

**AGENDA
IRVINE RANCH WATER DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING**

November 11, 2024

CALL TO ORDER 5:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL Directors LaMar, McLaughlin, Swan, Withers, and President Reinhart

PUBLIC COMMENT NOTICE

This meeting will be held in-person at the District's headquarters located at 15600 Sand Canyon Avenue, Irvine, California. The meeting will also be broadcasted via Webex for those wanting to observe the meeting virtually.

To observe this meeting virtually, please join online using the link and information below:

Via Web: <https://irwd.webex.com/irwd/j.php?MTID=m5fc1735966012302d7dea60f165bb31d>

Meeting Number (Access Code): 2480 241 8846

Meeting Password: ZZcJxPua632

PLEASE NOTE: Webex observers of the meeting will be placed into the Webex lobby when the Board enters closed session. Participants who remain in the "lobby" will automatically be returned to the open session of the Board once the closed session has concluded. Observers joining the meeting while the Board is in closed session will receive a notice that the meeting has been locked. They will be able to observe the meeting once the closed session has concluded.

Public comments are limited to three minutes per speaker on each subject. If you wish to address the Board of Directors on any item, you may attend the meeting in person and submit a "speaker slip" to the Secretary. Forms are provided outside of IRWD's Board Room. If attending via Webex, please submit your request to speak, or your comment, via the "chat" feature and your remarks will be read into the record at the meeting. You may also submit a public comment in advance of the meeting by emailing comments@irwd.com before 12:00 p.m. on Monday, November 11, 2024.

COMMUNICATIONS TO THE BOARD

1. Written:
2. Oral:
3. ITEMS RECEIVED TOO LATE TO BE AGENDIZED

Recommendation: Determine the need to discuss and /or take immediate action on item(s).

PRESENTATIONS

4. DUDLEY RIDGE WATER DISTRICT PROGRAMS AND REPRESENTATION

Recommendation: Receive and file.

CONSENT CALENDAR, Items 5 through 8

5. BOARD MEETING MINUTES

Recommendation: That the minutes of the October 28, 2024 Regular Board meeting be approved as presented.

6. REVISIONS TO DISTRICT GUIDELINES FOR ACCESS TO PUBLIC RECORDS

Recommendation: That the Board adopt a resolution rescinding Resolution No. 2014-44 and adopting a revised Guidelines for Access to Public Records.

Reso No. 2024 -14

7. ENTERPRISE IT MAINTENANCE AND BUDGET INCREASE

Recommendation: That the Board authorize the General Manager to execute the Microsoft Enterprise Agreement for a three-year period effective December 1, 2024 through November 30, 2027 in the amount of \$386,642.56 annually, or \$1,159,927.68 over the three-year term and that the Board authorize the General Manager to execute a contract with Sirius Computer Solutions, LLC in the amount of \$796,950 for the enterprise server upgrade project, and increase the Fiscal Year 2024-25 Capital Budget by \$250,000, to a total project budget of \$900,000.

8. SILVERADO CANYON BRIDGE 177 DOMESTIC WATER RELOCATION BUDGET INCREASE AND CONSTRUCTION AWARD

Recommendation: That the Board authorize a budget increase for Project 11589 in the amount of \$635,100, from \$564,900 to \$1,200,000, and authorize the General Manager to execute a construction contract with Ferreira Construction Co., Inc. in the amount of \$690,960 for the Silverado Canyon Bridge 177 Domestic Water Relocation, Project 11589.

ACTION CALENDAR

9. REVIEW OF 2024 ADVOCACY ACTIVITIES AND 2025 LEGISLATIVE AND REGULATORY ISSUES PLANNING

Recommendation: That the Board provide input on the proposed 2025 regional, state, and federal legislative issues of interest to IRWD, and receive and file the proposed "Initial 2025 Legislative and Regulatory Resource Allocation Plan" and the "Legislative / Regulatory Issues and Activities of High Concern to IRWD in 2025."

10. CONSULTANT SELECTION FOR CLIMATE ADAPTATION AND ENERGY MANAGEMENT PLAN

Recommendation: That the Board authorize the General Manager to execute a Professional Services Agreement with Rincon Consulting, Inc. in the amount of \$449,315 for the preparation of the District's Climate Adaptation and Energy Management Plan; and authorize an increase to the Fiscal Year 2024-25 Capital Budget for Project 11800 in the amount of \$576,747.

OTHER BUSINESS

Pursuant to Government Code Section 54954.2, members of the Board of Directors or staff may ask questions for clarification, make brief announcements, and make brief reports on his/her own activities. The Board or a Board member may provide a reference to staff or other resources for information, request staff to report back at a subsequent meeting concerning any matter, or direct staff to place a matter of business on a future agenda. Such matters may be brought up under the General Manager's Report or Directors' Comments. Pursuant to AB 1234 and Government Code Section 53232.3(d), a written draft report of the meetings that any Board member attended on behalf of IRWD since the last Board Meeting will be available at the table near the Board Room entrance, and will be amended verbally, if necessary, during Directors' Comments.

11. General Manager's Report
12. Receive oral update(s) from District liaison(s) regarding communities within IRWD's service area and interests.
13. Directors' Comments and Meeting Reports

OTHER BUSINESS (Continued)

14. Closed Session

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE pursuant to Government Code Section 54957

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION and CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code Sections 54957(b) and 54957.6, respectively:

Agency Designated Representative: President Reinhart

Position Title / Unrepresented Employee: General Manager

15. Open Session

16. Adjournment

Availability of agenda materials: Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the above-named Board in connection with a matter subject to discussion or consideration at an open meeting of the Board are available for public inspection in the District's office, 15600 Sand Canyon Avenue, Irvine, California ("District Office"). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available from the District Secretary of the District Office at the same time as they are distributed to Board Members, except that if such writings are distributed one hour prior to, or during, the meeting, they will be available electronically via the Webex meeting noted. Upon request, the District will provide for written agenda materials in appropriate alternative formats, and reasonable disability-related modification or accommodation to enable individuals with disabilities to participate in and provide comments at public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, or alternative format requested at least two days before the meeting. Requests should be emailed to comments@irwd.com. Requests made by mail must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

November 11, 2024
Prepared and
submitted by: K. Swan
Approved by: Paul A. Cook *P.A.C.*

CONSENT CALENDAR

BOARD MEETING MINUTES

SUMMARY:

Provided are the minutes of the October 28, 2024 Regular Board meeting for approval.

FISCAL IMPACTS:

None.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

Not applicable.

RECOMMENDATION:

THAT THE MINUTES OF THE OCTOBER 28, 2024 REGULAR BOARD MEETING BE APPROVED AS PRESENTED.

LIST OF EXHIBITS:

Exhibit "A" – October 28, 2024 Minutes

Note: This page is intentionally left blank.

Exhibit "A"

MINUTES OF REGULAR MEETING – OCTOBER 28, 2024

The regular meeting of the Board of Directors of the Irvine Ranch Water District (IRWD) was called to order by President Reinhart at 5:03 p.m. on October 28, 2024 at the District offices, 15600 Sand Canyon Avenue, Irvine.

President Reinhart acknowledged that Director McLaughlin was participating in the meeting remotely via teleconference and asked her to state the basis for remote participation.

Director McLaughlin stated that she required remote participation due to an illness that qualifies as a "just cause" exception to the standard Brown Act rules. (Section 54953(f)(2)(A)(i).)

Directors Present: McLaughlin (via teleconference), Withers, Swan, LaMar, and President Reinhart.

Directors Absent: None.

Oral and Written Communications: None.

Items too late to be agendaized: None.

Also Present: General Manager Cook, Executive Director of Technical Services Burton, Executive Director of Operations Chambers, Executive Director of Finance Adly, Executive Director of Water Policy Weghorst, Director of Human Resources Mitcham, Director of Recycling Operations Zepeda, Director of Water Resources Sanchez, Director of Information Technology Kaneshiro, Director of Strategic Communications and Advocacy/Deputy General Counsel Compton, Construction Services Manager Crowe, General Counsel Collins, Secretary Swan, members of the staff, and public.

PRESENTATIONS – PROCLAMATION

A Proclamation was presented to Mr. Dave Crowe for 32 years of service as an IRWD employee.

CONSENT CALENDAR

On MOTION by LaMar, seconded by Withers and unanimously carried on a roll call vote (5-0, Withers, Swan, Reinhart, McLaughlin, and LaMar voting aye), CONSENT CALENDAR ITEMS 5 THROUGH 15 WERE APPROVED AS FOLLOWS:

5. BOARD MEETING MINUTES

Recommendation: That the minutes of the September 23, 2024 Regular Board meeting be approved as presented.

CONSENT CALENDAR (CONTINUED)

6. ADOPTION OF REVISED IRWD SCHEDULE OF POSITIONS AND SALARY RATE RANGES

Recommendation: That the Board adopt a resolution superseding Resolution No. 2024-8 and adopting a revised Schedule of Positions and Salary Rate Ranges for the General Unit, Non-Exempt Supervisors, Confidential, and Exempt Employees.

RESOLUTION NO. 2024 – 12

RESOLUTION OF THE BOARD OF DIRECTORS OF THE IRVINE RANCH WATER DISTRICT SUPERSEDING RESOLUTION NO. 2024-8 AND ADOPTING A REVISED SCHEDULE OF POSITIONS AND SALARY RATE RANGES FOR THE GENERAL UNIT, NON-EXEMPT SUPERVISOR UNIT, AND FOR MANAGERS, EXEMPT SUPERVISORS, CONFIDENTIAL AND EXEMPT EMPLOYEES

7. RATIFY RESTORATION PAYMENT TO SERVICE MASTER RESTORE

Recommendation: That the Board ratify the retainment of Services Master Restore for restoration work and authorize that a payment be made to the company for \$549,092.59.

8. SEPTEMBER 2024 TREASURY REPORT

Recommendation: That the Board receive and file the Treasurer’s Investment Summary Report, the Summary of Fixed and Variable Rate Debt, and the Disclosure Report of Reimbursements to Board members and staff, approve the September 2024 Summary of Payroll ACH payments in the total amount of \$2,586,806, and approve the September 2024 accounts payable disbursement summary of warrants 444858 through 445363, Workers’ Compensation distributions, ACH payments, virtual card payments, wire transfers, payroll withholding distributions, and voided checks in the total amount of \$18,863,543.

9. FISCAL YEAR 2024-25 IRWD GUIDING PRINCIPLES SCORECARD

Recommendation: Receive and file.

10. REVISIONS TO IRWD’S CONFLICT OF INTEREST CODE

Recommendation: That the Board adopt a resolution rescinding Resolution 2022-16 and adopting a revised Conflict of Interest Code.

RESOLUTION NO. 2024 – 13

RESOLUTION OF THE BOARD OF DIRECTORS OF IRVINE RANCH WATER DISTRICT RESCINDING RESOLUTION NO. 2022-16 AND ADOPTING A REVISED CONFLICT OF INTEREST CODE FOR THE DISTRICT

CONSENT CALENDAR (CONTINUED)

11. 2025-2026 LOBBYING AND ADVOCACY SERVICES

Recommendation: That the Board authorize the General Manager to execute a Professional Services Agreement with Kadash & Associates for federal advocacy services for the period of January 1, 2025, through December 31, 2026, at a rate of \$11,092 per month in 2025 and \$11,369 per month in 2026 plus reasonable reimbursement of direct expenses for a total contract amount not to exceed \$278,250, and with Resolute for State legislative lobbying and advocacy services for the period of January 1, 2025, through December 31, 2026, at a rate of up to \$13,500 per month plus reasonable reimbursement of direct expenses for a total contract amount not to exceed \$334,000.

12. WEBSITE REDESIGN CONSULTANT SELECTION

Recommendation: That the Board authorize the General Manager to execute a Professional Services Agreement with Idea Hall for website redesign consulting services for an amount not to exceed \$248,175.

13. ACWA 2024 MEMBERSHIP MEETING

Recommendation: That the Board designate Vice President Steve LaMar as IRWD's voting delegate and Paul Cook, IRWD's General Manager, as his alternate, for the December 4 Association of California Water Agencies membership meeting; authorize the General Manager to sign and submit the "Voter Designation & Information Form" to Association of California Water Agencies designating Vice President Steve LaMar and Paul Cook as its initial authorized voting representatives for the District; and support the proposed bylaw amendments.

14. DOMESTIC WATER METER VAULT REPLACEMENT ON EAST PELTASON DRIVE CONSTRUCTION AWARD

Recommendation: That the Board authorize the General Manager to execute a construction contract with GCI Construction, Inc. in the amount of \$346,500 for the Domestic Water Vault Replacement on East Peltason Drive, Project 11850.

15. LAKE FOREST ZONE B TO C RECYCLED WATER PUMP STATION PROJECT FINAL ACCEPTANCE

Recommendation: That the Board accept construction of the Lake Forest Zone B to C Recycled Water Pump Station, authorize the General Manager to file a Notice of Completion, and authorize payment of the retention of 35 days after the date of recording the Notice of Completion for Project 11168.

ACTION CALENDAR

16. AMENDMENT NO. 2 TO THE SHORT-TERM WATER EXCHANGE PROGRAM WITH CENTRAL COAST WATER AUTHORITY

Director of Water Resources Sanchez briefed the Board on the District's unbalanced short-term exchange programs with Carpinteria Valley Water District through the Central Coast Water Authority dating back to 2008. The exchanges of water associated with the programs were completed and have been deemed successful. In anticipation of possible spills from the San Luis Reservoir in 2024, Central Coast Water Authority requested an amendment to the 2019 Short-Term Water Exchange Program agreement as outlined in Exhibit "A".

Director Swan stated that the Short-Term Water Exchange Program with Central Coast Water Authority was reviewed by the Supply Reliability Programs Committee, and the Committee supports the staff recommendation for Amendment No. 2 to the program based on the draft terms presented.

On MOTION by Swan, seconded by Reinhart, and carried unanimously carried on a roll call vote (5-0, Withers, Swan, Reinhart, McLaughlin, and LaMar voting aye), THE BOARD AUTHORIZED THE GENERAL MANAGER TO EXECUTE AN AMENDMENT NO. 2 TO THE 2019 SHORT-TERM WATER EXCHANGE PROGRAM WITH CENTRAL COAST WATER AUTHORITY BASED ON THE DRAFT TERMS PRESENTED AT THE MEETING, SUBJECT TO SUBSTANTIVE CHANGES APPROVED BY THE SUPPLY RELIABILITY PROGRAMS COMMITTEE AND SPECIAL LEGAL COUNSEL.

OTHER BUSINESS

17. General Manager's Report

General Manager Cook thanked Executive Directors Chambers and Weghorst for filling in for him while he was away on vacation for the past two weeks.

18. Receive oral update(s) from District liaison(s) regarding communities within IRWD's service area and interests.

Mr. Newell was unable to attend in person, but reported via General Manager Cook that the canyons are doing well, and thanked Director Withers for participating in the Canyons' Wildfire meeting and for providing great information regarding IRWD.

19. Directors' Comments and Meeting Reports

Director McLaughlin reported on her attendance at the Orange County Coastkeeper's Toast the Coast.

Director Withers reported on his attendance at the Orange County Coastkeeper's Toast the Coast; the 16th Annual OC Water Summit in Costa Mesa; the ISDOC Executive Committee meeting; the monthly WACO meeting; the OCWA Monthly Industry Insight meeting featuring IRWD Safety in Dams; the Canyons Community Meeting for Wildfire Awareness; the Water UCI Webinar: Antifouling Nanobubbles for Water Purification and Desalination; and the State of OC SAN in Fountain Valley.

Director Swan reported on his attendance at the Orange County Coastkeeper's Toast the Coast; the 16th Annual OC Water Summit in Costa Mesa; the Southern California Water Dialogue

OTHER BUSINESS (CONTINUED)

Steering Committee meeting; the MWDOC Workshop Board meeting with the MWD Directors; the WACO monthly meeting; the MWDOC Administration / Finance Issues Committee meeting; the MWDOC Planning and Operations Committee Meeting; the WACO Planning Committee meeting; the MWDOC Board meeting; the OCWA Monthly Industry Insight meeting featuring IRWD Safety in Dams; the Quarterly MWDOC / OCWD Joint Planning Committee meeting; the Southern California Water Dialogue Meeting Webinar: Taming Catastrophic Wildfires; and the State of OC SAN.

Director LaMar reported on his participation in the South Orange County Agencies' Group MWDOC/OCWD Joint Meeting; the Orange County Coastkeeper's Toast the Coast; the 16th Annual OC Water Summit in Costa Mesa; the MWDOC Workshop Board meeting with the MWD Directors; the WACO monthly meeting; the CCEEB Water Quality Task Force Meeting; the ACWA Region 10 Event in Placentia; the CCEEB WCW Project Fall Planning Prep meeting; the OCWA Monthly Industry Insight meeting featuring IRWD Safety in Dams; and the IRWD H2O Show & Tell in the Sand Canyon parking lot.

