

AGENDA
REGULAR MEETING
PARADISE IRRIGATION DISTRICT
BOARD OF DIRECTORS
PID BOARD ROOM
6332 CLARK ROAD, PARADISE, CA 95969

WEDNESDAY, JUNE 16, 2021 – 6:30 PM

- ❖ *In accordance with California Governor Gavin Newsom's Executive Order (EO) N-29-20 relating to the convening of public meetings in response to the COVID-19 pandemic, the Paradise Irrigation District will be closing the Board of Directors Meeting to members of the public and non-essential District staff. The following options are available for members of the public to participate in the meeting:*

Via Zoom Meeting: <https://us02web.zoom.us/j/88192841237>

Telephone: +1 669 900 6833 US (San Jose)

Meeting ID: 881 9284 1237

To improve participation during the meeting, we will be accepting public comments from Zoom Meeting participants during the meeting. The Board cannot take action on any matter not on the agenda. Public comments specific to an agenda item will be read directly after the agenda item and before the Board votes on an item.

Via Email or Telephone: Public comment will be accepted by email with the subject line PUBLIC COMMENT ITEM NO. ____ to gborrayo@paradiseirrigation.com or telephone (530) 876-2039 prior to 4:00 p.m. on the day of the meeting.

1. OPENING:

- a. Call to Order
- b. Public & Board Members; please silence your cell phones
- c. Reflection and Pledge of Allegiance
- d. Roll Call

2. PUBLIC PARTICIPATION:

Individuals will be given an opportunity to address the Board regarding matters not scheduled on the agenda, although the Board cannot take action on any matter not on the agenda. Comments will be limited to 3 minutes per speaker. Opportunity for public comment on agenda items will be provided at the time they are discussed by the Board with comments limited to 3 minutes per agenda item.

3. CLOSED SESSION:

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code section 54956.9. One Case.
- b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. (Government Code section 54956.9 (d)(1).) Pacific Gas & Electric Company Bankruptcy Proceedings, including PID Claim Against Fire Victim Trust. Bankruptcy Case No. 19-30088 (DM).
- c. CONFERENCE WITH LABOR NEGOTIATORS: Conference with PID Labor Negotiator Representative Tom Lando regarding Unrepresented Position, Part-Time Finance & Accounting Advisor (Government Code section 54957.6).
- d. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6).
PID Labor Negotiator Representative: Tom Lando, District Manager
Employee Organization: Management Unit represented by Teamsters Local 137

4. Announcement from Closed Session:

5. APPROVAL OF CONSENT CALENDAR: *Action may be taken.*

- a. Approval of Meeting Agenda Order
- b. Approval of Minutes: Regular Meeting of May 19, 2021

(Pages 5-10)

- (Page 11) 6. **APPOINTMENT OF OFFICER – TREASURER** (Tom Lando): Appointment of Treasurer to succeed Ross Gilb. *Action may be taken to appoint a new Treasurer.*
7. **TREASURER’S UPDATE:**
- (Pages 12-21) a. **Treasurer’s Report:** Review and acceptance of the Treasurer’s Report for the period ending May 31, 2021. *Action may be taken.*
- (Pages 22-33) b. **Expense Approval Report:** Approval of General Fund Check Numbers 56281 through 56378 for the month of May 2021 totaling \$955,935.04, exclusive of voided check number 56305, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of June 2021. *Action may be taken.*
- (Pages 34-49) 8. **DISTRICT MANAGER AND STAFF / ENGINEERING REPORT UPDATES:** Verbal and written report updates from staff and engineering consultant. *Information item only.*
- a. Customer Service Activity Report
 - b. Transmission & Distribution Staff Report
 - c. Water Treatment Plant Staff Report
 - d. Water Supply Recovery Program Update: Progress update provided by Water Works Engineers
 - e. District Engineering Report provided by Water Works Engineers
9. **COMMITTEE REPORTS:** *Information Item Only.*
- Board oral report(s) regarding representation on Commissions/Committees/Conferences:
- a. Community Relations Committee (Directors Brian Shaw & Marc Sulik - Chairperson)
 - b. PID/TOP Liaison Committee Meeting (Directors Dan Hansen & Shelby Boston)
10. **UNFINISHED BUSINESS:**
- (Pages 50-52) a. **Revision to Policy & Procedures, Chapter 7.7.3 Discontinued Service** (Mickey Rich): Authorize approval and adopt proposed revisions to the current Discontinued Service Policy under PID Policy & Procedures Chapter 7.7.3. *Action may be taken.*
11. **NEW BUSINESS:**
- (Pages 50-52) a. **Revision to Policy & Procedures, Chapter 7.7.1 – Ready-to-Serve Charge** (Mickey Rich): Authorize approval and adopt proposed revisions to the current Ready-to-Serve Policy under PID Policy & Procedures Chapter 7.7.1. *Action may be taken.* (Memo included with Item 10.a. above).
- (Pages 53-66) b. **Disaster Recovery Management Services Agreement – Amendment 4** (Tom Lando): Authorize approval of Amendment 4 and direct Staff to increase Water Works Engineers contract not-to-exceed amount to \$6,620,638.00 for disaster recovery engineering services being provided under the original Agreement dated March 14, 2019. *Action may be taken.*
- (Pages 67-93) c. **Water Rate Study Proposal** (Tom Lando): Consider acceptance of the proposal from Bartle Wells & Associates to develop a Water Rate Study for Paradise Irrigation District allocating \$60,000 for this work and authorize the District Manager to enter into an Agreement subject to legal review. *Action may be taken.*
- (Page 94) d. **Out-of-District Water Services** (Mickey Rich/Tom Lando): Authorize the District Manager to proceed with the Butte Local Agency Formation Commission (LAFCO) Application to extend services outside of existing Paradise Irrigation District boundary. *Action may be taken.*
- (Pages 95-99) e. **Part-Time Employment Agreement with Ross Gilb** (Tom Lando): Consider a new Employment Agreement with Ross Gilb on a part-time basis authorizing up to 20 hours per month and authorize the District Manager to execute agreement. *Action may be taken.*

