 AM

The mission of Three Valleys Municipal Water District is to supplement and enhance local water supplies to meet our region's needs in a reliable and cost-effective manner.

NOTICE OF VIDEOCONFERENCE/TELECONFERENCE ACCESSIBILITY

Three Valleys MWD will hold this meeting of its Board of Directors on the date and time, and at the location set forth above. The public may participate in the meeting by physical attendance at the meeting or by videoconference or teleconference utilizing the following links:

Link to join webinar: <https://tvmwd.zoom.us/j/83386198818>

OR

Dial in: (669) 900-9128, Webinar ID: 833 8619 8818

Any member of the public wishing to participate in public comment may do so in any of the following manners: (1) by using the "Raise Hand" feature on the Zoom platform and when prompted by the Board President during the public comment period, (2) by filling out the electronic speaker's card at the following link <https://arcg.is/0z5GqO> prior to the close of public comment, (3) by sending an email to PublicComment@tvmwd.com prior to the close of public comment, or (4) those attending the meeting in person may complete a speaker's card and provide it to the Executive Assistant prior to the close of public comment.

- | | |
|--|---------|
| 1. CALL TO ORDER | ROBERTO |
| 2. ROLL CALL | AGUIRRE |
| Jody Roberto, President
Mike Ti, Vice President
Carlos Goytia, Secretary/Treasurer
David De Jesus, Director
Jeff Hanlon, Director
Bob Kuhn, Director
Danielle Soto, Director | |
| 3. FLAG SALUTE | ROBERTO |

4. DIRECTOR REMOTE PARTICIPATION PURSUANT TO AB 2449 *[Government Code Section 54953(f)]* ROBERTO

A. NOTIFICATION DUE TO JUST CAUSE

B. REQUEST DUE TO EMERGENCY CIRCUMSTANCES

BOARD ACTION REQUIRED ITEM 4.B

Staff Recommendation: None

5. AGENDA REORDER/ADDITIONS *[Government Code Section 54954.2(b)(2)]* ROBERTO

Additions to the agenda may be considered when two-thirds of the board members present determine a need for immediate action, and the need to act came to the attention of TVMWD after the agenda was posted; this exception requires a degree of urgency. If fewer than two-thirds of the board members are present, all must affirm the action to add an item to the agenda. The Board shall call for public comment prior to voting to add any item to the agenda after posting.

6. PUBLIC COMMENT *(Government Code Section 54954.3)* ROBERTO

Opportunity for members of the public to directly address the Board on items of public interest within its jurisdiction. The public may also address the Board on items being considered on this agenda. TVMWD requests that all public speakers complete a speaker's card and provide it to the Executive Assistant.

We request that remarks be limited to three minutes or less. Pursuant to Government Code Section 54954.3, if speaker is utilizing a translator, the total allotted time will be doubled.

7. ACTION AGENDA

The following items on the Action Agenda call for discussion and action by the Board. All items are placed on the agenda so that the Board may discuss and take action on the item if the Board is so inclined.

A. APPROVE FY 2024/25 BUDGET VELASQUEZ

The Board will consider approval of the FY 2024/25 budget.

BOARD ACTION REQUIRED ITEM 7.A

Staff Recommendation: Approve as Presented

Item 7 continued

- B. ADOPT RESOLUTION NO. 24-05-988 ADOPTING WATER RATES AND CHARGES FOR CY 2025 VELASQUEZ

The Board will consider adopting Resolution No. 24-05-988 adopting water rates and charges for CY 2025.

BOARD ACTION REQUIRED ITEM 7.B

Staff Recommendation: Approve as Presented

8. GENERAL MANAGER'S REPORT LITCHFIELD

The Executive Leadership Team will provide brief updates on existing matters under their purview.

- A. FY 2023/24 ENCUMBRANCE CARRYFORWARD VELASQUEZ

The Board will review and consider rolling forward funds to the next fiscal year for projects that are not expected to be completed by June 30, 2024.

- B. FY 2024/25 ANNUAL PURCHASE ORDERS VELASQUEZ

The Board will review a list of vendors for ongoing goods and services for FY 2024/25.

- C. LOS ANGELES COUNTY WATER PLAN LITCHFIELD

The Board will review a draft resolution to adopt the Los Angeles County Water Plan.

- D. MIRAMAR ADMINISTRATION AND OPERATIONS BUILDING UPGRADES DESIGN SERVICES CONTRACT AWARD PANZER

The Board will be briefed on the administrative building upgrades design.

- E. PROJECTS UPDATE PANZER

The Board will be provided with an oral update of ongoing TVWMD projects.

- | | |
|---|------------|
| 9. DIRECTORS'/GENERAL MANAGER'S ORAL REPORTS | ROBERTO |
| Directors may report on activities for meetings to which they are assigned to serve as the representative or alternate of TVMWD and on other areas of interest. | |
| A. METROPOLITAN WATER DISTRICT | DE JESUS |
| B. CHINO BASIN WATERMASTER | KUHN |
| C. SAN GABRIEL BASIN WATER QUALITY AUTHORITY | KUHN |
| D. MAIN SAN GABRIEL BASIN WATERMASTER | TI |
| E. SIX BASINS WATERMASTER | HANLON |
| F. ADDITIONAL BOARD MEMBER REPORTS | ALL |
| G. GENERAL MANAGER'S COMMENTS | LITCHFIELD |
| 10. CLOSED SESSION | ROBERTO |

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]

Name of Case: Chino Basin Municipal Water District v. City of Chino, et al., San Bernardino County Superior Court Case No. RCV RS 51010

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]

Name of Case: San Diego County Water Authority v. Metropolitan Water District of Southern California, et al., San Francisco County Superior Court Case No. CPF-14-514004 (Consolidated with Case Nos. CPF-16-515282 and CPF-18-516389)

C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]

Name of Case: Asemota et al. v. City of Claremont et al. (Los Angeles County Superior Court Case No. 24STCV08598)

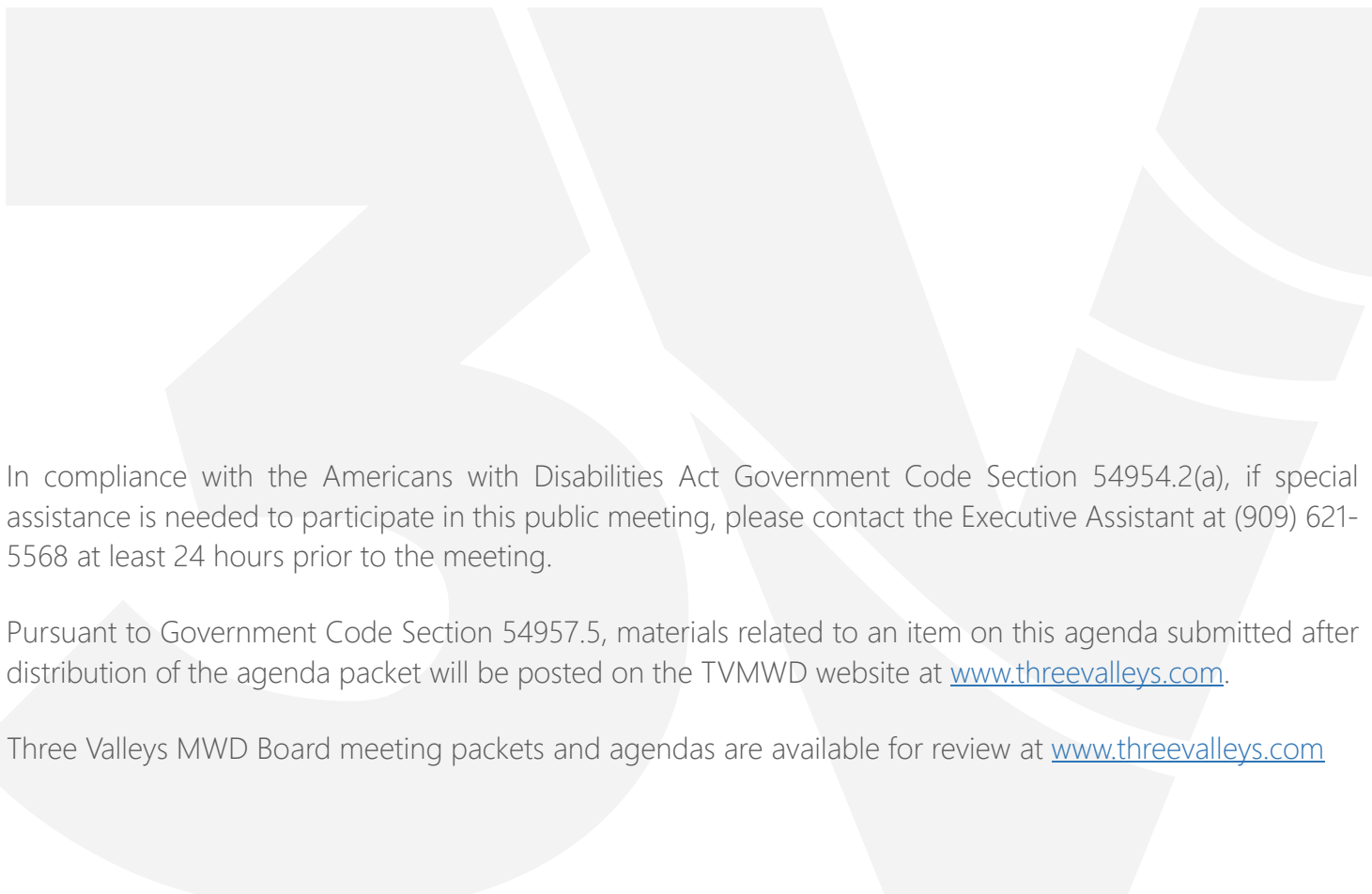
11. FUTURE AGENDA ITEMS

ROBERTO

12. ADJOURNMENT AND NEXT MEETING

ROBERTO

The Board will adjourn to a regular Board meeting on May 15, 2024.




In compliance with the Americans with Disabilities Act Government Code Section 54954.2(a), if special assistance is needed to participate in this public meeting, please contact the Executive Assistant at (909) 621-5568 at least 24 hours prior to the meeting.

Pursuant to Government Code Section 54957.5, materials related to an item on this agenda submitted after distribution of the agenda packet will be posted on the TVMWD website at www.threevalleys.com.

Three Valleys MWD Board meeting packets and agendas are available for review at www.threevalleys.com

**BOARD ACTION****BOARD OF DIRECTORS
STAFF REPORT**

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: May 1, 2024

Subject: Approve Fiscal Year 2024/2025 Budget

Funds Budgeted: \$

Fiscal Impact: \$ 81,000,000

Staff Recommendation

Staff recommends that the Board of Directors approve the FY 2024-25 budget.

Background

On April 9, 2024, the Metropolitan Water District of Southern California (MWD) adopted its water rates for the calendar years 2025 and 2026. The MWD rate process began in February and MWD staff developed 13 different rate alternatives over the course of the process.

The Fiscal Year 2024/25 and 2025/26 Biennial Budget option approved by MWD board adjusted the property tax collected to support the cost of the State Water Project from 0.0035% of a property's assessed valuation to 0.0070%. The overall rate increases for the calendar years 2025 and 2026 rate-setting cycles were 8.5% and 8.5%. The adopted MWD water rates that directly impact Three Valleys Municipal Water District ("TVMWD") are increases to the untreated water rate by 1% and treated water rate by 11%. The other adopted rates approved were readiness-to-serve by 8%, and capacity charges by 16%.

Discussion

Attached for consideration is the third and final draft of the FY 2024/2025 budget. The second draft of the budget was presented to the board on April 22nd, and member agency managers on April 17th, for review and discussion. At these meetings, staff received no requests to incorporate any additional modifications.

The notice of intent to adopt the budget and water rates were published in the Inland Valley Daily Bulletin and San Gabriel Valley Tribune on April 24, 2024.

Highlights of this draft budget:

Staff has considered the following assumptions in preparing this budget:

- This final draft is based on MWD's adopted FY 2024/25 and 2025/26 Biennial Budget and Ten-Year Financial Forecast approved on April 9, 2024, for the calendar years 2025 and 2026 rate-setting cycles at overall increases of 8.5% and 8.5%.
- TVMWD projected sales are based on TVMWD member agency input at 54,600-acre feet. Each agency provided an estimate regarding their 2024-2029 demands.

Pass-Through Fund

- The MWD RTS Charge is increasing by \$727,000 for FY 2024/2025 and calendar year 2025. This is primarily due to:
 - MWD allocating more costs to the Standby Charge (\$181 million for 2025 versus \$167 million for 2024)
 - TVMWD taking proportionately more water over the last 10 years than other MWD agencies (4.60% for 2025 versus 4.52% for 2024)

The standby charge collected for the fiscal year is estimated to increase from \$28.54 to \$32.11 per EDU.

- The MWD Capacity Charge is increasing by \$166,000 for the fiscal year and increasing by \$249,000 for the calendar year 2025. This is primarily due to MWD's Capacity Charge rate fluctuating greatly. The rate for 2022-2025 has moved from \$12,200 to \$10,600 to \$11,200 to \$13,000 per cfs.

Capital Fund

- The Capital Improvement Plan projects for FY 24/25 will be funded by property tax revenues, contributing \$659,000 surplus into capital reserves. The revenues for the 5-year period are expected to be \$16.3M, while projects are expected to be \$16.2M.

Operating Fund

- MWD's untreated water rate is increasing \$9/AF (1%). MWD's treatment surcharge is increasing \$130/AF (37%). These changes result in an overall increase in the treated water rate of \$147/AF (11.6%).
- The key to keeping TVMWD rates low is maximizing the Miramar Plant. We accomplish this primarily by providing as much supply as possible to Golden State Water Company,

La Verne, and Joint Water Line from TVMWD's Miramar Plant rather than MWD's Weymouth Plant.

- The controllable budget (All other Operating Fund expenses excluding water costs) is 10% higher than what we estimated for FY 2023/2024. Notable changes are as follows:
 - Staff Compensation is 8% higher due to an increase in CPI and benefits.
 - Professional services is 11% higher primarily due to IT managed services provider and Microsoft licensing.
 - Planning and Resources are higher due to staff finding it necessary to regularly have more resources for cybersecurity and Miramar Plant asset management studies. This category also reflects \$75,000 of additional funds for FY 2024/2025 to complete the Urban Water Management Plan. Other studies include service area LAFCO boundary \$100,000.
 - Operations and Maintenance costs are 23% higher, primarily due to an increase of \$190,000 in power costs and an increase of \$303,000 in chemicals.

TVMWD Surcharge

- The current TVMWD surcharge for 2024 is \$8. Staff proposes a TVMWD surcharge for 2025 at \$16 due to the volatile chemical market and increases noted in the operating fund above.

TVMWD Fixed Charges

- TVMWD's current fixed charges are kept at 10% of the controllable budget cost. TVMWD can meet the required revenue to cover costs by fixed cost allocation revenue.

Summary

Based on this final draft of the budget, TVMWD will charge a \$16 per acre-foot surcharge for the calendar year 2025 and the foreseeable future.

Environmental Impact

None

Strategic Plan Objective(s)

- 2.1 – Financial Stability
- 2.2 – Accountability
- 2.3 – Public Engagement

Attachment(s)

- Exhibit A – FY 2024/2025 Budget
- Exhibit B – 2024/25 Capital Improvement Plan

Exhibit C – Reserve Policy Limits

Exhibit D – Budget Workshop Presentation Slides

Meeting History

Board of Directors Meeting, April 22, 2024, Informational Item Only

Board of Directors Meeting, March 6, 2024, Informational Item Only

NA/JV




FY 2024/25 TVMWD BUDGET FINAL										
	FY 2023/24	FY 2023/24	FY 2024/25	Pass Through	Operating	Capital	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29
	Budget	Projected	Budget	Fund	Fund	Fund	Budget	Budget	Budget	Budget
REVENUES										
Water Sales	68,481,309	59,677,647	67,409,065		67,409,065		72,044,300	78,746,571	85,796,323	90,541,831
Standby Charge/RTS Charges	5,459,852	5,476,023	6,186,637	6,186,637			6,735,449	7,034,761	7,771,904	8,555,080
Capacity Charge Assessment	1,507,470	1,507,470	1,673,430	1,673,430			1,651,852	1,759,824	1,863,101	1,952,882
Property Taxes	2,934,033	3,183,407	3,100,478			3,100,478	3,177,990	3,257,439	3,338,875	3,422,347
Fixed Charge Assessment	896,361	896,361	987,458		987,458		1,069,315	1,099,491	1,137,848	1,188,074
Hydroelectric Sales	200,000	250,239	240,000		240,000		240,000	240,000	240,000	240,000
Interest Income	105,604	276,591	215,000		215,000		215,000	215,000	215,000	215,000
Pumpback O&M	10,000	-	10,000	10,000			10,000	10,000	10,000	10,000
Grants and Other Revenue	5,705	141,498	5,844		5,844		5,990	6,140	6,293	6,451
TOTAL REVENUES	79,600,334	71,409,235	79,827,912	7,870,067	68,857,367	3,100,478	85,149,895	92,369,226	100,379,345	106,131,664
EXPENSES										
Water Purchases	60,179,085	51,862,681	58,021,969		58,021,969		60,975,201	66,947,849	73,912,482	78,546,987
MWD RTS Charge	5,459,852	5,476,023	6,186,637	6,186,637			6,735,449	7,034,761	7,771,904	8,555,080
Staff Compensation	5,496,236	5,363,987	5,934,749		5,934,749		6,107,129	6,424,979	6,748,319	7,136,115
MWD Capacity Charge	1,507,470	1,507,470	1,673,430	1,673,430			1,651,852	1,759,824	1,863,101	1,952,882
Operations and Maintenance	1,947,950	2,382,804	2,397,250		2,397,250		2,490,050	2,586,442	2,686,565	2,790,565
Capital Repair and Replacement	597,216	1,056,264	1,025,000			1,025,000	2,100,000	2,230,000	1,800,000	1,000,000
Capital Investment Program	2,525,000	1,444,404	1,416,400			1,416,400	1,484,300	1,370,000	1,845,000	1,945,000
Professional Services	669,126	675,796	743,515		743,515		772,297	802,193	833,247	865,503
Directors Compensation	285,389	227,379	325,165		325,165		300,981	312,868	325,934	340,297
Communication and Conservation Programs	200,700	197,819	166,000		166,000		172,426	179,101	186,034	193,235
Planning and Resources	425,000	264,089	620,000		620,000		725,000	475,000	375,000	375,000
Membership Dues and Fees	97,650	98,552	101,100		101,100		105,014	109,079	113,301	117,687
Hydroelectric Facilities	30,000	34,191	60,000		60,000		62,323	64,735	67,241	69,844
Pumpback O&M	10,000	14,504	10,000	10,000			10,000	10,000	10,000	10,000
Board Elections	-	-	-		-		-	-	-	-
Reserve Replenishment	390,000	390,000	390,000		390,000		390,000	390,000	390,000	390,000
Encumbrances		1,887,434	1,887,434			1,887,434	-	-	-	-
TOTAL EXPENSES	79,820,675	72,883,398	80,958,648	7,870,067	68,759,747	4,328,834	84,082,020	90,696,831	98,928,130	104,288,195
NET INCOME (LOSS) BEFORE TRANSFERS	(220,340)	(1,474,163)	(1,130,736)	-	97,620	(1,228,356)	1,067,875	1,672,395	1,451,216	1,843,469
TRANSFER FROM BOARD ELECTION RESERVES	-	-								
TRANSFER FROM/(TO) CAPITAL RESERVES	188,183		(659,078)			(659,078)	406,310	342,561	306,125	(477,347)
TRANSFER FROM/(TO) OPPORTUNITY RESERVES										
TRANSFER FROM/TO ENCUMBERED RESERVES	1,113,619	1,113,619	1,887,434		-	1,887,434				
NET INCOME (LOSS) AFTER TRANSFERS	1,081,462	(360,544)	97,620	-	97,620	-	1,474,186	2,014,956	1,757,341	1,366,122
	CY 2024		CY 2025				CY 2026	CY 2027	CY 2028	CY 2029
MWD RATE	\$ 1,256		\$ 1,395				1,528	1,704	1,812	1,896
TVMWD SURCHARGE	\$ 8		\$ 16				16	16	16	16
TVMWD RATE	\$ 1,264		\$ 1,411				\$ 1,544	\$ 1,720	\$ 1,828	\$ 1,912
ANNUAL FIXED CHARGE 10%	\$ 920,766		\$ 1,054,150				\$ 1,084,481	\$ 1,114,502	\$ 1,161,194	\$ 1,214,953

2025 CIP

CAPITAL IMPROVEMENT PLAN



THREE VALLEYS
MUNICIPAL WATER
DISTRICT



FYE 2025 - 2029
CAPITAL PROGRAM

The photograph shows a large industrial facility, likely a hydroelectric power plant. It features several large, white, cylindrical machines (turbines or pumps) mounted on a concrete base. The machinery is connected to a network of pipes and valves. The ceiling is dark and appears to be made of metal beams. The overall scene is industrial and well-lit.

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INTRODUCTION

The Capital Improvement Plan (CIP) is a working blueprint for building and sustaining Three Valleys Municipal Water District's physical infrastructure. The purpose of a CIP is to identify capital improvement projects, identify and forecast funding sources, prioritize improvements based on funding available, and estimate a timeline for completion of individual improvements. Capital Improvement Projects are projects which involve the purchase, improvement or construction of major fixed assets and equipment, which are typically large in size, expensive, and permanent. Examples of capital projects include the expansion of treatment plants and the construction/rehabilitation of pipeline and pump stations.

This CIP identifies projects for the Fiscal Year 2024/25 through FY 2028/29 that are needed for the rehabilitation, replacement, or expansion of the facilities owned or operated by TVMWD. Projects were identified based on physical conditions of assets, forecasted regional projections of water demands and outlook of water resource availability. The timing of the projects identified in the CIP are further refined during the fiscal year based on the availability of financial resources.



MIRAMAR TREATMENT PLANT

This CIP provides a holistic picture including recently completed projects, projects in the planning phase, the five year plan, as well as projects that are envisioned to occur beyond the five year planning horizon.

The CIP is consistent with and is instrumental in achieving Three Valleys' Strategic Plan objectives.

YEAR IN REVIEW

Three Valleys’ capital project expenses incurred through February 2024 is 20% or \$670,000 of the Fiscal Year 2023-24 budget of \$3.1 million. Staff projection for expenses to be incurred through June 30, 2024 is an additional \$1.6 million; 75% of budget is forecasted to be spent through the end of the fiscal year.

Three Valleys has focused its projects on upgrading end-of-life systems and improving the reliability of its infrastructure. Highlights of projects that were completed in the last FY are provided below.



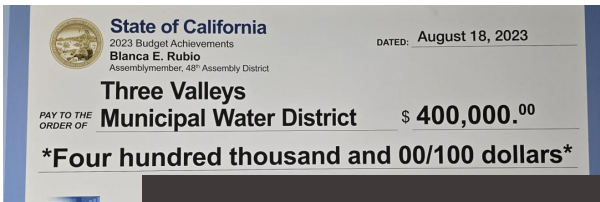
PIPE DIVER EXTRACTION

Three Valleys completed the **Miramar Transmission Line Leak Detection** project in December 2023 for a total project cost of \$350,000. The Project utilized **Xylem’s Smartball®** technology to record pipeline integrity information.



SWITCHGEAR REPLACEMENT

Three Valleys utilized \$210,000 to upgrade its **Miramar Main Switch Gears** in February 2024. The main electrical switchgears had reached their end of life and was no longer supported by vendors.



GRANT FUNDING

\$400,000 of state funding was received in September 2023 from the Department of Water Resources for the **Groundwater Reliability Project and a water conservation project for the City of Covina.**

PROJECTS IN PLANNING

Support Three Valleys mission to supplement and enhance local water supplies.

The Projects that are in the planning phase provides the context to develop an implementation plan working collaboratively with Three Valleys' member agencies to meet short and long term needs cost effectively. Summary of the planning efforts in progress and that will continue into the future years are provided below. The project costs are summarized in the Planning & Resources category in the Five-Year Plan.

Water Resources Master Plan

01

Holistic plan that creates a road map of strategies, projects and schedule to develop local sustainable supplies that is resilient to unforeseen change in conditions. This plan will be developed along with the Drought Contingency Plan, which received \$200,000 in grant funding in 2023. The total project cost is \$400,000, and no new funds are allocated for FYE 2025; the project will encumber its current FYE 2024 budget to complete.

Funding Opportunities

02

Critical component of long term strategy to create resilient and reliable water supplies is to seek opportunities for funding partners and grant opportunities to create a cost effective portfolio. Three Valleys has set up a protocol in place to seek funding opportunities for itself and its member agencies.

Groundwater Reliability Partnership

03

Partnership with City of Glendora and Puente Basin Water Agency [PBWA] to develop a feasibility study to implement a regional distribution network and local supplies by utilizing **9,000 acre-feet per year** of stranded City assets. Three Valleys has received \$800,000 in funding for this project to date.

PROJECTS IN PLANNING

Storage and Recovery Programs

04

As a region which relies 50 - 60% on imported water supplies, it is imperative to invest in local supplies and supply diversification. Three Valleys has been advocating amongst regional partnering agencies to increase investments in the three groundwater basins that Three Valleys overlies on, the Chino, Main San Gabriel and Six Basins groundwater basins.

Urban Water Management Plan 2025

05

For long-term resource planning, the Urban Water Management Plan characterizes Three Valleys' water use, supply and demand, and required contingencies in the event of water shortages and drought conditions. The plan provides an assessment of current and projected water conditions to prioritize regional projects which benefit the Three Valleys service area and member agencies. Three Valleys is required to update its Urban Water Management Plan every 5 years.

PROJECTS IN PLANNING

The Planning & Resource Studies is managed as part of the Annual Operating Expenses, and therefore any unencumbered budget will return to the general reserves.

Engineering Reports & Studies: This category of funding is set aside annually for unplanned professional studies to be conducted during the course of the year; typical expenses to this category consists of special studies, partnership in research studies that provide value to its agencies, environmental studies to support feasibility studies, etc. For FYE 2025, it is anticipated additional professional services will be required to enable Three Valleys to advocate for the benefit of its member agencies through the Metropolitan Water District's Long Term Planning initiatives, in particular its Climate Adaptation Master Plan for Water and Business model discussions. Three Valleys is participating in a study with other Metropolitan member agencies to seek funding assistance in conducting impact of PFAS during the construction of groundwater wells; Three Valleys' commitment is \$40,000 in FYE 2025.

Grant Assistance: This category of funding is set aside annually for as needed professional assistance to identify funding opportunities applicable to Three Valleys and for support on applications that require substantial effort that cannot be completed by staff. For FYE 2025, if Three Valleys is successful in progressing to the next stage of the Federal Emergency Management Agency (FEMA) funding process, professional assistance would be required to compile and respond to the funding agency. Three Valleys, in collaboration with the Puente Basin Water Agency and the City of Pomona jointly submitted a funding request in the amount of \$40 million for the Groundwater Reliability Project; the total Project cost is estimated at \$120 million.

Required Studies: The Risk Management Plan, the Urban Water Management Plan and the Cybersecurity risk assessments are essential for the operation of Three Valleys and to meet regulatory requirements.

Local Agency Formation Commission (LAFCO) Boundary: Three Valleys identified parcels both outside and within its service area that needed to be realigned with the boundaries between the City of La Verne and Metropolitan Water District; the effort also includes realignment of the Three Valleys' and Upper San Gabriel Municipal Water District's service area boundaries to reconcile with the established LAFCO Boundary. The funding in FYE 2025 is for anticipated fees and studies to complete the effort.