Director Reinhart reported on his participation in the South Orange County Agencies' Group MWDOC/OCWD Joint Meeting; the Orange County Coastkeeper's Toast the Coast; the 16th Annual OC Water Summit in Costa Mesa; the MWDOC Workshop Board meeting with the MWD Directors; the OCWD Board meeting; the OCWD Communications & Legislative Liaison Committee meeting; the WACO monthly meeting; the MWDOC Administration / Finance Issues Committee meeting; the OCWD Water Issues Committee meeting; the OCWD Administrative / Finance Issues Committee meeting; the MWDOC Planning and Operations Committee Meeting; the MWDOC Board meeting; and the OCWD Board meeting.

20. CLOSED SESSION

President Reinhart convened the meeting into Closed Session at 5:20 p.m. with General Legal Counsel Collins announcing the following:

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code Section 54956.9(d)(1): *IRWD v. OCWD, et al.*, Case No. 30-2016-00858584-CU-WM-CJC.
- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code Section 54956.9(d)(1): *BKK Working Group, et al. v. 1700 Santa Fe LTD, et al.*, Central District of California Case No. 2:18-cv-05810-MWF-PLA
- C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Pursuant to Government Code Section 54956.8:
Property: Storage Rights and other Real Property at Santiago Reservoir (Irvine Lake), adjacent to 4621 Santiago Canyon Road, Silverado Canyon, CA 92676.
Agency negotiator: Paul Cook, IRWD General Manager
Negotiating parties: Serrano Water District General Manager
Under negotiation: Price and Terms of Payment

OTHER BUSINESS (CONTINUED)

21. OPEN SESSION

Following the Closed Session, the meeting was reconvened in Open Session with Directors Withers, Swan, Reinhart, McLaughlin (via teleconference), and LaMar present. General Counsel Collins announced that the Board directed Legal Counsel to pursue appropriate relief following the appeal for item A, and that there was no action to report on items B and C.

22. ADJOURNMENT

There being no further business, President Reinhart adjourned the meeting at 6:12 p.m.

APPROVED and SIGNED this 11th day of November 2024.

President, IRVINE RANCH WATER DISTRICT

Assistant Secretary,
IRVINE RANCH WATER DISTRICT

APPROVED AS TO FORM:

Claire Hervey Collins, General Counsel
Hanson Bridgett LLP

November 11, 2024
Prepared by: K. Swan
Submitted by: C. Compton
Approved by: Paul A. Cook *P.A.C.*

CONSENT CALENDAR

REVISIONS TO DISTRICT GUIDELINES FOR ACCESS TO PUBLIC RECORDS

SUMMARY:

The District's *Guidelines for Access to Public Records* (Guidelines) detail the process and procedures for IRWD to adhere to the requirements set forth in the California Public Records Act and were last updated in September 2014. Staff recommends that the Board adopt a resolution revising the Guidelines including updated reimbursement charges for certain District costs related to providing requested records and minor procedural clarifications.

BACKGROUND:

In December 1995, the Board adopted Resolution 1995-37 establishing the *Guidelines for Access to Public Records*. The Guidelines provided the process and procedure for District staff to follow in order to comply with the California Public Records Act. The Guidelines provided for reimbursement to the District for certain direct costs related to reproduction of documents.

In September 2014, the Board rescinded Resolution 1995-37 and adopted Resolution 2014-44 revising the Guidelines to update the reimbursement charges and providing minor procedural clarifications.

Since 2014, the volume of records requested has continued to be large, and the types of media utilized for records storage and reproduction have changed significantly.

Staff recommends that the Board now adopt revised Guidelines updating the email address records requests can be sent to, incorporating minor changes to changes in law since the last update, and making the photocopy fee applicable to any amount of copies made, incorporating updated cost reimbursement amounts for copying expenses which only represent direct costs, as required by law, and some minor procedural clarifications (i.e. the email address to which record may be submitted). The proposed resolution including the revised Guidelines is attached as Exhibit "A".

FISCAL IMPACTS:

The revised Guidelines do not change the reimbursement charges for hard copies or non-electronically transmitted records. Total fiscal impact is minimal because most records request are produced electronically.

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act (CEQA), Code of Regulations, Title 14, Chapter 3, Section 15378.

COMMITTEE STATUS:

This item was not reviewed by a committee.

RECOMMENDATION:

THAT THE BOARD ADOPT THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 2024-__

RESOLUTION OF THE BOARD OF DIRECTORS OF
IRVINE RANCH WATER DISTRICT RESCINDING
RESOLUTION NO. 2014-44 AND ADOPTING
GUIDELINES FOR ACCESS TO PUBLIC RECORDS

LIST OF EXHIBITS:

Exhibit "A" – Resolution and Guidelines

Exhibit "A"

RESOLUTION NO. 2024 – ____

RESOLUTION OF THE BOARD OF DIRECTORS OF
IRVINE RANCH WATER DISTRICT RESCINDING
RESOLUTION NO. 2014-44 AND ADOPTING
GUIDELINES FOR ACCESS TO PUBLIC RECORDS

WHEREAS, under the California Public Records Act, set forth in Government Code Section 6250, *et seq.* (the "Act"), all public records of the Irvine Ranch Water District ("IRWD") are open to inspection and any person may obtain a copy of any public record, subject to and in accordance with the provisions of the Act; and

WHEREAS, Government Code Section 6253.4 permits a public agency to adopt regulations and guidelines stating the procedures to be followed when making its records available in accordance with the Act; and

WHEREAS, IRWD has previously adopted Resolution No. 2014-44, establishing guidelines for accessibility of all public records; and

WHEREAS, this Board of Directors believes it to be in the best interest of the District to adopt amended guidelines, as more particularly set forth in Attachment "A" to this resolution.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF IRVINE RANCH WATER DISTRICT HEREBY RESOLVES AND DETERMINES AS FOLLOWS:

Section 1. Resolution No. 2014-44 is hereby rescinded in its entirety.

Section 2. The revised guidelines of IRWD with respect to access to public records of IRWD shall be as more particularly set forth in Attachment "A," entitled "Guidelines For Access to Public Records", attached hereto and by this reference made a part hereof (the "Guidelines").

Section 3. The staff of IRWD is hereby authorized and directed to implement the Guidelines.

ADOPTED, SIGNED and APPROVED this 11th day of November, 2024.

President,
IRVINE RANCH WATER DISTRICT
and of the Board of Directors thereof

Secretary
IRVINE RANCH WATER DISTRICT
and of the Board of Directors thereof

APPROVED AS TO FORM:
HANSON BRIDGETT
IRWD Legal Counsel

By: _____

ATTACHMENT "A"

IRVINE RANCH WATER DISTRICT

GUIDELINES FOR ACCESS TO PUBLIC RECORDS

Section 1. General.

1.1 All public records, as defined in Government Code Section 7920.530, of Irvine Ranch Water District (IRWD") are open to inspection and copies of all public records are available as provided in these Guidelines, except for those records permitted by law to be withheld by IRWD from disclosure, including personnel records, pending litigation records or IRWD customer information.

1.2 These Guidelines are intended to complement and implement Article 1, Section 3, of the California Constitution and the California Public Records Act, Government Code Section 7920.000, *et seq.* (collectively, the "Act"). These Guidelines are designed and intended to facilitate access to public records pursuant to the Act. For detailed statutory language, please consult the Act. To the extent of any inconsistency between these Guidelines and the Act, the Act shall control.

1.3 The District Secretary will maintain copies of requests for records in accordance with IRWD's document retention policies.

1.4 IRWD is not required to compile data, gather information, perform research or otherwise create a record that does not exist or that is not maintained in the normal course of business; any determination to do any of the foregoing shall be at IRWD's sole discretion.

Section 2. Making Requests for Inspection or Copies.

2.1 Any person who desires to inspect or obtain a copy of any IRWD public record may do so without having to reveal his or her identity or the reason for the request. Requests may be made to the District Secretary, by telephone at (949) 453-5300 or in writing addressed to the District Secretary. Requests made to other IRWD personnel or departments will be re-routed to the District Secretary, which may delay the response time.

2.2 IRWD may make available, at its discretion, an online public records request process and has made a dedicated e-mail address (RecordsRequests@irwd.com) for submission of public records requests. Information about these services or changes in the dedicated email address will post information about their use on IRWD's website.

2.3 IRWD will determine within 10 days of IRWD's receipt of the request whether the request, in whole or in part, seeks disclosable public records in the possession of IRWD, and will promptly give or send a response to the contact information provided by the requester,

stating the estimated date and time when the records will be made available. If it is not feasible due to unusual circumstances to make the determination within 10 days of the receipt of the request, the General Manager or his designee may, by written notice to the requester, extend the time as permitted by the Act.

2.4 If a delay is required in producing records determined to be subject to disclosure due to the need to search for, identify and retrieve records from remote and/or multiple locations, review, or redact or otherwise remove information exempt from disclosure, a reasonable time to complete such production will be established by the District Secretary or her designee. IRWD shall not suspend its normal operations to fulfill a request for records or during a period when responsive records are reasonably needed in IRWD's performance of its duties.

2.5 A request to inspect or obtain a copy of a readily identifiable and available record(s) may be satisfied within one business day, unless the use of the record by another person making an inspection of the same record or an IRWD employee, the presence in the file of material exempt from disclosure, the volume of the request or the unavailability of IRWD employees renders such a response impracticable.

2.5 A determination to deny the request, in the event requested records or portions thereof are determined by IRWD to be withheld from disclosure as permitted or required by law, will be made in writing.

2.6 Requesters may be able to view some of the records or information they are seeking by visiting IRWD's website, www.irwd.com, where items of general interest are posted.

Section 3. Identification of Requested Records.

3.1 Any person who requests to inspect or obtain a copy of any IRWD public record must reasonably describe an identifiable record or records. IRWD will assist the requester in identifying records and information that are responsive to the purpose of the request, if stated; describe the format and location of records; and provide suggestions for overcoming any practical basis for denial of access. IRWD may also suggest that the requester provide additional descriptions or clarifications of the records or information sought, for the purpose of making a faster or more efficient response possible.

3.2 Any reasonably segregable portion of a record shall be provided after removal or redaction of information that is exempt from disclosure.

Section 4. Procedure for Inspection.

4.1 Inspection of public records may be made at IRWD's principal office, located at 15600 Sand Canyon Avenue, Irvine, California, during IRWD's office hours on any business day (normally, 8:00 a.m. to 5:00 p.m., Monday through Thursday).

4.2 Inspection of public records will be permitted only in the presence of IRWD personnel. Special arrangements shall be made in advance with the District Secretary for the inspection of voluminous records. The General Manager, District Secretary, or their designees may designate the time and place for inspection in order to avoid disruption and to protect the records. The person making the inspection will be seated at a convenient desk or table within sight of an IRWD staff member for record security purposes.

4.3 A person making the inspection has the right to use their own equipment, without being charged any fees or costs, to photograph or otherwise copy or reproduce any record in a manner that does not require the equipment to make physical contact with the record, unless the means of copy or reproduction would result in either damage to the record or require access to IRWD's computer systems or secured networks. IRWD may impose any reasonable limits on the use of the equipment that are necessary to protect the safety of the records or to prevent the copying of records from being an unreasonable burden to the orderly function of IRWD and its employees.

4.4 A person inspecting public records shall not destroy, mutilate, deface or alter any such record or remove it from the location designated for inspection. The record shall be returned in the same condition and order as received, either upon completion of the inspection or the verbal request of the supervising IRWD personnel. Unless such person attempts to alter or remove the contents of any record file or unless the close of the working day occurs before the completion of the inspection, necessitating its completion on another day, such person will not be disturbed by the staff member during the course of their inspection.

4.5 Despite the foregoing, IRWD may impose a time limit, if necessary, on the length of an inspection in order to maintain the integrity of, or ensure the long-term preservation of, historic or high-value records being inspected. If IRWD imposes such a limit, it will work to give to the person inspecting the records the maximum inspection time possible that would not risk the integrity or long-term preservation of such records.

Section 5. Procedure for Obtaining Copies.

5.1 IRWD will make physical copies or electronic copies placed onto a physical storage medium (e.g. CD or flash drive) available upon receiving such a request; however, unless a requestor requests otherwise or a record is not stored in an electronic format, IRWD will make identifiable, disclosable public records available in the electronic format, usually via an email or link through which a requester may download the records, pursuant to Section 7.

5.2 If the records request is for physical copies or electronic copies to be placed onto a physical storage medium but the record is available in an electronic format, the District will inform the requester that the information is available in electronic format so that the requestor can elect to receive the record electronically or can confirm that they prefer a physical copy or electronic copy placed onto a physical storage medium.

5.3 Physical copies or electronic copies placed onto a physical storage medium of all IRWD public records are available to any person subject to paying the District's direct costs for the copies or physical storage medium, as permitted by law.

5.4 Upon determination of the estimated number of pages and the direct production costs, IRWD will advise the requesting party of the fee, if applicable, before making the copies, unless the requesting party has made payment in advance sufficient to satisfy the charges specified in this section. The applicable fee must be paid before the copies will be produced and made available for pickup.

5.5 Upon request, copies will be mailed or sent by other means following receipt from the requesting party of payment covering postage or other delivery cost.

Section 6. Materials Requiring Special Handling.

6.1 IRWD may use an outside copying service to make requested copies of voluminous documents, or oversize maps, blueprints, photographs, slides, audio tapes, or other materials requiring special reproduction equipment. IRWD will either charge the outside service's charge to the requester, or instruct the requester to make arrangements to pay for the outside service directly.

6.2 A person requesting copies of voluminous materials may coordinate arrangements with IRWD staff to send a professional copying service to IRWD's office to make copies of the requested records, and such arrangements will be accommodated to the extent space is available, the records will not be damaged, and IRWD's operations will not be disrupted. The staff of the professional copying service will be subject to the requirements and procedures set forth in Section 4 for persons inspecting records.

Section 7. Electronic Records.

7.1 A record existing in an electronic format will be made available in an electronic format, but only if it is possible to do so in a manner that does not jeopardize or compromise the security or integrity of the record or of any proprietary software in which it is maintained. Information in an electronic format shall be made available in any electronic format in which IRWD holds the information. Such format shall be determined by IRWD, provided that IRWD shall use a requested format if IRWD has used that format to create copies for its own use or for other agencies.

7.2 IRWD is not required to reconstruct an electronic record that is no longer available in electronic format.


7.3 Computer software, including computer mapping systems, computer programs, and computer graphics systems, is not itself a public record.

Section 8. Withholding of Records.

8.1 A request for inspection or copies may be denied by IRWD as permitted or required by law. This includes records such as personnel records, pending litigation records, or IRWD customer information.

8.2 To obtain more information on the types of records that are permitted or required to be withheld by IRWD from disclosure, please see California Government Code, Title 1, Division 10, Sections 7922.000-7922.210, 7923.600-7923.610, and 7930.000-7930.215. Other laws may apply.

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November 11, 2024
Prepared by: Lance Kaneshiro
Submitted by: Neveen Adly
Approved by: Paul A. Cook 

CONSENT CALENDAR

ENTERPRISE IT MAINTENANCE AND BUDGET INCREASE

SUMMARY:

Enterprise Information Technology (IT) systems maintenance ensures that IRWD's hardware and software systems continue to be reliable, current, and secure to support the District's business operations. It is part of the technology refresh cycle and includes upgrades, security patches, bug fixes and telephone / online assistance.

To maintain the District's Microsoft products, staff recommends that the Board authorize the General Manager to renew the Microsoft Enterprise Agreement (EA) for a three-year period effective December 1, 2024, through November 30, 2027, in the amount of \$386,642.56 annually, or \$1,159,927.68 over the three-year term. To upgrade the District's enterprise servers, staff recommends that the Board authorize the General Manager to execute a contract with Sirius Computer Solutions, LLC in the amount of \$796,950 and increase the Fiscal Year (FY) 2024-25 Capital Budget by \$250,000, to a total project budget of \$900,000.

BACKGROUND:

This item for Enterprise IT Maintenance and Budget Increase includes two sub-items, which are the Microsoft EA and the Enterprise Server Upgrade and Budget Increase.

Microsoft Enterprise Agreement:

IRWD performs its business functions using Microsoft software, including Microsoft Windows Desktop operating system, Microsoft 365 suite (Word, Excel, PowerPoint, Teams, SharePoint, OneDrive, Access, and Outlook), Teams Rooms, Microsoft Power BI data analytics, Microsoft Azure Active Directory, Microsoft Intune mobile device management, Microsoft SQL database, Microsoft Server operating system, and other Microsoft software products.

As with other software, Microsoft requires software maintenance, subscriptions and licenses in order to continue to use its software. The Microsoft EA covers all of IRWD's existing Microsoft software products and provides for upgrades to new versions as they become available, security patches, bug fixes, and telephone / online assistance. IRWD participates in the Microsoft EA for state and local government entities, which provides discounted pricing.

The current Microsoft EA was approved by the Board in November 2021 for \$1,011,000 over a term of three years: from December 1, 2021, through November 30, 2024. The proposed Microsoft EA is for \$1,159,927.68 over a term of three years, from December 1, 2024, through November 30, 2027. This represents a 14.7% increase in cost from 2021, which is primarily due to software unit price increases and expanded usage over the past three years.

Enterprise Server Upgrade and Budget Increase:

The Enterprise Server Upgrade project is needed because IRWD’s existing enterprise servers will be reaching end-of-support in January 2025. End-of-support is when the vendor stops supporting the servers, including no longer providing security patches, updates, and problem resolution. As with other computer hardware, this upgrade is part of the technology refresh cycle, which typically occurs every four to six years for servers.

The scope of this project is to purchase and install Nutanix hyperconverged enterprise servers and related infrastructure that will enhance staff’s ability to support the IRWD’s current and future server needs. This project will improve performance, capacity, and storage for the District’s critical applications and data, including Oracle applications and databases, GIS, Maximo, network storage, and other systems.

Staff evaluated three proposals. The proposal with the Nutanix servers was the most qualified and as well as the lowest cost. The other two proposals were from Dell and Cisco. Cisco scored third in qualifications and did not provide a quote after the vendor demonstration phase.

The Enterprise Server Upgrade project is in the FY 2024-25 Capital Budget with an amount of \$650,000. Staff requests a budget increase of \$250,000, to a total project budget of \$900,000, due to actual prices that are higher than originally estimated.

FISCAL IMPACTS:

The Microsoft EA is included in the Information Technology Operating Budget, Department 250, Account 585008. For the Enterprise Server Upgrade project, the FY 2024-25 Capital Budget would increase by \$250,000, to a total project budget of \$900,000, as shown below:

| Project No. | Current Budget | Addition <Reduction> | Total Budget |
|-------------|----------------|----------------------|--------------|
| 12544 | \$216,000 | \$84,000 | \$300,000 |
| 13010 | \$217,000 | \$83,000 | \$300,000 |
| 13011 | \$217,000 | \$83,000 | \$300,000 |

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act Code of Regulations, Title 14, Chapter 3, Section 15378.

COMMITTEE STATUS:

This item was reviewed at the Finance and Personnel Committee meeting on November 5, 2024.


RECOMMENDATION:

THAT THE BOARD AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE MICROSOFT ENTERPRISE AGREEMENT FOR A THREE-YEAR PERIOD EFFECTIVE DECEMBER 1, 2024 THROUGH NOVEMBER 30, 2027 IN THE AMOUNT OF \$386,642.56 ANNUALLY, OR \$1,159,927.68 OVER THE THREE-YEAR TERM AND THAT THE BOARD AUTHORIZE THE GENERAL MANAGER TO EXECUTE A CONTRACT WITH SIRIUS COMPUTER SOLUTIONS, LLC IN THE AMOUNT OF \$796,950 FOR THE ENTERPRISE SERVER UPGRADE PROJECT, AND INCREASE THE FISCAL YEAR 2024-25 CAPITAL BUDGET BY \$250,000, TO A TOTAL PROJECT BUDGET OF \$900,000.

LIST OF EXHIBITS:

None.

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November 11, 2024
Prepared by: T. Foo / M. Cortez
Submitted by: K. Burton
Approved by: Paul A. Cook 

CONSENT CALENDAR

SILVERADO CANYON BRIDGE 177 DOMESTIC WATER RELOCATION
BUDGET INCREASE AND CONSTRUCTION AWARD

SUMMARY:

The Silverado Canyon Bridge 177 Domestic Water Relocation project will install a segment of the potable water pipeline to replace a segment of pipeline that will be impacted by the County of Orange’s reconstruction of its Silverado Canyon Bridge 55C-0177. Staff recommends that the Board:

- Authorize a budget increase in the amount of \$635,100, from \$564,900 to \$1,200,000, and
- Authorize the General Manager to execute a construction contract with Ferreira Construction Co., Inc. in the amount of \$690,960 for the Silverado Canyon Bridge 177 Domestic Water Relocation project.

BACKGROUND:

To improve pedestrian safety and address structural deficiencies, the County of Orange identified Silverado Canyon Bridge 55C-0177 as needing replacement. The proposed bridge will be wider, allowing pedestrian travel without sharing lanes with vehicle traffic. IRWD has a domestic water distribution pipeline mounted underneath the south side of the existing bridge that needs to be relocated. Because the County will be reconstructing the south side of the bridge first, a temporary bypass will need to be installed to maintain domestic water service throughout construction. After the south side of the bridge has been constructed, a permanent pipeline will be mounted onto the newly constructed bridge. A site plan of the project area is provided as Exhibit “A”.

Construction Bid Process:

The project was advertised to a select list of 19 contractors on September 19, 2024. The bid opening occurred on October 17, 2024, with three bids received as summarized in the table below.

| Bidder | Bid Amount |
|---------------------------------|---------------------|
| Ferreira Construction Co., Inc. | \$690,960.00 |
| Paulus Engineering, Inc. | \$697,588.59 |
| GCI Construction, Inc. | \$698,850.00 |
| <i>Engineer’s Estimate</i> | <i>\$515,000.00</i> |

Ferreira Construction Co., Inc. is the apparent low bidder with a bid of \$690,960, and the bid results are shown in Exhibit “B”. The three bids were only \$8,000 apart and were higher than the engineer’s estimate of \$515,000 (around 35 percent higher than the engineer’s estimate). The discrepancy between the bids and the engineer’s estimate can be attributed to higher construction costs in the current market for labor and materials. Staff also attributes the added complexity of working on a bridge and within a narrow street. Ferreira Construction Co., Inc. has completed previous IRWD pipeline projects and is well qualified to construct this project.

FISCAL IMPACTS:

Silverado Canyon Bridge 177 Domestic Water Relocation, Project 11589, is included in the Fiscal Year 2024-25 Capital Budget. The budget adjustment shown below is required to fund both construction and construction phase engineering services.

| Project No. | Current Budget | Addition <Reduction> | Total Budget |
|-------------|----------------|----------------------|--------------|
| 11589 | \$564,900 | \$635,100 | \$1,200,000 |

ENVIRONMENTAL COMPLIANCE:

This project is exempt from the California Environmental Quality Act (CEQA) as authorized under the California Code of Regulations Title 14, Chapter 3, Article 7, Section 15301, which consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. Staff will file a Notice of Exemption with the Orange County Clerk Recorder’s office.

RECOMMENDATION:

THAT THE BOARD AUTHORIZE A BUDGET INCREASE FOR PROJECT 11589 IN THE AMOUNT OF \$635,100, FROM \$564,900 TO \$1,200,000, AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH FERREIRA CONSTRUCTION CO., INC. IN THE AMOUNT OF \$690,960 FOR THE SILVERADO CANYON BRIDGE 177 DOMESTIC WATER RELOCATION, PROJECT 11589.

LIST OF EXHIBITS:

- Exhibit “A” – Project Location Map
- Exhibit “B” – Bid Results – Ferreira Construction Co., Inc.

SILVERADO CANYON BRIDGE 177 WATER PIPELINE RELOCATION
LOCATION MAP



Note: This page is intentionally left blank.

Exhibit "B"

Bid Results

Bidder Details

Vendor Name Ferreira Construction Co, Inc DBA Ferreira Coastal Construction
Address 10370 Commerce Center Drive, Suite B-200
Rancho Cucamonga, California 91730
United States
Respondee Phil Palomino
Respondee Title Estimator
Phone 909-606-5900
Email ppalomino@ferreiraconstruction.com
Vendor Type CADIR
License # 985180
CADIR 1000001634

Bid Detail

Bid Format Electronic
Submitted 10/17/2024 12:24 PM (PDT)
Delivery Method
Bid Responsive
Bid Status Submitted
Confirmation # 398459

Respondee Comment

Buyer Comment

Attachments

| File Title | File Name | File Type |
|---------------------------------|---------------------------------|-----------|
| Completed Bid Package (FCC).pdf | Completed Bid Package (FCC).pdf | Bid Form |

Subcontractors

Showing 2 Subcontractors

| Name & Address | Desc | License Num | CADIR | Amount | Type |
|---|------------------------------|-------------|------------|-------------|-------|
| All American Asphalt 400 E. Sixth Street Corona, California 91718 | Grind and Cap/Slurry Seal | 267073 | 1000001051 | \$63,350.00 | CADIR |
| PCI Striping 975 W 1st St Azusa, California 91702 | Road Striping | 16449 | 1000813536 | \$25,660.00 | |

Line Items

Discount Terms No Discount

| Item # | Item Code | Type | Item Description | UOM | QTY | Unit Price | Line Total | Response | Comment |
|--|-----------|------|---|-----|------|-------------|---------------------|----------|---------|
| BASE BID ITEMS - Phase 1 - Temporary Bypass | | | | | | | \$280,940.00 | | |
| 1 | | | Mobilization, demobilization, and cleanup, and spoil disposal | LS | 1 | \$30,000.00 | \$30,000.00 | Yes | |
| 2 | | | 8-inch welded HDPE (DR-11) pipe | LF | 70 | \$442.00 | \$30,940.00 | Yes | |
| 3 | | | 8-inch welded HDPE (DR-11) pipe crossing creek (min. 2% carbon black) | LS | 1 | \$12,000.00 | \$12,000.00 | Yes | |
| 4 | | | 8-inch PVC AWWA C-900 DR 14 | LS | 1 | \$36,200.00 | \$36,200.00 | Yes | |
| 5 | | | Connection to existing 6-inch ACP pipeline on Silverado Canyon Road, west side of existing bridge | LS | 1 | \$10,300.00 | \$10,300.00 | Yes | |
| 6 | | | Connection to existing 6-inch ACP pipeline on Silverado Canyon Road, east side of existing bridge | LS | 1 | \$31,500.00 | \$31,500.00 | Yes | |
| 7 | | | 4-inch Bollard | LS | 1 | \$3,700.00 | \$3,700.00 | Yes | |
| 8 | | | Remove and dispose CML&C steel pipe | LF | 50 | \$225.00 | \$11,250.00 | Yes | |
| 9 | | | Remove and dispose existing ACP pipe | LF | 75 | \$132.00 | \$9,900.00 | Yes | |
| 10 | | | Slurry fill ACP pipeline, abandon in-place | LF | 50 | \$147.00 | \$7,350.00 | Yes | |
| 11 | | | Reconnect existing 6" mainline service | LS | 1 | \$11,600.00 | \$11,600.00 | Yes | |
| 12 | | | Trench repair AC Performance Grade PG 64-10 | LS | 1 | \$13,500.00 | \$13,500.00 | Yes | |
| 13 | | | Grind and Cap AC | SF | 400 | \$63.00 | \$25,200.00 | Yes | |
| 14 | | | Asphalt Slurry Seal Pavement | SF | 1000 | \$9.00 | \$9,000.00 | Yes | |
| 15 | | | Road Striping | LS | 1 | \$14,300.00 | \$14,300.00 | Yes | |
| 16 | | | Traffic Control | LS | 1 | \$21,000.00 | \$21,000.00 | Yes | |
| 17 | | | Trench Safety Measures | LS | 1 | \$3,200.00 | \$3,200.00 | Yes | |
| BASE BID ITEMS - Phase 2 - Permanent Pipeline | | | | | | | \$410,020.00 | | |
| 18 | | | Mobilization, demobilization, and cleanup, and spoil disposal | LS | 1 | \$30,000.00 | \$30,000.00 | Yes | |
| 19 | | | 8-inch PVC AWWA C-900 DR 14 | LF | 150 | \$520.00 | \$78,000.00 | Yes | |
| 20 | | | 8-inch CML&P Steel Pipe supported on new bridge | LS | 1 | \$42,000.00 | \$42,000.00 | Yes | |
| 21 | | | 8-inch Flex-Tend Force Balanced flexible expansion joints per pipe configuration details 1 and 2 on sheet 6 | LS | 1 | \$37,800.00 | \$37,800.00 | Yes | |
| 22 | | | Connection to existing 6-inch ACP pipeline west of the bridge | LS | 1 | \$24,000.00 | \$24,000.00 | Yes | |
| 23 | | | Connect to existing 6-inch ACP water line east of bridge | LS | 1 | \$9,600.00 | \$9,600.00 | Yes | |
| 24 | | | Install thrust block and blind flange | LS | 1 | \$2,100.00 | \$2,100.00 | Yes | |
| 25 | | | 1-inch Air Vacuum per detail 3 on sheet 5 | LS | 1 | \$3,400.00 | \$3,400.00 | Yes | |
| 26 | | | Fire Hydrant | LS | 1 | \$22,400.00 | \$22,400.00 | Yes | |
| 27 | | | Remove and dispose HDPE pipe and bollard along north side of Silverado Canyon Road | LS | 1 | \$16,900.00 | \$16,900.00 | Yes | |
| 28 | | | Remove and dispose existing 6" ACP pipe along north side of Silverado Canyon Road | LF | 80 | \$124.00 | \$9,920.00 | Yes | |
| 29 | | | Remove and dispose existing fire hydrant and valve | LS | 1 | \$2,800.00 | \$2,800.00 | Yes | |
| 30 | | | Trench repair AC Performance Grade PG 64-10 | LS | 1 | \$35,000.00 | \$35,000.00 | Yes | |
| 31 | | | Grind and Cap AC | SF | 400 | \$63.00 | \$25,200.00 | Yes | |
| 32 | | | Asphalt Slurry Seal Pavement | SF | 2000 | \$9.00 | \$18,000.00 | Yes | |
| 33 | | | Road Striping | LS | 1 | \$16,700.00 | \$16,700.00 | Yes | |
| 34 | | | Traffic Control | LS | 1 | \$28,000.00 | \$28,000.00 | Yes | |
| 35 | | | Trench Safety Measures | LS | 1 | \$3,200.00 | \$3,200.00 | Yes | |
| 36 | | | Final Record Drawings (Phases 1 and 2) | LS | 1 | \$5,000.00 | \$5,000.00 | Yes | |
| ADDITIVE AND DEDUCTIVE BID ITEMS | | | | | | | \$0.00 | | |
| 37 | | | ADDITION (+) OR DEDUCTION (-) | LS | 1 | \$0.00 | \$0.00 | Yes | |

Line Item Subtotals

| Section Title | Line Total |
|---|---------------------|
| BASE BID ITEMS - Phase 1 - Temporary Bypass | \$280,940.00 |
| BASE BID ITEMS - Phase 2 - Permanent Pipeline | \$410,020.00 |
| ADDITIVE AND DEDUCTIVE BID ITEMS | \$0.00 |
| Grand Total | \$690,960.00 |

November 11, 2024
Prepared and
submitted by: C. Compton
Approved by: Paul A. Cook *PA.*

ACTION CALENDAR

REVIEW OF 2024 ADVOCACY ACTIVITIES AND 2025 LEGISLATIVE AND REGULATORY ISSUES PLANNING

SUMMARY:

This report provides a review of IRWD’s 2024 legislative and regulatory priorities and advocacy activities. It also provides an overview of expected 2025 legislative and regulatory issues in Washington, D.C., Sacramento, and regionally. Also described are proposals that the District’s associations and stakeholders are sponsoring. The report proposes an initial 2025 staff resource allocation plan for legislative and regulatory issues of importance to IRWD in the coming year. Staff recommends that the Board provide input on the proposed 2025 regional, state, and federal legislative issues of interest to IRWD, and receive and file the proposed “Initial 2025 Legislative and Regulatory Resource Allocation Plan” and the “Legislative / Regulatory Issues and Activities of High Concern to IRWD in 2025.”

BACKGROUND:

2024 IRWD Priorities and Activities:

In November 2023, the Board reviewed an overview of expected 2024 legislative issues in Washington, D.C., and Sacramento, including proposals that the District’s statewide associations were considering for introduction. At that time and after providing input, the Board received and filed the initial 2024 Legislative and Regulatory Resource Allocation Plan and the Legislative / Regulatory Issues and Activities of High Concern to IRWD in 2024. The document helped guide the District’s governmental relations efforts this past year.

The 2024 priorities included actively engaging in the discussions related to the implementation of the “Making Water Conservation a California Way of Life” legislation, development of a dam safety program at the state level, seeking recognition of the importance of emergency water supplies, and engagement on a number of regulatory proposals. Over the past year, staff and IRWD’s state legislative and regulatory advocates worked on each of these issues and other issues of importance to the District, including legislation related to water rates, low-income rate assistance, and proposals on climate resilience bonds.