Treatment Assessment Studies: The Belt Filter Press and the Sludge Pond Mixing requires to be analyzed to realize operational efficiencies and create long term projects for its appropriate replacement and rehabilitation.

PROJECTS IN PLANNING

Planning and Resources	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029
Engineering Reports & Studies	\$200,000	\$175,000	\$150,000	\$150,000	\$150,000
Grant Assistance	\$75,000	\$75,000	\$100,000	\$100,000	\$100,000
Risk Management Plan	\$20,000				
Urban Water Management Plan	\$75,000	\$125,000			
Cybersecurity	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
LAFCO Boundary	\$100,000				
Treatment Studies	\$100,000	\$200,000	\$75,000	\$75,000	\$75,000
GIS Strategic Plan		\$50,000			
Asset Management Plan		\$50,000	\$50,000		
Website			\$50,000		
Total	\$620,000	\$725,000	\$475,000	\$375,000	\$375,000

The five year budget for FYE 2025 - 2029 **Planning & Resource studies** is **\$2.6 million**

FIVE YEAR CIP



MIRAMAR TREATMENT PLANT

The capital projects are categorized into two categories: Capital Repair and Replacement and Capital Investment Program. Descriptions of major projects in both categories are included below. The total CIP costs for the next 5 years is \$16.2 million.

The California Construction Cost Index (CCCI) was consistent at 3.1% for the five-year period of 2016-2020, and 1.8% for the five-year period of 2011-2015. After the COVID-19 pandemic of 2020, the CCCI index has increased substantially; the CCCI indices were 13.4%, 9.3% and 9.4% for 2021, 2022 and 2023, respectively. Construction material costs have seen surges compared to the pre-pandemic period ranging between 20% to 40%. Although it is expected that the prices will stabilize, costs are not expected to return to pre-pandemic levels. The increase in the five year CIP costs are primarily attributed to current market conditions of increased construction costs and needed repairs and rehabilitations.

Five Year CIP	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029
Capital Repair & Replacement	\$1,025,000	\$2,100,000	\$2,230,000	\$1,800,000	\$1,000,000
Capital Investment Program	\$1,416,400	\$1,484,300	\$1,370,000	\$1,845,000	\$1,945,000
Total	\$2,441,400	\$3,584,300	\$3,600,000	\$3,645,000	\$2,945,000

The five year budget for FYE 2025-2029 for the **CIP** is **\$16.2 million**

CAPITAL REPAIR AND REPLACEMENT

Projects in this category will improve or maintain existing Three Valleys assets. Projects will address end-of-life systems and perform routine replacement and rehabilitation as needed. Highlights of major projects are provided below. **Capital Repair and Replacement Projects total \$8.1 million or 50% of the total five year CIP.**

Sludge Pond Mixing Upgrade

01

The current sludge pond mixer is no longer working as well as intended and requires upgrading. Better mixing will prevent the growth of algae and other organic material and will increase the amount of water recovered when the sludge is sent to the belt filter press. The Project is slated to begin in FYE 2027.

Total Project Cost: \$800,000

Hydroelectric Facility Upgrade

02

The Miramar hydroelectric generators are nearing 40 years of service and require a reassessment of its structural and mechanical integrity. This project will upgrade current hydroelectric facilities and provide repairs if found. \$200,000 is included in the five-year plan, with the remainder occurring beyond the time period.

Total Project Cost: \$3,000,000

Miramar System Unplanned Repairs & Rehabilitation

03

This category of projects is set aside as an annual budget from which unplanned repairs and rehabilitation projects are funded from that were not foreseen as a need. Three Valleys does not currently have an asset management plan to develop the forecasted repairs and rehabilitation and is replaced as needed.

Total Project Cost: \$100,000 per year

Miramar Efficiency Upgrades

04

The Miramar buildings were constructed nearly 40 years ago in the 1980s. Tier 1 and Tier 2 seismic evaluation of the buildings along with the replacement of the roof and the Heating, Ventilation and Air Conditioning [HVAC] system is needed to meet building code requirements and replace end of life components. The project will be phased based on the criticality of the improvements. Budget of \$500,000 is allocated in FYE 2025 to begin the first phase of implementation.

Total Project Cost: \$3,250,000

CAPITAL REPAIR AND REPLACEMENT

Capital Repair and Replacement	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029
Miramar Building Upgrades	\$500,000	\$1,000,000	\$1,100,000	\$650,000	
Miramar Treatment Plant Unplanned R&R Improvements	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Treatment System Enclosures	\$85,000				
Parking Space Covers	\$80,000	\$200,000			
Surface Backwash Replacement	\$60,000				
Filter drain valves	\$200,000				
Traveling Bridge		\$200,000			
Miramar Security Fencing Upgrades		\$300,000			
Wheeler Meter Cabinet Replacement		\$200,000			
Acid System Feed Pump skid		\$100,000			
Reservoir Outlet Valve Actuators			\$200,000		

CAPITAL REPAIR AND REPLACEMENT

Capital Repair and Replacement	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029
Manways Fulton to 5th and C			\$100,000	\$100,000	\$100,000
Manway Lid Replacements			\$50,000	\$50,000	\$50,000
Grand Avenue Well Improvement					\$250,000
Well 2 Improvement			\$200,000		
Sludge Pond Mixing Upgrade			\$300,000	\$400,000	\$100,000
TTHM Fan			\$80,000		
Main Breaker Replacements			\$100,000	\$200,000	\$100,000
Soft water 4" feed line				\$300,000	
Hydroelectric facility improvements					\$200,000
Driveway asphalt slurry reseal					\$100,000
Total	\$1,025,000	\$2,100,000	\$2,230,000	\$1,800,000	\$1,000,000

CAPITAL IMPROVEMENT PROGRAM

This category of projects includes long-term investment projects improving general Miramar facilities, systems, and needs. Highlights of major projects are provided below. **The Capital Investment Program Projects is \$8.1 million or 50% of the total five year CIP.**

Miramar System Inspection

01

The Miramar Treatment and Distribution System has delivered water to its service area for over 40 years. This project will inspect the Miramar treatment and distribution system to assess the structural integrity and remaining life span of the system.

Total Project Cost: \$1,800,000

PM-21 [Miramar] Bypass Magmeter

02

Miramar Treatment Plant's design capacity is 40 cubic feet per second [cfs]. Lower demands due to factors of water use efficiency and water shortage conditions requires the plant to operate at minimal flows of 8 cfs. This effort initiates a project with Metropolitan Water District to install a meter suitable for lower flow conditions, increasing meter accuracy and reduce potential for apparent water losses.

Total Project Cost: \$2,300,000

SCADA & Communication Systems

03

This category of projects include site to site communication, business network communication, Programmable Logic Controllers [PLC], software and programming to maintain to industry standards and best practice.

Total Project Cost: \$230,000 over the five year period

Security Systems

04

This category of projects include onsite and offsite security enhancements with improved surveillance and communication that are needed.

Total Project Cost: \$800,000 over the five year period

Padua Pump Station Property Acquisition

05

Three Valleys is in the process of acquiring the property from California Department of Transportation. The property will be used as a future pump station location to incorporate the Pure Water SoCal into Miramar system. The property acquisition in FYE 2025 is estimated at \$600,000.

Total Project Cost: \$600,000

CAPITAL IMPROVEMENT PROGRAM

Capital Improvement Program	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029
Security Equipment	\$300,000	\$200,000	\$100,000	\$100,000	\$100,000
Padua Pump Station	\$200,000				
PM-21 Bypass MagMeter	\$500,000	\$1,200,000			
Accounting Software	\$50,000				
Vehicle	\$65,000		\$75,000		\$150,000
SCADA & Com Systems	\$100,000	\$70,000	\$20,000	\$20,000	\$20,000
IT AV System Upgrade	\$75,000				
Office Furniture	\$26,400	\$14,300	\$25,000	\$25,000	\$75,000
Groundwater Reliability	\$100,000				
EOC Replacement			\$650,000		

Capital Improvement Program	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029
Miramar Pumpback			\$500,000	\$1,500,000	
Miramar System Inspection				\$200,000	\$1,600,000
Total	\$1,416,400	\$1,484,300	\$1,370,000	\$1,845,000	\$1,945,000



MIRAMAR WELL 1

FIVE YEAR CIP SUMMARY

The total capital project costs for the next 5 years is **\$16.2 million.**

■ Capital Repair and Replacement

■ Capital Investment Program

\$8.1 million, 50%
Capital Repair and Replace projects

FYE 2025: \$1 M

\$8.1 million, 50%
Capital Investment Program projects

FYE 2025: \$1.4 M



The FYE 2025 **CIP** is **\$2.4million**

Three Valleys has developed multiple projects spanning across the five year 2024-29 CIP. These projects will maintain and upgrade the Miramar treatment and distribution system to continue to provide reliable supplemental supplies for the service area.

Additionally, various planning efforts and studies will be conducted to better improve general Miramar operations and bolster Three Valleys' water supply reliability in its service area.



FYE 2025 - 2029 CAPITAL IMPROVEMENT PLAN

CONTACT US

909.621.5568

1021 E Miramar Avenue
Claremont, CA 91711

VISIT US ONLINE

- Project Updates
- Annual Reports

RESERVE POLICIES

- a. Consistent with sound and prudent fiscal practices as well as legal requirements, TVMWD will maintain reserve funds that comply with adopted policy and legal bond documents.
- b. Objectives of reserve funds:
 - i. To balance short-term fluctuations in revenues/expenses without adopting unplanned rate increases.
 - ii. To provide a safety net in the event of emergency.
 - iii. To minimize external borrowing and interest expense.
 - iv. To determine the most opportune time to issue debt when necessary.
- c. In setting reserve goals TVMWD will consider that reserve levels affect bond ratings and ultimately the ability to access debt markets at favorable interest rates.
- d. The Board shall annually reevaluate what is reasonable for each reserve fund.

Reserve	Goal	Description	Source
Board Election	\$375,000 - \$500,000	To cover biennial election and associated costs.	Water rate over the 2 subsequent years.
Water Rate Stabilization	\$1,400,000 - \$2,100,000	To help fund operations when water sales are less than projected. Reserve shall be set at an amount to supplant lost income in the event of 10% water sales shortages over a 2-3 year period.	Unassigned Reserves. Additional shortfalls replenished from water rate over the next 3 years unless rate stabilization utilized to balance upcoming budget.
Capital Investment Program	\$3,500,000 - \$9,700,000	To cover expected and actual capital project/repair/ replacement costs over the next 2-4 year period.	Unassigned Reserves. Additional shortfalls replenished from water rate over the next 3 years.
Opportunity	\$2,000,000 - \$3,000,000	For unbudgeted, unplanned or opportunistic projects that can increase supply reliability or decrease rates.	Unassigned Reserves. Additional shortfalls replenished from water rate over the next 3 years.
Employee Benefit	\$3,400,000	To accumulate funds to offset net OPEB and pension liabilities. Funds to be deposited at the close of each fiscal year to the Post Employment Benefit Trust until the balance of the trust and CalPERS assets reaches approximately 90% of the total liability. This reserve will maintain the remaining 10% to offset the unfunded liability and to ensure the trust is not overfunded.	Unassigned Reserves. The board will approve a rate funding strategy during the annual budget process.
Emergency	Total available reserve balances of at least \$10,000,000	To cover unexpected costs from litigation, catastrophic events, business interruptions, or other events deemed as emergencies by the Board.	Unassigned Reserves. Additional shortfalls replenished from water rate over the next 3 years.
Unassigned	Remaining balance of unrestricted net assets	To replenish all other reserves and then accumulate excess reserves above goal amounts.	Excess retained earnings.



FY 2024/25 BUDGET WORKSHOP NO. 2

03/6/24	Board Workshop	Budget Workshop Water Sales Forecast Overall Budget and Rates (1 st draft)
03/13/24	Manager's Meeting	Budget Workshop Water Sales Forecast Overall Budget and Rates (1st draft)
03/14 – 04/8	Member Agency Meetings	As needed, and by request
04/9/24	MWD Board Meeting	Confirmation of MWD CY 2025 Rates
04/17/24	Manager's Meeting	Overall Budget and Rates (2 nd draft)
04/22/24	Board Workshop	Overall Budget and Rates (2 nd draft)
5/1/24	Board Meeting	Adoption of FY 2024-25 Budget & CY 2025 Rates

Budget	Rates and Charges
Fiscal Year	Calendar Year
July to June	January to December

✓ Water demand projections provided by member agencies

Treated Water	Untreated Water
Miramar and Wells	CIC agencies
Weymouth	Basin Storage + Replenishment Needs

- Budget revenues and expenses based on known costs and reasonable estimates
- Focus on Proposed rates for FY 24/25 but considers four additional years' costs to smooth the rates

Fund	Source of Expense	TVMWD Charge
1 Pass Through	Metropolitan: <ul style="list-style-type: none">■ RTS■ Capacity Charges	EDU through Property Tax Member Agency Charge
2 Capital	New capacity + R&R	Property Tax Surcharge
3 Operating	Operational & Administrative	Surcharge Fixed Charges



PASS THROUGH FUND

METROPOLITAN RTS &
CAPACITY CHARGES

Fund	Source of Expense	TVMWD Charge
1 Pass Through	Metropolitan: <ul style="list-style-type: none"> ■ RTS ■ Capacity Charges 	Standby charge (EDU) via Property Tax Member Agency Charge

RTS Charges |

A fixed charge that recovers the costs of providing emergency service and available capacity to meet outages, emergencies, and hydrologic variability

Capacity Charges |

Charge intended to pay for the costs of providing peak day capacity on MWD's distribution system

Standby Charges |

Legislative authorization for Three Valleys to collect fees through property tax assessments; maximum limit is \$29.41 per equivalent dwelling unit (EDU) or parcel

1. PASS THROUGH | METROPOLITAN RTS CHARGES Item 7.A - Exhibit D

Fiscal Year	23/24	24/25	25/26	26/27
Metropolitan RTS Charge	\$5.5M	\$6.2M	\$6.7M	\$7.0M
Three Valleys Standby Charge per EDU	\$28.54	\$32.11	\$34.96	\$36.52

Three Valleys Authorization Limit for standby charges:

\$29.41 per EDU or parcel
[through property tax assessments]

1. PASS THROUGH | METROPOLITAN RTS CHARGES

Proposed FY 24/25
EDU rate
\$32.11
exceeds legislative
limit of **\$29.41**

Result: Deficit of
\$(2.70) per EDU
or **\$(520,919)**

MWD RTS Charges	\$ 6,186,637
TVMWD Maximum Parcel Revenue	<u>\$ 5,665,719</u>
Surplus/Deficit	\$ (520,919)

Proposed rate recovery for the deficit
is pass through of the costs to
member agencies proportional the
parcel count [EDU] per agency

1. PASS THROUGH | METROPOLITAN RTS CHARGES

Proposed FY 24/25
EDU rate
\$32.11
exceeds legislative
limit of **\$29.41**

Result: Deficit of
\$(2.70) per EDU
or **\$(520,919)**

MWD RTS Charges	\$ 6,186,637
TVMWD Maximum Parcel Revenue	\$ <u>5,665,719</u>
Surplus/Deficit	\$ (520,919)

Agency	EDU	RTS (\$, annual)	RTS (\$, monthly)
Boy Scouts of America	11	29.87	2.49
City of Covina	2,344	6,365.64	530.47
City of Glendora	18,678	50,724.16	4,227.01
City of La Verne	12,772	34,685.14	2,890.43
City of Pomona	47,114	127,948.30	10,662.36
Golden State WC- Claremont	16,136	43,820.81	3,651.73
Golden State WC- San Dimas	22,713	61,682.08	5,140.17
Rowland Water District	23,840	64,742.70	5,395.22
Suburban Water Systems	9,463	25,698.83	2,141.57
Valencia Heights Water Company	1,102	2,992.72	249.39
Walnut Valley Water District	37,643	102,227.74	8,518.98
Total	191,816	520,919.00	43,409.83

1. PASS THROUGH | METROPOLITAN CAPACITY CHARGES

Calendar Year	2023	2024	2025	2026
3-Year [max cfs]	138.3	138.3	138.3	110.2
charge per cfs	\$10,600	\$11,200	\$13,000	\$14,500
Total Charge	\$1.5M	\$1.5M	\$1.8M	\$1.6M

Three Valleys passes the charges to the member agencies proportionally

1. PASS THROUGH | METROPOLITAN CAPACITY CHARGES

Agency	CY 2024 Annual Charges, \$	CY 2025 Annual Charges, \$
Boy Scouts of America	4,184.12	4,878.97
Cal Poly	7,531.41	8,782.14
Covina Irrigating Company	175,732.90	179,058.15
City of Covina	41,841.17	48,789.69
City of Glendora	146,444.08	170,763.91
Joint Water Line (JWL)	294,561.82	343,479.40
Mt. Sac	10,878.70	12,685.32
City of La Verne	144,306.00	168,270.75
City of Pomona	0.00	0.00
Golden State WC- Claremont	172,850.04	201,555.08
Golden State WC- San Dimas	142,259.97	165,884.94
Rowland Water District	67,782.69	99,530.96
Suburban Water Systems	0.00	0.00
Valencia Heights Water Company	0.00	0.00
Walnut Valley Water District	340,587.10	394,220.68
Total	1,548,960	1,797,900

	Fund	Source of Expense	TVMWD Charge
2	Capital	New capacity + R&R	Property Tax Surcharge
3	Operating	Operational & Administrative	Surcharge Fixed Charges

Property Tax |

Annual allocation of property tax to Three Valleys based on assessed valuations

Fixed Charges |

Charge to recover set percentage of the operational expenses charged directly to member agencies

Surcharge |

A volumetric rate assessment to recover the remaining Three Valleys' operational expenses

- Reduced Fiscal Year 2024-25 CIP cost by \$650K and 5-Year CIP Cost by \$1.5M
- Reduced Operating expenses by \$175K
- Property Tax revenues are budgeted with a 2.5% escalator considering Prop. 13 and home sales.
- Interest revenues are budgeted at \$215K which is a \$110K increase to reflect current market conditions.



CAPITAL FUND

CAPITAL FUND EXPENDITURES

Project	24/25	25/26	26/27	27/28	28/29
Capital Repair and Replacement	\$1,025,000	\$2,100,000	\$2,230,000	\$1,800,000	\$1,000,000
Capital Investment Program	\$1,416,400	\$1,484,300	\$1,370,000	\$1,845,000	\$1,945,000

FYE 25-29	5-Year Estimated Expense	\$16.2M
	5-Year Estimated Revenue	\$16.3M



OPERATING FUND

METROPOLITAN WATER RATES

	Untreated Rate		Treatment Surcharge		Treated Rate	
	\$/AF	% change from prior Year	\$/AF	% change from prior Year	\$/AF	% change from prior Year
2022	799	3%	344	5%	1,143	4%
2023	855	7%	354	3%	1,209	6%
2024	903	6%	353	0%	1,256	4%
2025	912	1%	483	37%	1,395	11%
2026	984	8%	544	13%	1,528	10%

METROPOLITAN WATER SALES PROJECTIONS

1.34 MAF / 0.0070% Ptax Rate / O&M Cut / New Rev

Rates & Charges Effective January 1st	Current 2024	Proposed 2025	% Increase (Decrease)	Proposed 2026	% Increase (Decrease)
Supply Rate (\$/AF)	\$332*	\$290	-13%	\$313	8%
System Access Rate (\$/AF)	\$389	\$463	19%	\$492	6%
System Power Rate (\$/AF)	\$182	\$159	-13%	\$179	13%
Treatment Surcharge (\$/AF)	\$353	\$483	37%	\$544	13%
Full Service Untreated (\$/AF)	\$903	\$912	1%	\$984	8%
Full Service Treated (\$/AF)	\$1,256	\$1,395	11%	\$1,528	10%
RTS Charge (\$M)	\$167	\$181	8%	\$188	4%
Capacity Charge (\$/cfs)	\$11,200	\$13,000	16%	\$14,500	12%
Overall Rate Increase			8.5%		8.5%

Full Service Cost means the Full Service Rate, consisting of the following rate components: the applicable Supply Rate, the System Access Rate, the System Power Rate, and if applicable the Treatment Surcharge for treated water service.

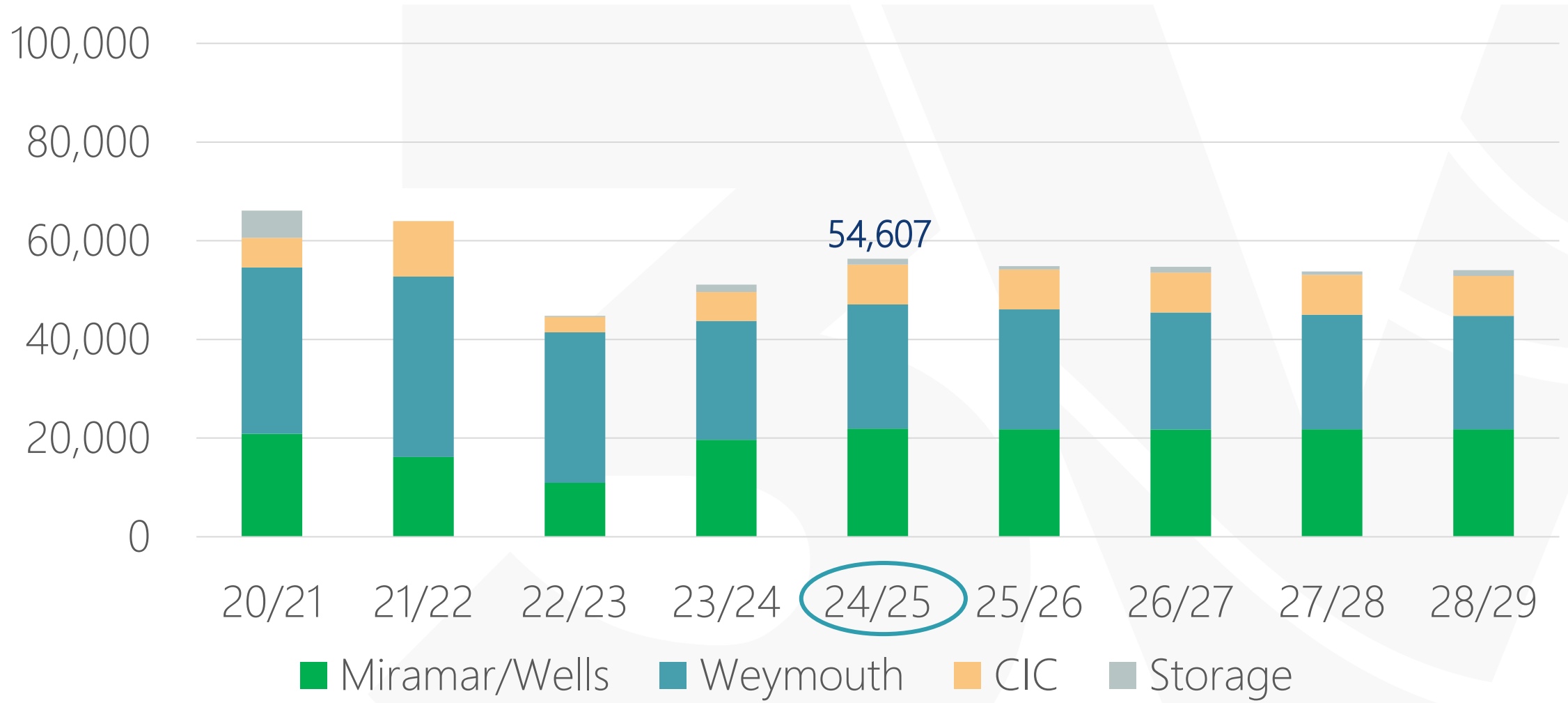
* based on Tier 1 for 2024

Budgeted Water Transactions

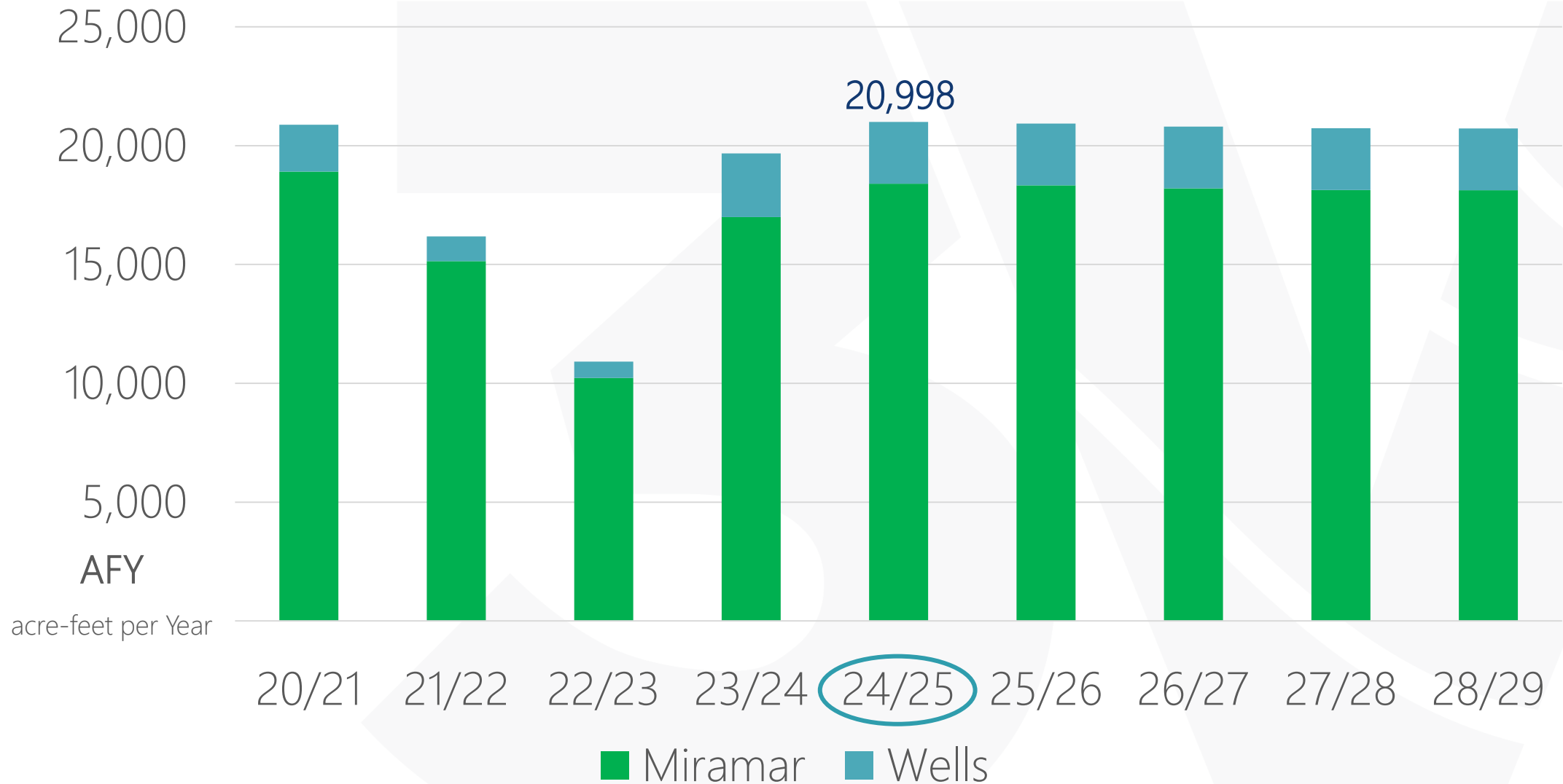


*Water Transactions for member agencies only

THREE VALLEYS WATER SALES + PROJECTIONS



MIRAMAR + WELLS | WATER SALES & PROJECTIONS



MIRAMAR + WELLS | WATER SALES & PROJECTIONS

5 Year Average	Miramar + Wells [AFY]
FY 23/24	21,826
FY 24/25	20,923

HYDROELECTRIC INCOME - \$240,000

- Projected income from SCE

INTEREST INCOME - \$215,000

- Projected income from \$8.5M investment portfolio

FIXED CHARGES - \$987,458

10% of Three Valleys' controllable costs and 100% of annual debt payments [FY 23/24 fixed charges recovery is 10%]

- **Historical Water Use Charge:** The moving three-year average total ending FY 2022-23 for each agency.
- **Connected Capacity Charge:** Each agency's ability to receive water from Three Valleys through its or Metropolitan's service connections.
- **Equivalent Small Meter Charge:** All Three Valleys' member agency revenue meters converted to an equivalent number of 5/8" meters.

Total Operating Revenues: 1,442,458

OPERATING EXPENSES

Item 7.A - Exhibit D

	Current FY 23/24	Proposed FY 24/25	Difference
Staff Compensation/Benefits	\$5,496,236	\$5,934,749	\$438,513
Operations and Maintenance	1,947,950	2,397,250	449,300
Professional Services	669,126	743,515	74,389
Director Compensation/Benefits	285,389	325,165	39,776
Communication/Conservation Programs	200,700	166,000	(34,700)
Planning & Resources	425,000	620,000	195,000
Membership Dues & Fees	97,650	101,100	3,450
Hydroelectric Facilities	30,000	60,000	30,000
Reserve Replenishment	390,000	390,000	0
	\$9,542,051	\$10,737,778	\$1,195,727

- Objectives of adopted policy reflects:
 - Alignment with legal and bond requirements
 - Balance short-term fluctuations in operations without adopting unplanned rate increases
 - Minimize external debt borrowing and interest expense
 - Ability to access debt markets at favorable interest rates

Projected Board
Designated and
Unassigned FYE 23/24
Reserve Balance: \$8M

Reserve	Minimum	Maximum
Board Election	\$375,000	\$500,000
Water Rate Stabilization	\$1,400,000	\$2,100,000
Capital Investment	\$3,500,000	\$9,700,000
Opportunity	\$2,000,000	\$3,000,000
Employee Benefit		\$3,400,000
Emergency	***At least \$10,000,000***	
Unassigned	Remainder of unrestricted net assets	
Totals	\$10,675,000	\$18,700,000

PROPOSED RATE | 10% FIXED CHARGE & \$16/AF SURCHARGE

Fixed Charge Assessment remains at 10% and the Three Valleys Surcharge to \$16/AF.

	23/24	24/25	25/26	26/27	27/28	28/29
Water Sales Revenue (M)	\$68.48	\$67.41	\$72.04	\$78.75	\$85.80	\$90.54
Water Purchases (M)	\$(60.18)	\$(58.02)	\$(60.98)	\$(66.95)	\$(73.91)	\$(78.55)
Net Water Sales Revenue	\$8.30	\$9.39	\$11.06	\$11.80	\$11.89	\$11.99
Annual Fixed Charges (M)	\$0.90	\$0.99	\$ 1.07	\$ 1.10	\$ 1.14	\$ 1.19
Other Revenues (Interest. Inc, Hydro, etc.) (M)	\$0.31	\$0.46	\$0.46	\$0.46	\$0.46	\$0.46
Operating Expenses (M)	\$(9.54)	\$(10.74)	\$(11.13)	\$(11.34)	\$(11.73)	\$(12.28)
Surplus/(Deficit) (M)	\$(0.03)	\$0.10	\$1.46	\$2.02	\$1.76	\$1.36
Board Designated and Unassigned Reserves (M)	\$8.0	\$8.7	\$10.1	\$11.8	\$13.6	\$15.4
Committed Reserves Encumb.	\$1.7					

FYE 25-29

5-Year Surplus/Deficit

\$6.70M

TVMWD PROPOSED WATER RATES

■ Tier 1 (\$/AF)	2024	2025	%Increase
■ Untreated Rate	\$903	\$912	1%
■ Treatment Surcharge	<u>353</u>	<u>483</u>	<u>37%</u>
■ Treated Rate	1,256	1,395	11%
■ Surcharge	<u>8</u>	<u>16</u>	<u>100%</u>
■ TVMWD Rate	<u>\$1,264</u>	<u>\$1,411</u>	<u>11.6%</u>

NET COST IMPACT BY MEMBER AGENCY

Three Valleys Surcharge at \$16/AF and Fixed Charge Assessment at 10%.

AGENCY	Volumetric Charges	Fixed Charges	Capacity Charges	RTS Charges	Total
Boy Scouts	\$ 21,265	\$ 1,681	\$ 4,532	\$ 30	\$ 27,507
Cal Poly	\$ 156,442	\$ 5,459	\$ 8,157	\$ -	\$ 170,058
Covina	\$ 4,355,577	\$ 23,191	\$ 45,315	\$ 6,366	\$ 4,430,449
Covina Irrigating Company	\$ -	\$ 56,389	\$ 177,396	\$ -	\$ 233,784
Glendora	\$ 796,975	\$ 73,083	\$ 158,604	\$ 50,724	\$ 1,079,386
Joint Water Line (JWL)	\$ -	\$ 196,712	\$ 319,021	\$ -	\$ 515,733
La Verne	\$ 5,498,578	\$ 71,934	\$ 156,288	\$ 34,685	\$ 5,761,486
Mt. Sac	\$ 597,503	\$ 9,433	\$ 11,782	\$ -	\$ 618,718
Pomona	\$ 4,251,789	\$ 73,967	\$ -	\$ 127,948	\$ 4,453,704
Rowland Water District	\$ 10,159,423	\$ 72,403	\$ 83,657	\$ 64,743	\$ 10,380,225
GSWC (Claremont)	\$ 4,916,423	\$ 71,897	\$ 187,203	\$ 43,821	\$ 5,219,343
GSWC (San Dimas)	\$ 9,265,627	\$ 114,238	\$ 154,072	\$ 61,682	\$ 9,595,620
Suburban	\$ 8,179,229	\$ 21,638	\$ -	\$ 25,699	\$ 8,226,565
Valencia Heights	\$ 728,938	\$ 5,281	\$ -	\$ 2,993	\$ 737,211
Walnut Valley Water District	\$ 18,481,294	\$ 190,154	\$ 367,404	\$ 102,228	\$ 19,141,079
TOTAL	\$ 67,409,065	\$ 987,458	\$1,673,430	\$520,918	\$70,590,869

**BOARD ACTION****BOARD OF DIRECTORS
STAFF REPORT**

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: May 1, 2024

Subject: Adopt Resolution No. 24-05-988 Adopting Water Rates and Charges for Calendar Year 2025

Funds Budgeted: \$

Fiscal Impact: \$

Staff Recommendation

Staff recommends that the Board of Directors approve Resolution No. 24-05-988.

Discussion

Attached for review is the draft rate resolution reflecting the rates and charges that will go into effect on January 1, 2025. Based on the assumptions for TVMWD FY 2024-25 Budget, TVMWD will apply a surcharge of \$16 per AF to treated water delivered during calendar year 2025.

TVMWD will apply a \$0 surcharge to all untreated water delivered during the calendar year 2025. Untreated water delivered may be subject to additional charges from other agencies based on the connection used and basin delivered to.

Also attached are the summary drafts of the capacity charge, readiness-to-serve charge, and fixed charges for 2025.

Environmental Impact

None

Strategic Plan Objective(s)

2.1 – Financial Stability

2.2 – Accountability

2.3 – Public Engagement

Attachment(s)

Exhibit A – Resolution No. 24-05-988

Exhibit B – Capacity Charge 2025

Exhibit C – Readiness to Serve Charge 2025

Exhibit D – Fixed Charges 2025

Meeting History

Board of Directors Meeting, April 22, 2024, Informational Item

NA/JV

RESOLUTION NO. 24-05-988

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THREE VALLEYS MUNICIPAL WATER DISTRICT
ADOPTING WATER RATES AND CHARGES FOR CALENDAR YEAR 2025**

WHEREAS, the Board of Directors of Three Valleys Municipal Water District (“TVMWD”) finds as follows:

A. TVMWD is a municipal water district organized and operating pursuant to Water Code Section 71000 et seq., and is a Member Agency of the Metropolitan Water District of Southern California (“MWD”) which wholesales imported water to TVMWD;

B. TVMWD is responsible for the sale and distribution of the water it purchases from MWD, and is authorized under Water Code Sections 71611-71613 to sell any water within its control to consumers, cities, and other public agencies and corporations;

C. Under Water Code Sections 71613-71617, TVMWD is authorized to fix rates at which the water it delivers may be sold;

D. On or about May 1, 2024, TVMWD’s Board of Directors (“Board”) approved the Fiscal Year (“FY”) Budget for 2024-2025 consisting of expenses for expected water sales, reserves, and the Miramar Water Treatment Plant (“Miramar”), which segregated and rolled over any and all unexpended funds from the Planning & Resources portion of the District’s prior FY 2023-24 Budget into that particular line item of the District’s FY 2024-25 Budget and not into District reserves nor used to offset any budgetary deficit;

E. As set forth in the Staff Report accompanying this Resolution, which is incorporated herein by this reference along with the exhibits attached thereto (collectively, “Staff Report”), TVMWD intends to collect sufficient revenues to cover the projected expenses from miscellaneous revenue, state subventions, property taxes, and by rate-based fees and charges for delivered and/or stored water;

F. As described in the Staff Report, the revenues raised by the levying of TVMWD’s water rates are used for all the purposes authorized by law, including but not limited to (1) funding the operating costs of TVMWD, including employee wages and benefits; (2) purchasing or leasing supplies, equipment, and materials; (3) meeting financial reserve needs and requirements; (4) obtaining funds for capital projects necessary to maintain service within existing services areas; (5) providing for repairs, maintenance, and depreciation of works owned and operated by TVMWD; (6) yielding a reasonable surplus for improvements, extensions, and enlargements; and (7) paying the principal, interest and maintaining the required coverage on any bonded indebtedness;

G. As described in the Staff Report, the establishment, modification, structuring, restructuring, and approval of TVMWD’s water rates are for the purpose of meeting TVMWD’s operating expenses (including employee wages and benefits), purchasing and/or leasing supplies, equipment, and materials, meeting TVMWD’s financial reserve needs and requirements, and obtaining funds for capital projects necessary to maintain service within TVMWD’s existing service areas, and is therefore exempt from the requirements of the California Environmental Quality Act as provided by Public Resources Code Section 21080(b)(8);

H. As described in the Staff Report, the amount of the rates and charges hereby adopted do not exceed the minimum amount necessary, less other sources of revenue including but not limited to taxes, other exempt charges, grants, and state or federal funds, to cover the actual costs for the corresponding services provided by TVMWD, and therefore the fees imposed hereby do not qualify as a “tax” under Article XIIC, Section 1(e), of the California Constitution or Section 50076 of the California Government Code, and the actions taken herein are exempt from the additional notice and public meeting requirements of the Ralph M. Brown Act pursuant to Government Code Sections 54954.6(a)(1)(A) and (B); and

I. To the extent that the water rates hereby adopted apply to TVMWD’s provision of wholesale water service to its retail agencies, such rates are not imposed upon any person as an incident of property ownership, and thus are not subject to the substantive and procedural prerequisites of Article XIID of the California Constitution.

NOW, THEREFORE, BE IT RESOLVED that the Board does hereby adopt and order as follows:

1. **Effective Date.** The effective date of the following rates, fees and charges shall be January 1, 2025, unless otherwise noted. The rates shall remain in effect until changed or canceled by the Board.
2. **Rates.** All sales, deliveries, and availability of water at the rates established herein shall be subject to the ability of TVMWD to sell, deliver, and make available such water under operating conditions determined by the General Manager of TVMWD and of MWD, and subject to the water service agreements of TVMWD and of MWD.
 - A. **TVMWD Water Rates.** Effective January 1, 2025, treated water from TVMWD will be sold at \$1,411 per acre foot.
 - B. **Groundwater Replenishment Water Rate.** MWD did not adopt a replenishment water rate for 2025 and beyond. Groundwater replenishment water is provided only when additional water for such use is available from MWD. Subject to any applicable legal restrictions, the General Manager may set a groundwater replenishment rate at his/her discretion for deliveries to non-Member Agencies as long as the amount is no less than the rates applicable to Member Agencies.
 - C. **In Lieu Water Rate.** MWD did not adopt a replenishment water rate for 2025 and beyond, therefore an in-lieu water rate has yet to be determined. As provided for in the section on replenishment service in the MWD Rate Structure Administrative Procedures Handbook, TVMWD will incorporate these procedures for the sale of available in-lieu water service. This water will be sold for the replenishment of water supplies in groundwater basins, as a substitute for deliveries from the Weymouth Treatment and Miramar Treatment facilities.
 - D. **Untreated Water Rate.** Untreated water purchased from MWD for spreading purposes that is later extracted and sold will be charged at the current TVMWD rate on the date of extraction, less the initial price paid for the water. Effective January 1, 2025, the untreated rates from TVMWD will be \$912 per acre foot. Additional charges based on the connection used and basin delivered to may apply. Subject to any applicable legal restrictions, the General Manager may set an untreated water rate at his/her discretion for deliveries to non-Member Agencies as long as the amount is no less than the rates applicable to Member

Agencies.

- E. Capacity Charge.** The MWD Capacity Charge (“Charge”) will be \$13,000 per cubic foot second (cfs) effective January 1, 2025. TVMWD’s Capacity Charge basis will be 138.3 based on TVMWD’s peak connected capacity during the last three completed fiscal years. The Charge will either increase or decrease only if a new 24-hour peak demand is established during the period of May-September of any year. Subsequently, a revised Charge would become effective on January 1 of the following year. A monthly allocation Charge will apply to each Member Agency based on their specific non-coincidental peak during the period of 2021 to 2023, as follows:

Agency	3 Year High Peak	Per CFS Charge 2025	2025 CFS Basis	2025 Monthly Charge	2025 Annual Charge
Boy Scouts	0.5	\$13,000	0.4	\$407	\$4,879
Cal Poly	0.9	\$13,000	0.7	\$732	\$8,782
Covina	5.0	\$13,000	3.8	\$4,066	\$48,790
Covina Irrigating Co.	18.4	\$13,000	13.8	\$14,922	\$179,058
Glendora	17.5	\$13,000	13.1	\$14,230	\$170,764
La Verne	17.2	\$13,000	12.9	\$14,023	\$168,271
Mt. SAC	1.3	\$13,000	1.0	\$1,057	\$12,685
PWR-JWL	35.2	\$13,000	26.4	\$28,623	\$343,479
RWD	10.2	\$13,000	7.7	\$8,294	\$99,531
GSWC – Claremont	20.7	\$13,000	15.5	\$16,796	\$201,555
GSWC - San Dimas	17.0	\$13,000	12.8	\$13,824	\$165,885
WVWD	40.4	\$13,000	30.3	\$32,852	\$394,221
Capacity Charge Totals:	184.3		138.3	\$149,825	\$1,797,900

As the cfs basis is subject to change each year, TVMWD will re-allocate the charge to each Member Agency for their proportionate share in setting the new peak. The monthly charge shall be paid regardless of the quantity of water delivered during the month and will be separate from the monthly water sale charges invoiced by TVMWD.

- F. Readiness-to-Serve Charge.** The MWD Readiness-to-Serve (“RTS”) obligation for fiscal year 2024/2025 will be \$7,936,510. TVMWD elected to have a portion totaling \$1,848,850 of its total RTS obligation offset by Standby Charge collections collected by Metropolitan on behalf of the member agency. TVMWD also has a separate fiscal year Water Standby Charge Assessment within its service area, which would be collected at a maximum assessment rate of \$29.41 per EDU. The resulting estimated deficit of \$520,919 would be passed through to the member agencies proportional to the parcel count (EDU) per agency via invoices in January and May of 2025.

As the RTS obligation is subject to change each year, TVMWD will re-allocate the RTS charge to each Member Agency for their proportionate share based on Equivalent Dwelling Units. The RTS charge shall be paid regardless of the quantity of water

delivered during the year and will be separate from the monthly water sale charges invoiced by TVMWD.

- 3. Penalties.** In the event any Member Agency shall be delinquent in the payment for water delivered by TVMWD, or through an MWD connection, and/or other charges as invoiced by TVMWD, an additional charge equal to two (2) percent of such delinquent payment for each month or portion thereof (days delinquent divided by 30) that such payment remains delinquent shall be assessed, and the Member Agency shall pay such charge to TVMWD in addition to the amount of such delinquent payment. Notwithstanding the above, if the total period of delinquency does not exceed five (5) business days, the additional charge shall be equal to one (1) percent of such delinquent payment. In the event any Member Agency shall be delinquent for more than thirty (30) days in the payment for water, such delinquency shall be reported by the General Manager to the Board of Directors of TVMWD at its next meeting. The Board, in its discretion and upon such other conditions as it may prescribe after giving the Member Agency a reasonable opportunity to be heard, may order the termination of service to such Member Public Agency until all delinquent payments, including additional charges, are made to TVMWD or may authorize such other actions as may be legally available to effectuate collection.
- 4. Cost Allocations.** The required revenue for the TVMWD's FY 2024-25 Budget will be met in the following revenue priorities: (a) Miscellaneous revenues (interest, etc.); (b) State subventions; (c) TVMWD's Standby Charge; (d) Water Sales; and (e) Fixed Cost Allocations. The required calendar year 2025 Fixed Cost Allocation revenue of \$1,054,150 shall be obtained through three component allocations in equal amounts. Each allocated cost component will generate revenue of \$351,383. Each Member Agency has already submitted to TVMWD its certified component values.

 - A. Connected Capacity Charge.** Each Member Agency has the ability to receive water from TVMWD through service connections of TVMWD and/or MWD. The capacity of each service connection shall be determined and allocated to a Member Agency. The Member Agency's total allotment for the connected capacity charge shall be one-third (1/3) of the total required Cost Allocation revenue. The Connected Capacity Charge shall be collected on a monthly basis.
 - B. Equivalent Small Meter Charge.** All Member Agency revenue meters shall be converted to an equivalent number of 5/8" water meters using the AWWA conversion table found in the Service Meter Manual. The Member Agency's total allotment for the equivalent small meter charge shall be one-third (1/3) of the total required Cost Allocation revenue. The Equivalent Small Meter Charge shall be collected on a monthly basis.
 - C. Historical Water Use Charge.** TVMWD maintains the historical record of imported water use of each Member Agency. The moving three-year average total ending FY 2022-23 for the total use of all Member Agencies will be calculated. The Member Agency's percentage of the total three-year average water use shall be one-third (1/3) of the required Cost Allocation revenue. The Historical Use Charge shall be collected on a monthly basis.
- 5. Hydroelectric Rate.** TVMWD also operates a hydroelectric facility at the Miramar plant. On an as available basis, the hydro provides power to the facilities through a separate meter. The actual power delivered through the Miramar hydro is received at the water treatment plant. The rate that TVMWD will charge for hydroelectric power will be equal to

the melded aggregate average of the rate paid to Edison on the regular monthly bill.

6. Capital Projects. The Board hereby determines that any unexpended funds remaining in the Planning & Resources portion of its FY 2024-25 budget shall be segregated and rolled over for incorporation into that particular line item of its next FY budget and not used for reserves or to offset any budgetary deficit. If any project approved by the Board includes a determination by the Board that a reallocation of costs should occur based upon the degree of variance in the relative benefit conferred by the project on the District's member agencies, then the Board approval of the project shall also include a description of the manner in which the budgetary adjustments shall be made.

7. Definitions. The definition and application of the foregoing classes and conditions of service shall be the same as those established, interpreted, and amended from time to time by MWD through its Administrative Code, and such other rules, regulations, policies, ordinances, or resolutions that have been or may be adopted by the MWD Board of Directors, which are by this reference incorporated herein and adopted by the TVMWD as though set forth herein in their entirety.

A. Acre-foot. The volume of water contained in one-acre area one foot deep. Approximately 435.6 ccf or 325,851 gallons.

B. CCF. The volume of water contained in one hundred cubic feet. Approximately 748 gallons.

C. CFS. A flow rate of one cubic foot of water per second. Approximately 448.8 gallons per minute.

D. Groundwater Replenishment. Water used for direct spreading by a Member Agency to meet the legal requirements of groundwater basin adjudication.

E. Member Agency. Those agencies within TVMWD's service area that are or can be provided with water service as listed below:

- Boy Scouts of America – Firestone Scout Reservation
- California State University - Pomona
- Covina, City of
- Covina Irrigating Company
- Glendora, City of
- Golden State Water Company (Claremont & San Dimas)
- La Verne, City of
- Mt. San Antonio College
- Pomona, City of
- Pomona-Walnut-Rowland Joint Pipeline Commission
- Rowland Water District
- Suburban Water Systems
- Valencia Heights Water Company
- Walnut Valley Water District

F. MWD. MWD is a metropolitan water district organized and existing under the Metropolitan Water District Act of the State of California (Statutes 1969, Chapter 209, as amended).

G. Imported Water. District water shall be comprised of water resources obtained

Item 7.B - Exhibit A

from MWD, TVMWD's Miramar delivery, Member Agencies and other parties and/or produced and treated water by TVMWD from surface and groundwater resources. MWD Tier 1 and other supply charges are included in TVMWD's water charge.

- 8. General Manager Authority.** TVMWD's General Manager is hereby authorized to take any and all actions necessary to carry out the intent of the Board as is stated herein and as otherwise required in order to comply with applicable law.

ADOPTED and **PASSED** at a meeting of the Three Valleys Municipal Water District's Board of Directors held on this 1st day of May, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jody Roberto, President

ATTEST:

Carlos Goytia, Secretary

SEAL:

MWD CAPACITY CHARGE SUMMARY EFFECTIVE JANUARY 2025

AGENCY	CFS BASIS	ANNUAL CHARGE	MONTHLY CHARGE	%
Boy Scouts	0.4	\$ 4,878.97	\$ 406.58	0.27%
Cal Poly	0.7	\$ 8,782.14	\$ 731.85	0.49%
Covina	3.8	\$ 48,789.69	\$ 4,065.81	2.71%
Covina Irrigating Company	13.8	\$ 179,058.15	\$ 14,921.51	9.96%
Glendora	13.1	\$ 170,763.91	\$ 14,230.33	9.50%
Joint Water Line (JWL)	26.4	\$ 343,479.40	\$ 28,623.28	19.10%
La Verne	12.9	\$ 168,270.75	\$ 14,022.56	9.36%
Mt. Sac	1.0	\$ 12,685.32	\$ 1,057.11	0.71%
Pomona	0.0	\$ -	\$ -	0.00%
Rowland Water District	7.7	\$ 99,530.96	\$ 8,294.25	5.54%
GSWC (Claremont)	15.5	\$ 201,555.08	\$ 16,796.26	11.21%
GSWC (San Dimas)	12.8	\$ 165,884.94	\$ 13,823.74	9.23%
Suburban	0.0	\$ -	\$ -	0.00%
Valencia Heights	0.0	\$ -	\$ -	0.00%
Walnut Valley Water District	30.3	\$ 394,220.68	\$ 32,851.72	21.93%
TOTAL	138.3	1,797,900	\$ 149,825	100.00%

Notes:

1. The MWD Capacity Charge is paid by each member agency based on TVMWD's allocation of the specific non-coincidental peak calculation over a three year period 2021, 2022, and 2023.
2. The MWD Capacity Charge basis of 138.3 cfs at \$13000 per cfs is assigned to TVMWD by MWD and is passed-through directly to the member agencies.

MWD READINESS-TO-SERVE CHARGE SUMMARY EFFECTIVE JANUARY 2025

AGENCY	EDU	ANNUAL CHARGE	MONTHLY CHARGE	%
Boy Scouts	11	\$ 29.87	\$ 2.49	0.01%
Covina	2,344	\$ 6,365.64	\$ 530.47	1.22%
Glendora	18,678	\$ 50,724.16	\$ 4,227.01	9.74%
La Verne	12,772	\$ 34,685.14	\$ 2,890.43	6.66%
Pomona	47,114	\$ 127,948.30	\$ 10,662.36	24.56%
Rowland Water District	23,840	\$ 64,742.70	\$ 5,395.23	12.43%
GSWC (Claremont)	16,136	\$ 43,820.81	\$ 3,651.73	8.41%
GSWC (San Dimas)	22,713	\$ 61,682.08	\$ 5,140.17	11.84%
Suburban	9,463	\$ 25,698.83	\$ 2,141.57	4.93%
Valencia Heights	1,102	\$ 2,992.72	\$ 249.39	0.57%
Walnut Valley Water District	37,643	\$ 102,227.74	\$ 8,518.98	19.62%
TOTAL	191,816	\$ 520,919	\$ 43,410	100.00%

Notes:

1. The MWD Readiness-to-Serve (RTS) Charge is paid by Water Standby Charge Assessment, which would be collected at a maximum assessment rate of \$29.41 per EDU. Any resulting deficit would be pass-through to the member agencies proportional the parcel count (EDU) per agency.
- 2 Calculation subject to change per Engineer's Report for Water Standby Charge Assessment.
- 3 Readiness-to-Serve is billed on a fiscal year basis in January and May of calendar year 2025.