The 2024 priorities at the federal level included federal funding for the Kern Fan Groundwater Storage Project, seeking creation of a federal dam safety program, seeking funding for the Irvine Lake Improvement Project, and seeking additional funding for the Syphon Reservoir Improvement Project. Staff engaged in regulatory and legislative measures related to the Lead and Copper Rule and PFAS contamination.

Expected 2025 Federal Legislative and Regulatory Issues:

While it is expected that in 2025 Congress and federal agencies will work on many issues of interest to the water and wastewater communities, during the first part of 2025 Washington, D.C. will be focused on the start of the 119th Congress and the transition to the next administration. Despite the impact a transition between administrations has on the policies and priorities of federal agencies and congressional work, staff and the District's federal advocates will continue to seek progress on the key issues of interest to IRWD.

Staff, joined by the District's federal advocates, discussed the expected 2025 political environment and federal issues with the Committee. Among the federal issues staff discussed with the Committee included:

- The possibility of a water package during Congress's lame-duck session;
- Seeking reauthorization for the Bureau of Reclamation's Small Storage Grant Program; and
- Continued advocacy for the creation of a federal dam safety program, which focuses on funding infrastructure rehabilitation and improvement projects.

Expected 2025 Statewide Legislative and Regulatory Issues:

As is typical at the beginning of each legislative year, staff expect that the California Legislature and State regulatory agencies will take up many issues of interest to the water and wastewater communities in 2025. Staff, joined by the District's state advocates, discussed the expected 2025 political environment and state issues with the Committee. Among the state issues staff discussed the following with the Committee:

- Low Income Water Rate Assistance and possible water tax proposals;
- Permit streamlining;
- Next steps on [SB 366 \(Caballero, D-Salinas\) – The California Water Plan Long-Term Supply Targets' veto](#);
- [SB 1157 Indoor Water Use Work Groups and Study](#);
- The State Water Resources Control Board's (State Board) consideration and adoption of new maximum contaminate levels; and
- Other State Board and other State agency regulations.

Expected 2025 Association Proposals:

IRWD's association and industry partners are in the process of completing their 2025 legislative planning. A summary of those planning efforts is provided below:

ACWA:

ACWA will hold its 2025 legislative planning meeting on December 5, 2024. At the time of writing this report no specific proposals or topics have been released for consideration at the meeting. Staff will provide an update on any new information.

Bioenergy Association of California (BAC):

BAC will hold its annual planning meeting on November 20, 2024. At the time of writing this report no specific proposals or topics have been released for consideration at the meeting. Staff will provide an update on any new information.

California Association of Sanitation Agencies (CASA):

CASA will hold its annual planning meeting on December 6, 2024. At the time of writing this report no specific proposals or topics have been released for consideration at the meeting. Staff will provide an update on any new information.

California Municipal Utilities Association (CMUA):

CMUA will hold its 2025 legislative and regulatory planning meeting on November 14, 2024. At the time of the writing of this report the CMUA Legislative Committee will be considering four possible concepts for sponsored legislation. Staff will provide an update on any new information.

California Special Districts Association (CSDA):

CSDA held its 2025 legislative and regulatory planning meeting on October 24, 2024. CSDA will again sponsor a concurrent resolution recognizing Special Districts Week and will be sponsoring legislation to remove the sunset date from the emergency teleconferencing provisions within the Brown Act. Staff will provide updates to the Committee and the Board, as appropriate, as these proposals move forward.

WateReuse California:

The WateReuse Association of California will hold its 2025 legislative and regulatory planning meeting on November 15, 2024. At the time of writing this report no specific proposals or topics have been released for consideration at the meeting. Staff will provide an update on any new information.

Possible 2025 IRWD Sponsored Legislation:

Staff discussed with the Committee three potential concepts for IRWD-sponsored legislation in 2025, which staff is still exploring. The concepts include:

- Legislation related to emergency water supplies, as a follow-up to SB 1218 (Newman);
- Legislation that would enable the use of recycled water in decorative lakes and other decorative water features; and
- Legislation related to a change in meter size, when requested by a customer.

Staff is completing due diligence related to each of these proposals, reaching out to interested parties and continuing to refine the concepts. Staff will update the Committee and Board on those efforts and would recommend that the District sponsor no more than two legislative proposals in 2025.

FISCAL IMPACTS:

Not applicable.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This item was reviewed by the Water Resources Policy and Communications Committee on November 6, 2024.

RECOMMENDATION:

THAT THE BOARD PROVIDE INPUT ON THE PROPOSED 2025 REGIONAL, STATE, AND FEDERAL LEGISLATIVE ISSUES OF INTEREST TO IRWD, AND RECEIVE AND FILE THE PROPOSED “INITIAL 2025 LEGISLATIVE AND REGULATORY RESOURCE ALLOCATION PLAN” AND THE “LEGISLATIVE / REGULATORY ISSUES AND ACTIVITIES OF HIGH CONCERN TO IRWD IN 2025.”

LIST OF EXHIBITS:

Exhibit “A” – Proposed Legislative / Regulatory Issues and Activities of High Concern to IRWD in 2025

Exhibit “B” – Proposed IRWD’s Initial 2025 Legislative and Regulatory Resource Allocation Plan

Exhibit “A”

LEGISLATIVE / REGULATORY ISSUES AND ACTIVITIES OF HIGH CONCERN TO IRWD IN 2025

As a state and federal leader in water resources public policy and governance, IRWD works to promote policy initiatives that allow the District, along with other water agencies in California, to enhance the quality and reliability of water supplies and other services throughout the state. While IRWD will engage in a number of legislative and regulatory issues of interest to the District, the following are specific issues and activities of high concern to IRWD in 2025:

2025 Federal Issues and Activities of High Concern:

- 1) Seek federal funding for the South Valley Conveyance and Storage Project;
- 2) Seek the creation of a federal dam safety program to provide federal funding to improve dam safety and modernization at reservoirs important to water supply;
- 3) Seek the reauthorization of, and redefining of eligible groundwater storage projects under, the Bureau of Reclamation’s Small Storage Grant Project;
- 4) Seek federal funding for the Santiago Creek Dam (Irvine Lake) Improvements Project;
and
- 5) Continue to engage with the Bureau of Reclamation and congressional staff on additional funding for the Syphon Reservoir Improvement Project.

2025 State Issues and Activities of High Concern:

- 1) Protect IRWD’s various revenue sources, and method of setting rates and other charges, in order to ensure that the District can continue to provide high quality services to its customers at low rates. Specifically, retain the District’s ability to use its water budget-based rate structure and ability to invest its replacement fund;
- 2) Continue to engage in discussion regarding the creation of a statewide Low-Income Water and Wastewater Rate Assistance Program;
- 3) Consistent with the Board’s adopted policy on a statewide public goods charge, oppose a statewide tax on water for Low Income Rate Assistance or to fund resiliency efforts that are sent to the State;
- 4) Seek recognition of the importance of emergency water supplies in water resiliency, pre-emergency designation of such supplies, and protection of their use during droughts or other water shortages;
- 5) Promote the expanded use of recycled water, and its acceptance as a resource, by advocating for the removal of hindrances to recycled water projects, storage, and use;

Legislative / Regulatory Issues and Activities of High Concern to IRWD in 2025, continued

- 6) Advocate for accelerated / continued state investment in dam safety and the modernization of dams important to water supplies;
- 7) Engage with the Department of Water Resources (DWR) on the studies and work group they are undertaking related to SB 1157 (Hertzberg) and the indoor water use standards set in that bill;
- 8) Work to develop State incentives for property owners to make their property available for groundwater recharge during “wet years” to enable California to capture water, which would otherwise be lost, for storage and beneficial use during drier years; and
- 9) Engage with the State Water Resources Control Board on the update of its climate change resolution.

2025 Regional Issues and Activities of High Concern:

- 1) Actively participate in discussions with the South Coast Air Quality Management District regarding proposed amendments to rules and regulations that would impact IRWD.

DRAFT
**IRWD’s Initial 2025 Legislative and Regulatory
Resource Allocation Plan**

The proposed initial resource allocations are aimed at balancing the importance of an issue to IRWD, the projected level of District resources available to work on the issue, and the likelihood that the issue will be raised and the District will be able to shape the policy, legislative and regulatory discussions or outcomes related to the issue in 2025. The allocation of District resources may change over the course of the year, based on continued input from the Water Resources Policy and Communications Committee and the Board of Directors. The allocation categories are intended to reflect the following expected levels of resource use:

- Very High – IRWD’s resource allocation would be significant. Staff and IRWD’s legislative advocates would dedicate a larger portion of their overall advocacy efforts to the issues designated “Very High” and would actively seek to be a key stakeholder shaping the policy, legislative or regulatory discussions related to those issues.

- High – IRWD’s resource allocation would be considerable. Staff and IRWD’s legislative advocates would work to create strategic opportunities to shape the policy, legislative, or regulatory discussions and outcomes related to issues designated “High.”

- Moderate – IRWD’s resource allocation would be modest. Staff and IRWD’s advocates would actively engage in association and industry conversations on issues designated “Moderate” but would expect to work largely through issue-specific coalitions on these issues. Staff and IRWD’s advocates would work to identify and capitalize on opportunities to shape narrow aspects of a policy, legislative, or regulatory outcome related to such issues.

- Low – IRWD’s resource allocation would be low. Staff and IRWD’s advocates would track policy, legislative, and regulatory discussions and outcomes related to issues designated “Low” and would continue to seek positive outcomes for the District through IRWD’s association and industry partners. Staff and IRWD’s advocates would work on such issues should resources be available. For issues that are currently not expected to be acted upon legislatively or regulatorily this next year and are given a “Low” initial allocation, staff will reevaluate the allocation when action appears likely and increase it, as appropriate.

| DRAFT Expected 2025 Legislative and Regulatory Issues | Proposed Allocation of IRWD Resources |
|--|--|
|--|--|

| <u>FEDERAL ISSUES</u> | |
|---|------------------|
| South Valley Conveyance and Storage Project – Seek federal funding for the project by engaging with the Bureau of Reclamation and Congress on the project. | Very High |
| Dam Safety Program – Advocate for federal investment in dam safety and the modernization of dams important to water supplies. | Very High |
| Small Storage Grant Program Reauthorization – Seek the reauthorization of, and redefining of eligible groundwater storage projects under, the Bureau of Reclamation’s Small Storage Grant Project. | Very High |
| Irvine Lake and Santiago Creek Dam Outlet Tower and Spillway Project – Seek funding for the Irvine Lake Improvement Project. | High |
| Syphon Reservoir Improvement Project – Continue to engage with the Bureau of Reclamation and congressional staff on additional funding for the project. | High |
| Atmospheric River Research – Advocate for federal programs and funding for atmospheric river research aimed at improving reservoir operations. | Moderate |
| PFAS CERCLA Exemption – Engage on efforts to designate PFOA and PFOS as “hazardous substances” under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), and advocate for exemptions from liability for water and wastewater utilities. | Moderate |
| PFAS – Advocate for a science-based and cost-based approach in the development of PFAS regulations. | Moderate |
| Water Resource Development Act (WRDA) – Seek enactment of a WRDA bill every two years which is beneficial to IRWD and Orange County, and which includes authorizations for the water infrastructure programs and funding supported by IRWD. | Moderate |
| Bureau of Reclamation’s Title XVI, Water Reclamation and Reuse Program, Reauthorization – Advocate for the reauthorization of Title XVI and an increased funding authorization for the Water Reclamation and Reuse Program. | Low |
| Clean Water Act Definition of “Waters of the U.S.” – Advocate for changes in the definition of “Waters of the U.S.” that limits impact to IRWD and it is facilities and includes an exemption for constructed treatment wetlands. | Low* |
| Delta Conveyance Implementation – Advocate for a change in the operation of the Delta, consistent with the co-equal goals of ecosystem protection and water supply reliability; seek the federal actions necessary to implement a permanent solution in the Bay Delta. | Low |

| DRAFT Expected 2025 Legislative and Regulatory Issues | Proposed Allocation of IRWD Resources |
|--|---------------------------------------|
| Colorado River – Monitor long-term planning efforts to protect the Colorado River system. | Low |
| Lead and Copper Rule – Monitor implementation of the federal Lead and Copper Rule. | Low |
| Tax-Exempt Municipal Bonds – Maintain the current tax-exempt status of municipal bonds with the exception of restoring the tax-exempt status of local government advanced refundings. Oppose prohibitions on the use of tax-exempt bonds within WIFI or any similar program. | Low |
| Tax Parity for Water Efficiency Rebates – Advocate for tax parity between water and energy efficiency rebates. | Low |
| Total Maximum Daily Load Limits – Advocate that the Environmental Protection Agency use the best available science when setting Total Maximum Daily Load (TMDL) limitations related to Clean Water Act compliance and approve TMDLs for California based on relevant studies related to California’s environment and local conditions. | Low |
| STATE ISSUES | |
| Emergency Supplies – Seek recognition of the importance of emergency water supplies in water resiliency, pre-emergency designation of such supplies, and protection of their use during droughts or other water shortages. | Very High |
| Low Income Water and Wastewater Rate Assistance Program – Continue to engage in discussions regarding the creation of a statewide Low-Income Water and Wastewater Rate Assistance Program. | Very High |
| Recycled Water – Promote the expanded use of recycled water, and its acceptance as a resource, by advocating for the removal of hindrances to recycled water projects, storage, and use. Seek to: <ul style="list-style-type: none"> • Remove recycled water as a waste, including addressing recycled water discharge requirements. • Promote a science-based, “fit for purpose” regulatory approach to recycled water. • Advocate for the expansion of potable water reuse in California. • Eliminate operational constraints on recycled water operations and use, including use of recycled water in decorative water bodies or features. • Seek updates to Title 17 and 22, including relief of dual-plumbed inspection/testing requirements. | Very High |
| Water Rates & District Revenues – Protect IRWD’s various revenue sources, and method of setting rates and other charges, in order to ensure that the District can continue to provide high quality services to its customers at low rates. | Very High |

| DRAFT Expected 2025 Legislative and Regulatory Issues | Proposed Allocation of IRWD Resources |
|---|--|
| Specifically, preserve the District’s ability to use its water budget-based rate structure and ability to invest its replacement fund. | |
| Water Tax – Consistent with the Board’s adopted policy on a statewide public goods charge, oppose a statewide tax on water for Low Income Rate Assistance or to fund resiliency efforts that are sent to the State. | Very High |
| Dam Safety Program – Advocate for accelerated/continued state investment in dam safety and the modernization of dams important to water supplies. | High |
| DWR – Engage with DWR on policy, regulatory, and permit issues of concern to IRWD. | High |
| Indoor Water Use Studies – Engage with the Department of Water Resources (DWR) on the studies and work group they are undertaking related to SB 1157 (Hertzberg) and the indoor water use standards set in that bill. | High |
| Groundwater Recharge Incentives – Work to develop state incentives for property owners to make their property available for groundwater recharge during “wet years” to enable California to capture water, which would otherwise be lost, for storage and beneficial use during drier years. | High |
| State Water Resources Control Board (State Board) Climate Change Resolution – Engage with the State Board on its update of the Board’s Climate Change Resolution. | High |
| Atmospheric River Research – Advocate for state programs and funding for atmospheric river research aimed at improving reservoir operations. | Moderate |
| Bioenergy – Continue to advocate for the permissive and beneficial use of bioenergy and biosolid waste-to-energy programs and projects. | Moderate |
| Biosolids – Seek a broader spectrum of permissible uses of biosolids byproducts including a possible “healthy soils” designation. Engage on the State Board’s review of the General Order (WDR) for the use of biosolids on land. | Moderate |
| Emergency Power Generators – Advocate for public safety exemptions for California Air Resources Board proposed regulations on emergency power generation engines. | Moderate |
| Climate Change Adaptation – Engage in policy discussions related to climate change adaptation within the water and wastewater sectors. | Moderate |
| DWR – Engage with DWR on policy, regulatory, and permit issues of concern to IRWD. | Moderate |