TVMWD FIXED CHARGES SUMMARY
EFFECTIVE JANUARY 2025

AGENCY	IMPORTED WATER USE			CONNECTED CAPACITY			EQUIVALENT SMALL METER			TOTAL \$
	(3yr Avg) (AF)	ANNUAL \$	%	(cfs)	ANNUAL \$	%	METERS	ANNUAL \$	%	
Boy Scouts	30.3	\$ 183.38	0.05%	1.5	\$ 1,293.44	0.37%	256.8	\$ 351.38	0.10%	\$ 1,828.20
Cal Poly	102.5	\$ 620.16	0.18%	2.0	\$ 1,724.58	0.49%	2,568.1	\$ 3,513.83	1.00%	\$ 5,858.57
Covina	89.1	\$ 539.26	0.15%	20.0	\$ 17,245.81	4.91%	5,199.9	\$ 7,114.84	2.02%	\$ 24,899.90
Covina Irrigating Company	6,795.3	\$ 41,127.39	11.70%	20.0	\$ 17,245.81	4.91%	0.0	\$ -	0.00%	\$ 58,373.19
Glendora	988.2	\$ 5,981.08	1.70%	40.0	\$ 34,491.61	9.82%	28,209.3	\$ 38,597.56	10.98%	\$ 79,070.26
Joint Water Line (JWL)	17,913.2	\$ 108,415.90	30.85%	121.0	\$ 104,337.12	29.69%	0.0	\$ -	0.00%	\$ 212,753.02
La Verne	5,279.7	\$ 31,954.46	9.09%	15.0	\$ 12,934.35	3.68%	21,550.5	\$ 29,486.62	8.39%	\$ 74,375.43
Mt. Sac	362.8	\$ 2,195.77	0.62%	5.0	\$ 4,311.45	1.23%	2,568.1	\$ 3,513.83	1.00%	\$ 10,021.06
Pomona	0.1	\$ 0.87	0.00%	20.0	\$ 17,245.81	4.91%	45,635.5	\$ 62,441.08	17.77%	\$ 79,687.75
Rowland Water District	2,995.0	\$ 18,126.43	5.16%	30.0	\$ 25,868.71	7.36%	23,938.0	\$ 32,753.33	9.32%	\$ 76,748.47
GSWC (Claremont)	4,002.0	\$ 24,221.56	6.89%	15.0	\$ 12,934.35	3.68%	27,950.5	\$ 38,243.46	10.88%	\$ 75,399.37
GSWC (San Dimas)	7,872.8	\$ 47,648.34	13.56%	35.0	\$ 30,180.16	8.59%	32,980.0	\$ 45,125.10	12.84%	\$ 122,953.60
Suburban	0.0	\$ -	0.00%	0.0	\$ -	0.00%	16,923.0	\$ 23,155.01	6.59%	\$ 23,155.01
Valencia Heights	0.0	\$ -	0.00%	4.0	\$ 3,449.16	0.98%	1,610.7	\$ 2,203.82	0.63%	\$ 5,652.98
Walnut Valley Water District	11,626.8	\$ 70,368.67	20.03%	79.0	\$ 68,120.93	19.39%	47,420.5	\$ 64,883.41	18.47%	\$ 203,373.01
TOTAL	58,057.8	\$ 351,383	100%	407.5	\$ 351,383	100%	256,811	\$ 351,383	100%	\$ 1,054,150

Notes:


- The Imported Water Use Charge is based on average import water deliveries in the 2020/21, 2021/22 & 2022/23 fiscal years.*
- Connected Capacity for the Badillo-Grand Pipeline is according to WVWD's maintenance allocation: WVWD 60 cfs and Valencia Heights. 4 cfs.*
- Boy Scouts ESM Charge is calculated based on 0.1% of total ESMs; Cal Poly & Mt. SAC ESM Charges are calculated based on 1.0% of total ESMs*
- Covina, Glendora, and Valencia Heights ESM Charges are calculated based on 27%, 98%, and 67%, respectively, of their corresponding total ESMs. Percentages are based on agencies' service area within TVMWD.*
- Fire Service Meters are not included in the ESM calculations*



BOARD INFORMATION

BOARD OF DIRECTORS STAFF REPORT

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: May 1, 2024

Subject: FY 2023/24 Encumbrance Carryforward

Funds Budgeted: \$

Fiscal Impact: \$

Staff Recommendation

No Action Necessary – Informational Item Only

Discussion

Listed below is staff's best estimate of funds that will remain on projects that are likely to be incomplete as of June 30, 2024. Staff therefore requests these funds be carried forward to FY 24/25 to allow for completion:

Security Equipment	\$100,000
Emergency Electrical Upgrades	82,601
Miramar Building Upgrades	547,737
Padua Pump Station	414,221
PM-21 Bypass MagMeter	705,800
SCADA & Communications Systems	13,177
Miramar Transmission Line Leak Detection	23,898
Total	\$1,887,434

This item will be brought back for consideration of adoption at the May 15, 2024 board meeting. A final breakdown of all projects will be provided when the Annual Comprehensive Financial Report is brought before the board for consideration (October 2024).

Environmental Impact

None

Strategic Plan Objective(s)

1.3 – Infrastructure Reliability

2.1 – Financial Stability

2.2 – Accountability

Attachment(s)

None

Meeting History

None

NA/BA






BOARD INFORMATION

BOARD OF DIRECTORS
STAFF REPORT

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: May 1, 2024

Subject: FY 2024/25 Annual Purchase Orders

Funds Budgeted: \$

Fiscal Impact: \$

Staff Recommendation

No Action Necessary – Informational Item Only

Background

In compliance with TVMWD's purchasing policy, general purchases exceeding \$75,000 and public projects exceeding \$200,000 are to be approved by the Board.

Discussion

Staff has listed below vendors/contractors used for an ongoing basis. Staff felt it appropriate to bring these before the Board for consideration for next fiscal year.

- ACWA Joint Powers Insurance Authority (JPIA) - \$750,000 for medical, dental, vision, employee assistance program, liability, property, cyber and workers' compensation insurance. This activity is categorized as Section E, Professional Services of the purchasing policy. Staff believes JPIA qualifies as a single source vendor.
- Brunick, McElhaney & Kennedy Professional Law Corporation - \$212,000 for legal services. This activity is categorized as Section E, Professional Services of the purchasing policy. Brunick, McElhaney & Kennedy has been with TVMWD for decades. Staff believes Mr. Kennedy's qualifications and history with TVMWD at a very reasonable fee justifies qualification as a single source vendor.

- Michael J. Arnold and Associates - \$75,000 to serve as state legislative lobbyist. This activity is categorized as Section E, Professional Services of the purchasing policy. Mr. Arnold has served as TVMWD's state lobbyist for over 19 years. Staff believes Mr. Arnold's qualifications and history with TVMWD justifies qualification as a single source vendor.
- Chemicals - Chemicals are categorized as Section B, General Supplies of the purchasing policy, normally requiring competitive bids. However, chemicals meet the exception to competitive offer requirements as a good with significant market fluctuation. Requiring a guaranteed price for a year would cost more than simply paying the ebbs and flows of the current market price. Senior staff frequently compare pricing to obtain the lowest cost for each order.
 - JCI Jones Chemicals - \$290,000 for chlorine
 - Kemira Water Solutions - \$340,000 for aluminum chlorohydrate
 - Univar USA, Northstar, and Brenntag Pacific - \$140,000 for sodium hydroxide
 - Advanced Water Science and Univar USA - \$85,000 for algaecide
- Denali Water Solutions - \$110,000 for sludge removal services. This activity is categorized as Section E, Professional Services of the purchasing policy. Denali removes, transports and disposes the sludge generated during the residual management process. Denali has provided service to TVMWD since 2014. In recent years the cost for this service has increased due to an increased distance required for disposal. Staff has and continues to evaluate disposal options to minimize the costs.
- Prime Systems - \$100,000 for SCADA hardware. This activity is categorized as Section E, Professional Services of the purchasing policy. Prime System is TVMWD's exclusive system integrator for the Miramar SCADA system, performing all programming, maintenance, troubleshooting and installing system expansions. This type of work is very product-client specific. The pricing offered by Prime Systems is competitive, based on their hourly rates and preferred-vendor pricing received from hardware manufacturers and software firms. Prime Systems' level of service over the years has been excellent. Staff believes that Prime Systems qualifies as a single source vendor.

This item will be brought back to the board on May 15, 2024, for approval consideration.

Environmental Impact

None

Strategic Plan Objective(s)

1.3 – Infrastructure Reliability

1.4 – Operational Efficiency

2.2 – Accountability

Attachment(s)

None

Meeting History

None

NA/JV






BOARD INFORMATION

BOARD OF DIRECTORS
STAFF REPORT

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: May 1, 2024

Subject: Los Angeles County Water Plan

Funds Budgeted: \$

Fiscal Impact: \$

Staff Recommendation

No Action Necessary – Informational Item Only

Discussion

Recognizing the new climate reality and the need to be thoughtful stewards of future water supplies, the development of a countywide water plan focusing on collaborative management of Los Angeles County's water resources was envisioned. The Los Angeles County Water Plan (CWP) was adopted unanimously by the Los Angeles County Board of Supervisors on December 5, 2023.

The CWP is a collaborative effort between organizations and diverse stakeholders to secure the region's water future which is rooted in cross-sector collaboration and coalition building. The CWP will serve as a guiding document to inform pertinent and relevant aspects of Three Valleys water resilience strategies. The CWP is a guiding document only and is not meant to supplant the Three Valleys Strategic Plan.

The resolution will be brought back to the Board of Directors meeting on May 15, 2024, for consideration of approval.

Environmental Impact

None

Strategic Plan Objective(s)

1.5 - Advocacy

Attachment(s)

Exhibit A – Draft Resolution to Adopt the Los Angeles County Water Plan

Meeting History

None

NA/ML

**RESOLUTION NO. 24-05-DRAFT
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THREE VALLEYS MUNICIPAL WATER DISTRICT
TO ADOPT THE LOS ANGELES COUNTY WATER PLAN**

WHEREAS, Climate change is establishing a “new normal” of more frequent and intense droughts, as well as less frequent and more torrential rains; and

WHEREAS, Recognizing a new climate reality and the need to be thoughtful stewards of future water supplies, a water resilience plan focused on collaborative management of the region’s water resources was developed by Los Angeles County Public Works in partnership with countless other agencies, stakeholders, and tribes and;

WHEREAS, Three Valleys Municipal Water District (“Three Valleys”) in partnership with Los Angeles County Public Works, together with water resources organizations and an array of diverse stakeholders, collaborated deeply to secure the region’s water future; and

WHEREAS, this collaborative effort crafted a water resilience plan known as the Los Angeles County Water Plan and established the path to realizing a future which is rooted in cross-sector collaboration and coalition building; and

WHEREAS, The Los Angeles County Water Plan articulates a shared, inclusive, regional path forward to sustainably and equitably achieve safe, clean, and reliable water resources for Los Angeles County; and

WHEREAS, Three Valleys has reviewed the Los Angeles County Water Plan and affirms that the plan will ensure that the region has resilient, sustainable, and equitable water resources to meet its demand, particularly, during times of scarcity or crisis; and

WHEREAS, The Los Angeles County Water Plan was adopted unanimously by the Los Angeles County Board of Supervisors on December 5, 2023.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Three Valleys hereby:

1. Adopts the Los Angeles County Water Plan as a guiding document to inform pertinent and relevant aspects of Three Valleys water resilience strategies.
2. Authorizes and empowers the General Manager of Three Valleys or designee to continue collaborating and pursuing regional water resilience with the Los Angeles County Public Works and other water resource organizations, and engaging stakeholders regarding matters related to the Los Angeles County Water Plan.
3. Authorizes and empowers the General Manager of Three Valleys or designee to actively engage in coalition building with water agencies, stakeholders, communities, and tribes to effectively establish relationships and bolster regional collaboration related to regional water resilience.

The foregoing resolution was adopted on the 15th day of May 2024 by the Board of Directors acting as the governing body of the Three Valleys Municipal Water District.

AYES:
NOES:
ABSTAIN:
ABSENT:

Jody Roberto, President

ATTEST:

Carlos Goytia, Secretary


SEAL:



BOARD INFORMATION

BOARD OF DIRECTORS
STAFF REPORT

To: TVMWD Board of Directors

From: Matthew H. Litchfield, General Manager 

Date: May 1, 2024

Subject: Miramar Administration and Operations Building Upgrades Design Services Contract Award

Funds Budgeted: \$ 617,900

Fiscal Impact: \$ 413,375

Staff Recommendation

No Action Necessary – Informational Item Only

Background

The Miramar Administration and Operations Buildings facilitate Three Valleys Municipal Water District's critical operations in supporting its mission to supplement and enhance local water supplies. The Miramar buildings were constructed in the 1980's; several upgrades such as board room relocation, addition of new staffing offices, and updating bathroom/breakrooms to current standards have occurred sporadically over the years. However, critical components of the building such as roofing, lighting and HVAC (heating, ventilation and air conditioning) systems have not been updated and are approaching the end of life, requiring modifications.

Discussion

The Miramar Administrative and Operations Building Upgrades Project (Project) is mainly comprised of the following:

- The HVAC systems that provide necessary heating/cooling/ and ventilation were constructed as part of the original building in the 1980s. Industry standards recommend replacement of HVAC systems at 20 years since they become less efficient. The current HVAC system is no longer supported by the vendors and has reached its end of useful life. The current system is located in both the attic space over the Board Room and roof, making it difficult to access and maintain. A comprehensive solution for the current use of the administrative office space is needed.
- The original building of the Miramar Administrative Building is nearly 50 years and has

several areas of leaks into offices that need to be addressed. Overall lighting both within and outside the building needs to be updated to make it energy efficient.

- Seismic evaluation of the administrative building structure is recommended to see if there are any upgrades that are needed/recommended to meet current standards.
- Recommendations for common space/cubicle configuration are needed to accommodate current business practices of virtual meetings and sound control.

Based on the above objectives, a Request for Proposal for Design services was issued in January 2024. Five proposals were received in response:

1. DBL Architecture + Design
2. HGA
3. Kennedy Jenks
4. Miller Architectural Corporation
5. RY+AO

After reviewing the proposals and interviews with four of the firms, Miller Architectural Corporation (Miller) was selected as the firm that had the most relevant experience and provided the best value for Three Valleys' objectives. The scope of work entails the development of alternatives and layouts for the requested modifications and design drawings suitable to move to the construction phase as needed. The design deliverable will also include construction phasing of the proposed improvements to spread the capital cost over years based on the priority of the improvements. The proposed contract with Miller is for the not to exceed amount of \$413,375, which was included in the FY 2023/24 budget.

Environmental Impact

None

Strategic Plan Objective(s)

- 1.4 – Operational Efficiency
- 2.5 – Operational Strategies

Attachment(s)

Exhibit A – Design of Miramar Administration and Operation Building Upgrades Contract

Meeting History

None

NA/SL



**PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THREE VALLEYS MUNICIPAL WATER DISTRICT
AND
MILLER ARCHITECTURAL COPORATION**

This Professional Services Agreement ("AGREEMENT") is made and entered into this 15th day of May 2024 ("EFFECTIVE DATE"), by and between Three Valleys Municipal Water District, a municipal water district organized and operating pursuant to California Water Code Section 71000 et seq. (hereinafter referred to as "DISTRICT"), and **MILLER ARCHITECTURAL COPORATION**, (hereinafter referred to as "CONSULTANT"). DISTRICT and CONSULTANT are sometimes individually referred to as "PARTY" and collectively as "PARTIES" in this AGREEMENT.

RECITALS

WHEREAS, DISTRICT desires to contract with CONSULTANT as an independent CONSULTANT to provide professional services for the **Design of Miramar Administration and Operations Building Upgrades Project No. 58174**; and

WHEREAS, CONSULTANT represents that it is duly licensed, qualified and capable to perform such services by virtue of its experience and the training, education and expertise of its principals and employees, and that CONSULTANT is customarily engaged in an independently established trade, profession, occupation, and/or business of the same nature as the work to be performed for herein; and

WHEREAS, DISTRICT desires to retain CONSULTANT and CONSULTANT desires to serve the DISTRICT to perform the services described herein in accordance with the terms and conditions of this AGREEMENT.

COVENANTS

NOW, therefore, in consideration of the faithful performance of the terms and conditions set forth herein, the PARTIES hereto agree as follows:

ARTICLE I

SERVICES OF CONSULTANT

1. **SCOPE OF SERVICES:** The scope of services to be performed by the CONSULTANT under this AGREEMENT are described in Exhibit "A" attached hereto and incorporated herein by this reference ("PROJECT"), and shall, where not specifically addressed, include all related services ordinarily provided by the CONSULTANT under same or similar circumstances. The DISTRICT may request, in writing, changes in the PROJECT or services to be performed. Any changes mutually agreed upon by the PARTIES, and any increase or decrease in compensation or time, shall be incorporated by written amendments to this AGREEMENT.
2. **PREVAILING WAGES:** CONSULTANT shall comply with all applicable provisions of labor law relating to employment for the performance of services on the PROJECT. In accordance with the provisions of the California Labor Code, CONSULTANT shall secure the payment of compensation

to employees. To the extent required by the California Labor Code, CONSULTANT shall pay not less than the prevailing rate of per diem wages as determined by the Director, Department of Industrial Relations, State of California (“DIR”). Copies of such prevailing rate of per diem wages are on file at the DISTRICT’s office, which copies will be made available to any interested party upon request. CONSULTANT shall post a copy of such determination at each job site. If applicable, CONSULTANT shall forfeit to the DISTRICT the amount of the penalty set forth in California Labor Code Section 1777.7(b), or any subsequent amendments thereto, for each calendar day, or portion thereof, for each worker paid less than the specified prevailing rates for such work or craft in which such worker is employed, whether paid by CONSULTANT or by any SUBCONTRACTOR. CONSULTANT shall submit certified payroll records to the Labor Commissioner using DIR's electronic certified reporting system and provide with their invoice certified payroll records verifying that CONSULTANT has paid prevailing wage in accordance with the DIR requirements as stipulated in California Senate Bills 854 and 96, <https://www.dir.ca.gov/public-works/certified-payroll-reporting.html>

ARTICLE II
ENGAGEMENT OF CONSULTANT AND
AUTHORIZATION TO PROCEED

1. **ENGAGEMENT:** The DISTRICT hereby engages CONSULTANT, and CONSULTANT hereby accepts the engagement, to perform the services described in Section I.1 of this AGREEMENT.
2. **AUTHORIZATION TO PROCEED:** Authorization for CONSULTANT to proceed with the work described in Section I.1 of this AGREEMENT will be granted in writing by the DISTRICT as soon as both PARTIES sign this AGREEMENT and all applicable insurance and security documents required pursuant to Section VI.5 of this AGREEMENT are received and approved by the DISTRICT. CONSULTANT shall not proceed with said work until so authorized by the DISTRICT and shall commence work immediately upon receipt of the executed AGREEMENT.
3. **INDEPENDENT CONSULTANT:** The PROJECT services to be performed by CONSULTANT under this AGREEMENT are outside the usual course of the DISTRICT’s business. CONSULTANT is, and shall at all times remain as to DISTRICT, a wholly independent CONSULTANT. The personnel performing the services under this AGREEMENT on behalf of CONSULTANT shall at all times be under CONSULTANT's exclusive direction and control. CONSULTANT shall have no power to incur any debt, obligation, or liability on behalf of the DISTRICT. Neither DISTRICT nor any of its agents shall have control over the conduct of CONSULTANT or any of CONSULTANT's employees, except as set forth in this AGREEMENT. CONSULTANT shall not, at any time, or in any manner, represent that it or any of its officers, agents or employees are in any manner employees of the DISTRICT. No employee benefits shall be available to CONSULTANT in connection with the performance of this AGREEMENT. Except for the fees paid to CONSULTANT as provided in this AGREEMENT, the DISTRICT shall not pay salaries, wages, or other compensation to CONSULTANT for performing services hereunder for the DISTRICT. The DISTRICT shall not be liable for compensation or indemnification to CONSULTANT for injury or sickness arising out of performing services hereunder.

ARTICLE III

RESPONSIBILITIES OF DISTRICT AND OF CONSULTANT

- 1. DUTIES OF THE DISTRICT:** The DISTRICT, without cost to CONSULTANT, will provide all pertinent information necessary for CONSULTANT's performance of its obligations under this AGREEMENT that is reasonably available to the DISTRICT unless otherwise specified in the PROJECT in which case the CONSULTANT is to acquire such information. The DISTRICT does not guarantee or ensure the accuracy of any reports, information, and/or data so provided however, in performing its services hereunder, CONSULTANT shall be entitled to act in reasonable reliance upon all such reports, information, and /or data so provided by the DISTRICT. To the extent that any reports, information, and/or other data so provided was supplied to CONSULTANT by persons who are not employees of DISTRICT, any liability resulting from inaccuracies and/or omissions contained in said information shall be limited to liability on behalf of the entity who prepared the information for CONSULTANT.
- 2. REPRESENTATIVE OF DISTRICT:** The DISTRICT will designate *Kevin Panzer* as the person to act as the DISTRICT's representative with respect to the PROJECT services to be performed under this AGREEMENT. Such person will have complete authority to receive information and interpret and define the DISTRICT's policies pertinent to the PROJECT, although such person will not control or direct CONSULTANT's work.
- 3. DUTIES OF CONSULTANT:** CONSULTANT shall perform PROJECT work in such a manner as to fully comply with all applicable professional standards of care, including professional quality, technical accuracy, timely completion, and other services furnished and/or work undertaken by CONSULTANT pursuant to this AGREEMENT. The CONSULTANT shall cause all work and deliverables to conform to all applicable federal, state, and local laws and regulations.
- 4. APPROVAL OF WORK:** The DISTRICT's approval of work or materials furnished hereunder shall not in any way relieve CONSULTANT of responsibility for the technical adequacy of its work. Neither the DISTRICT's review, approval or acceptance of, nor payment for any of the services shall be construed to operate as a waiver of any rights under this AGREEMENT or of any cause of action arising out of the performance of this AGREEMENT.

ARTICLE IV

PAYMENTS TO CONSULTANT

- 1. PAYMENT:** The DISTRICT will pay CONSULTANT for work performed under this AGREEMENT, which work can be verified by the DISTRICT, on the basis of the following:

During the term of this AGREEMENT, the DISTRICT will pay CONSULTANT for services performed in accordance with the rates and estimated hours and costs set forth in the EXHIBIT "A". The amount set forth in Section IV.3 of this AGREEMENT is the maximum compensation to which CONSULTANT may be entitled for the performance of services to complete the PROJECT or time to complete the work, unless changed by the DISTRICT in writing in advance of the work to be performed thereunder. Adjustments in the total

payment amount shall only be allowed pursuant to Section VI.15 of this AGREEMENT. In no event shall CONSULTANT be entitled to compensation greater than the amount set forth in Section IV.3 of this AGREEMENT where changes in PROJECT or the time for performance are necessitated by the negligence of CONSULTANT or any SUBCONTRACTOR performing work.

2. **PAYMENT TO CONSULTANT:** Payment will be made by the DISTRICT within thirty (30) calendar days after receipt of an invoice from CONSULTANT, provided that all invoices are complete, and product and services are determined to be of sufficient quality by the DISTRICT. Each invoice shall itemize the services rendered during the billing period, hourly rates charged, if applicable, and the amount due. If the DISTRICT disputes any of CONSULTANT'S fees, it shall give written notice to CONSULTANT within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. In such case, the PARTIES shall work to find a reasonable resolution of any such dispute in good faith and in a timely manner.
3. **ESTIMATED CHARGES:** The total estimated charges for all work under this AGREEMENT are \$413,375.00 and such amount is the cost ceiling described herein. The total estimated charges stated herein constitute the total amount agreed to. All rates and charges are subject to the terms set in Exhibit "A".
4. **COST FOR REWORK:** CONSULTANT shall, at no cost to the DISTRICT, prepare any necessary rework occasioned by CONSULTANT CONSULTANT'S negligent act or omission or otherwise due substantially to CONSULTANT'S fault.

ARTICLE V

COMPLETION SCHEDULE

1. **TERM:** The term of this AGREEMENT shall begin on the EFFECTIVE DATE, and shall continue until December 26th, 2024, unless this AGREEMENT is earlier terminated pursuant to the provisions of Section VI.8 below. Notwithstanding the above, the provisions of Sections I.2, II.3, III.3, and III.4, and Articles IV, V, and VI herein shall survive the expiration and/or termination of this AGREEMENT.
2. **TASK SCHEDULE:** The work is anticipated to be completed in accordance with Exhibit "A" as agreed upon by DISTRICT and CONSULTANT at the time is the AGREEMENT is issued by DISTRICT except as may from time-to-time be adjusted by amendment hereto as provided herein.
3. **TIME OF ESSENCE:** CONSULTANT shall perform all services required by this AGREEMENT in a prompt, timely, and professional manner in accordance with the agreed upon schedule. Time is of the essence in this AGREEMENT.

ARTICLE VI
GENERAL PROVISIONS

- 1. COMPLIANCE WITH FEDERAL, STATE, AND LOCAL LAWS:** CONSULTANT shall at all times observe all applicable provisions of Federal, State, and Local laws and regulations including, but not limited to, those related to Equal Opportunity Employment.
- 2. SUBCONTRACTORS AND OUTSIDE CONSULTANT:** No subcontract shall be awarded by CONSULTANT if not identified as a SUBCONTRACTORS to PROJECT unless prior written approval is obtained from the DISTRICT. CONSULTANT shall be responsible for payment to SUBCONTRACTORS used by them to perform the services under this AGREEMENT. If CONSULTANT subcontracts any of the work to be performed, CONSULTANT shall be as fully responsible to the DISTRICT for the performance of the work, including errors and omissions of CONSULTANT's SUBCONTRACTORS and of the persons employed by the SUBCONTRACTORS, as CONSULTANT is for the acts and omissions of persons directly employed by the CONSULTANT. Nothing contained in this AGREEMENT shall create any contractual relationship between any SUBCONTRACTOR of CONSULTANT and the DISTRICT. CONSULTANT shall bind every SUBCONTRACTOR and every SUBCONTRACTOR of a SUBCONTRACTOR to the terms of this AGREEMENT that are applicable to CONSULTANT's work unless specifically noted to the contrary in the subcontract in question and approved in writing by the DISTRICT.
- 3. OWNERSHIP OF DOCUMENTS:** Upon completion of, or in the event of termination or suspension of this AGREEMENT, all original documents, designs, drawings, maps, models, computer files containing data generated for the work, surveys, notes, and other documents prepared in the course of providing the services to be performed ("WRITTEN PRODUCTS") pursuant to this AGREEMENT shall become the sole property of the DISTRICT without restriction or limitation upon its use and may be used, reused, disseminated or otherwise disposed of by the DISTRICT without the permission of the CONSULTANT except that any use of the documents produced in service of this AGREEMENT shall be at DISTRICT's sole risk when used for any purpose or project other than the PROJECT specified herein. With respect to computer files containing data generated for the work, CONSULTANT shall make available to the DISTRICT, upon reasonable written request by the DISTRICT, the necessary computer software and hardware for purposes of accessing, compiling, transferring and printing computer files. CONSULTANT may take and retain copies of WRITTEN PRODUCTS as desired, but WRITTEN PRODUCTS shall not be the subject of a copyright application by CONSULTANT.
- 4. INDEMNIFICATION:**
 - A. Indemnity for Design Professional Services:** To the fullest extent permitted by law, CONSULTANT shall, at its sole cost and expense, protect, indemnify and hold harmless DISTRICT and its elected officials, officers, attorneys, agents, employees, designated volunteers, successors, assigns and those DISTRICT agents serving as independent contractors in the role of DISTRICT officials (collectively "INDEMNITEES"), from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, judgments, penalties, liens and

losses of any nature whatsoever, including fees of accountants, attorneys or other professionals, and all costs associated therewith, and reimbursement of attorney's fees and costs of defense, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to, in whole or in part, the negligence, recklessness or willful misconduct of CONSULTANT, its officers, agents, servants, employees, SUBCONTRACTOR, material men, contractors or their officers, agents, servants or employees (or any entity or individual that CONSULTANT shall bear the legal liability thereof) in the performance of design professional services under this AGREEMENT. It is the intent of the PARTIES to this AGREEMENT that the defense, indemnity, and hold harmless obligations of CONSULTANT under this AGREEMENT shall be as broad and inclusive as may be allowed under California Civil Code §2778 through §2784.5, or other similar state or federal law.

B. Other Indemnities:

- i. Other than in the performance of design professional services, and to the fullest extent permitted by law, CONSULTANT shall, at its sole cost and expense, defend, hold harmless and indemnify the INDEMNITEES from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, judgments, penalties, liens and losses of any nature whatsoever, including fees of accountants, attorneys or other professionals, and all costs associated therewith, and the payment of all consequential damages, in law or equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of CONSULTANT, its officers, agents, servants, employees, SUBCONTRACTORS, materialmen, contractors or their officers, agents, servants or employees (or any entity or individual that CONSULTANT shall bear the legal liability thereof) in the performance of this AGREEMENT, including the INDEMNITEES' active or passive negligence, except for claims arising from the sole negligence or willful misconduct of the INDEMNITEES, as determined by final arbitration or court decision or by the agreement of the PARTIES. CONSULTANT shall defend the INDEMNITEES in any action or actions filed in connection with any claim with counsel of the INDEMNITEES' choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. CONSULTANT shall reimburse the INDEMNITEES for any and all legal expenses and costs incurred by the INDEMNITEES in connection therewith.
- ii. CONSULTANT shall pay all required taxes on amounts paid to CONSULTANT under this AGREEMENT and indemnify and hold DISTRICT harmless from any and all taxes, assessments, penalties, and interest asserted against DISTRICT by reason of the independent contractor relationship created by this AGREEMENT. CONSULTANT shall fully comply with the workers' compensation law regarding CONSULTANT and CONSULTANT's employees. CONSULTANT shall indemnify and hold DISTRICT harmless from any failure of CONSULTANT to comply with

applicable workers' compensation laws. DISTRICT may offset against the amount of any fees due to CONSULTANT under this AGREEMENT any amount due to DISTRICT from CONSULTANT as a result of CONSULTANT's failure to promptly pay to DISTRICT any reimbursement or indemnification arising under this Subparagraph.

- iii. CONSULTANT shall obtain executed indemnity agreements provisions identical to those in this Section VI.4 from each and every SUBCONTRACTOR or any other person or entity involved by, for, with or on behalf of CONSULTANT in the performance of this AGREEMENT. If CONSULTANT fails to obtain such indemnities, CONSULTANT shall be fully responsible and indemnify, hold harmless and defend the INDEMNITEES from and against any and all claims in law or equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of CONSULTANT's SUBCONTRACTORS, its officers, agents, servants, employees, SUBCONTRACTOR, materialmen, contractors or their officers, agents, servants or employees (or any entity or individual that CONSULTANT's SUBCONTRACTOR shall bear the legal liability thereof) in the performance of this AGREEMENT, including the INDEMNITEES' active or passive negligence, except for claims arising from the sole negligence or willful misconduct of the INDEMNITEES, as determined by final arbitration or court decision or by the agreement of the PARTIES.
 - A. **Workers' Compensation Acts not Limiting:** CONSULTANT's obligations under this Section VI.4, or any other provision of this AGREEMENT, shall not be limited by the provisions of any workers' compensation act or similar act. CONSULTANT expressly waives its statutory immunity under such statutes or laws as to DISTRICT, its officers, agents, employees and volunteers.
 - B. **Insurance Requirements not Limiting:** DISTRICT does not, and shall not, waive any rights that it may possess against CONSULTANT because of the acceptance by DISTRICT, or the deposit with DISTRICT, of any insurance policy or certificate required pursuant to this AGREEMENT. This hold harmless and indemnification provisions in this Section VI.4 shall apply regardless of whether or not any insurance policies are determined to be applicable to the liability, claim, tax, assessment, penalty or interest asserted against DISTRICT.
 - C. **Survival of Terms:** The indemnification in this Section VI.4 shall survive the expiration or termination of this AGREEMENT.

5. INSURANCE:

A. Minimum Scope and Limits of Insurance: CONSULTANT shall secure and maintain in full force and effect, until the satisfactory completion and acceptance of AGREEMENT by DISTRICT, such insurance as will protect it and the DISTRICT in such a manner and in such amounts as set forth below. The premiums for said insurance coverage shall be paid by the CONSULTANT. The failure to comply with these insurance requirements may constitute a material breach of this AGREEMENT, at the sole discretion of the DISTRICT.

- i. **Workers' Compensation:** CONSULTANT shall maintain Workers' Compensation insurance, as required by the State of California, with Statutory Limits and Employers' Liability Insurance in an amount not less than \$1,000,000 per accident for bodily injury or disease. This insurance shall also waive all right to subrogation against the DISTRICT, its Board of Directors, officers, employees, representatives, and guests.
- ii. **General Liability:** CONSULTANT shall maintain Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least \$2,000,000 per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, the general aggregate limit shall be twice the required occurrence limit. DISTRICT shall be named as an additional insured.
- iii. **Automobile Liability:** CONSULTANT shall maintain Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if CONSULTANT has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of \$1,000,000 for bodily injury and property damage each accident. This insurance shall have an endorsement naming the DISTRICT as an additional insured.
- iv. **Professional Liability:** CONSULTANT shall maintain professional liability insurance with coverage for wrongful acts, errors, or omissions committed by CONSULTANT in the course of work performed for the DISTRICT under this AGREEMENT. This insurance shall include coverage for liability assumed under this AGREEMENT when CONSULTANT's wrongful acts, errors, or omissions cause such liability. The limit for this insurance shall be not less than \$1,000,000 per occurrence or claim and \$2,000,000 policy aggregate.

B. Acceptability of Insurers: The insurance policies required under this Section VI.5 shall be issued by an insurer admitted to write insurance in the State of California with a rating of AA:VII or better in the latest edition of the A.M. Best Insurance Rating Guide. Self-insurance shall not be considered to comply with the insurance requirements under this Section VI.5.

C. Primary and Non-Contributing: The insurance policies required under this

Section VI.5 shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance available to DISTRICT. Any insurance or self-insurance maintained by DISTRICT, its officers, employees, agents or volunteers, shall be in excess of CONSULTANT's insurance and shall not contribute with it.

- D. *Consultant's Waiver of Subrogation:*** The insurance policies required under this Section VI.5 shall not prohibit CONSULTANT and CONSULTANT's employees, agents or SUBCONTRACTORS from waiving the right to subrogation prior to loss. CONSULTANT hereby waives all rights of subrogation against DISTRICT.
- E. *Deductibles and Self-Insured Retentions:*** Any deductibles or self-insured retentions must be approved by DISTRICT. At DISTRICT's option, CONSULTANT shall either reduce or eliminate the deductibles or self-insured retentions with respect to DISTRICT, or CONSULTANT shall procure a bond guaranteeing payment of losses and expenses.
- F. *Cancellations or Modifications to Coverage:*** CONSULTANT shall not cancel, reduce or otherwise modify the insurance policies required by this Section VI.5 during the term of this AGREEMENT. The commercial general and automobile liability policies required under this AGREEMENT shall be endorsed to state that should the issuing insurer cancel the policy before the expiration date, the issuing insurer will endeavor to mail thirty (30) calendar days' prior written notice to DISTRICT. If any insurance policy required under this Section VI.5 is canceled or reduced in coverage or limits, CONSULTANT shall, within two (2) business days of notice from the insurer, phone, fax or notify DISTRICT via certified mail, return receipt requested, of the cancellation of or changes to the policy.
- G. *District Remedy for Noncompliance:*** If CONSULTANT does not maintain the policies of insurance required under this Section VI.5 in full force and effect during the term of this AGREEMENT, or in the event any of CONSULTANT's policies do not comply with the requirements under this Section VI.5, DISTRICT may either immediately terminate this AGREEMENT or, if insurance is available at a reasonable cost, DISTRICT may, but has no duty to, take out the necessary insurance and pay, at CONSULTANT's expense, the premium thereon. CONSULTANT shall promptly reimburse DISTRICT for any premium paid by DISTRICT or DISTRICT may withhold amounts sufficient to pay the premiums from payments due to CONSULTANT.
- H. *Evidence of Insurance:*** Prior to the performance of services under this AGREEMENT, CONSULTANT shall furnish DISTRICT representative with a certificate or certificates of insurance and all original endorsements demonstrating the DISTRICT as additionally insured, evidencing and effecting the coverages required under this Section VI.5. The endorsements are subject to DISTRICT's approval. CONSULTANT may provide complete, certified copies of all required insurance policies to DISTRICT. CONSULTANT shall maintain current endorsements on file with DISTRICT's representative. CONSULTANT shall provide proof to DISTRICT representative that insurance policies expiring during the term of this AGREEMENT have been renewed or replaced with other policies providing at least the same coverage. CONSULTANT shall furnish such proof at least two (2) weeks prior to

the expiration of the coverages.

- I. *Indemnity Requirement not Limiting:*** Procurement of insurance by CONSULTANT shall not be construed as a limitation of CONSULTANT's liability or as full performance of CONSULTANT's duty to indemnify DISTRICT under Section VI.4 of this AGREEMENT.
- J. *Subcontractor's Insurance Requirements:*** CONSULTANT shall require each of its SUBCONTRACTORS that perform services under this AGREEMENT to maintain insurance coverage that meets all of the requirements of this Section VI.5.
- K. *Claim Reporting:*** CONSULTANT shall not fail to comply with the claim reporting provisions or cause any breach of a policy condition or warranty of the insurance policies required by this AGREEMENT that would affect the coverage afforded under the policies to the DISTRICT.
- L. *Broader Coverage/Higher Limits:*** If CONSULTANT maintains broader coverage and/or higher limits than the minimums shown above, the DISTRICT requires and shall be entitled to the broader coverage and/or higher limits maintained by CONSULTANT. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the DISTRICT.

6. MUTUAL COOPERATION

- A. *District's Cooperation:*** DISTRICT shall provide CONSULTANT with all pertinent data, documents and other requested information as is reasonably available for CONSULTANT's proper performance of the services required under this AGREEMENT.
- B. *Consultant's Cooperation:*** In the event any claim or action is brought against the DISTRICT relating to CONSULTANT's performance or services rendered under this AGREEMENT, CONSULTANT shall render any reasonable assistance that DISTRICT requires.

7. EXAMINATION OF RECORDS: All original drawings, specifications, reports, calculations, and other documents or electronic data developed by CONSULTANT for this AGREEMENT shall be furnished to and become the property of the DISTRICT. CONSULTANT agrees that the DISTRICT will have access to and the right to examine any directly pertinent books, documents, papers, and records of any and all of the transactions relating to this AGREEMENT at CONSULTANT's office, during normal business hours and following a reasonable advance notice to CONSULTANT from DISTRICT. The DISTRICT shall not be limited in any way in its use of the work materials at any time except as otherwise provided herein.

8. TERMINATION OR SUSPENSION OF AGREEMENT

- A. *Right to Terminate or Suspend:*** DISTRICT may terminate or suspend this AGREEMENT at any time, at will, for any reason or no reason, after giving written

notice to CONSULTANT at least ten (10) calendar days before the termination or suspension is to be effective. CONSULTANT may terminate this AGREEMENT at any time, at will, for any reason or no reason, after giving written notice to DISTRICT at least thirty (30) calendar days before the termination is to be effective.

B. Obligations upon Termination: CONSULTANT shall cease all work under this AGREEMENT on or before the effective date of termination specified in the notice of termination. In the event of DISTRICT's termination of this AGREEMENT due to no fault or failure of performance by CONSULTANT, DISTRICT shall pay CONSULTANT based on the percentage of work satisfactorily performed up to the effective date of termination. In no event shall CONSULTANT be entitled to receive more than the amount that would be paid to CONSULTANT for the full performance of the services required by this AGREEMENT.

9. NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY: In the performance of this AGREEMENT, CONSULTANT shall not discriminate against any employee, SUBCONTRACTOR or applicant for employment because of race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information, sexual orientation or other basis prohibited by law. CONSULTANT will take affirmative action to ensure that SUBCONTRACTORS and applicants are employed, and that employees are treated during employment, without regard to their race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information or sexual orientation.

10. PROHIBITION OF ASSIGNMENT AND DELEGATION: CONSULTANT shall not assign any of its rights or delegate any of its duties under this AGREEMENT, either in whole or in part, without DISTRICT's prior written consent. DISTRICT's consent to an assignment of rights under this AGREEMENT shall not release CONSULTANT from any of its obligations or alter any of its primary obligations to be performed under this AGREEMENT. Any attempted assignment or delegation in violation of this section shall be void and of no effect and shall entitle DISTRICT to terminate this AGREEMENT. As used in this section, "assignment" and "delegation" means any sale, gift, pledge, hypothecation, encumbrance or other transfer of all or any portion of the rights, obligations, or liabilities in or arising from this AGREEMENT to any person or entity, whether by operation of law or otherwise, and regardless of the legal form of the transaction in which the attempted transfer occurs.

11. NO THIRD-PARTY BENEFICIARIES INTENDED: Except as otherwise provided in Section VI.4, this AGREEMENT is made solely for the benefit of the PARTIES to this AGREEMENT and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this AGREEMENT.

12. WAIVER: No delay or omission to exercise any right, power or remedy accruing to DISTRICT under this AGREEMENT shall impair any right, power or remedy of DISTRICT, nor shall it be construed as a waiver of, or consent to, any breach or default. No waiver of any breach, any failure of a condition, or any right or remedy under this AGREEMENT shall

be (1) effective unless it is in writing and signed by PARTY making the waiver, (2) deemed to be a waiver of, or consent to, any other breach, failure of a condition, or right or remedy, or (3) deemed to constitute a continuing waiver unless the writing expressly so states.

13. ENTIRE AGREEMENT: This AGREEMENT and all exhibits referred to in this AGREEMENT constitute the final, complete and exclusive statement of the terms of this AGREEMENT between the PARTIES pertaining to the subject matter of this AGREEMENT and supersede all other prior or contemporaneous oral or written understandings and agreements of the PARTIES. No PARTY has been induced to enter into this AGREEMENT by, nor is any PARTY relying on, any representation or warranty except those expressly set forth in this AGREEMENT.

14. HEADINGS: Article and Section headings in this AGREEMENT are for convenience only and are not intended to be used in interpreting or construing the terms, covenants, and conditions of this AGREEMENT.

15. AMENDMENT OF AGREEMENT: This AGREEMENT may be amended only by a writing signed by both PARTIES. The DISTRICT representative is authorized to sign an amendment to this AGREEMENT on the DISTRICT's behalf to make the following non-substantive modifications to the AGREEMENT: (a) name changes; (b) extensions of time; (c) non-monetary changes in AGREEMENT; and (d) termination of this AGREEMENT.

16. GOVERNING LAW AND CHOICE OF FORUM: This AGREEMENT, and any dispute arising from the relationship between the PARTIES to this AGREEMENT, shall be governed by and construed in accordance with the laws of the State of California, except that any rule of construction to the effect that ambiguities are to be resolved against the drafting PARTY shall not be applied in interpreting this AGREEMENT. Any dispute that arises under or relates to this AGREEMENT (whether contract, tort or both) shall be resolved in a municipal, superior or federal court with geographic jurisdiction over the DISTRICT.

17. ATTORNEYS' FEES: In any litigation or other proceeding by which a PARTY seeks to enforce its rights under this AGREEMENT (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this AGREEMENT, the prevailing PARTY shall be awarded reasonable attorneys' fees together with any costs and expenses, to resolve the dispute and to enforce the final judgment.

18. SEVERABILITY: If a court of competent jurisdiction holds any provision of this AGREEMENT to be illegal, invalid or unenforceable for any reason, the validity of and enforceability of the remaining provisions of this AGREEMENT shall not be affected and continue in full force and effect.

19. SAFETY: CONSULTANT shall perform the work in full compliance with applicable State and Federal safety requirements including, but not limited to, Occupational Safety and Health Administration requirements. CONSULTANT shall take all precautions necessary for the safety of, and prevention of damage to, property on or adjacent to PROJECT site, and for the safety of, and prevention of injury to, persons, including DISTRICT's employees, CONSULTANT's employees, and third persons. All work shall be performed entirely at CONSULTANT's risk. CONSULTANT shall comply with the insurance requirements set

forth in Section VI.5 of this AGREEMENT. CONSULTANT shall also furnish the DISTRICT with a copy of any injury prevention program established for the CONSULTANT's employees pursuant to Labor Code Section 6401.7, including any necessary documentation regarding implementation of the program. CONSULTANT hereby certifies that its employees have been trained in the program, and procedures are in place to train employees whenever new substances, processes, procedures, or equipment are introduced. CONSULTANT shall demonstrate compliance with Labor Code Section 6401.7 by maintaining a copy of its Injury and Illness Prevention Plan at PROJECT site and making it available to the DISTRICT.

20. USE OF NAMES: CONSULTANT shall not employ or use the name of the DISTRICT in any promotional materials, advertising, or in any other manner without prior express written permission of the DISTRICT. The foregoing notwithstanding, nothing herein shall prohibit or exclude CONSULTANT from referencing the work for DISTRICT on the PROJECT in response to a Request for Proposal or other similar professional solicitations.

21. NOTICES: All notices to either PARTY by the other shall be made in writing and delivered or mailed to such PARTY at their respective addresses as follows, or to other such address as either PARTY may designate and said notices shall be deemed to have been made when delivered or, if mailed, five (5) days after mailing.

To DISTRICT:

Three Valleys Municipal Water District
1021 E. Miramar Avenue
Claremont, CA 91711
Attn: General Manager

To CONSULTANT:

Miller Architectural Corporation
1177 Idaho Street
Suite 200
Redlands, CA 92374
Attn: Gary Mille, AIA, President

22. AUTHORITY TO EXECUTE AGREEMENT: The individuals executing this AGREEMENT represent and warrant that they have the legal capacity and authority to sign this AGREEMENT on behalf of and to so bind their respective legal entities.



IN WITNESS WHEREOF, the PARTIES hereto have executed this AGREEMENT as of the date opposite their respective signatures.

Name: Gary Miller

Matthew H. Litchfield, P.E.

Title: Founding Principal/Principal in Charge

General Manager/ Chief Engineer

Organization: Miller Architectural Corporaton

Three Valleys Municipal Water District

Signature:


Date: April 23, 2024

Date: _____

January 18, 2024



MILLER
architecture
interiors
planning

Three Valleys Municipal Water District
1021 E. Miramar Ave.
Claremont, CA 91711

Re: **Design of Miramar Administration and Operations Building Upgrades**
Project No. 58174

Dear Selection Committee:

Thank you for the opportunity to submit our proposal for the above-referenced project. We are pleased to submit a proposal to provide architectural and engineering services for the Miramar Administration and Operations Building Upgrades located in Claremont. We understand the scope of work for this project to entail the following services:

- The District Facilities consists of four (4) buildings – the Administration Building and three Operations Buildings (Dry Chem, Chlorine Room, Hydro Building).
- Proposed improvements consist of, but are not limited to, replacement of existing HVAC systems, improvements to the existing roof, replacement of existing facility lightings, inclusion of additional office spaces, and a Detailed Structural Evaluation and Analysis for all four buildings.
- The proposed design will be broken out to phase in each stage of improvements based on the final recommendations spanning over two (2) to three (3) years to match the forecasted budget in the District's Capital Improvement Plan.
- Scope of work to include all items as outlined in RFP No. 58174 scope of work.

Services generally include but are not limited to all services necessary to study, evaluate, program, design, entitle, produce construction documents and administer construction. Specifically, services to be Provided by Architect or Architect's Consultants:

- Facility Assessment
- Programming
- Cost Estimating
- Architectural
 - Project management of all investigation and assessment of building and the facility systems to architecture and engineering services
 - Design, construction documents, bidding services and construction administration for the existing building and system components.
- Architectural Design: Office and Boardroom Additions/Modifications to Administration Building Only
- Structural Engineering: Structural assessments, analysis and recommendations for structural upgrades for all buildings
- Civil Engineering: Topographic Survey and civil upgrades to address ADA parking, accessible path of travel and accessible entrances.
- Mechanical/Electrical Engineering: HVAC and Lighting Energy Efficiency Upgrades- All Buildings - Design replacement of rooftop equipment and ductwork modifications.
- Interior Design Services: Coordinate interior finishes and equipment selection.
- Furniture: An ergonomic analysis of current office spaces with recommendations on office furniture that meets the current industry standards and needs for the workforce.
- Information Technology: Design and coordinate IT system.
- Roofing / Water intrusion: Roof Replacements/ Structural Upgrades- All Buildings.

Utah
Nevada
Idaho
California

1177 Idaho Street
Suite 200
Redlands, CA 92374
P 909.335.7400
F 909.335.7299
An Architectural Corporation

We intend to provide the following services:

Item 8.D - Exhibit A

- Task 1 - Project Initiation Fee - Not Applicable
- Task 2 - Project Management Project Information
1. Provide all services required by the Architectural Space Programming Phase
 2. Research requirements of local regulatory agencies.
 3. Programming meeting with the Owner to establish requirements and determine needs for the project.
 4. Measure & document existing premises as needed and observe existing conditions.
 5. Field verification of site and facility conditions by Architect and consultants
 6. Prepare a background floor plan drawing illustrating existing conditions.
- Task 3 - Schematic Design
1. Provide all services required by the Schematic Design Phase
 2. Meeting with the Owner to establish requirements and determine detailed needs for each space for the project to fine tune program and adjacency needs.
 3. Prepare floor plan for City review to determine final scope requirements.
 4. Modify as necessary floor plan to accommodate required ADA accessibility for approval of the final floor plan layout.
- Task 4 - Government Processing Planning Phase / Entitlement (Not applicable)
1. Provide the owner with preliminary site and floor plans and exterior elevations for the Owner representative to establish requirements for planning review.
 2. Coordinate with owner for printing of plans for planning review
- Task 5 - Design Development
1. Provide all services required by the Design Development Phase
 2. Based on Owner's approved schematic design, prepare site plan indicating the accessible path of travel, demolition floor and reflected ceiling plan, dimensioned floor plan, noted floor plan, reflected ceiling plan, roof plan and exterior elevations.
 3. Prepare information and drawing packages to enable consultants to start work.
- Task 6 - Construction Documents
1. Based on the approved design development documents, prepare construction documents and specifications to include the following:
 - a. Architectural documents
 - b. Structural design, engineering and calculation for new design components only
 - c. Mechanical engineering and Title 24 calculations
 - d. Electrical design, engineering and Title 24 calculations
 - e. Data/IT Engineering
 - f. Assist owner in selection of Interior Design Finishes and provide specifications (excludes furniture selection and specifications)
 - g. Prepare preliminary cost estimate to establish rough order of magnitude.
- Task 7 - Government Processing Building Phase
1. Submit documents for the purpose of obtaining a building permit.
 2. Make required plan check revisions. It is expected that plan check comments will be a reasonable interpretation of the code.
- Task 8 - Bidding Assistance
1. Assemble and issue bid documents to the owner to enable prices to be prepared by qualified contractors.
 2. Respond to contractor questions.
 3. Assist the Owner in reviewing the bids.
- Task 9 - Construction Administration
1. Respond to Contractor or inspector questions.
 2. Maximum of two shop drawing reviews per submittal.
 3. Site inspections bi-weekly based upon a 6-month construction period.

Item 8.D - Exhibit A

Task 10 - Close out

1. Develop a punch list by Architectural and Engineering consultants of outstanding items to be corrected by the Contractor.
2. Assist the Owner in establishing substantial completion.
3. Preparation of As-built plans based upon contractor provided information.

We will provide the above services with an estimated not to exceed amount per the breakdown below:

Task 1 Project Initiation Fee (N/A)	-0-
Task 2 Project Information	\$36,475.00
Task 3 Schematic Design	\$28,445.00
Task 4 Government Processing Planning Phase (N/A)	-0-
Task 5 Design Development	\$85,225.00
Task 6 Construction Documents	\$207,650.00
Task 7 Government Processing Building Phase	\$8,125.00
Task 8 Bidding Assistance	\$6,785.00
Task 9 Construction Administration	\$31,445.00
Task 10 Close out	\$5,225.00
Total	<u>\$409,375.00</u>
Estimated reimbursable	\$4,000.00
Total with reimbursable	<u>\$413,375.00</u>

Optional Services – WQMP if needed is \$12,000.00

Additional Services –

1. Changes to the scope of work during any phase of the contract shall be billed in accordance with the attached hourly rate schedule.
2. Services beyond submitting and allowing the review process to run their normal course shall be billed hourly in accordance with the attached hourly rate schedule. These services include but are not limited to phone calls to assure timely processing, tracking documents lost by government agencies and other efforts necessary to assure the government agencies are moving the project through the process.

Expenses and services beyond the above-described scope shall be billed in accordance with the attached fee schedule. The Owner permits the Architect to take photographs of the property during construction and upon completion of the work.

Payments on account of services rendered, and for reimbursable expenses incurred, shall be made monthly upon presentation of Architect's statement of services. Architect may charge interest at a rate of 1% per month for unpaid balances over 30 days late. Work may stop on this project if an invoice is past due by more than 30 days. Collection efforts including liens will be pursued for invoices more than 90 days past due. The Owner agrees that the Architect has a lien on any money or property recovered in satisfaction or partial satisfaction of your claim in any matter in which you have retained the Architect. This lien is not limited to fees and costs incurred in the specific matter from which a settlement or judgment arose but applies to all fees and costs the Owner owes the Architect for any legal services provided.

This Agreement may, without cause, be terminated by either party upon not less than seven days' written notice of withdrawal in the event that the either party fails to meet to their obligations, or in the event either party determines, with reasonable discretion, that it would be unethical or impractical to continue in this or any other matter. In the event of termination, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses. The Architect reserves the right to make the final selection of consultants. This Agreement constitutes the full understanding of the terms of the agreement, superseding any prior oral or written

understanding, and may not be amended or modified except by a writing signed by both the Architect and Owner.

Owner Responsibilities:

1. Agency review and processing
2. Agency fees
3. Access to site
4. Record Drawings
5. Hazardous / Lead Testing and Abatement
6. Soils Testing

The following items are excluded from this proposal:

- Reproduction Costs (except for Architect's in-house use)
- Title Information (Radius Map, etc.)
- Landscape Architecture
- Civil Off-site improvements
- Environmental Impact, CEQA & Traffic Reports
- Agency Fees
- Construction Related Testing/Reports
- Project Scheduling
- WQMP Study

If you would like us to proceed and agree with the above, please prepare a Purchase Order and a copy for our files. Work on this project will commence after receipt of the approved Purchase Order. Thank you for this opportunity to be of service; we look forward to collaborating with you on the successful completion of this project.

Sincerely,

MILLER

Architectural Corporation



Gary W. Miller, AIA, President
(909) 335-7400 X 111

Architects are licensed and regulated by the California Architects Board located at 2420 Del Paso Road, Suite 105, Sacramento, CA 95834.

2024 FEE SCHEDULE

MILLER ARCHITECTURAL CORPORATION
1177 IDAHO STREET, SUITE 200
REDLANDS, CA 92374
P 909.335.7400 F 909.335.7299

PROFESSIONAL AND TECHNICAL STAFF:

Senior Principal	\$277.20/hour
Court/Arbitration Appearance	\$330.75/hour
Deposition	\$360.15 - First Hour \$324.45 - Each Additional Hour
Principal (Architecture Division)	\$213.15/hour
Associate (Architecture Division)	\$186.90/hour
Principal (Interiors Division)	\$180.60/hour
Senior Project Manager	\$165.90/hour
Project Manager	\$154.35/hour
Senior Technician	\$143.85/hour
Intermediate Technician	\$100.80/hour
Senior Clerk/Executive Assistant/Office Mgr.	\$99.75/hour
Junior Technician	\$90.30/hour
Administrative Assistant/Marketing Assistant	\$96.60/hour
Secretarial/Clerical/Intern	\$74.55/hour
Archive Retrieval Fee	\$240.45/Flat Fee
Drone Photography/Remote Aerial Survey	\$301.35/hour

Overtime for hourly personnel will be charged at the base rate of 1.5 per hour for time in excess of 8 hours per weekday or for work on Saturdays, Sundays and holidays.