| DRAFT Expected 2025 Legislative and Regulatory Issues | Proposed Allocation of IRWD Resources |
|---|--|
| <p>CECs and PFAS – Engage with stakeholders, industry associations, and regulatory agencies on establishing better processes for identifying and regulating contaminants of emerging concern (CECs). Engage with stakeholders, industry associations, and regulatory agencies on microplastics and PFAS, and the regulatory actions proposed by state agencies including regulatory actions that would restrict land application or other uses of Class A and Class B biosolids due to PFAS.</p> | <p>Moderate</p> |
| <p>Groundwater Clean-up – Support efforts to obtain State funding to clean up groundwater contamination in the Orange County Basin, and funding for basin replenishment.</p> | <p>Moderate</p> |
| <p>Groundwater Management & Water Banking – Engage productively in discussions of groundwater management in California to protect IRWD’s interests. Promote greater water banking opportunities to benefit IRWD banking programs.</p> | <p>Moderate</p> |
| <p>Homelessness – Within the larger discussions on addressing homeless, ensure that the impacts of homeless on water and wastewater agencies is recognized, and that agencies continue to retain adequate authority to secure their facilities.</p> | <p>Moderate</p> |
| <p>Ocean Acidification and Ocean Discharges – Engage productively in discussions surrounding proposals to eliminate substantially change the regulations surrounding ocean discharges to protect the District’s interests while addressing ocean acidification.</p> | <p>Moderate</p> |
| <p>Public Fleets – Engage in the implementation of regulations and other policy discussion concerning the zero emission public fleet regulations and advocate for appropriate exemptions for the public fleets of water and wastewater providers that consider the constraints of certain technologies on the provision of essential public services during or after an emergency.</p> | <p>Moderate</p> |
| <p>Public Records Act – Monitor proposed changes to the Public Records Act that could impact IRWD costs including new requirements for local agency websites, data production and reporting.</p> | <p>Moderate</p> |
| <p>Safe Drinking Water – Engage on the implementation of the Safe and Affordable for Equity and Resilience Program (SAFER) to ensure that the program is implemented in a way to effectively move communities to sustainable access to safe drinking water</p> | <p>Moderate</p> |
| <p>State Lead and Copper Rule Changes – Monitor developments and proposed revisions to State lead and copper rules, advocate for changes that effectively protect public health while limiting the annual testing burden on water agencies (e.g., seek modification to the proposed school and childcare facility testing schedule).</p> | <p>Moderate</p> |


| DRAFT Expected 2025 Legislative and Regulatory Issues | Proposed Allocation of IRWD Resources |
|--|--|
| State Board – Engage with the State Board on policy, regulatory, and permit issues of concern to IRWD. | Moderate |
| Water Efficiency – Engage with the Legislature, State Board, and Department of Water Resources (DWR) on legislation related to water efficiency and changes to the Model Water Efficient Landscape Ordinance. | Moderate |
| Water Transfers and Markets – Engage with the California Department of Water Resources, in coordination with IRWD’s Water Banking partners, in advocating for expedited processes to facilitate water transfers/exchanges and streamlined water marketing. | Moderate |
| Water Law Modernization – Monitor and engage, as appropriate, on the efforts to “modernize” California’s water law, including laws related to water rights. | Moderate |
| Water Quality – Engage productively in policy discussions related to changes in water quality and various discharge permits in order to protect the District’s interests. | Moderate |
| Wildfire Prevention and Liability – Seek to ensure that proposals related to wildfire prevention and liability proposals consider the perspective of water and wastewater providers. | Moderate |
| 30 Percent by 2030 – Engage on the implementation of 30 percent by 2030 to ensure water supplies and resources are adequately considered, and to limit impacts to existing and future water infrastructure and operations. | Low |
| Delta Conveyance Implementation – Advocate for a change in the operation of the Delta, consistent with the co-equal goals of ecosystem protection and water supply reliability. Seek the State actions necessary to implement a solution in the Bay Delta and oppose efforts to make implementation of a solution more difficult. | Low |
| Drought Response – Continue to advocate that the State’s drought response be based on a data-driven approach and consider the reliability of urban water supplier supply portfolios by using a water efficiency standards-based approach as eliminating mandatory percent reductions for those agencies whose total water demands are below the cumulative standards. | Low* |
| Energy – Advocate for policies that encourage energy reliability in Orange County, and energy efficiency or reductions in embedded energy in the water and wastewater sectors, including use of energy conservation funding within the water sector, and expanded availability of direct access programs, without an increase in cost to or mandates on local entities; seek incentives for energy self-reliance projects (i.e. storage, generation, efficiency). | Low |

| DRAFT Expected 2025 Legislative and Regulatory Issues | Proposed Allocation of IRWD Resources |
|---|--|
| Operators Certifications – Address inconsistent certification processes for operator certifications (treatment, distribution, and recycling). Monitor for changes in certification requirements. | Low |
| Political Reform Act/FPPC Issues – Monitor for changes to the Political Reform Act and FPPC regulations that could impact IRWD. | Low |
| Property Tax Allocations – Protect existing property tax allocations to special districts. | Low |
| Proposition 218 Reforms – If Proposition 218 reforms are proposed, engage in discussions surrounding the reform efforts to protect IRWD’s interests. Communicate the District’s concern over any water rate legislation which is not consistent with the California Constitution, not voluntary in nature, or that does not provide sufficient clarity or flexibility to water agencies. | Low* |
| Public Agency Liability and Public Contracting – Oppose efforts to impose greater liability on public agencies for work performed by its contractors. Oppose proposals that make public contracting for labor, service, or public works projects more cumbersome including reductions in contract retentions or changing the criteria agencies may consider when awarding contracts. | Low |
| Plumbing Code Updates – Seek clarification that Chapter 15 of the California Plumbing Code does not apply to recycled water irrigation sites. Work with the Building Standards Commission, Housing and Community Development Department, and Department of Water Resources on revisions to the California Plumbing Code during code revisions. | Low* |
| Real Estate Investments – Engage on regulatory or legislative proposals that may impact IRWD’s ability to maintain a high return of investment on its real estate investments. | Low* |
| Unfunded Pension Liability – Oppose legislation or regulations that would increase IRWD’s pension liability either by making local agencies responsible for the pension liabilities of other entities (e.g. joint powers authorities) or by failing to recognize the liability reduction benefits of Section 115 Trust and other pre-funding efforts. Seek state support for refinements in the GASB rules that limit recognition of the benefits Section 115 Trust. | Low |
| Video Recording Retention Periods – Advocate for greater flexibility for special districts related to the required retention period prescribed by law for video recordings. | Low |

| | |
|--|--|
| DRAFT Expected 2025 Legislative and Regulatory Issues | Proposed Allocation of IRWD Resources |
|--|--|

| <u>REGIONAL ISSUES</u> | |
|--|------------------|
| South Coast Air Quality Management District – Actively participate in discussions with the South Coast Air Quality Management District regarding proposed amendments to rules and regulations. Advocate for reasonable changes and updates to AQMD regulations, including but not limited to achieving the Clean Air Act attainment standards in the basin, implementing reasonable and cost-effective emission reduction measures, and support locally focused and funded emission reduction projects. | Very High |
| Santa Ana and San Diego Regional Water Quality Control Boards – Work with the Board on issues of concern to IRWD including adjusting storm-induced overflow protections and expand the use of recycled water in decorative lakes. | High |
| Recycled Water Use Site Inspection and Testing – Work with Orange County Health Care Agency on completion of the Orange County Guidelines which include the frequencies and methods for conducting recycled water use site visual inspections and periodic cross-connection tests. | Low |

*Increase allocation of resources if warranted due to legislative or regulatory activity.

November 11, 2024
Prepared by: R. Huang
Submitted by: F. Sanchez / P. Weghorst
Approved by: Paul A. Cook 

ACTION CALENDAR

CONSULTANT SELECTION FOR CLIMATE ADAPTATION AND ENERGY MANAGEMENT PLAN

SUMMARY:

IRWD is preparing a Climate Adaptation and Energy Management Plan (CAP). A Request for Proposals (RFP) was distributed to consultants qualified to support staff efforts to develop the CAP; three proposals were received. Staff recommends that the Board authorize the General Manager to execute a Professional Services Agreement with Rincon Consultants, Inc. in the amount of \$449,315 for the preparation of the District's CAP and authorize an increase to the Fiscal Year 2024-25 Capital Budget for Project 11800 in the amount of \$576,747.

BACKGROUND:

In January 2024, consultants at NV5 completed initial work for the preparation of a CAP for the District. NV5 provided greenhouse gas (GHG) inventory projections, a list of potential projects to reduce GHG emissions and energy costs, and an overview of potential project funding sources. Following NV5's work, staff developed an RFP to complete the CAP. The RFP calls for the preparation of a CAP that will describe climate change adaptation and mitigation related regulations and requirements, quantify IRWD's climate change vulnerabilities, and recommend adaptation strategies. In addition, the CAP will identify energy use optimization measures, analyze previously proposed solar projects, and examine existing energy storage opportunities. Finally, the CAP will provide forecasts of IRWD energy use and GHG emissions.

Consultant Selection Process:

In August 2024, staff distributed an RFP for the development of the District's CAP to 11 qualified firms. Proposals were received from three companies: AECOM, Hazen and Sawyer, and Rincon. After completing a thorough evaluation of the written proposals and conducting interviews with two of the firms, staff prepared the consultant selection matrix which is attached as Exhibit "A". Based on the findings in this matrix, staff recommends the selection of Rincon to complete the work. Key strengths detailed in Rincon's proposal are:

- Rincon has deep knowledge of CAP development and has authored over 90 similar plans;
- Rincon understands the unique challenges of developing CAPs for water agencies, having developed plans for Metropolitan Water District of Southern California, Las Virgenes Municipal Water District, and Inland Empire Utilities Agency;
- Rincon's proposed Principal in Charge has worked with IRWD for 15 years and has institutional knowledge about IRWD systems, facilities, and operations;
- The Rincon team brings resources with specialized expertise in energy efficiency, renewables, water and wastewater infrastructure, and climate change projections;

- Rincon’s sub-consultant Eagle Rock Analytics will provide IRWD with access to high-resolution climate data from California’s Fifth Climate Change Assessment; and
- Rincon’s scope of work and level of effort is consistent with staff expectations.

Rincon’s proposed scope of work, which is provided as Exhibit “B”, includes three optional tasks that would proceed only as authorized upon further staff consideration. These optional tasks include quantifying IRWD’s Scope 3 GHG emissions, ensuring that the CAP meets California Environmental Quality Act (CEQA) criteria, and the use of online GHG monitoring and tracking software.

FISCAL IMPACTS:

The total cost to prepare the CAP is \$576,747, including \$75,000 for staff time. This cost will be funded by Project 11800 as a water and energy study, which is included in the FY 2024-25 Capital Budget. Staff recommends a budget increase in the amount of \$576,747, as shown below:

| Project No. | Current Budget | Addition <Reduction> | Total Budget |
|-------------|----------------|----------------------|--------------|
| 11800 | \$1,500,000 | \$576,747 | \$2,076,747 |

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This item was reviewed at the November 6, 2024, Water Resources Policy and Communications Committee meeting.

RECOMMENDATION:

THAT THE BOARD AUTHORIZE THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH RINCON CONSULTING, INC. IN THE AMOUNT OF \$449,315 FOR THE PREPARATION OF THE DISTRICT’S CLIMATE ADAPTATION AND ENERGY MANAGEMENT PLAN; AND AUTHORIZE AN INCREASE TO THE FISCAL YEAR 2024-25 CAPITAL BUDGET FOR PROJECT 11800 IN THE AMOUNT OF \$576,747.

LIST OF EXHIBITS:

Exhibit “A” – Consultant Selection Matrix

Exhibit “B” – Rincon Proposal for Climate Adaptation and Energy Management Plan

Exhibit “A”

| CONSULTANT SERVICES EVALUATION MATRIX FOR CLIMATE ADAPTATION AND ENERGY MANAGEMENT PLAN | | | | | |
|---|---|---------|-------------------------------|--------------|-------------|
| Item | Description | Weights | AECOM | Hazen | Rincon |
| A | Technical Approach | 60% | Score (1 = Best; 3 = Weakest) | | |
| 1 | Understanding of Required Services and Project Details | 25% | 2 | 3 | 1 |
| 2 | Soundness of Approach/ Methodology (Tasks 1 thru 10) | 55% | 2 | 3 | 1 |
| 3 | Schedule | 20% | 2 | 3 | 1 |
| <i>Technical Approach Weighted Score</i> | | | 2 | 3 | 1 |
| B | Qualifications and Experience | 40% | Score (1 = Best; 3 = Weakest) | | |
| 1 | Project Manager Qualifications and Exp | 30% | 1 | 3 | 2 |
| 2 | Principal in Charge Qualifications and Exp | 10% | 1 | 3 | 2 |
| 3 | Technical Leads Qualifications and Exp | 25% | 2 | 3 | 1 |
| 4 | Project Team Exp w/ IRWD system, CA water utilities | 5% | 2 | 3 | 1 |
| 5 | Project Team Exp w/ climate risk and adaptation strategies | 15% | 2 | 3 | 1 |
| 6 | Project Team Exp w/ energy management, solar, batteries | 15% | 3 | 1 | 2 |
| <i>Quals and Exp Weighted Score</i> | | | 1.75 | 2.7 | 1.55 |
| Combined Technical Approach and Quals and Exp Weighted Score | | | 1.90 | 2.88 | 1.22 |
| Forced Rankings (1 = Best; 3= Weakest) | | | 2 | 3 | 1 |
| C | Proposed Budget by RFP Scope of Services/Tasks | | Fee by Task | Fee by Task | Fee by Task |
| 1 | Manage Project | | \$ 95,241 | \$ 87,574 | \$ 35,984 |
| 2 | Evaluate Legislative and Regulatory Framework | | \$ 19,113 | \$ 44,751 | \$ 34,394 |
| 3 | Identify Potential Climate Change Impacts and Vulnerabilities | | \$ 80,937 | \$ 151,211 | \$ 68,686 |
| 4 | Recommend Climate Adaptation Management Strategies | | \$ 80,890 | \$ 176,186 | \$ 37,699 |
| 5 | Prepare Baseline Energy Use and GHG Emission Forecasts | | \$ 53,998 | \$ 144,274 | \$ 14,085 |
| 6 | Identify and Evaluate Energy Optimization Measures | | \$ 66,316 | \$ 190,904 | \$ 48,566 |
| 7 | Identify and Evaluate Renewable Energy and Energy Storage Project Opportunities | | \$ 59,040 | \$ 53,330 | \$ 71,696 |
| 8 | Prepare Energy Use GHG Emission Forecast Under Different Scenarios | | \$ 80,334 | \$ 83,272 | \$ 14,165 |
| 9 | Prepare A Series of Next Steps | | \$ 44,974 | \$ 104,389 | \$ - |
| 10 | Prepare CAP Drafts and Presentations | | \$ 94,069 | \$ 140,332 | \$ 29,039 |
| 10 | Optional Tasks | | | | \$ 95,000 |
| 11 | Indirect Expenses | | \$ 2,000 | \$ 27,500 | |
| 12 | Hours* | | 3198 | 6785 | 2404 |
| 13 | Average Rate* | | \$ 211 | \$ 173 | \$ 187 |
| Total Proposed Budget | | | \$ 676,912 | \$ 1,203,723 | \$ 449,315 |
| D | Other | | Yes/No | Yes/No | Yes/No |
| 1 | Joint Venture or Subs | | no | yes | yes |
| 2 | Conflict of Interest | | no | no | no |
| 3 | Meet Required Insurance Requirements | | yes | yes | yes |
| 4 | Exceptions taken to IRWD Professional Services Agreement | | no | yes | no |

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Irvine Ranch Water District

Proposal for Climate Adaptation and Energy Management Plan

Los Angeles • September 18, 2024



1 Scope of Work

Project Understanding

Irvine Ranch Water District (IRWD) is an innovator in water resource management in California, providing efficient and responsible water, wastewater, recycled water, biosolids, and urban runoff services. IRWD uses over 130 gigawatt hours of electricity and spends over \$30 million dollars on electricity each year and is reflective of the state’s largest industry consumer of energy—moving and delivering water, to operate its system of water and recycled water treatment plants, reservoirs, pump stations, and lift stations. Integrated into this system, IRWD currently has rooftop solar at its headquarters building and the Baker Water Treatment Plant; operates its Biosolids Energy Recovery Facility at the Michelson Water Recycling Plant using a methane capture system; has battery energy storage facilities at various treatment facilities to reduce peak load energy use; and participates in various Southern California Edison (SCE) programs such as demand management. Building on its existing investment in these various energy projects and additional studies, including an *Energy and GHG Master Plan*, *SCE Water-Energy Pilot Phase I Report*, and *Phase I Climate Action Plan*, IRWD is proposing to prepare a Climate Adaptation and Energy Management Plan (CAEMP). The CAEMP will provide a roadmap for IRWD to adapt to the effects of climate change, while continuing to optimize energy use and identify additional renewable energy and energy storage opportunities. The CAEMP will allow IRWD to both capture the value of existing requirements (including GHG reductions from the renewable portfolio standard and Advanced Clean Fleets) but also prepare for additional regulations that may arise as California works towards carbon neutrality by 2045.