EXPENSES:

- Out of pocket expenses, (i.e. photocopies, film development, shipping, blueprints): cost plus 15%.
- In-house Services:

Large Format	\$2.87 per 24" x 36" sheet
Black & White:	\$3.70 per 30" x 42" sheet
Large Format	\$8.59 per 24" x 36" sheet
Color:	\$11.13 per 30" x 42" sheet
Photo Copies:	Black & White: \$0.40 per 8-1/2" x 11" page
	Black & White: \$0.68 per 11" x 17" page
	Color: \$2.20 per 8-1/2" x 11" page
	Color: \$3.75 per 11" x 17" page
	Black & White \$1.00 per 12" x 18" page
	Color \$4.42 per 12" x 18" page
Presentation Materials:	\$25.41 per 30 x 40 Foam Board
CD with Files:	\$62.92
Upload Data:	\$62.92
- Mileage: \$.67 per mile.
- For work which requires overnight lodging, a per diem charge will be made appropriate to the area, based on actual costs.
- Outside consultants not included in the base fee and plan check fees shall be billed at direct cost plus 15%.

INVOICING

Invoices will be issued either monthly or bi-weekly and are due and payable upon receipt of the invoice, unless otherwise agreed. Interest of 1% per month, but not exceeding the maximum rate allowed by law, will be payable on any amounts not paid within 30 days. Payment thereafter is to be applied first to accrued interest and then to the principal unpaid amount. Attorney's fees or other cost incurred in collecting any delinquent amount shall be paid by the client.



Three Valleys Municipal Water District RFP

**Design of Miramar Administration and
Operations Building Upgrades
Project No. 58174**

January 18, 2024



1177 Idaho St. Suite 200
Redlands, CA 92374
Phone: 909-335-7400
Fax: 909-335-7299

Cover Letter

January 18, 2024

Three Valleys Municipal Water District
1021 E. Miramar Ave.
Claremont, CA 91711

Re: **Design of Miramar Administration and Operations Building Upgrades
Project No. 58174**

Dear Selection Committee:

Thank you for the opportunity to submit our qualifications for the above referenced project. We believe because of our current experience with Utility Department and Corporate Yard projects makes us uniquely qualified to provide these services.

History of Firm

- **MILLER Architectural Corporation (MAC)** was founded in 1986 by Gary W. Miller and has been in business continuously for over 35 years. During that time we have provided architectural services for both the public and private sector.
- **Current number of employees** - 17 professionals and 3 support personnel in our California office. Work for this project will be performed from our Redlands office with support provided on an as needed basis from our Nevada and Utah offices.
- **MAC** is a highly professional, well balanced organization with **experienced personnel** in the fields of Architecture, Land Planning, Interior Design, Site and Building Evaluation, Master Planning and Construction Administration.

Project Scope

- We understand the scope of work for this project to entail the following services:
 - The District Facilities consists of four (4) buildings – the Administration Building and three Operations Buildings (Dry Chem, Chlorine Room, Hydro Building).
 - Proposed improvements consist of, but are not limited to, replacement of existing HVAC systems, improvements to the existing roof, replacement of existing facility lightings, inclusion of additional office spaces, and a Detailed Structural Evaluation and Analysis for all four buildings.
 - The proposed design will be broken out to phase in each stage of improvements based on the final recommendations spanning over two (2) to three (3) years to match the forecasted budget in the District's Capital Improvement Plan.

Service and Availability

- The MAC team is presently completing more projects than it is starting; therefore, we have staff available to immediately move on this project and produce them promptly.
- Our corporate headquarters is located in Redlands which is a short drive to the project site. This positions us to respond quickly to your needs and enables us to be at the project site within a very short time.

Experience with Publicly funded Projects

- **MAC** constantly has at least one and usually many office and renovation projects on the boards. Issues that we are particularly sensitive to include:
 - Maintaining project budgets
 - Limiting scope creep (end users asking for more than budget allows)
 - Controlling the contractor and avoiding change orders during construction
 - We provide timely service and schedule compliance.



Experience With Capital Improvements and Publicly Bid Projects

- **MILLER Architectural Corporation (MAC)** is a highly professional, well balanced organization with a wide range of experience in nearly every type of building and structural system.
- MAC has a particularly strong resume in the following building types:
 - Renovation / Tenant Improvements
 - Office / Administration Buildings
 - Warehouses and Corporate Yards
 - Site Master Planning
 - Space Planning
- **Additions and Renovations / Demolition**
 - Throughout the years 60% of our work has been site and building evaluation, renovation and addition work.
 - Our extensive renovation experience has enabled us to develop specialized skills that are unique and necessary for a successful renovation project. These skills and services include:
 - Photographic documentation of the existing facility to ensure that all impacts of the addition/renovation are taken into consideration.
 - Thorough check list system to identify all items affected by renovation/addition projects.
 - Specialized cost estimating experience that is unique to renovation projects.
 - A keen eye developed from years of experience in identifying critical aspects of the site and building that impact demolition and renovation work.

City license and Evidence of Insurance

- All insurance criteria meets or exceeds the Agency requirements and will be provided to satisfy TVMWD if selected for this project.
- City business license will be obtained if awarded this project to meet all City requirements.

RFP Acknowledgements

- I Gary W. Miller certify that the firm of Miller Architectural Corporation (**MAC**) is registered in the State of California and is licensed to perform architectural, engineering and construction services in the State of California and that the firm is not barred, suspended or otherwise prohibited from professional practice by any federal, state or local agency. We have no history of default, litigation settlements or judgments against our firm.
- **We accept the WVWD's Agreement for Professional Services, Insurance and Indemnity requirements.**
- We acknowledge that this proposal shall be valid for a period of 180 days from the due date of the proposal.
- We acknowledge that there are no existing or potential conflicts of interest associated with this project.
- We acknowledge that all information submitted in this proposal is true and correct and that the signature of Gary W. Miller is the person authorized to bind consultants to the terms of any contracts which result from this submittal. **We acknowledge that there were one addenda issued January 10th, 2024 for this project and that all items in the RFP have been included in the fee proposal.**
- Authorized Consultant for Contractual Terms and Conditions:
 - Miller Architectural Corporation
 - 1177 Idaho Street, Suite 200, Redlands, CA 92374
 - Phone: (909) 335-7400
 - Email: koswalt@miller-aip.com
 - Contact: Gary Miller – Principal (License C14635)
 - Federal Tax ID – 330355016

This team, headed by MAC can offer the more personal and hands on level of service that only a medium sized firm can offer. We have sufficient staff to respond with short notice to meet your needs and with a staff of 20 we are able to make people available quickly without overloading the firm. We feel confident that with our staff and team of experts for this project we can work seamlessly and hand in hand with your staff to assure a successful project. Our goal will be to meet the expectations of your staff and end users resulting in a project that is completed on time and within budget that will serve all of your needs for years to come. Thank you for your consideration.

Sincerely,

MILLER Architectural Corporation



Gary W. Miller
AIA, President



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Executive Summary

Miller Architectural Corporation (MAC) is pleased to submit a proposal in response to the Request for Proposal for the Design of Miramar Administration and Operations Building Upgrades for TVMWD. Our firm is committed to providing high-quality design services that align with the District's strategic plan and reflect the unique character of the community.

We have a proven track record of delivering exceptional designs that meet our clients' needs. Our team of highly skilled and experienced architects, engineers, and designers are dedicated to ensuring that each project we undertake is a success.

Please allow me to enumerate some of the items that make us uniquely qualified to serve as your architect on this project:

Qualifications:



• TVMWD Values are MAC Values

- Miller Architectural Corporation (MAC) embraces the values and priorities that are required for this type of project. These include:
 - A Sense of community
 - Enhanced quality of life
 - A connected and safe community with a small town feel
 - Fiscal responsibility
- As we team with the district staff and if appropriate members of the community together we will develop a project that invites and embraces the community that is designed to be fiscally responsible.
- The end result will be a project that is completed on time, within budget, an example of excellence and innovation in design and a true asset to the community.

• Qualifications and Experience –

- Over 60% of MAC work involves renovation projects. As a result MAC and their consultants bring specialized renovation systems and expertise that will greatly benefit this project.
- Offers the most thorough and complete team of consultants anticipating every need and aspect of the project.
- Stable staff. MAC has retained the very first employee it hired and many have more than 10 years' experience with MAC.

Conclusion-

- MAC is the ideal team to partner with TVMWD on their facility upgrade project. We offer:
 - A Proven track record of delivering **exceptional designs on time** and **within budget**.
 - Sustainable yet affordable designs
 - Innovation, and collaboration. This makes us the ideal partner for this important project.
 - **Complete team to cover every aspect that the project may need**

Understanding of Project and Project Approach

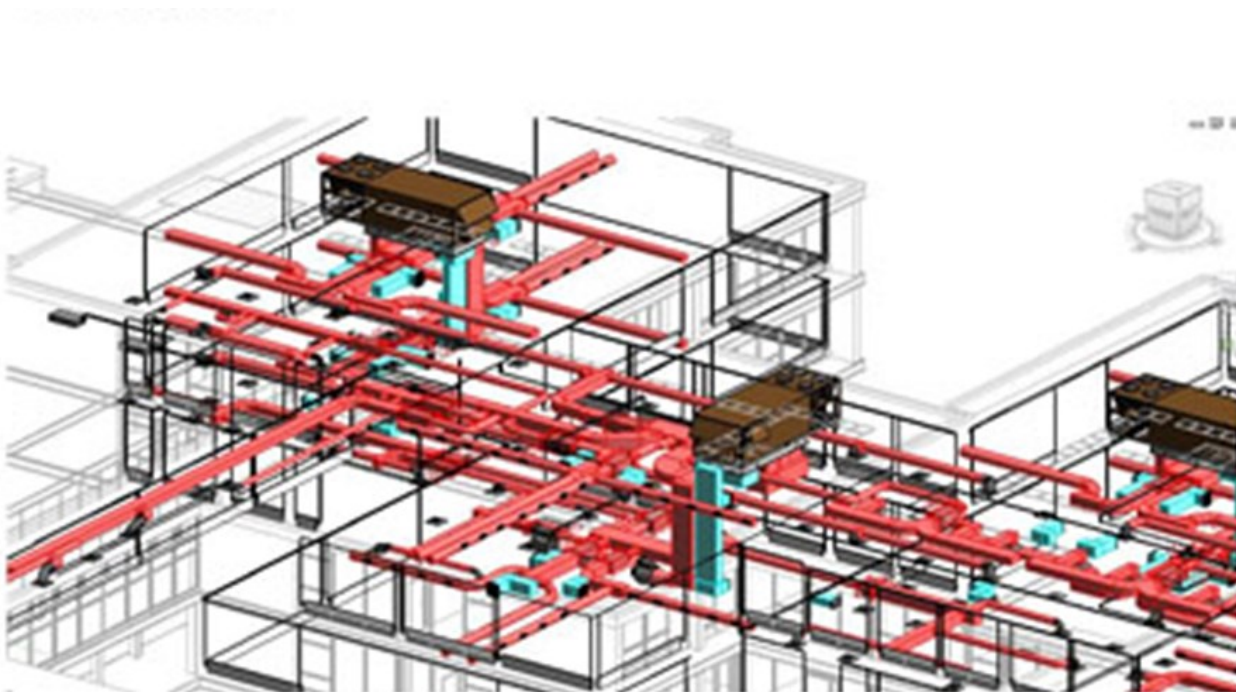
Miller Architecture (MAC) proposes the following approach and methodology for performing the architectural services outlined in the scope of services for the TVMWD Miramar Administration and Operations Buildings upgrades

Philosophy -

- The MAC motto is **VISION TO REALITY**. Our goal is to **capture your vision** and bring it into an **affordable, functional, and enriching reality**. In order to accomplish this goal we must become part of your team. We must listen and ask questions to fully understand your philosophy, goals, needs, preferences and priorities. Once our understanding is parallel with yours, we apply our skills to accomplish your goals and make this **your building**.

Keys To Success

- Final design that reflects the District Goals and Priorities
- Functional design that allows staff to operate at maximum efficiency
- A building that will:
 - Invite and engage with the community
 - Provide safety for TVMWD personnel and elected officials and volunteers.
 - Demonstrates fiscal responsibility by using quality but not extravagant design and materials.
 - Last for decades with reasonable operational and maintenance costs
- **Consultant & System Coordination**



Understanding of Project and Project Approach

Understanding of the scope of services -

- The overall purpose of this project approach is to provide every service listed in the Scope of Work section of the Request for Proposal.
- **Project Management:**
 - Ensure that **communication** is clear and well documented

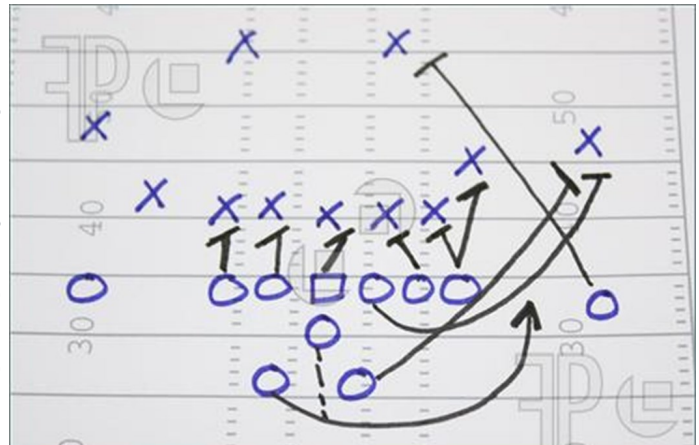


- Input from Staff and if appropriate citizens is considered
- Develop a project development timeline and schedule.
- Use 3 dimensional drawings and animations to clearly communicate design intent.
- Coordinate the work of design team consultants.
- Aid the Decision Making Process
 - Offer **graphically clear data and cost estimate options** that:
 - Clearly illustrate the options and individual benefits
 - Chart the benefits and disadvantages of each option
 - Illustrate budget impacts
 - Thoroughly consider all facility use options to meet the facility needs
- **Programming -**
 - Out team goal is to be one in mind and purpose with the Staff and District goals and priorities. These goals and priorities are enumerated in the TVMWD Strategic Plan and will be used as a guide throughout the entire design process.
 - In cooperation with Staff the team will identify the keys to success and use those to guide the process.
 - The MAC team will review existing programming, reports and preliminary designs and furniture systems, Identify inconsistencies, enlist second opinions where appropriate, review conclusions with District Staff and develop the final master plan, program and budget.
 - Team will compare the program and budget with the priorities and goals of the District and make any adjustments as directed by Staff.
 - Budgetary cost estimating will be enlisted early in the process to ensure the project stays within budget.

Understanding of Project and Project Approach

• Design Development Process:

- **Team Coordination**
- Prepare Design Development documents including architectural, structural, mechanical, and electrical systems.
- Attend project-related meetings and address design-related issues.
- Provide cost estimates during project development.
- Prepare construction cost estimate and confirm project is still within budget.



• Construction Document Preparation:

- Prepare construction documents for review and approval.
- Revise documents based on feedback and obtain final plan approval.
- Prepare construction cost estimate and bid schedules.
- Provide construction documents in standard format to meet TVMWD requirements.

• Government Processing

- Submit complete documents consistent with City plan checking standards for review and comment by District Staff.

• Construction Management Services:

- Revise project development timeline for bidding and construction.
- Conduct pre-bid meetings and respond to Requests for Information (RFIs).
- Evaluate construction bids and make recommendations for award.
- Review and process construction submittals/shop drawings.
- Conduct site construction meetings and address construction-related issues.
- Review and respond to Change Orders (If any).

• Project Close-Out:

- Review as-built documents and coordinate close-out documentation.
- Ensure building and site changes are reflected in plan documents.

• Services to be Provided by Architect or Architect's Consultants:

- **Architectural Design:** Office and Boardroom Additions/ Modifications- Administration Building Only
- **Structural Engineering:** Structural assessments, analysis and recommendations for structural upgrades for all buildings
- **Mechanical/Electrical Engineering:** HVAC and Lighting Energy Efficiency Upgrades- All Buildings - Design replacement of rooftop equipment and ductwork modifications.
- **Interior Design Services:** Coordinate interior finishes and equipment selection.
- **Information Technology:** Design and coordinate IT system.
- **Roofing / Water intrusion:** Roof Replacements/ Structural Upgrades- All Buildings.



Understanding of Project and Project Approach

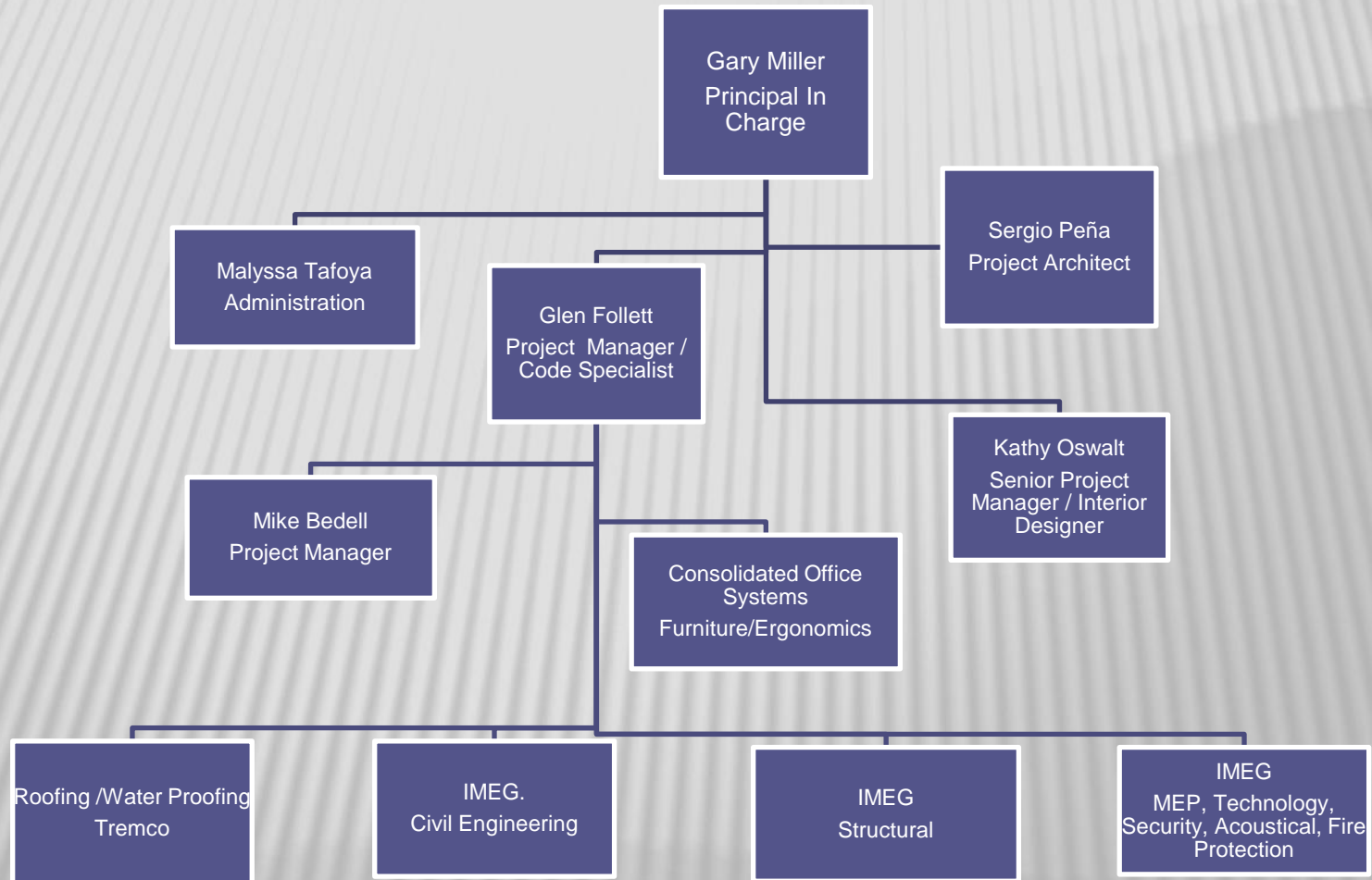
Logistics -

- The logistical issues with keeping mechanical systems operational while replacing equipment can be addressed as follows:
 - For HVAC systems, the existing supply fans can be replaced one at a time, reducing the capacity of the building temporarily. Alternatively, during construction, one system can be taken down at a time, while the other system provides air to the building.
 - Electrical service to the building can be maintained by expanding electrical rooms or placing electrical panels in each suite and separating loads.
 - For HVAC replacement MAC recommends a fan wall solution, which is easier to install, provides greater efficiency and redundancy, and allows for individual fan replacement without impacting the entire system. Replace the existing cooling system with a conventional air-cooled chiller for easier maintenance and availability of local contractor expertise
- Noise and dust can be controlled by limiting the most intrusive noise activities to evenings and weekends.
- **Dust can be controlled** using sealing systems with air filtration
- Because of the MAC team's extensive experience in renovation work interruption of existing management functions and staff already in the building will be minimized and manageable.



Please note that this is a summary of Miller Architecture's approach based on the information provided. Further discussions with the client would be necessary to finalize the design decisions and address specific project requirements.

ORGANIZATION CHART



Qualifications

FIRM HISTORY

- MILLER Architectural Corporation (**MAC**) (formerly GMID) has provided architectural services for Local Government agencies for the entire history of the firm. Agencies served include the City of San Bernardino for 25 years, County of San Bernardino for 35 years, County of Riverside for 25 years and multiple other local municipalities. We encourage you to seek input from County personnel familiar with our work and are confident you will receive favorable reports of our work.
- Since its inception in 1986 MAC has enjoyed consistent growth to reach its current staff level of 20 in our Redlands, CA office. Personnel consist of 5 architects, 6 project managers, 5 technicians, 1 interior designer and 3 administrative/clerical personnel. This medium size assures you personal attention of the owner, stability in the staffing of your project and excellent quality in the people assigned to your project. Many of our staff have been with us since the very early days of the company.
- MAC is a highly professional, well balanced organization with experienced personnel in the fields of Architecture, Land Planning, Interior Design, LEED qualifying buildings, Site and Building Evaluation, Master Planning and Construction Administration.
- Our reputation has been built by respecting your needs and priorities, and blending creative ability with practical skills.
- MAC does not have any outstanding or proposed commitments that will impact our ability to perform this agreement.

EXPERIENCE REQUIRED FOR ADMINISTRATIVE OFFICE & RENOVATIONS

- Each member of the team has considerable experience with multiple building type.
- The work our office has provided have involved new structures, additions, renovation and reuse. Over 75% of our firms work load year to year has been building evaluation, renovation and addition work. As a result of this extensive experience we have developed systematic methods to assure the project avoids pitfalls common in the design of new and renovation construction. This system includes:
 - Survey checklists to identify all building components affected by the project.
 - Thorough documentation of existing conditions prior to start of construction
 - Properly phasing the work to allow maximum building usage and minimizing the disruption to operations if building is to be occupied during construction
- Renovation projects typically require a variety of skills. In addition to traditional skills, in-house skills offered by our office include:
 - Site and building system evaluation
 - Initial budget estimating
 - ADA assessments
 - Roofing consulting
 - Interior Design
 - Movable systems furniture layout and specifications
 - Project Management

EXPERIENCE WITH CAPITAL IMPROVEMENT AND PUBLICLY BID PROJECTS

- MAC consistently has at least one and often many public projects on the boards.
- We have experience in designing buildings which house multiple uses or multiple departments.
- We are skilled at bringing different departments together in a spirit of cooperation
- We have been involved in all aspects of publicly funded work. This includes when there has been money available from other sources outside the District.
- We have tools that help departments and agencies arrive at a consensus of opinion



Qualifications

- Issues to which we are particularly sensitivity include:
 - Maintaining Budgets.
 - Limiting scope creep (end users asking for more than budget allows)
 - Maintain the authority of the Project Manager while serving the need of the client
 - Avoiding change orders
 - Controlling construction schedule and quality
- We have made it a policy to keep our practice diverse. Thus it is safe to say that it is unlikely that there is a building type that we have not designed. We are also familiar with every type of construction method to be encountered. A partial list of building types we have completed includes:
 - Office / Administration Buildings
 - Law Enforcement / Fire Essential Facilities
 - Additions / Renovations
 - ADA assessments and upgrades
- We offer a solid reputation for quality service, timely performance, within budget, and a minimum of change orders during construction.

PROJECT TEAM QUALIFICATIONS AND EXPERIENCE

- It is our policy to assign a design team to each project. The Key personnel assigned to the project are as indicated on the attached organization chart and will be available for the duration of the project and no person that is designated as “key” personnel shall be removed or replaced without the prior written concurrence of the Owner’s representative. The team follows the project from the beginning to the end. The benefits of such an arrangement are:
 - The client deals with the same individuals for all phases of the project
 - The client knows who is directly responsible for the progress of the project.
 - An uninterrupted flow of information is maintained, thus reducing the possibilities for lost and misinterpreted project data.
- When addressing the assessment and renovation of the existing facility these type projects require consultants who are willing to roll up their sleeves, crawl into the attic, take off electrical panel covers and evaluate the condition of existing air conditioning equipment. We have that consultant network in place and have a long history of working together on these type projects. These consultants understand our methods, enabling us to provide quick response for the completion of projects. With the expertise of our consultant team to evaluate the facility requirements and review and assist with the design the project will be assured of a well rounded project with all of the required elements to assure a complete and thorough set of construction documents.

ABILITY AND COMMITMENT TO SUCCESSFULLY COMPLETE A PROJECT WITHIN BUDGET, SCHEDULE AND SCOPE

- The MAC design team has a long history of completing projects within budget, schedule and scope
- Critical path schedules are required for our services for contractor’s work
- Our government projects have an enviable history of timely completion also
- We can perform cost estimates in house and have a reliable data base of construction costs especially for buildings of this size.
- Our office uses three different cost estimating methods depending on the nature of the project. In-house estimating, estimating services, (seldom any more reliable than our in-house estimates) and contractor and subcontractor input. These three sources enable us to catch oversights from any of the three methods.



Qualifications

DESIGN

We design facilities with the understanding that the end user is a partner in the overall design of the facility and the end result indicates how strong this partnership was throughout the process. We believe that these individuals should have a strong voice in the facility they will eventually occupy. Our experience in renovation and community facilities makes our team uniquely qualified for this project.

We haven't created our accomplishments alone. The process is a collaboration between all key people involved in the project, including staff, steering committees and representatives of public agencies having jurisdiction over the project. We feel our track record for successful projects is second to none.

CONSTRUCTION ADMINISTRATION

We understand the importance of effective collaboration among the team during the construction phase and have set up a series of checks and balances throughout the process that are critical to the project's success. Teamwork is crucial to minimize mistakes and to realize a successful project at occupancy.

SCHEDULES AND TIMELINES

Accurate and realistic project scheduling is vital to the success of any project. The first task is to identify the overall project timeline which establishes the projected date of final completion.

- During the conception of the project, we develop detailed scheduling in which milestone dates for completion of each specific task is identified. This is based on our past experience. These milestones are reviewed and agreed upon by all parties involved (contingencies usually occur).
- Pre-planning schedules are developed which identify project tasks and staffing needs, project hours and meeting dates within the design team.
- These pre-planning timelines are used to develop overall meeting dates for the planning, design and construction documents phase of the project for review with the Owner.
- Once the schedules are established, the required documentation is identified and correlated to the meeting dates and project milestones for conformance to overall scheduling goals.
- Upon completion, the critical path analysis can be identified which is utilized to modify or define the specific timeline.

The master schedule is the result which is kept current for the Owner as a part of the project status report. These techniques have kept our projects on time and delivered in time frames required. The design team is kept informed of what has been accomplished, where we stand now, what remains to be done. We utilize pre-approval reviews with governing agencies to streamline the approval process.

Scheduling formats for the contractor are compiled during construction based on scale and timeframe of the project.



Qualifications

Energy Conservation—Building Green

Whenever possible, we incorporate both passive and active energy savings in our designs. Some possibilities are:

1. Light Emitting Diode (L.E.D.) lighting systems.
2. Energy efficient electronic fluorescent lighting ballasts.
3. Central electronic time control system for daylight sensor for exterior lighting.
4. Daylight sensors for exterior lighting on a central electronic time control system.
5. Lighting system on motion sensors to automatically shut off lights in rooms not in use.

Maintenance Considerations

Factors include:

- Examine initial investment of materials vs. their life expectancy.
- Review energy efficient, low maintenance designs to minimize operational costs.
- Consider alternative finishes for building exteriors and wall areas.
- Utilizing over 50 years of combined facility design and construction experience to obtain practical and aesthetically pleasing environments.
- Accommodate for future expansion and changing needs.

MAC will work with the Owner to identify:

- Any materials the Owner uses as a standard in order to maintain costs of storage and replacement.
- Initial investment vs. lifetime of material (ie: flooring options and material finishes, etc).
- Surface materials and coatings to reduce effects of graffiti and environment.

Looking Toward the Future

MAC tries to consider how the client may someday want to expand or improve the project of today, and we strive to consider and accommodate any future changes or expansions.

MAC is committed to forward thinking in technology design. With every project we compel our clients to contemplate technological flexibility in order to answer future requirements for technological expansion. These preparations include:

- Allow space for additional terminal hubs and patch panels.
- Spare electrical capacity and panel space for expansion of computers and technology hardware.
- Conduits between buildings to allow for a Local Area Network with fiber-optic capabilities.
- Under floor ducts and outlet boxes in computer spaces for maximum flexibility.
- Provide, as a minimum, data conduit runs concealed in walls to space above suspended ceilings.

By implementing the above proposals, **today's designs can be conducive to tomorrow's technological demands.**



Miller Architectural Corporation Resumes

EDUCATION:

- Cal State Polytechnic
Bachelor of Architecture

PROFESSIONAL:

- Licensed Architect
State of California
License #C14635
- State of Utah
License #280768-0301
- State of Arizona
License #26672
- State of Wyoming
License #C-1695
- State of Idaho
License #AR-2527

PROFESSIONAL/ COMMUNITY MEMBERSHIP:

- American Institute of Architects
- Friends of Prospect Park
- Garner Holt Foundation
- Inland California Chapter American Institute of Architects
- Interfaith Forum on Religion, Art & Architecture
- National Council of Architectural Registration Boards
- Local Planning Commissioner
- National Trust for Historic Preservation
- Boy Scouts of America former district chairman, scout master and other positions

LEED EXPERIENCE

- Riverside County Library, LEED Silver Certified
- IVDA Corp. Headquarters, LEED Silver Certified



GARY MILLER President, CEO, Principal in Charge

Gary Miller, President and CEO of MILLER-AIP has over 40 years in the architectural arena. His high impact, cost effective designs have set MILLER-AIP apart from other architects. Strict adherence to client priorities and program requirements is a hallmark of Mr. Miller's approach. A "hands on" approach and lengthy experience has resulted in satisfied and repeat clients. He has final responsibility to assure the goals and quality standards are achieved.



Relevant Experience:

- **Southwest Gas Corp. Operation Center, Victorville, CA:** 55,000 SF Total Operation Center and Warehouse Facility and Masterplan including a 20,000 SF Administration Office Building, 20,000 SF Operations Center and 15,000 SF TI to the existing Administration.
 - Length of time - 26 months design to construction completion
 - Specific Duties - Principal in Charge, primary point of contact, design, oversight construction document preparation and construction administration.
- **San Bernardino Water Department, San Bernardino, CA:** Renovation of 16,000 SF office building and 10,000 operations building including masonry construction
 - Length of time - 18 months design to construction completion
 - Specific Duties - Principal in Charge, primary point of contact, design, oversight construction document preparation and construction administration.
- **IVDA Admin Headquarters SB International Airport San Bernardino, CA:** 38,000 SF one-story renovation including programming and space planning to existing CMU block building to provide council chamber, admin offices, general offices and meeting room facilities with LEED Silver certification.
 - Length of time - 18 months design to construction completion
 - Specific Duties - Principal in Charge, primary point of contact, design, oversight construction document preparation and construction administration.
- **Immigration & Naturalization Services, San Bernardino, CA:** 80,000 SF offices, detention areas, sally port, public waiting & info area. Programming, space planning and construction documents.
 - Length of time - 22 months design to construction completion
 - Specific Duties - Principal in Charge, primary point of contact, design, oversight construction document preparation and construction administration.
- **Joshua Tree Administration Building, Joshua Tree, CA:** 29,500 sf Administration building with future 10,000 sf expansion capabilities containing 5 county agencies with LEED silver certification.
 - Length of time - 22 months design to construction completion
 - Specific Duties - Principal in Charge, primary point of contact, design, oversight construction document preparation and construction administration.

Miller Architectural Corporation Resumes

EDUCATION:

- Cal State Polytechnic, Bachelor of Architecture

PROFESSIONAL:

- Licensed Architect
State of California
License #C34438

PROFESSIONAL MEMBERSHIP:

- American Institute of Architects
- California Counties Architects and Engineers Association

LEED EXPERIENCE

- Riverside County
LEED Platinum
LEED Silver
LEED Certified

Sergio Pena

Project Manager / Architect

Project Manager of MILLER-AIP has over 18 years in serving public institutions, is recognized as a leader in optimizing the delivery of projects with a specialization in the resolution of distressed projects.



Relevant Experience:

Southwest Juvenile Courthouse, Murrieta, CA: Built in 2017, the 14,831 SF new construction of two courtrooms, judge's chambers, and administrative office space.

- Length of time - 24 months design to construction completion
- Specific Duties - procuring design professionals and other services as needed to develop original building program, negotiated and administered all agreements throughout the design process, established project budget, developed and tracked performance schedule, managed the design process.

Repainting of Historic Courthouse , Riverside, CA: In collaboration with local historians and justices developed and implemented a repainting and exterior repair scheme consistent with its Beaux-Arts classical revival style.

- Length of time - 18 months design to construction completion
- Specific Duties - Led the development of specifications, bid package, procurement of construction contract and its administration, including developing safe and sustainable approach to the work when the original paints were found to contain lead.

Office of Public Defender and Probation Department Remodel, Riverside, CA:

Completed in 2018, this project consisted of a 8-story, 77,258 SF demolition of interiors, seismic retrofit, elevator upgrades, new tenant improvements and exterior envelope to comply with energy standards. Duties and responsibilities consisted of engaging with contractors when building construction had stilled, facilitate the resolution of outstanding issues, create and monitor a performance schedule.

- Length of time - 48 months design to construction completion
- Specific Duties - Engaging with contractors when building construction had stilled, facilitate the resolution of outstanding issues, motivate performance schedule.

Downtown Law Building, Riverside, CA: Acquisition of 10-story, 260,000 SF speculative commercial building converted for the District Attorney's Office, Office of County Counsel, and Probation Department during construction.

- Length of time - 30 months design to construction completion
- Specific Duties - Facilitating the design process to ensure the facility met the user department's needs while minimizing changes to portions of the building already built.

County Administrative Center Board Chambers Audio Visual System Upgrade, Riverside, CA: Installation of audio and lighting systems, sound reinforcement, AV camera control, green room and press feed systems, video distribution and display, streaming and television broadcast feed, voting systems, video tracking and archiving functions.

- Length of time - 18 months design to construction completion
- Specific Duties - As Deputy Director ensured the designer and contractor were cooperatively working together to overcome issues that could delay project completion.



Miller Architectural Corporation Resumes

**PROFESSIONAL/
COMMUNITY
MEMBERSHIP:**
International Code
Council

- American Institute of
Architects

- Southern California
Association of Forest-
ers and Fire Wardens

GLEN FOLLETT

Principal in Charge of Production / Quality Control

Glen Follett has over 40 years of Architectural and construction experience. As a long time member of the ICC Glen has become an expert in code interpretation. As director of production Mr. Follett has developed document standards and quality control protocols that have been adopted by other offices throughout the western United States.



Relevant Experience:

- **Joshua Tree Administration Building, Joshua Tree, CA:** 29,500 sf Administration building with future 10,000 sf expansion capabilities containing 5 county agencies with LEED silver certified.
 - Length of time - 22 months design to construction completion
 - Specific Duties - Project manager, code compliance / quality control review for design development and construction document preparation
- **Immigration and Naturalization Services, San Bernardino, CA:** Two story, 55,000 SF building with offices, detention areas, sally port and public information areas.
 - Length of time - 20 months design to construction completion
 - Specific Duties - Project manager, design development, code compliance / quality control review, oversaw construction document preparation and construction administration.
- **Social Security Administration Office of Hearing & Appeals, San Bernardino, CA:** Programming, space planning and construction documents for a 44,700 SF, 2 story office building consisting of administrative offices, Hearing & Appeals courtrooms and judges chambers.
 - Length of time - 20 months design to construction completion
 - Specific Duties - Project manager, design development, code compliance / quality control review, oversaw construction document preparation and construction administration.
- **San Bernardino Water Department, San Bernardino, CA:** Renovation of 16,000 SF office building and 10,000 operations building including masonry construction
 - Length of time - 18 months design to construction completion
 - Specific Duties - Project manager, design development, code compliance / quality control review, oversaw construction document preparation and construction administration.
- **Mt. West Financial Corporate Headquarters, Redlands, CA:** Two story 45,000 SF concrete tilt-up.
 - Length of time - 16 months design to construction completion
 - Specific Duties - Project manager, design development, code compliance / quality control review, oversaw construction document preparation and construction administration.



Miller Architectural Corporation Resumes

EDUCATION:

Cal State
San Bernardino,
Bachelor of Arts

KATHLEEN M. OSWALT
Senior Project Manager
Consultant Coordinator / Interior Design

Kathleen Oswalt brings 40 years in the field of architecture with experience in planning and agency coordination, project scheduling, client negotiation and interaction, team organization, construction document preparation, project management, bid phase and Construction administration.

**Relevant Experience:**

- **Norco City Hall/Sheriff Expansion, Norco, CA:** 28,000 SF of tenant Improvement, programming and space planning for office layout to include expansion of Sheriff Dept, front lobby and reception area, admin. offices, conference room, break room, locker rooms and ADA restrooms.
 - Length of time - 18 months design to construction completion (facility occupied during construction and work performed after hours).
 - Specific Duties - Project manager, facility assessment, programming, construction documents, interior design and construction administration.
- **San Bernardino Unified School District Administration, San Bernardino, CA:** Architectural analysis & survey of existing conditions for needs assessment and ADA compliance for an existing 2 story, 50,000 SF office building to house administrative functions for the Superintendent of Schools. Tenant Improvement, programming and space planning for office layout to include lobby, reception, admin. offices, training facility, registration center, conference rooms, breakrooms and ADA improvements and an exterior courtyard.
 - Length of time - 24 months design to construction completion (facility occupied during construction.)
 - Specific Duties - Project manager, facility assessment, programming, design development, construction document, interior design and construction administration.
- **County of SB Public Health Dept. CS, San Bernardino, CA:** 29,376 SF of tenant Improvement including programming and space planning for office layout to include lobby, reception, admin. offices, conference room, break room & ADA improvements.
 - Length of time - 16 months design to construction completion
 - Specific Duties - Project manager, facility assessment, programming, construction documents, interior design and construction administration.
- **Roy C. Hill Education Center Administration, San Bernardino, CA:** Architectural analysis & survey of existing conditions for needs assessment and ADA compliance for an existing 54,000 SF office building to house administrative function for the Superintendent of Schools. Tenant Improvement, programming and space planning for office layout included lobby, reception, admin. offices, training facility, main data center to serve all of SB County, print shop, production studio, conference rooms, breakrooms and ADA improvements.
 - Length of time - 24 months design to construction completion
 - Specific Duties - Project manager, facility assessment, programming, design development, construction documents, interior design and construction administration.



Miller Architectural Corporation Resumes

EDUCATION:

- California Polytechnic State University, Pomona, Bachelor of Architecture

OSHA CERTIFIED:

- 30 Hour Construction Safety & Health Training certification

LICENSED ARCHITECT:

- State of California C33471
- State of Arizona 37609

CERTIFICATIONS:

- Water Treatment Operator - Grade T2
- Water Distribution Operator - Grade D2

Michael BeDell Architect/Project Manager

Michael BeDell has over 35 years in the field of Architecture. Mr. BeDell has experience in planning and agency coordination, project scheduling, client negotiation and interaction, team organization, production and construction document

preparation, as well as project management, bid openings and construction administration. Mr. BeDell has D2 and T2 certification. Mr. BeDell has coordinated multiple Civil Works projects and utility installations. he has prepared submittals, close-outs, and is fully versed in the Division of the State Architect (DSA) submittal and approval process including over-the-counter procedures for modular construction, and electronic submittal and review.



RELEVANT EXPERIENCE:

- **San Bernardino County Fire Administrative offices:** 60,000 SF two story building renovation and tenant improvement. With sophisticated training rooms, offices and public counters.
 - Length of time - 20 months to date for design and start of construction but project is still under construction.
 - Specific Duties - Project manager, design development, construction document preparation and construction administration.
- **Church of Jesus Christ of Latter-Day Saints, San Juan Capistrano, California:** Project manager and construction manager for 16,000 SF meeting house.
 - Length of time - 24 months design to construction completion
 - Specific Duties - Project manager, design development, construction document preparation and construction administration.
- **ESRI Administrative Building M, Redlands, CA:** A three-story office building with open atrium space, executive offices, briefing center, laboratory & open office space.
 - Length of time - 18 months design to construction completion
 - Specific Duties - Project manager, design development, construction document preparation and construction administration.
- **ESRI Cafe, Redlands, CA:** Located centrally on the campus, the café is comprised of steel moment frame with glass walls that look out onto sycamore, eucalyptus, and jacaranda trees. The building is a 10,500-square-foot structure that seats up to 350 people. AIA Design award in 2005.
 - Length of time - 22 months design to construction completion
 - Specific Duties - Project manager, design development, construction document preparation and construction administration.
- **Ontario Head Start, Ontario, CA:** Installation of new elevator with new ADA restrooms and accessibility upgrades to existing facilities. DSA and County of San Bernardino.
 - Length of time - 22 months design to construction completion
 - Specific Duties - Project manager, design development, construction document



Josh Massey, LEED AP BD+C, CxA

PRINCIPAL-IN-CHARGE



Josh has more than 25 years of experience in mechanical engineering and project management. He has been responsible for the design and management of several projects, most of which as prime consultant to the project Owner. Project types include the municipal sector, including libraries, police stations, fire facilities and community centers; medical facilities; K-12 public schools; higher education facilities; and multifamily housing. His tasks include managing multiple discipline teams, designing working drawings, writing specifications, bid assistance, and construction management. His project experience also includes LEED/Commissioning, building automation systems, energy analysis and audits, central plant engineering and design, Title-24 compliance, regulatory agency approvals, and project cost estimates.

PROJECT HIGHLIGHTS

- City of Buena Park, CA, 18,000-sf New Fire Station No. 61
- City of Daly City, CA, Westlake Library HVAC Replacement
- City of Lawndale, CA, Lawndale, CA, Community Center HVAC Assessment
- City of Manhattan Beach, CA, 10,500-sf Manhattan Beach Fire Station No. 2
- City of Moorpark, CA, Moorpark, CA, 22,000-sf City Hall Tenant Improvement
- City of Moreno Valley, CA, 45,900-sf Public Safety Building HVAC System Replacement
- City of Santa Monica, CA, Fire Department Facility MEP Assessments
- City of Yucaipa, CA 22,500-sf New Police Station
- County of San Bernardino, Redlands, CA, Museum Humidification Assessment
- County of San Bernardino, CA, 2,500-sf District Attorney Emergency Operations Center Renovation
- Eastern Municipal Water District, Perris, CA, Fleet Services CNG Retrofit
- Los Angeles County - Department of Public Works, City of Industry, CA, 120,000-sf Treasurer and Tax Collector Warehouse Roof Repairs
- Rancho Cucamonga Fire Protection District, Rancho Cucamonga, CA, 16,274-sf New #172 Police/Fire Station - Commissioning Services
- Town of Mammoth CA, 4,500-sf New Police Station
- Town of Mammoth CA, 41,500-sf New Community Center Multi-Use Facility

Experience

25 Total, 11 with IMEG

Education

University of California Extension
Riverside, CA, Certificate in AutoCAD

Certifications

LEED AP BD+C, GBCI (25107)
Certified Commissioning Authority (1216-1488), ACG

Affiliations

ASHRAE
USGBC Inland Empire



Daphne Huang, PE, LEED AP

SENIOR MECHANICAL ENGINEER

Daphne brings over 21 years of mechanical engineering experience in the design of various commercial, educational, industrial and correctional infrastructure and facilities projects. Her responsibilities include the complete supervision of all aspects of the engineering and design of the heating, ventilating, and air conditioning (HVAC) systems from initial design to project completion, final shop drawings and project punch list. She provides development of contract documents, specifications, as well as client coordination and construction support. She is proficient in Trace 700 and EnergyPro softwares for load calculations and title 24 reports, BLCC for building life-cycle cost analysis, AutoCAD 2018, Microstation V8i, and Revit MEP 2018.

PROJECT HIGHLIGHTS

- City of Lawndale, CA, Lawndale, CA, Community Center HVAC Assessment
- City of Manhattan Beach, CA, 10,500-sf Manhattan Beach Fire Station No. 2
- City of Moreno Valley, Moreno Valley, CA, 45,900-sf Public Safety Building HVAC System Replacement
- City of San Jose, CA, Replacement of Two Water-cooled Chillers, Cooling Tower, Condenser Water Pumps, Chilled-water Pumps, Condenser Loop Piping, and Chilled-water Valves
- County of Riverside, Moreno Valley, CA, 2,900-sf Cois M Byrd Detention Center Remodel of 16 Spaces Including Offices, Medical Exam Rooms, and Interview Booths
- County of San Bernardino Project Management Division, San Bernardino, CA, 2,500-sf District Attorney Emergency Operations Center Renovation
- County of San Bernardino Project Management Division, Yucaipa, CA, Building Renovations
- Riverside County Law Library, Victor Miceli Law Library, Riverside, CA, HVAC and Power Upgrades
- San Bernardino County, San Bernardino, CA, 2,500-sf District Attorney Emergency Operations Center Renovation

Experience

21 Total, 6 with IMEG

Education

University of Southern California,
Los Angeles, MS Mechanical Engineering
Beijing Polytechnic University,
BS Mechanical Engineering

Registrations

Professional Mechanical Engineer
California (34080)

Certifications

LEED Accredited Professional

Affiliations

ASHRAE

Nestor Ignacio, PE

ELECTRICAL ENGINEER



Nestor has more than 33 years of electrical engineering experience for both new and existing municipal, education, corporate, and healthcare facilities. His responsibilities include construction cost estimating, specification writing, construction administration, bidding, and negotiation, and all aspects of electrical engineering and design. Nestor has designed lighting, power, fire alarm, security, radio, intrusion alarm, paging, AV, communication, voice, and data distribution systems including fiber optic backbones and Category 6 copper to workstations. He has been responsible for the design of a number of projects including but not limited to municipal facilities, college campuses, clinics/hospitals, infrastructure upgrades, and central plants.

PROJECT HIGHLIGHTS

- City of Apple Valley, CA, Police Department
- City of Carlsbad, CA, 45,501-sf New Police Station and Safety Training Center
- City of Daly City, CA, Daly City, CA, Westlake Library HVAC Replacement
- City of El Segundo, CA, 13,957-sf Fire Station No. 2, **LEED Gold**
- City of Fairfield, CA, 14,400-sf New Community Center
- City of Glendale, CA, Police Facility Mechanical Systems Analysis
- City of Manhattan Beach, CA, 10,500-sf Manhattan Beach Fire Station No. 2
- City of Moreno Valley, CA, 45,900-sf Public Safety Building HVAC System Upgrade
- City of Moreno Valley, CA, Generator Upgrade for Emergency Operations Center, Police Station and City Hall
- City of Ontario, CA, Police Department Headquarters Improvement
- City of Palm Springs, CA, Palm Springs Police Department Remodel
- City of Palm Springs, CA, Police Department Training Center Remodel
- City of Rancho Cucamonga, CA, New Fire Station #172
- City of Santa Ana, CA, Santa Ana, CA, New Dog Park Including 1,200-sf Nursery, Butler Building, Enclosed Dog Wash Area, and Reconstruction of Permanent and Relocatable Buildings, Centennial Park
- City of Yucaipa, CA 22,500-sf New Police Station
- County of Riverside, CA, 14,381-sf New Juvenile Courthouse Building, Southwest Justice Center
- Riverside County Law Library, Riverside, CA, Victor Miceli Law Library Foundation HVAC and Power Upgrade
- San Bernardino County, CA, New Generator at Central Detention Center
- San Bernardino County, Riverside, CA, 2,500-sf District Attorney Emergency Operations Center Renovation
- San Bernardino County, CA, Central Detention Facility MEP Systems Assessment
- San Mateo County Transit District (SamTrans), San Carlos, CA, Main Switch Gear Replacement (3000 Amp), South Base Bus Facility
- San Mateo County Transit District (SamTrans), South San Francisco, CA, North Base, Proterra Voltage Issues
-

Experience

33 Total, 25 with IMEG

Education

California State University, Long Beach
BS Electrical Engineering

Registrations

Professional Engineer
California (E16934)

Affiliations

Institute of Electrical and Electronics Engineers
National Society of Professional Engineers
California Society of Healthcare Engineers
ACE Mentor 1E Chapter Board Member

Craig Chamberlain, MS, PE, SE

STRUCTURAL ENGINEER



Craig leads IMEG's structural team located in Los Angeles. He is a registered professional civil and structural engineer with over 26 years of experience in the industry. Craig has a wide range of experience from hundreds of projects in residential, commercial, and industrial industries which also include expertise working with California DSA and HCAI-regulated projects. Craig is a member of the Structural Engineers Association of Southern California (SEAOSC) and currently serves on their Board of Directors as President. He has also been a steering committee member of SEAOSC's annual Building at Risk Summit, as well as a member of the Existing Building Committee and SEAOSC Convention committees.

PROJECT HIGHLIGHTS

- City of Agoura Hills, CA, 154,000-sf Recreation Center Remodel
- City of Anaheim, CA, Police Department Main Station - Perimeter Hardening
- City of Costa Mesa, CA, Pacific Amphitheater
- City of Lancaster, CA, 15,000-sf Retrofit Including Labs, Conference Rooms, Offices, Restrooms, and Circulation Area
- County of Los Angeles, CA, Florence-Firestone Library and Community Center Renovation (2nd Floor)
- Los Angeles County - Department of Public Works, Sylmar, CA, Olive View MC Temporary HVAC Installations
- Los Angeles Unified School District, Los Angeles, CA, Crescent Heights Early Education Center New Rooftop HVAC Units
- Los Angeles Unified School District, West Hollywood, CA, Laurel Early Education Center Roof Framing Support Strengthening for HVAC Units, Nature Explore Outdoor Classroom
- Korean American National Museum, Los Angeles, CA, 30,000-sf 7-Story Mixed-Use Development, including Cultural Museum, Auditorium, Movie Theater, Library, Cafe, and Apartments
- Madison County Transit, Granite City, IL, 25,000-sf New Administration Building
- Orange County Sheriff Department, Santa Ana, CA, Katella Range Upgrade
- San Bernardino County, Bloomington, CA, New 2-story Animal Shelter, Including Animal Housing/Kennels, Future Kennel, Intake Bldg, Morgue Bldg, Quarantine Bldg, Cat Bldg, Adoption Bldg, and Vet Bldg

Experience

26 Total, 16 with IMEG

Education

The University of Texas at Austin,
MS Structural Engineering
Santa Clara University, BS Civil Engineering

Registrations

Professional Engineer

California (C-58851), Arizona (60481),
Texas (PE 121447)

Structural Engineer

California (SE-4588)

Affiliations

SEAOSC - 2023-24 President
ACE Mentor Program
Post Tensioning Institute
Buildings At Risk Earthquake Loss
Reduction Summit 2011 & 2012 - Steering
Committee Member
DSA approved Plan Review Consultant for
Regions III & IV



John Thompson, PE, QSD/P

CIVIL ENGINEER

John is a highly accomplished civil engineer with an impressive career spanning over 22 years. His extensive background has been defined by a diverse range of projects, each contributing to his wealth of knowledge and experience. Throughout his career, he has played a pivotal role in designing and managing a wide variety of civil engineering projects. His extensive experience in diverse market sectors includes aviation, commercial, education, gaming and entertainment, government, healthcare, hospitality, housing, industrial, mixed use, sports and recreation, transportation, and domestic/ fire/wastewater. He is adept at delivering innovative solutions and exceeding project expectations, consistently contributing to the success of high-profile developments.

PROJECT HIGHLIGHTS

- City of Anaheim, CA, Final Water Quality Master Plan Check Services
- City of Anaheim, CA - Department of Public Works, Anaheim, CA, Plan Check and Grading Services, 515 W. Katella Avenue
- City of Diamond Bar, CA, Larkstone Drive, Widening and Resurfacing of Existing Street, Pavement Evaluation and Design, Geometric Analysis, Modification of Sanitary Sewer, Storm Drain, Hydraulic Analysis and Street Lights
- City of Diamond Bar, CA, Sycamore Canyon Trail System, Topographic Surveying, Site Design for Repair of Previous Slope Failures
- City of Fontana, CA, Foothill Boulevard and Oleander Avenue, Construction Survey and Staking Services Includes Traffic Signal Installation Raised Median, Sidewalk, Curb and Gutter Improvements on Foothill and Oleander to 600-ft East of Cypress Avenue
- City of Hesperia, CA, Hesperia, CA, On-Call Professional Services
- City of Long Beach, CA, Topographic Survey of Existing Sidewalks at Entry and Path of Travel to Existing Accessible Parking Stall
- City of Ontario, CA, Edison Bridge 72" Storm Drain Connection
- City of Ontario, CA, Ontario, CA, On-Call Professional Engineering Consulting
- City of Ontario, CA, Roadway Widening and Improvements
- City of Pasadena, CA, Pasadena, CA, Library Domestic Water, Sewer, Fire Alarm and Sprinkler Systems Upgrade
- City of Rialto, CA, Miro Way Street Improvement Plans Including Storm Drain, Street, Sewer, Domestic and Reclaimed Water Systems
- City of Thousand Oaks, CA, Thousand Oaks, CA, On-Call Professional Consulting Services
- County of Los Angeles, CA, Grand Avenue Parcel L Rooftop Feasibility Study
- County of Los Angeles, CA, Assessment of Steam Tunnel and Piping
- County of Los Angeles, CA, Walnut Park Pocket Stormwater Improvements, Walnut Park

Experience

22 Total, 7 with IMEG

Education

California State University Los Angeles,
BS, Civil Engineering

Registrations

Professional Engineer
Alabama (51459)
Arizona (57701)
California (C82557)
Nevada (028728)
Oregon (99149)
Washington (22001758)

Certifications

Certified Qualified SWPPP Developer and
Practitioner (QSD/P)

Affiliations

ASCE
APWA
ASCE San Bernardino/Riverside Past Board
Member

IMEG - Relevant Projects

IMEG | PROJECT PROFILE

CITY OF PASADENA DEPARTMENT OF WATER & POWER

PASADENA, CA



NEW OPERATIONS OFFICE AND WAREHOUSE

LEED Gold

IMEG provided MEP engineering and commissioning services for the City of Pasadena's Department of Water and Power new three-story operations office building and warehouse.