The following scope of work reflects the tasks requested in the RFP and our experience creating climate related plans for water agencies of all sizes across the state. Rincon Consultants, Inc. (Rincon) has unmatched technical expertise in the water sector with a strong understanding of statewide climate policy, regulatory drivers, technical solutions, stakeholder concerns, as well as institutional constraints challenging water agencies. As part of our innovative approach to climate planning we have partnered with **Eagle Rock Analytics (ERA)**, who will provide access to California’s 5th Climate Assessment Data. While currently not available through Cal-Adapt, this data will create the most value for IRWD by using data that is the most accurate and current available. Using this probabilistic data, we intend to develop an adaptive management strategy for climate resilience at IRWD. In our spirit of innovation and thought leadership, we have identified additional opportunities for IRWD to consider as optional tasks, to leverage the CAEMP and maximize IRWD’s energy efficiency and management of its valuable energy resources. Rincon has also teamed with **Willdan**, one of our most trusted engineering partners. Willdan will lead the development of the energy optimization strategies through their dedicated water agency team and B3 energy analysis tool, which allows customers to quickly understand which buildings and processes have the most opportunity for energy savings. Willdan will also leverage their experience deploying solar and battery storage projects to provide both an analysis of existing projects, as well as a useful tool for future decision-making.

“Rincon was instrumental in successfully completing a much overdue Climate Action and Adaptation Plan (CAAP) for the District. The project manager and staff were not only highly knowledgeable and well-versed as evidenced by the comprehensive and timely completion of a CAAP report, but very professional in their interactions with staff and the Board of Directors. They provided an excellent end-product at an affordable price. We highly recommend them for any agency’s CAAP needs.”

**– Joe McDermott, P.E.,
Director of Engineering and External Affairs
Las Virgenes Municipal Water District**

Based on past and current work on resilience, operational modernizations, resource efficiency and the desire to complete a comprehensive CAEMP, it is clear the IRWD understands the importance of this work. While climate change presents a host of potential challenges in the form of decreased water availability, increased demand, extreme heat, and fire, we have been helping clients, build increased resilience, improve energy efficiency and increase access to funding through the implementation of comprehensive climate plans. The Rincon Team brings deep experience in greenhouse gas (GHG) and vulnerability analysis; climate action, energy, and adaptation policy, and engagement that is specific to the water sector. Rincon recently completed The Metropolitan Water District of Southern California (Metropolitan) Climate Action Plan (CAP) and Vulnerability Assessment and is in the process of implementing climate action and adaptation programs. We also recently finished climate action and adaptation plans (CAAP) for Coachella Valley Water District (CVWD), San Bernardino Valley Municipal Water District (Valley District), Inland Empire Utility Agency (IEUA) and Santa Clarita Valley Water District (SCV Water). Drawing on this experience, the Rincon Team has detailed a specific work scope necessary to provide a data driven, detailed, and implementable CAEMP that will provide a pathway for IRWD to move confidently into the future of water in California.

Task 1 Project Management

The Rincon Team understands communication is fundamental to successfully accomplish this work effort according to the schedule, budget, and IRWD satisfaction. We envision our working relationship with IRWD staff as highly collaborative. Rincon will attend regular and as-needed virtual project-related meetings with IRWD during the one-year duration of this project (December 2024 to November 2025). The purpose of these calls will include the discussion of deliverables, upcoming tasks or milestones, task schedules, and next steps, as well as response to questions. We will highlight accomplishments as well as task factors that are at risk of being off course with suggested solution to realign. Project initiation will begin with a kickoff meeting to introduce the IRWD and Rincon project teams, confirm preferred communication and team roles; and review the finalized scope of work, budget, and schedule. During the kickoff call and project initiation phase, Rincon will work with IRWD to develop a vision for the project and identify goals and metrics for success. Under this task, Rincon can also prepare timelines for each task and will provide monthly written status reports along with our monthly invoices.

Additionally, once the vulnerability analysis and energy and GHG forecasts are complete, the Team will partner with IRWD to develop a suite of quantitative strategies for GHG mitigation, adaptation, resilience, and the overall structure and content of the CAEMP report.

Quality Assurance/Quality Control

All deliverables will undergo a robust Quality Assurance/Quality Control (QA/QC) review process. Project Manager Kerry Nixon will be responsible for facilitating the QA/QC review process. Principal-in-Charge Jennifer Jacobus and Technical Director Ryan Gardner will review all major project deliverables, Other senior technical staff, including from our subconsultants where appropriate, will provide reviews as needed and based on the content. Our QA/QC review process covers technical content, as well as grammar and formatting, ensuring the IRWD can focus its review on the methods, analysis, and results.

Deliverables

- Kickoff Meeting
- Up to 24 biweekly half-hour meetings over the 12-month project period
- One workshop for coordinating with local government entities within the IRWD service area
- Two half-day workshops with IRWD staff to aid in the development of the first and second drafts of the CAEMP

- Two presentations to the IRWD Executive Management Team and Energy Management Team to solicit feedback on the CAEMP
- Meeting or workshop agendas delivered no later than one working day before the meeting or workshop
- Draft meeting or workshop presentations delivered two working days before the meeting or workshop
- Summary notes delivered two working days after the meeting or workshop
- Monthly invoices and progress reports
- Slide deck for IRWD staff presentation to IRWD Board.

Assumptions

- Up to four Rincon staff will attend the virtual, one-hour kickoff meeting.
- Rincon staff will attend up to 12 as-needed meetings throughout the project period.
- Invoices will include receipts, description of work, employee fee schedule rates, and percentage of project/project task(s) completed.
- IRWD will provide one set of consolidated feedback on draft presentations or workshop materials.

Task 2 Background Research

Task 2.1 Literature Review

The Rincon Team understands that the IRWD has already taken significant steps towards preparing for climate change, increasing sustainability, and reducing GHG emissions. The review of existing documents is a critical first step in understanding the nuances of the IRWDs operations and climate planning efforts. To expand on this critical step Rincon has developed the Measure Analysis and Success Tracking (MAST) tool. Rincon has deployed the MAST tool at several water agencies to provide a streamlined approach to cataloging and scoring the effectiveness of existing climate programs to help provide a clear map of what has already been done, gauge the effectiveness of the existing policies and develop a gap analysis to identify strategic new opportunities to achieve IRWD’s vision. As we complete review of current documents, we will populate the MAST tool with the existing measures and actions that are addressing climate mitigation and adaptation at IRWD. The tool includes a scoring system with a drop-down menu for the IRWD to provide feedback on each measure based on six key variables including:

- | | |
|----------------------------|--------------------------------------|
| • Implementation status | • Metrics for success |
| • Potential funding source | • Clear strategy to obtain objective |
| • Clarity of the objective | • Responsible party |

This process not only allows the Rincon team to gain a high level of understanding of past and current strategies employed by the District, but it also provides an opportunity to determine which strategies have been the most successful and why. The MAST tool will also serve as a foundation on which to build new measures and actions for the CAEMP. Once the MAST tool has been reviewed by the IRWD, the collective team will review the results during a workshop. The final deliverable will be a Summary Report highlighting the past and current climate resilience efforts.

Deliverables

- Review of existing reports and data
- MAST Tool
- One workshop session with IRWD staff
- Draft and Final Summary Report

Assumptions

- Rincon will submit a data request.
- The majority of data required for the literature review will be provided by IRWD.
- Up to three Rincon staff will attend the workshop, which will be up to two hours.

Task 2.2 Evaluate Legislative and Regulatory Framework

As an environmental and climate consulting firm, Rincon has been monitoring, evaluating, and navigating State regulations for more than 30 years and are currently supporting agencies like Metropolitan on these efforts. We follow and regularly work with an ever-evolving set of regulations that currently or are likely to have an impact on water agencies and their energy usage and GHG emissions. In addition to the Renewable Portfolio Standard and Advanced Clean Fleet regulation, Rincon is following the development of government regulation around embodied carbon of new construction (Assembly Bill 2446) and zero NOx appliance standards (California Air Resources Board). In addition to requirements, Rincon will also identify opportunities for advanced funding or other support that IRWD might leverage to increase resilience of water supplies (stormwater capture), develop new revenue streams (low carbon fuel standard), or operational resilience (self-generation credit). Rincon will survey pending legislation and rulemaking to identify and evaluate other legislation and regulations focusing on GHG emission reduction, energy management, or climate resiliency that could potentially impact IRWD's operations. Rincon currently supports other agencies in tracking and preparing for new climate related regulations.

Deliverables

- Summary Report of potential and existing legislation, regulation, and programs that could potentially impact IRWD operations and/or GHG emissions

Assumptions

- Does not constitute legal advice
- Summary Report of Legislative and Regulatory Framework will be included as a technical appendix in the CAEMP

Task 3 Identify Potential Climate Change Impacts and Vulnerabilities

Rincon will work collaboratively with our trusted teaming partner ERA as well as key IRWD staff to complete a service area-wide risk and vulnerability assessment that includes a detailed look at the impacts to the IRWDs infrastructure, operations, water supplies, and habitats, as well as impacts to water usage and management. This work will build off the literature review and MAST tool completed under Task 2.1, which will include a review of IRWD plans, studies, and programs related to climate change preparedness. The analysis will include both an assessment of today's climate risks, as well as how those risks may change over time.

To begin the process Rincon will create a matrix of IRWD facilities and infrastructure types and applicable climate hazards to be analyzed. Rincon assumes that IRWD will provide geospatial data on existing infrastructure that can be overlaid with climate data provided by ERA. The climate impacts to be included in the vulnerability assessment will include the following climate hazards at a minimum:

- Water supply changes (using results from 2024 Water Reliability Study)
- Water quality changes
- Increased wet weather flows
- Droughts
- Flooding
- Power grid instability
- Sea-level rise
- Wildfire
- Weather extremes

Rincon will begin the vulnerability analysis with a two-hour virtual working session with IRWD using Mural and will prepare an assessment matrix connecting relevant climate risks and potential impacts to facilities and operations based on the MAST tool and anecdotal evidence derived from IRWD staff. Rincon will collaborate with IRWD staff to identify potential regional impacts on the facilities and operations due to climate change if identified trends continue. This process will include a high-level review and summary of climate-related risks to existing and planned facilities and operations. Climate risks are anticipated to include the potential impacts on process design parameters, effluent water quality, and other important aspects of facility infrastructure and operations. The assessment matrix fill serves as an outline for the climate vulnerability analysis. The outline will be designed to target the analysis of the primary climate risks and will be reviewed and approved by IRWD before Rincon begins work on the in-depth climate change analysis. The assessment matrix will also serve as a basis for the identification of steps being taken or planned to address current climate impacts.

During the detailed analysis and vulnerability assessment, ERA will work collaboratively to structure climate scenarios and identify key current and future climate hazards facing the service area by drawing from California’s 5th Climate Change Assessment and key scenarios used in State planning guidance (e.g., Sustainable Groundwater Management Act). The 5th Assessment report has not yet been released by the State of California, but the Climate Data and Scenarios are currently available. ERA’s access to this data means that the CAEMP will have a significantly longer lifespan as a planning tool due to its use of the most cutting-edge data. The 5th assessment data is the most recent climate data made available by the State of California though not yet available in Cal-Adapt. This data is aligned with the next generation climate models from [Coupled Model Intercomparison Project Phase 6](#). These data have been downscaled to include higher spatial resolution for California (3 kilometer by 3 kilometer grid) and to offer higher temporal resolution and a broader spatial domain for some datasets. ERA will perform custom research tailored to IRWD infrastructure on the impacts of key climate hazards identified for IRWD operations and assets in current and future climates.

A key differentiator of the ERA data is the ability to provide probabilities to climate hazards at a very fine scale, which can be used to plan around the need and timing for capital improvement projects and other adaptation strategies. Rincon and ERA will examine changes in the intensity, frequency and duration of extreme climate events; characterize the typical patterns that lead to extreme, high-risk events with a focus on producing engineering and design relevant, probabilistic expressions of hazards to IRWD. We will create a set of key climate scenarios to be used across the plan, including aligning horizon years and operational conditions.

Once the vulnerability assessment is completed and the probability of each climate hazard occurring over time and across different climate future scenarios is understood, Rincon will hold a series of focus group meetings with various departments across IRWD. These meetings will be used to discuss the potential climate futures and hazards with facility operators, engineers, scientists, and others within IRWD. In our experience these meetings are incredibly valuable in identifying risks across an organization’s operations. By clearly presenting the potential of a particular climate hazard, staff can convey the resulting risks to their facility or operation. These risks will be included in the final report and serve as a starting point for Rincon’s broader risk analysis.

The Rincon Team will assess the level of risk to the IRWDs infrastructure, operations, and assets related to climate change (exposure), the degree to which they could be effected (sensitivity) and the

current ability of the IRWD to cope and recover from those risks (adaptive capacity) based on current conditions. Finally, Rincon will lead the development of a complete vulnerability assessment report that uses visualizations and graphics to provide data and evaluation of the IRWD's exposure, sensitivity, and adaptive capacity towards climate change both today and under a variety of future scenarios.

Deliverables

- Vulnerability Assessment Report
- Two-hour virtual kickoff
- Up to eight, one-and-a-half-hour departmental risk assessment meetings

Assumptions

- IRWD will provide GIS data for major infrastructure

Task 4 Recommend Climate Adaptation Management Strategies

Rincon will work with IRWD staff to develop a Resilience Strategy Plan to address identified vulnerabilities, based on the risks identified in Task 3, including a roadmap to implementation of strategic recommendations and policy opportunities organized under a set of resilience goals and objectives. We will draw from best practices across California and the U.S., including successful adaptation measures implemented by other water districts like Metropolitan and Valley District, including our approach of adaptive management to climate change. An adaptive management process is one that promotes flexibility in the IRWD's responses to changes in climate projections and adjustments to measures and actions based on real-world conditions, potentially decades into the future. Because climate change has increased our uncertainty about the future, the plans and strategies we implement, have to adapt to these changes. Leveraging the climate scenarios provided by ERA, Rincon will strive to identify different strategies for IRWD across an array of possible climate outcomes and allow opportunities to recalibrate solutions based on observations. Adaptive Management Indicators will then be developed to identify which climate future we are most closely tracking and therefore, which strategies should be implemented.

Rincon will begin the strategy development process by convening a round of department working sessions (up to eight) to brainstorm and prioritize the key risks that need to be addressed and their potential solutions. Strategy recommendations may identify cross-departmental initiatives that support identified resilience goals. Rincon will also convene a cross-departmental workshop organized by cross-cutting themes to generate collaborative strategy options. Based on the MAST tool findings from Task 2.1, Rincon will also perform a plan integration exercise to place strategy recommendations in existing processes where feasible and identify whether new planning processes may add resilience value to IRWD. Using this information Rincon will develop both draft and final adaptation management strategies for review by the District.

Once the final list of strategies is identified, Rincon will develop an implementation plan which will include potential costs, benefits, implementation timelines and adaptive management indicators which will help drive the implementation and management of the plan. Additionally, Rincon will work with IRWD to develop evaluative criteria to assist IRWD in prioritizing adaptation strategies in alignment with IRWD needs and planning gaps as determined through ongoing discussion with IRWD staff, the MAST tool, and vulnerability analysis.

Deliverables

- Initial adaptation measure list
- Evaluative criteria for prioritizing strategy implementation
- Internal adaptation measure workshop
- Up to eight departmental meetings
- Draft and Final adaptation measure list
- Draft and Final Implementation strategy

Assumptions

- Two rounds of review with consolidated comments on all materials

Task 5 Prepare Baseline Energy Use and GHG Emission Forecasts

Rincon understands IRWD has been completing GHG inventories since 2008. Leveraging these inventories, Rincon will develop an energy and GHG forecast and scenario planning tool through 2045. Completing a forecast is a key step in developing mitigation measures and demonstrating consistency with State targets (which may become requirements in the future). Rincon proposes to develop business-as-usual (BAU), and Adjusted forecast of emissions for IRWD's operations through 2030 and 2045.

- A BAU forecast assumes that no additional efforts or legislative actions will be made to reduce GHG emissions in the future. The BAU forecast is based on growth projected trends in water deliveries, operational changes, and known project activity over time.
- The Adjusted forecast will adjust the BAU forecast to account for state and federal legislative actions that will reduce future GHG emissions from operational activities without additional IRWD action. The Adjusted forecast will include expected changes in IRWD facilities, operations, energy sources, and state legislation including renewable portfolio standard and advanced clean fleets.

Rincon will leverage our in-house Scenario Planning and Reduction Quantification (SPARQ) tool which includes both a transparent GHG emissions forecast, as well as a reduction scenario planning function that will allow IRWD to quantify GHG emissions reductions based on various actions over time. Once the analysis for the energy and GHG forecast is complete, Rincon will summarize the methodologies and results in an Energy and GHG forecast memorandum. The memorandum will include all methodologies and calculations used in the forecast as well as the results of the analysis. A draft of the document will be provided for review before a final version is provided.

Relevance to IRWD

Our iterative Master Planning effort coupled with our energy analysis approach with **B3 software allows our team to more accurately project energy savings and maximize cost savings** as well as reduce the performance risk.

Deliverables

- Energy and GHG inventory data request, provided electronically in Word document format
- GHG inventory data evaluation memorandum, provided electronically in Word document format
- GHG forecast tool, provided electronically in Excel format
- Draft GHG analysis memorandum, provided electronically in Word document format
- Final GHG analysis memorandum, provided electronically in Word document and PDF format

Assumptions

- Rincon will use the data provided in the GHG inventories.
- Rincon assumes methodologies within the inventories are consistent over time.
- Rincon assumes inventories will be provided with both activity data and emission factors available in Excel format.

Task 6 Identify and Evaluate Energy Optimization Measures

Once the energy usage and GHG emissions forecast has been completed, Rincon and our teaming partner Willdan will begin identifying potential energy efficiency and decarbonization strategies which could build on the substantial effort already undertaken by the District. Leveraging the MAST Tool (which summarizes existing strategies) Rincon will develop a draft list of strategies using our experience developing CAPs for water agencies across California. Rincon will identify opportunities for both equipment and behavioral/operational changes across IRWD facilities, but with a prioritization on the largest energy users and the most common equipment types.

Willdan will work collaboratively with District engineers and operators to identify existing pain points and equipment/operations which are currently most in need of modernization. Willdan will conduct several site visits at key facilities (up to four days on-site) to better understand the opportunities. While Senate Bill 100 will drive a significant amount of GHG emissions reduction in the short term (many water agencies are able to demonstrate consistency with the State's 2030 target) wastewater facilities and other fossil fuel consuming equipment can be a significant source of emissions over the longer term. However, these areas are also large opportunities to leverage existing and upcoming incentives and other programs. For example, generating biogas at wastewater treatment facilities can generate low carbon fuel credits, which are a valuable revenue stream in addition to lowering GHG emissions. Rincon is a California Air Resources Board-accredited Low Carbon Fuel Standard-verifier and understands this program and its opportunities well. Willdan will develop a draft list of measures and actions for the District to review. The actions will be provided in along with a prioritization matrix that includes an analysis of cost effectiveness (using the District's definition if applicable) feasibility, alignment with State/federal programs, and consistency with other water agencies in the state.

To best align with the District's goals, Willdan's approach to developing preliminary recommendations includes the following steps.

| Tasks | Preliminary Energy Assessments |
|----------------------------------|---|
| Stakeholder Interviews | <ul style="list-style-type: none">• Ask administration and stakeholders about their future capital plans and long-term goals.• Engage with site operating personnel to identify major issues or capital improvements. |
| Utility and Maintenance Analysis | <ul style="list-style-type: none">• Conduct statistical analysis of a building's energy usage in relation to its square footage, benchmarking the results from other buildings of similar size and function.• Review maintenance costs to identify major issues, regardless of energy index. |

| Tasks | Preliminary Energy Assessments |
|-----------------------------|--|
| Site Operation and Schedule | <ul style="list-style-type: none"> • Complete site walk-throughs to gather additional specific information on mechanical, electrical, plumbing, lighting, building envelope, and technology systems, and operation. • Conduct as-built drawing and specification reviews, as needed. |
| B3 Benchmarking | <ul style="list-style-type: none"> • Use B3 Benchmarking, Willdan’s custom online tool that quickly and accurately identifies buildings with greatest potential for energy improvement – and maximum return on investment. |
| Decision-Making Matrix | <ul style="list-style-type: none"> • Evaluate each facility for: opportunities for reduced energy and maintenance expenditures, B3 Benchmarking, capital priorities, and site/infrastructure imminent need. |
| Building Prioritization | <ul style="list-style-type: none"> • Discuss matrix results and develop priorities and future project phasing, in collaboration with City of Bakersfield stakeholders. |

Difference in Approach: B3 Enhancement

Willdan’s [B3](#) is a smarter energy analysis tool that allows customers to quickly understand how buildings are performing, and how they could—and should—be performing given the unique combination of size, use, and location. By efficiently prioritizing and ensuring the most benefit from the Investment Grade Audit, **B3 typically identifies that 70 percent of energy savings is in 20 percent to 30 percent of buildings.** B3 also has user-friendly tools for independent savings verification.

Deliverables

- Draft and final list of Energy Optimization measures and actions
- Prioritization Matrix

Assumptions

- Up to four days on-site performing site visits from up to two Willdan staff

Task 7 Identify and Evaluate Renewable Energy and Energy Storage Project Opportunities

Rincon and Willdan understand that IRWD has entered into agreements with several owner/operators where battery energy savings are shared, as well as several existing and potential future solar power systems. As part of this task, Willdan will evaluate the current and potential future ownership and operational structures of the battery systems, as well as lifecycle purchase, operation, and disposal costs to develop a cost model for battery cost-benefit analysis. The model will allow Willdan and the District to modify different variables and identify the most ideal ownerships structures from both a cost and energy/decarbonization perspective.

Similarly, Rincon and Willdan understand that the District wants to evaluate several possible solar arrays for future installation. Rather than analyze these arrays individually and create a single report, Rincon proposes to develop an interactive excel based tool with dashboard to evaluate both current and future solar projects. The tool will include check boxes for type of mounting, size, tariff rates, battery storage pairings, and expected installation costs. In addition to the interactive tool, Willdan will create a solar guidance document that will accompany the tool and provide detail on the most cost-

effective approaches, as well as federal, State, and local utility incentive programs (as they are currently). Willdan will leverage our experience supporting the installation of some of the largest solar projects in the state to create a user friendly and long-term, decision-making tool for the District.

Willdan will draw on experience delivering over 100 megawatts (MW) of solar photovoltaic projects for public sector clients, including 1.2 MWs for the City of Dublin, 69 kilowatts for City of Ridgecrest to support electric fleet vehicles, 2.3 MWs for the Paramount Unified School District, and the 1 MW earth-mounted system for the City of Turlock. These systems were sized to maximum utility cost savings, accounting for forecasted baseline decreases from EE measures or baseline increases from future electric vehicle (EV) loads or building expansions.

Deliverables

- Battery Storage Ownership Model and Analysis
- Solar Decision-Making Tool (Excel)
- Solar Guidance Report

Assumptions

- The District will provide existing data on battery and solar projects.

Task 8 Prepare Energy Use GHG Emission Forecast under Different Scenarios

The Rincon Team will begin this task by developing a set of scenarios for IRWD using our SPARQ tool. The SPARQ tool will be used to assess a range of scenarios, including:

- **Scenario 1:** Application of identified energy use optimization measures from Task 6 and renewable energy projects and energy storage projects from Task 7
- **Scenario 2:** Application of recommended climate adaptation strategies from Task 4
- **Scenario 3:** Application of the two scenarios above in a combined forecast

Though not requested by IRWD in the RFP, Rincon has worked with other water agencies to develop GHG reduction target options consistent with State GHG reduction goals, including Senate Bill 32 (reduce emissions 40 percent below 1990 levels by 2030) and Executive Order B-55-18 (achieve carbon neutrality by 2045). If IRWD is interested in developing GHG reduction target, Rincon will work with IRWD staff to assess potential targets throughout the adaptation and energy optimization measure development process. Initial targets will be discussed with IRWD to determine if any adjustments are necessary based on the reductions IRWD desires and can realistically achieve. IRWD would also have the option to use a per capita or per service person target, which would normalize GHG emissions to the number of people in the service area and account for changes in population. The per capita methodology also provides maximum benefit to IRWD for water conservation actions.

Because water districts can have variable emissions profiles between years due to changes to pumping, water demand, and water sources, Rincon has developed a carbon budget approach to target setting that would allow the District increased flexibility when demonstrating consistency with the adopted targets. This is the method Rincon developed for Metropolitan's 2020 CAP.

Deliverables

- SPARQ tool results for up to three scenarios

Task 9 Prepare CAEMP Drafts and Presentations and Next Steps

Visioning and goal-setting for the CAEMP will be conducted as part of the project management task (Task 1). The CAEMP document will summarize the findings and results of all previous tasks and present the information in a clearly organized manner and with visualizations and graphics to aide in understanding and highlighting key takeaways. As part of development of the CAEMP, Rincon will use IRWD staff input, and the findings and evaluative criteria developed in previous tasks to identify which strategies, and additional studies will constitute next steps for IRWD.

The Rincon Team proposes to develop an Adaptive Plan that will not only set goals and targets for the better understood short-term impacts of climate change, but also set milestones or triggers that would then precipitate additional actions in the future. Having an adaptive plan will allow IRWD to better address the uncertainties inherent in climate adaptation. While many adaptation and resilience plans tend to be more qualitative in nature, the Rincon Team will work directly with IRWD to establish quantitative targets that can be better implemented and tracked. Compared to GHG reduction targets the establishment of resilience visions and targets are less constrained by regulatory requirements and the Rincon Team will provide guidance on how to bring the sometimes high-level ideas around resilience into concrete and measurable goals and metrics like infrastructure operation uptime, water quality parameters, habitat biodiversity, and miles/square feet of infrastructure hardening. A summary will be developed which details the impacts of climate change specific to IRWD and will include data driven targets for both adaptation and GHG emissions to help drive a consistent understanding of the need for action around climate change.

The CAEMP development process will begin with an initial outline and include two interim drafts and a final draft report. The final draft report will be presented to the IRWD Board along with a PowerPoint presentation, developed by Rincon, for IRWD staff.

Deliverables

- Outline of CAEMP, provided in Word document format
- First Draft CAEMP, provided in Word document format
- Second Draft CAEMP, provided in Word document format
- Presentation to IRWD Executive Management Team and Energy Management Committee (Task 1)
- Final Draft CAEMP, provided in Word document and PDF format
- Americans with Disabilities Act remediation of Final CAEMP in InDesign
- PowerPoint presentation for IRWD staff to present to the IRWD Board (Task 1)
- Electronic copies of spreadsheets, databases, materials, technical memorandums, and other resources used by Consultant to complete the CAEMP

Assumptions

- IRWD will provide one consolidated set of requested edits, changes, and adjustments for each draft of the CAEMP, up to three rounds total.
- Feedback received during presentations and workshops will be incorporated in the CAEMP draft as part of the revision process to develop the subsequent draft.
- The Final CAEMP will be provided in PDF format with Americans with Disabilities Act remediation completed after no further revisions are required.
- Electronic copies of CAEMP supporting materials, such as technical memorandums and spreadsheets, will be provided as part of the final CAEMP deliverable.

Optional Tasks

Optional Task 1 Scope 3 Emissions

Rincon has worked on hundreds of GHG emissions inventories throughout the state. Based on our experience, many organizations track both Scope 1 (direct combustion) and Scope 2 (indirect emissions) in their annual GHG inventories. However, Scope 3 (other indirect emissions) like employee commute, waste, water, and business travel are not as often tracked. However, new regulations and the ability to streamline CEQA (see Optional Task 2) require this data to be tracked. As part of this task, Rincon can work with the District to round out their GHG emissions inventory to more fully capture their operational emissions and unlock new opportunities to reduce emissions over time.

Optional Task 2 Qualified GHG Reduction Strategy

One of the benefits of completing a GHG reduction strategy/energy management plan is the ability to streamline future projects under CEQA if certain criteria are met. Rincon has completed qualified GHG reduction plans for other water agencies, including Metropolitan who has used the plan to streamline the GHG emissions CEQA review for several significant projects. To do this, the plan must meet several key elements as outlined in Section 15183.5(b) of the *CEQA Guidelines*. As part of this optional task Rincon would support the District in meeting the following elements:

- (A) Quantify GHG emissions, both existing and projected over a specified time period, resulting from activities within a defined geographic area
- (B) Establish a level, based on substantial evidence, below which the contribution to GHG emissions from activities covered by the plan would not be cumulatively considerable
- (C) Identify and analyze the GHG emissions resulting from specific actions or categories of actions anticipated within the geographic area
- (D) Specify measures or a group of measures, including performance standards, that substantial evidence demonstrates, if implemented on a project-by-project basis, would collectively achieve the specified emissions level
- (E) Establish a mechanism to monitor the plan's progress toward achieving the level and to require amendment if the plan is not achieving specified levels
- (F) Be adopted in a public process following environmental review

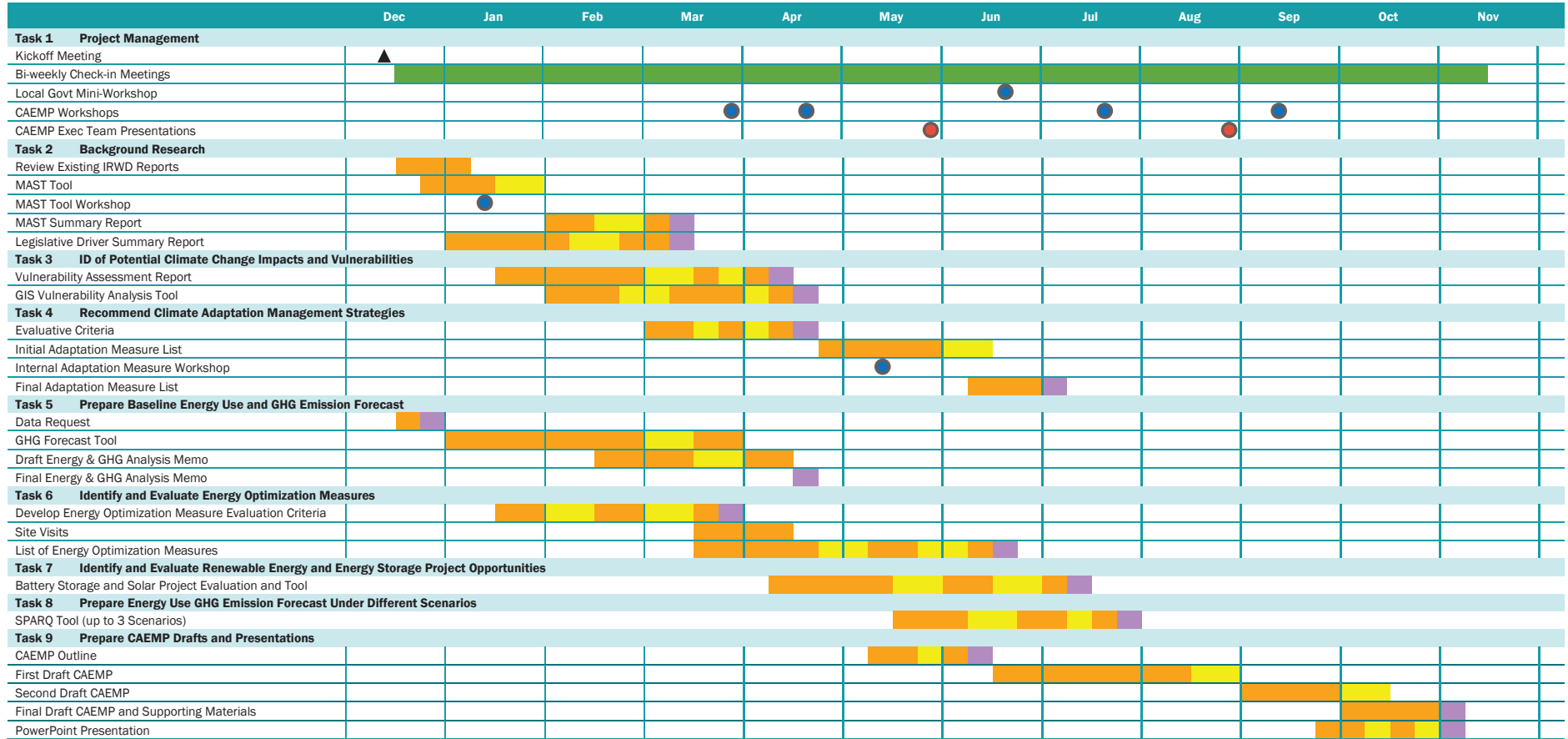
This task would include completion of a substantial evidence section outlining the GHG reduction strategies selected by the District and how they would quantifiably reduce GHG emissions over time, as well as the completion of a CEQA Initial Study and Negative Declaration environmental document. The addition of this task (along with optional task 1 if not already included) could significantly increase the value of the District's plan, potentially saving significant costs on future construction projects in consultant review and GHG mitigation.

Optional Task 3 CAPDash

As an optional task Rincon could include our CAPDash online monitoring and tracking software. This tool (used by Metropolitan, CVWD, and SCV Water) tracks both GHG emissions and strategy implementation over time. The tool can be shared with the public through a public facing dashboard or left private for tracking by the project team only. An example of CAPDash can be found [here](#).

4 Schedule

The Rincon Team is prepared to begin the work program described in this proposal immediately upon authorization to proceed.