The project also included a 66-vehicle subterranean parking structure. Sustainable design for the buildings operating systems included:

- Custom air handling units
- Laboratory and general exhaust fans
- Variable Air Volume (VAV) terminal units
- Heating-hot water boiler system
- Building Automation System controls
- Domestic water heating with circulating pumps
- Interior and exterior lighting controls
- Emergency generator and automatic transfer switches

The project had a final energy performance savings of 20.8% better than California Energy Code (Title-24).

SIZE	70,000-sf New
COST	\$15 million
COMPLETION	2010
SERVICES	Mechanical, Electrical, Plumbing, Commissioning
AWARDS	Merit Award, AIA, Pasadena/Foothill Chapter 2010 Sustainable Innovation Award, USGBC, Los Angeles Chapter, 2011

IMEG - Relevant Projects

IMEG | PROJECT PROFILE

CITY OF SAN DIEGO LABORATORY BUILDING RENOVATION

SAN DIEGO, CA



ENVIRONMENTAL MONITORING AND TESTING SERVICES (EMTS) BUILDING

Pursuing LEED Gold and Electrification (Zero Fossil Fuel Use)

IMEG provided engineering services for renovation of the City's EMTS building. The building houses the Naval Branch Health Clinic Naval Training Center (NTC) clinical laboratory.

The City found that in it's current condition and configuration, the building would not meet California's Environmental Laboratory Accreditation Program (ELAP) standards due to outdated climate control and safety systems.

Components of the renovation project include:

- 2,000-sf new facility for ocean operations
- Strategic system upgrades and remodeling of lab spaces to increase functionality
- Correction of of recurring HVAC and mechanical system issues
- Seismic retrofitting for code compliance

A new photovoltaic system was installed over the site's existing carport. Design for the solar implementation creates renewable energy to the buildings and provide an additional opportunity in reducing carbon emissions.

SIZE	37,000-sf renovation
COST	\$30 million
COMPLETION	2024 (est.)
SERVICES	Mechanical, Electrical, Plumbing, Technology

IMEG - Relevant Projects

IMEG | PROJECT PROFILE

CITY OF ONTARIO MUNICIPAL SERVICES CENTER SHOP HEATERS

ONTARIO, CA



RENOVATION

IMEG prepared engineering and design services for the removal of the Ontario Municipal Services Center’s existing gas heaters and associated gas piping, resulting in seven new electric heaters in the fleet shop area.

On-site field verifications and measurements pertaining to structural members, electrical wiring, and other physical features necessary to document existing as-built conditions were completed. Power to the seven new electric heaters was provided, as well as single-line diagram and load calculations. A new step-up transformer and 480V/3-phase/3-wire panel was provided for the power to new heaters.

IMEG also provided construction administration to the project.



SIZE	650,000-SF
COST	\$51,780
COMPLETION	2015
SERVICES	MECHANICAL, ELECTRICAL, PLUMBING,STRUCTURAL, CIVIL

IMEG - Relevant Projects

IMEG | PROJECT HIGHLIGHTS

MUNICIPAL CALIFORNIA

Our firm has provided engineering services to municipalities throughout California for more than 68 years. This includes the design and construction of new and existing facilities, infrastructure/utility upgrades, and master planning. The following pages represent this vast experience.



LOS ANGELES COUNTY

CITY OF ALHAMBRA

- 20-ft Sewer Line Replacement

CITY OF ARCADIA

- 20,000-sf New Fire Station #105

CITY OF AZUSA

- New 60,000-sf 2-Story Library

CITY OF CLAREMONT

- San Jose Avenue, Claremont Avenue and Mills Boulevard Storm Drain Master Plan

CITY OF COMMERCE

- 15,000-sf Central Library Renovation

CITY OF DIAMOND BAR

- Topographic Surveying and Site Design for 6,800-Acre Park, Larkstone Park
- Topographic Surveying and Site Design To Repair Slope Failures for the Park's Trail System, Sycamore Canyon Improvement

CITY OF EL MONTE

- Exline and Washington Streets Improvements Including Site Utility Upgrades, Boundary and Topographic Surveying

CITY OF GLENDALE

- Mechanical System Analysis, Police Headquarters Facility

CITY OF HAWTHORNE

- 120,000-sf New 911 Communications Authority Building

CITY OF HUNTINGTON PARK

- Surf & Sand Hotel Development and Widening Project

CITY OF LONG BEACH

- 16,000-sf New Mark Twain Library and Renovations
- 16,000-sf New McArthur Park Library

CITY OF LOS ANGELES

- 30,000-sf New El Cariso Community Regional Park Community Center, Sylmar
- 12,500-sf New Robertson Recreation Community Center Addition, Los Angeles

Los Angeles Fire Department

- 40,000-sf New Fire Station #4, Los Angeles
- 40,000-sf New Fire Station #7, Los Angeles
- 15,400-sf New Pico/Union Fire Station #13, Los Angeles, LEED Certified

- 15,250-sf New Watts Fire Station #65, Los Angeles
- 12,000-sf Renovation of Fire Station #89, Los Angeles
- 10,000-sf New Fire Station #136, Palmdale
- 3,680-sf Renovation of Fire Station #85, Los Angeles
- Programming and Needs Assessment, 19 Stations

Los Angeles Police Department

- 500,000-sf New Headquarters Facility, LEED Gold
- 179,000-sf New Metropolitan Detention Center, LEED Silver
- 54,000-sf New Hollenbeck Police Station, LEED Gold
- 54,000-sf New Olympic Area Police Station, LEED Silver
- 34,000-sf New Operations Valley Bureau/Traffic Division Building and 70,000-sf Parking Structure

Parks and Recreation Department

- 109th Street Recreation Center, Topographic Survey
- Bob Hope Patriotic Hall Parking Structure Renovation
- Boyle Heights Sports Center Redevelopment, Topographic Survey
- Brand Park Plaza, Stamped Concrete Problem Investigation
- Del Rey Lagoon Park, Topographic Survey
- Los Angeles Zoo Eucalyptus Grove, Aerial Photography

IMEG - Relevant Projects

IMEG | PROJECT HIGHLIGHTS

MUNICIPAL CALIFORNIA

CITY OF MORENO VALLEY

- 4,300-sf New Emergency Operations Facility
- Addition and New Stand-by Emergency Generator, Sunnymead Ranch Fire Station #48
- City Hall HVAC Replacement
- Civic Center Master Planning and Preliminary Design
- Data Center HVAC Replacement

CITY OF PALM SPRINGS

- Chiller Replacement, Fire Department Facility
- Men and Women's Locker Room Remodel, Police Department Facility
- Police Department Renovation
- Police Department Training Center Remodel
- Remodel and Addition, Fire Station #4

CITY OF RIVERSIDE

- 31,800-sf New Fire Station #1
- 18,000-sf Remodel and Infrastructure Upgrades, Marcy Library
- 13,500-sf Addition and Remodel, Arlington Library
- 11,000-sf New Emergency Operations Center
- 7,200-sf (each) New Fire Stations #6, 13 and 14
- 3rd Street Fleet Services Parking Lot Improvements
- Magnolia Avenue Street Improvement and Landscape Beautification Project

CITY OF THOUSAND PALMS

- 5,485-sf New Community Library

CITY OF PALM DESERT

- City Hall, Council Chambers and Administrative Areas Renovation

COUNTY OF RIVERSIDE

Ben Clark Training Facility

- 14-acre New Ben Clark Training Center (Site Development)
- Building 3408 and 3408 Renovations
- Domestic Water System Upgrade
- Electrical Upgrades
- Shooting Range Infrastructure Upgrades
- Structural Evaluation for the Damaged Existing Slab on Grade
- *Riverside University Health System (formerly Riverside County Regional Medical Center)*
- Pre-Qualified OSHPD/Hospital Consulting Firm, EDA (Mechanical and Electrical Engineering, 2019-2021)
- On-Call Engineering Services, EDA (MEP, Structural 2018-2021)
- 39,855-sf New Allied Health and Education Building
- 2,500-sf GI Lab Remodel
- Additional Outlet Installations
- Cafeteria Display Refrigerator Installation
- Central Plant Upgrade
- Critical Area AHU Replacement, Design-Build Peer Review
- Data Center Renovation (Temporary)
- Domestic Hot Water Heat Exchangers Replacement
- Emergency Department Addition and Remodel
- Heat Exchanger Replacement

- HVAC and Power Upgrades, Victor Miceli Law Library Foundation
- Labor and Delivery Unit Expansion
- Medical Air Compressor Replacement
- MOB Remodel
- Pyxis Unit Installation

County Facilities

- 24,000-sf New Mead Valley Library
- 14,381-sf New Southwest Juvenile Courthouse Facility
- 36.5-Acre Park Renovation, Jurupa Sports Park
- 3rd Street Fleet Services Improvements
- ARC of Riverside County Corporate Office Tenant Improvement
- Cucamonga Creek Westside Storm Drain Improvement
- Limonite Avenue Improvements
- Magnolia Avenue Street Improvement/Landscape Beautification Project
- MEP Systems and Building-Wide Analysis, Little Lake Fire Station #26
- Press Enterprise Building Fire Alarm System Upgrade
- RCIT PE Building, Audio/Visual System Design and Power and Data Connections for Systems Furniture
- Riverside County Fire Station 26 Little Lake MEP and Structural Analysis
- Riverside County Regional Park and Open Space District, Park Headquarters Expansion - Crestmore
- Rubidoux Fleet Services Renovation
- Santa Ana Watershed Authority Project
- Smith Correctional Facility Mechanical Peer Review
- Smith Correctional Facility Clinic Commissioning
- Toro Peak Generator Shelter Relocation and Replacement
- Volunteers in Medicine
- Wildomar Library Addition

MISSION SPRINGS WATER DISTRICT

- 3,000-lf Hydraulic Analysis and Design

SAN BERNARDINO COUNTY

CITY OF APPLE VALLEY

- 19,414-sf New Apple Valley Library, Including Various Infrastructure Upgrades



Consolidated Office Systems—Furniture Resumes

Flexible, Functional and Classic Lines; Integrating Old with New

For the review and assessment of the existing furniture to meet the ergonomic and functional needs for the TVMWD, and assure that the systems used initially will continue to be functional throughout the remainder of the building due to the versatility and flexibility of these lines. Possible options to consider would be as indicated below:

Executive/Director Furniture

From Global Industries, we use the Kingston Veneer line with exquisite, detailed yet classic pieces with solid wood edge details conveying a refined elegance with timeless beauty. This line has an array of storage components, fixed and freestanding work surfaces that can be arranged to meet virtually any functional requirement.

Administrative Offices

From Trendway, we use the Intrinsic line with “Intrinsic Versatility” to create a welcoming place to work without breaking the budget. The collection offers classic appeal and a user-friendly approach to workplace design. Intrinsic provides a full array of models and sizes, provides flexibility to craft beautiful solutions for every space from front reception desk to private offices. This modular design makes it simple to create complete floor plans with one furniture platform – both polished and professional.

Work Stations

From Trendway, we use the Capture System. With a clean, refined frame and tile design, the Capture System embodies ease and performance for today’s work environments. Easy to install, design and reconfigure, Capture offers extensive solutions for a broad range of workstations with its many panel types and sizes.

Remaining Areas and Existing Furniture

The remaining areas will use a combination of both Trendway and Global products that can be integrated into virtually any environment.

All of these furnishings will also be brought together by the laminates, paint, fabrics and accent colors that both work well and complement each other.

Any furniture that may be reused, there are additional components needed, we can provide through our vast array of manufacturers. We would be happy to provide an assessment and prepare an inventory for those existing pieces and provide recommendations of options to meet your need and address any ergonomic requirements..



Consolidated Office Systems—Furniture Resumes**Mark Rocovitz – Owner**

Mark began his career in the construction business during college while working toward his degree. The construction business taught him early on about hard work and the experience provided him with valuable inside knowledge of space and design. He started Consolidated Office Systems in 1986 and gradually evolved into focusing on contract furniture sales now representing numerous manufacturers serving large and small businesses and municipalities, providing a total solution for his customer's needs. Marks's talents include his passion for his customers and the service that he provides. His talent for space planning, total project design and implementation is greatly appreciated by his clients. He is a magnanimous leader with the ability to bring teams together resulting in successful outcomes.

Project References**Marshall Ketchum University/ Ketchum Health**

- Multiple locations with a multitude of projects over 25 years
- Completed an 80,000 square foot bid project including space planning, value engineering and comprehensive furniture solutions

Maple Counseling Center

- Furnished a 3-story Mental Health facility, including space planning, project management/design and installation of all products



Tremco - Roofing Consultant Resumes

The Industry's One Group to Provide Systems and Services for All Six Sides of the Building Envelope

When we say Tremco Construction Products Group (CPG) companies provide envelope solutions for all six sides of the building, that means comprehensive product systems that make it faster to build or restore, simpler to maintain, and that extend the building's useable life.

Together, solutions from Tremco CPG companies empower your team to bring their vision to life, whether it's new construction, renovations or restoration – to improve weathertightness and energy efficiency, give a brand new look to an aging structure, or complete a historical preservation.



Tremco - Roofing Consultant Resumes

INTRODUCING TREMCO CONSTRUCTION PRODUCTS GROUP

The Power of One

Your source for new construction, renovation or restoration.
Commercial, residential or industrial. In-field or in-plant.

Tremco CPG brings together Tremco Incorporated’s Commercial Sealants & Waterproofing and Roofing & Building Maintenance operating divisions; Dryvit Systems, Inc.; Nudura Systems Inc; Willseal; Weatherproofing Technologies, Inc. and Weatherproofing Technologies Canada, Inc.

Structures with Tremco CPG systems are easier to build and maintain, virtually impervious to the elements, and can provide any look desired. Six-sided solutions from Tremco CPG companies deliver demonstrable performance at the lowest possible life-cycle cost, and stop leaks before they happen through ongoing maintenance programs. Building owners gain the peace of mind that comes with industry-leading system warranties – all from a single source platform.

Why One is More

Speed construction or restoration. Simplify installation. Extend the construction season. A single-source building envelope means more for everyone – more satisfied contractors, more comfortable occupants or tenants, and more efficient structures and cost-effective operation for owners.



Faster Construction Time

Lightweight, fast-curing and prefabricated products mean less occupant disruption, faster return to service, less revenue lost – and no call-backs.



Any Look You Want

A wide range of colors and finishes like brick, granite, metals, stucco and more provide maximum flexibility in your roof and façade aesthetic.



Stronger and More Resilient

Our systems are designed for maximum durability, many with service lives far surpassing that of competing systems.



Leak-Free Performance

Products provide maximum protection from air, moisture and thermal infiltration – and are performance tested in our one-of-a-kind Sustainable Building Solutions Test Facility.



Cost Effective for the Long Term

A broad range of products can fit any project budget – but our energy efficiency and maintenance solutions can also help you ensure cost-effective ownership and operation for the long term.



Better Insulated

Industry-leading brands provide solutions for more efficient building construction and operation, and exceed strict energy codes for insulation.



One Point of Contact

Our products and systems are backed by industry-leading warranties – all from a single point of contact. We can also help with everything from asset management to diagnostics to installer training.



Leading Edge Sustainability

Our building solutions help you meet green building standards like Net Zero, Living Building Challenge, Passive House and more.

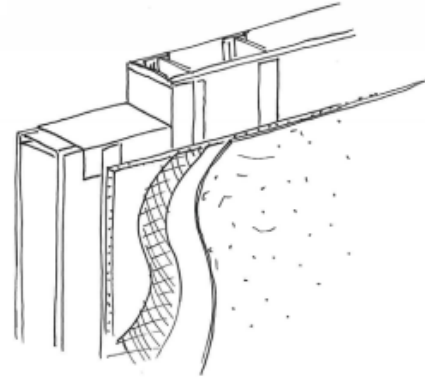
Tremco - Roofing Consultant Resumes

Comprehensive Building Envelopes, at the Margins

Beyond the more conspicuous building envelope elements – the glass, concrete, brick and steel – is where the true measure of your structure's performance lies. You have a roof. A foundation. A façade. Fenestration.

But do you have a comprehensive building envelope?

Solutions from Tremco CPG companies are designed to provide construction integrity at all these critical (but often marginalized) connection points: penetrations, corners, and transitions like roof-to-wall, window-to-wall, foundation-to-wall, and deck-to-wall.



You could say we're exceptional at the margins.

And the simple fact remains that these 'margins' are where the majority of air, water and vapor infiltration occurs. A continuous, compatible system can reduce building air infiltration by 60 to 100% – representing a potential gas savings of more than 40%, and electrical savings of more than 25%.¹

Our products are designed for maximum waterproofing, thermal, sound, and air-tightness, and systems are rigorously tested for performance and compatibility at our one-of-a-kind Sustainable Building Solutions Test Facility. This state-of-the-art facility in Cleveland allows for testing of air, moisture and thermal infiltration/exfiltration in building envelopes, pushing systems beyond ASTM standards to help avoid energy loss, structural deterioration and poor indoor air quality.

A True Partner, Invested in the Long-Term Performance of Your Properties

Never ones to simply sell product and wish you luck, the Tremco CPG companies have technical experts in every major market across the country – there expressly to help you with specification development, appropriate system selection, installation sequencing, appropriate tie-ins and more.

We're there to help ensure the long-term performance of your structure, assist with on-site testing, and even help train installers in the field.

Lean on our expertise for:

- Preventive Maintenance Plans
- Specialized Cleaning and Restoration Programs
- Asset Mapping and Management
- Functional Mock-Up Creation
- Diagnostics and Inspections
- General Contracting
- Industry Education
- Design Engineering Services
- Safety Products
- On-Site or In-Lab System Testing
- Hands-On Installer Training
- Product Procurement Programs

¹ The National Institute of Standards and Technology (2005) *Investigation of the Impact of Commercial Building Envelope Airtightness on HVAC Energy Use* (Report No. NISTIR 7238)

Relevant Projects

PROJECT NAME LOCATION	DESIGN SCOPE	COST
Rialto Public Works Administration Facility Rialto, CA	8,640 SF renovation of fire damage facility. Improvements included removal and replacement of fire damage trusses and reroof. Entire building provided with tenant Improvement, programming and space planning for office layout which include lobby, reception, admin. offices, conference room, break room and ADA restroom improvements. Exterior improvements to include ADA path of travel from public way to building entry and ADA accessible parking with path of travel to entrance. Building to be upgraded with Fire sprinkler system.	Bidding
San Bernardino Valley Municipal Water District Headquarters San Bernardino, CA	<ul style="list-style-type: none"> • 16,000 SF office building (masonry construction) • 10,000 SF operations building 	\$5,850,000
Southwest Gas Administration & Operations Center Victorville, CA	<ul style="list-style-type: none"> • 20,000 SF Administration Office Building • 20,000 SF Operations Center • 15,000 SF Tenant Improvement to Administration Building 	\$14,000,000
San Bernardino Municipal Water Department San Bernardino	<ul style="list-style-type: none"> • 7,550 SF Office Tenant Improvement • 1,375 SF Addition 	4,200,000
Riverside Highland Water District Corporate HQ Grand Terrace, CA	<ul style="list-style-type: none"> • 5,600 SF admin office building • 3,828 SF operations building • 2,852 SF vehicle storage building 	\$2,000,000
SB County Fire Administrative Headquarters San Bernardino, CA	• 60,000 SF two story building renovation and tenant improvement that included programming and space planning for front lobby and reception area with public counters admin. offices, conference room, break room, locker rooms and ADA restrooms with sophisticated training rooms.	\$15,504,000
IVDA Admin Headquarters San Bernardino International Airport San Bernardino, CA	• 28,000 SF one-story renovation (existing CMU block building) to provide council chamber, admin offices, and meeting room facilities LEED Silver	\$3,800,000
Redlands Public Safety - Evaluation, Analysis, & Preliminary Programming Redlands, CA	• Evaluation of an existing +100,000 SF retail facility to serve as the new public safety hall and police department, and programming exercises to determine the feasibility of fitting all departments and required auxiliary areas within the building	Evaluation Report & Programming
Social Security Administration Office of Hearing & Appeals San Bernardino, CA	• Programming, space planning and construction documents for a 44,700 SF, 2 story office building consisting of administrative offices, Hearing & Appeals courtrooms and judges chambers	\$4,025,000
Chino Hills City Yard Chino, CA	• 13,000 SF renovation for city yard administration and maintenance offices (4.6 acre master plan and design documents)	\$1,200,000
San Bernardino County Superintendent Schools Administration Offices San Bernardino, CA	• Architectural analysis and survey of existing conditions for needs assessment and ADA compliance for two existing office building to house administrative function for the Superintendent of Schools. Tenant Improvement, programming and space planning for office layout for two 50,000 SF buildings to include lobby, reception, admin. offices, training facility, conference rooms, breakroom and ADA improvements.	\$5,000,000
Norco City Hall /Sheriff Expansion Norco, CA	• 28.000 SF of tenant Improvement, programming and space planning for office layout to include expansion of Sheriff Dept, front lobby and reception area, admin. offices, conference room, break room, locker rooms and ADA restrooms	\$915,000

Sample Projects

San Bernardino Valley
Municipal Water District

Description

16,000 SF, administrative building with an estimated construction cost of \$4,000,000.

10,000 Square foot, masonry, operations building with a construction cost of \$1,300,000.

Consultants

Civil:

Lockwood Engineering

Structural:

Johnson Nielson Associates

Mechanical:

Tsuchiyama Kaino Sun & Carter

Electrical:

FBA Engineering

Landscape:

Aspen Resources



Sample Projects

**East Valley Water District
Corporate Headquarters**

Description

This LEED Silver Certified project consists of a 25,000 SF steel frame office building, an 8,000 SF steel frame operations building, a 5,000 SF masonry vehicle maintenance building, and an 8,000 SF pre-engineered metal warehouse building LEED Silver Certified. With an est. construction cost over \$20,000,000

Consultants

Civil:

Joseph E. Bonadiman
& Assoc.

Structural:

Knapp & Assoc.

Mechanical:

Tsuchiyama Kaino Sun &
Carter

Electrical:

FBA Engineering

Landscape:

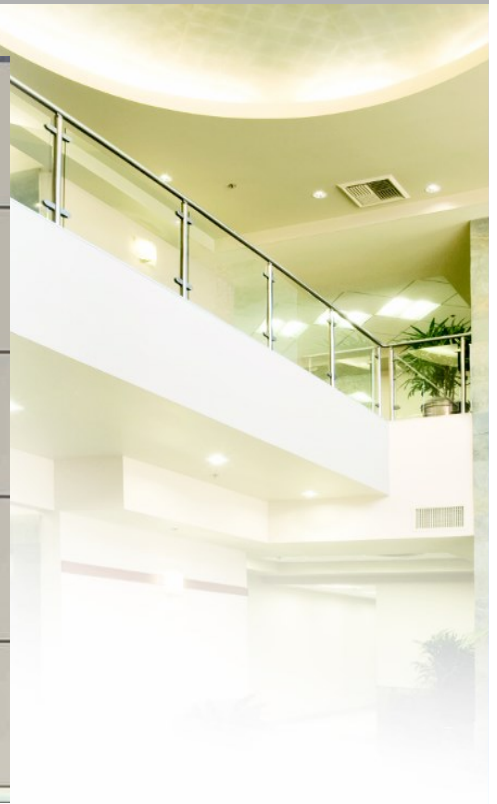
STB Landscape Architect

Security:

Ingersol Rand

Leed:

CTG Entergetics Inc.



Sample Projects

San Bernardino Municipal Water Department

Description

1,375 SF Addition and 7,550 SF renovation for Administrative Office and Billing Center building with an estimated construction cost of \$4,200,000.

Consultants

Civil:

Ludwig Engineering

Structural:

Knapp & Assoc.

Mechanical, Electrical, Plumbing:

Design West

Landscape:

Community Works



Sample Projects

Inland Valley Development Agency, Building No. 48

Description

28,000 SF renovation of existing single-story CMU block building to provide council chamber, administrative offices, general offices and meeting room facilities. LEED Gold

Construction Cost:

\$4,000,000.00

Consultants

Structural:

Knapp and Associates

Mechanical, Electrical, Plumbing:

Design West

Landscape:

STB Landscape



Sample Projects

Inland Valley Development
Agency, Building No. 48

... Continued
Interior



Sample Projects

Northwest Mosquito Vector Control District Office Building

Description

6,715 S.F. addition and tenant improvements to the administrative office building and locker rooms.

Construction Cost:

\$2,454,929

Contract Type:

Fixed Fee

Consultants

Civil:

-Goodman & Associates

Structural:

-Namdar Structural Engineering

Mechanical & Plumbing:

-MRC Engineering

Electrical:

-MRC Engineering

Landscape Architect:

-STB Landscaping Architect



References

Company Name Company Address	Contact and Title	Contact Information	Description of Services Provided and for what entity
Name: Roberts & Company Address: 245 Terracina Blvd, Ste 205 Redlands, CA 92373	Contact Name: Jon Roberts Title: Property & Asset Manager	Phone: (951) 380-2180 Email: jonmroberts@mac.com	Multiple medical tenant improvement projects for Redlands Community Hospital, EPIC Management and Beaver Medical.
Name: Southwest Gas Address: 8360 S. Durango Drive Las Vegas, CA	Contact Name: Shahid Azmat Title: Manager / Facilities Construction Projects	Phone: (702) 364-3754 Email: Shahid.azmat@swgas.com	Numerous assessments, programming / space planning and renovations for Southwest Gas including major tenant improvements for main Headquarters in Victorville..
Name: County of San Bernardino Project & Facilities Management Department Address: 385 N. Arrowhead Ave., 3 rd Floor San Bernardino, CA 92415	Contact Name: Kenneth Hylin Title: Project Manager	Phone: (909)708-6463 Email: Keneth.hylin@res.sbcounty.gov	15 year working relationship. Projects have included numerous essential facilities such as law enforcement and fire station facilities. This includes Sheriff's Emergency Vehicle Training Facility and specialty buildings such as the \$36M County Animal Care Facility.
Name: Inland Valley Development Agency San Bernardino International Airport Address: San Bernardino International Airport	Contact Name: Mike Burrows Title: Director of Construction	Phone: (909) 382-4100 Email: mburrows@sbdairport.com	Numerous Renovations for SB Inland Valley Development including major tenant improvements for IVDA Headquarters, tenant Improvements, programming, & space planning to existing facilities.
Name: City of Loma Linda Address: 25541 Barton Road Loma Linda, CA 92354	Contact Name: Jarb Thaipejr Title: City Manager	Phone: (909) 799-2811 Email: jthaipejr@lomalinda-ca.gov	Numerous assessments, programming / space planning and renovations for City of Loma Linda including the Emergency Operations Center Expansion and the Fire Station remodel.
Name: ICO Real Estate Group, Inc Address: 4221 Wilshire Blvd, Ste 380 Los Angeles, CA 90010	Contact Name: Jian Torkan Title: President	Phone: (323) 932-7777 Email: jtorkan@icoreg.com	Numerous renovations/new facilities. Including 60,000 SF TI for SB Co. Fire Department Administrative offices including major tenant improvement, programming, & space planning to