Key

- Work in Progress (Orange)
- Final Deliverable (Yellow)
- Kickoff meeting (Purple)
- IRWD Review (Light Blue)
- Biweekly Meeting (Green)
- Presentation (Red)
- Workshop (Blue)

5 Budget

Cost Estimate

| | | Rate | Hours | Labor Budget | Direct Expenses | Total Budget |
|---|---------------------------|-------|------------|-----------------|-----------------|-----------------|
| Task 1 Project Management | | | 127 | \$26,283 | \$0 | \$26,283 |
| Senior Principal | Jennifer Jacobus | \$319 | 2 | \$638 | | |
| Director | Ryan Gardner | \$307 | 18 | \$5,526 | | |
| Supervisor Planner I | Erica Jensen | \$272 | 10 | \$2,720 | | |
| Planner IV | Kerry Nixon/ Allegra Roth | \$211 | 65 | \$13,715 | | |
| Publishing Specialist | Staff | \$120 | 20 | \$2,400 | | |
| Administrative Assistant/Billing Specialist | Staff | \$107 | 12 | \$1,284 | | |
| Task 2 Background Research | | | 99 | \$19,010 | \$0 | \$19,010 |
| Senior Principal | Jennifer Jacobus | \$319 | 2 | \$638 | | |
| Director | Ryan Gardner | \$307 | 8 | \$2,456 | | |
| Planner IV | Kerry Nixon | \$211 | 16 | \$3,376 | | |
| Planner II | Ella Fletcher | \$174 | 70 | \$12,180 | | |
| Publishing Specialist | Staff | \$120 | 3 | \$360 | | |
| Rate Escalation Allowance | Staff | \$0 | 0 | \$0 | | |
| Task 3 Identify Potential Climate Change Impacts and Vulnerabilities | | | 197 | \$38,873 | \$58,000 | \$96,873 |
| Senior Principal | Jennifer Jacobus | \$319 | 2 | \$638 | | |
| Director | Ryan Gardner | \$307 | 15 | \$4,605 | | |
| Planner IV | Kerry Nixon | \$211 | 70 | \$14,770 | | |
| Planner II | Ella Fletcher | \$174 | 70 | \$12,180 | | |
| GIS/CADD Specialist II | Staff | \$167 | 40 | \$6,680 | | |
| Eagle Rock Analytics | Subconsultant | | | | \$58,000 | |
| Task 4 Climate Adaptation Management Strategies | | | 167 | \$34,598 | \$0 | \$34,598 |
| Senior Principal | Jennifer Jacobus | \$319 | 2 | \$638 | | |
| Director | Ryan Gardner | \$307 | 20 | \$6,140 | | |
| Planner IV | Kerry Nixon/ Allegra Roth | \$211 | 70 | \$14,770 | | |
| Planner II | Ella Fletcher | \$174 | 75 | \$13,050 | | |
| Task 5 GHG Emissions Forecast | | | 70 | \$14,085 | \$0 | \$14,085 |
| Senior Principal | Jennifer Jacobus | \$319 | 1 | \$319 | | |
| Director | Ryan Gardner | \$307 | 4 | \$1,228 | | |
| Supervisor Planner I | Erica Jensen | \$272 | 8 | \$2,176 | | |
| Planner IV | Kerry Nixon | \$211 | 12 | \$2,532 | | |
| Planner II | Ella Fletcher | \$174 | 45 | \$7,830 | | |

| | | Rate | Hours | Labor Budget | Direct Expenses | Total Budget |
|---|---------------------------|-------|------------|------------------|------------------|------------------|
| Task 6 Energy Optimization Measures | | | 16 | \$3,964 | \$44,602 | \$48,566 |
| Senior Principal | Jennifer Jacobus | \$319 | 1 | \$319 | | |
| Director | Ryan Gardner | \$307 | 5 | \$1,535 | | |
| Supervisor Planner I | Erica Jensen | \$272 | 0 | \$0 | | |
| Planner IV | Kerry Nixon | \$211 | 10 | \$2,110 | | |
| Planner II | Ella Fletcher | \$174 | 0 | 0 | | |
| Willdan | Subconsultant | | | | \$44,602 | |
| Task 7 Energy Storage Project Opportunities | | | 16 | \$3,952 | \$67,744 | \$71,696 |
| Director | Jennifer Jacobus | \$307 | 5 | \$1,535 | | |
| Principal | Ryan Gardner | \$307 | 1 | \$307 | | |
| Supervisor Planner I | Erica Jensen | \$272 | 0 | \$0 | | |
| Planner IV | Kerry Nixon | \$211 | 10 | \$2,110 | | |
| Planner II | Ella Fletcher | \$174 | 0 | 0 | | |
| Willdan | Subconsultant | | | | \$67,744 | |
| Task 8 Prepare Energy Use GHG Emission Forecast | | | 69 | \$14,165 | \$0 | \$14,165 |
| Principal | Jennifer Jacobus | \$307 | 1 | \$307 | | |
| Director | Ryan Gardner | \$307 | 6 | \$1,842 | | |
| Supervisor Planner I | Erica Jensen | \$272 | 8 | \$2,176 | | |
| Planner IV | Kerry Nixon | \$211 | 12 | \$2,532 | | |
| Planner II | Ella Fletcher | \$174 | 42 | \$7,308 | | |
| Task 9 Prepare CAEMP Drafts, Presentations, and Next Steps | | | 147 | \$29,039 | \$0 | \$29,039 |
| Director | Jennifer Jacobus | \$307 | 12 | \$3,684 | | |
| Principal | Ryan Gardner | \$307 | 5 | \$1,535 | | |
| Planner IV | Kerry Nixon/ Allegra Roth | \$211 | 40 | \$8,440 | | |
| Planner II | Ella Fletcher | \$174 | 50 | \$8,700 | | |
| GIS/CADD Specialist II | Staff | \$167 | 40 | \$6,680 | | |
| Project Total | | | 908 | \$183,969 | \$170,346 | \$354,315 |

| Direct Expenses Summary | | Amount |
|---------------------------------|---------------------|-----------|
| Direct Expenses Total | | \$170,346 |
| Direct Expenses Subtotal | | |
| Optional Task 1 | Scope 3 Emissions | \$20,000 |
| Optional Task 2 | CEQA Qualified Plan | \$60,000 |
| Optional Task 3 | CAPDash | \$15,000 |



Eagle Rock Analytics Climate Vulnerability Data Assessment Workscope Detail

Task 3 Identify Potential Climate Impacts and Vulnerabilities

Eagle Rock Analytics leads Cal-Adapt, California's official climate data and analysis portal, which provides critical statewide climate change information such as precipitation, temperature, and streamflow for water management. Eagle Rock Analytics is currently responsible for future scientific and platform development using California's 5th Climate Assessment Data. Working with the Department of Water Resources, California Energy Commission, and the Governor's Office of Planning and Research, the platform enables easy access to localized climate data, visualizations, and downloads, helping stakeholders make informed, climate-resilient decisions.

Eagle Rock Analytics will perform custom research using California's 5th Climate Assessment Data to identify key climate vulnerabilities of IRWD's infrastructure and operations and transform them into actionable information for multivariate/compound event analysis (i.e., daily max temperature vs. stress tests for peak summer electricity demand). The initial step of this process involves two rounds of workshop meeting between Rincon, Eagle Rock Analytics, and IRWD staff to complete a collaborative risk analysis based on known vulnerabilities or impacts to infrastructure, operations, water supplies, habitats, headwaters and water demand and anecdotal experience facing existing climate change impacts. The team will leverage this information to identify specific climate data that matches the local context that can be leveraged for actionable measure development. ERA will develop a Climate Metric Workplan which will delineate the specific climate data products that are to be generated. Once the Climate Metric Workplan is finalized and approved by IRWD, ERA will begin to extract data from new climate projections from California's Fifth Climate Change Assessment to analyze the climate metrics listed in the Climate Metric Workplan. The workplan will include up to 10 climate metrics and 4 time horizons (for example past, current and two future timepoints or amounts of warming (e.g 2030 and 2050 or 2 degrees and 2.5 degrees warmer)).

Eagle Rock Analytic will use their Analytics Engine to derive the climate metrics identified in the Climate Metric Workplan. The processed data will then be used to examine changes in the intensity, frequency and duration of extreme climate events; characterize the typical patterns that lead to extreme, high-risk events; and design relevant, probabilistic expressions of hazards for IRWD. Example climate metrics tailored to IRWD that could be evaluated include extreme precipitation/flooding, extreme heat, frequency of high fire risk days; and frequency of extreme wind events. The analysis will include both an assessment of today's climate risks as well as how those risks may change over time. The Consultant team will conduct detailed analysis of up-to-four primary climate metrics. Our team has found that additional analysis beyond the four primary metrics detracts from the most imminent and relevant risks and the primary concerns of the community. The final workbook of climate metrics and data products produced shall be finalized with IRWD staff. We will then combine these with key planning guidance such as SGMA and relevant water projection data from the IRWUMP into a set of key climate scenarios to be used across the plan including aligning horizon years and operational conditions.

Assumptions

- The ERA analysis will cover up to 5 climate hazards (two metrics per hazard)
- The ERA analysis will analyze hazards across 2 warming scenarios
- The ERA analysis will analyze climate hazards for 4 milestone years



- ERA has budgeted for receipt of one set of consolidated comments on each deliverable. Any additional revisions will be completed on a time-and-materials basis in accordance with our standard fee schedule (Section G).

Deliverables

- Draft and Final Climate Metric Workplan
- Climate Data Workbook
- Two 1 hour Climate Hazard Meetings with IRWD
- Twelve 30 minute bi-weekly meetings to discuss results and work with data to identify actionable strategies



| | Loaded Rate | Task 1: Bi-Weekly Planning Meetings | | Task 2: Climate Metric Workplan | | Task 3: Climate Data Workbook | | Task 4: Client Meetings w/IRWD, ERA & Rincon | |
|-------------------------------|-------------|-------------------------------------|----------|---------------------------------|-----------|-------------------------------|-----------|--|---------------------|
| | | Effort | Cost | Effort | Cost | Effort | Cost | Effort | Cost |
| Principal Research Scientist | \$ 284 | 12 | \$ 3,408 | 6 | \$ 1,704 | | | 4 | \$ 1,136 |
| Product Owner | \$ 220 | | \$ - | | \$ - | | | | \$ - |
| Scientific Project Manager | \$ 125 | | \$ - | | \$ - | 20 | \$ 2,500 | | \$ - |
| Senior Research Scientist | \$ 135 | | \$ - | | \$ - | | \$ - | | \$ - |
| Research Scientist I | \$ 118 | | \$ - | | \$ - | | \$ - | | \$ - |
| Research Scientist II | \$ 130 | 18 | \$ 2,340 | 40 | \$ 5,200 | 80 | \$ 10,400 | 8 | \$ 1,040 |
| Associate Scientist | \$ 85 | 18 | \$ 1,530 | 40 | \$ 3,400 | 80 | \$ 6,800 | 4 | \$ 340 |
| Senior Developer / Programmer | \$ 174 | | \$ - | | \$ - | | \$ - | | \$ - |
| Developer / Programmer | \$ 144 | | \$ - | | \$ - | | \$ - | | \$ - |
| Junior Developer / Programmer | \$ 108 | 18 | \$ 1,944 | 40 | \$ 4,320 | 80 | \$ 8,640 | 4 | \$ 432 |
| Administrative Staff | \$ 78 | | \$ - | | \$ - | | \$ - | | \$ - |
| Subtotal | | | \$ 9,222 | | \$ 14,624 | | \$ 28,340 | | \$ 2,948 |
| | | | | | | | | ERA Total | \$ 55,134 |
| | | | | | | | | Rincon Markup | \$ 2,866.00 |
| | | | | | | | | Final Total | \$ 58,000.00 |



Willdan Energy Efficiency and Renewable/Energy Storage Analysis Workscope Detail

The majority of our effort will be focused on data gathering and analysis, with targeted site visits where required to verify the energy usage patterns. **Willdan's analysis will involve a deep preliminary dive into customer data and systems and will inform our development of recommendations for next steps.** Our team prioritized the areas indicated below based on the provided information; we would need Rincon's assistance to make sure that these issues are addressed and that the customer's needs are met.

Our estimates of hours and costs are based on the following assumptions and approach:

Task 6 Energy Efficiency Analysis

Comprehensive review of District's energy spends portfolio-wide, including:

- Benchmarking of large usage meters (up to 50 total meters)
- Development of incremental data for selected accounts
- Load factor Analysis
- Enhanced Benchmarking with B3
- B3 provides building ranking by performance
- Use weather normalization to be able to measure energy savings from conservation measures
- One year access to B3 database and dashboard
- Up to 4 days of site visits which may include multiple facilities per day

Assumptions

- Willdan will complete up to 4 days of site visits
- Willdan will analyze up to 50 individual meters based on energy costs

Deliverables

- Draft and final prioritized list of energy efficiency projects

Task 7 Energy Efficiency Analysis

Willdan will evaluate the current and potential future ownership and operational structures of the battery systems, as well as lifecycle purchase, operation, and disposal costs to develop a cost model for battery cost-benefit analysis. The model will allow Willdan and the District to modify different variables and identify the most ideal ownerships structures from both a cost and energy/decarbonization perspective.

- **Battery Energy Storage:** Review and analysis of contractual terms, system specifications, operational parameters, historical performance and any other relevant factors or documentation for the six existing battery energy storage systems specified in the RFP (Michelson Water Recycling Plant (2.5 MW/15Mega-Watt- Hour MWh), Baker Water Treatment Plant (1 MW/ 6 MWh), Deep Aquifer Treatment System (1 MW/ 6 MWh), Los Alisos Water Recycling Plant (1 MW/ 5.6 MWh), Potable Treatment Plant (0.5 MW/ 2 MWh), Wells/21/22 Desalter Facility (0.25 MW/ 1.1 MWh)



- **Solar PV:** Review and analysis of any feasibility studies, preliminary designs and specifications, and proposals for the four anticipated solar PV projects (Baker Water Treatment Plant (281 kW ground mount solar), Zone A North Reservoir (310 kW rooftop solar), Rattlesnake Reservoir Baseball Field (635 kW ground mount solar), MWRP (2.4 MW ground-mount/canopy solar))
- **Solar PV Screening Tool:** Development of an Excel-based tool for screening potential future solar projects, based on our experience and understanding of industry trends and standards, the current and future regulatory environment, available funding options and financing structures, utility requirements, and the specific needs and characteristics of the local community. This tool will address each of the factors requested in the RFP, including solar array capacity (minimum capacity), paired BESS (including impacts of recent changes in tariff rates), form factor, system array tariff structure, community issues, and federal, state and utility incentive programs.

Deliverables

- A report outlining the energy efficiency analysis as stated above for Battery Energy Storage and Solar PV and a Solar PV screening tool.



Willdan Budget Detail

| | Scott Griffith | Chris Gaddy | Bill Clifford | Roxanne Chavarria | Brandon Rock | Zoe Warp | Tedd Kelley | Saj Puthur | Total Hours | Total Labor Cost |
|---|----------------------|---------------------|-------------------|-------------------|--------------|-----------------|---------------------|---------------------|---------------------------|------------------|
| | Sr. Project Director | Project Development | Water Project Mgr | Lead DER Engineer | Sr. PDE | Energy Engineer | Electrical Engineer | Electrical Engineer | | |
| SUMMARY TASK | \$160 | \$125 | \$225 | \$195 | \$160 | \$120 | \$155 | \$155 | | |
| Task 6 Identify and Evaluate Energy Optimization Measures | | | | | | | | | | |
| Develop energy optimization measure evaluation criteria | 5.0 | 5.0 | 20.0 | | 20.0 | 10.0 | | | 60.0 | \$ 10,325 |
| Apply criteria to develop a list of energy optimization opportunities that target specific IRWD facilities | 5.0 | 5.0 | 60.0 | | 60.0 | 30.0 | | | 160.0 | \$ 28,125 |
| Subtotal | 10.0 | 10.0 | 80.0 | 0.0 | 80.0 | 40.0 | 0.0 | 0.0 | 220.0 | \$ 38,450 |
| Task 7 Identify and Evaluate Renewable Energy and Energy Storage Project Opportunities | | | | | | | | | | |
| Provide an analysis of the options available to IRWD following the sunset of the battery savings sharing agreements | 5.0 | | | 48.0 | | | 24.0 | 24.0 | 101.0 | \$ 17,600 |
| Evaluate recommended solar installations | 5.0 | | | 64.0 | | | 32.0 | 32.0 | 133.0 | \$ 23,200 |
| Develop a checklist for successful solar projects in California | 5.0 | | | 48.0 | | | 24.0 | 24.0 | 101.0 | \$ 17,600 |
| Subtotal | 15.0 | 0.0 | 0.0 | 160.0 | | | 80.0 | 80.0 | 335.0 | \$ 58,400 |
| Total | 25.0 | 10.0 | 80.0 | 160.0 | 80.0 | 40.0 | 80.0 | 80.0 | 555.0 | \$ 96,850 |
| | | | | | | | | | Willdan Labor Cost | \$ 96,850 |
| | | | | | | | | | Rincon Markup | \$15,496 |
| | | | | | | | | | Total | \$112,346 |