(Pages 100-102) f. **Meetings of the Board of Directors – Amendment to Regular Meeting Schedule** (Tom Lando):

1. Adopt PID Resolution No. 2021-06 amending the regular board meeting schedule of the Board of Directors of the Paradise Irrigation District to hold two of the scheduled monthly meeting dates during daytime hours for the months of June and December and all other regular meetings of the Board would remain unchanged. *Action may be taken.* **(Roll Call Vote)**
2. Revision to PID Policy & Procedures, Chapter 4.1 A – Regular Meetings: Adopt proposed revisions to Chapter 4.1 A – Regular Meetings under Chapter 4 of the PID Policy & Procedures to reflect the regular board meeting schedule as adopted under Resolution No. 2021-06. *Action may be taken.*

(Pages 103-129) g. **Digital Copier/Printer Purchase – Replacement for Administration Office:** Authorize purchase of the Kyocera 5053ci digital copier/printer from Advanced Document Concepts in the amount of \$7,994.00 plus tax and authorize the District Manager to execute acceptance of the proposal. *Action may be taken.*

12. **DIRECTORS' COMMENTS:** *Information Item Only.*

13. **ADJOURNMENT OF MEETING**

CONSENT CALENDAR
REGULAR MEETING
PARADISE IRRIGATION DISTRICT
BOARD OF DIRECTORS

WEDNESDAY, JUNE 16, 2021 – 6:30 PM

- A. APPROVAL OF MEETING AGENDA ORDER
- B. APPROVAL OF MINUTES: Regular Meeting of May 19, 2021

MINUTES

REGULAR MEETING
BOARD OF DIRECTORS
PARADISE IRRIGATION DISTRICT
MAY 19, 2021

The regular meeting of the Board of Directors of the Paradise Irrigation District was called to order at 6:30 p.m. by President Shelby Boston, followed by a Reflection and the Pledge of Allegiance to the Flag of the United States of America.

OPENING

BOARD MEMBERS PRESENT: Directors Alan Hinman, Marc Sulik, Vice-President Dan Hansen, and President Shelby Boston

ROLL CALL

BOARD MEMBERS ABSENT: Director Brian Shaw

STAFF PRESENT: District Manager Tom Lando, Assistant District Manager Mickey Rich, Treasurer Ross Gilb, Accounting Technician Miranda Hillskemper, and Secretary Georgeanna Borrayo

ALSO PRESENT: Consultants Sami Kader and Colleen Boak with Water Works Engineers and Nicole Maddox with APTIM.

There were no public comments received pertaining to matters not scheduled on the agenda.

PUBLIC PARTICIPATION

Board members reviewed consent calendar items as follows:

- 3.a. Approval of Meeting Agenda Order
- 3.b. Approval of Minutes: Regular Meeting of April 21, 2021

APPROVAL OF
CONSENT
CALENDAR
(Item 3.a. & 3.b.)

President Boston requested tabling agenda item 8 under Unfinished Business – Revision to Policy & Procedures, Chapter 7.7.3 Discontinued Service, to provide further review and evaluate rate alternatives.

It was moved by Director Hinman and seconded by Director Sulik to approve the consent calendar as amended.

AYES: Directors Hinman, Hansen, Sulik, and Boston
NOES: None
ABSENT: Director Shaw

Motion passes 4-0

Consultant Nicole Maddox with Aptim Environmental & Infrastructure provided an informational update regarding Public Assistance and Disaster Recovery Management Services in support of the recovery efforts. On May 7, 2021, Paradise Irrigation District received a determination from FEMA which denied the District's 428 Determination Appeal to have the water mainline, service laterals, and water meter replacement projects included in the Stafford's Act Section 428 Public Assistance process. Additional options and funding considerations are being coordinated which includes the District's application package under Additional Supplemental Appropriations for Disaster Relief (ASADRA) funding. **Information item only; no Board action taken.**

UPDATE FROM
APTIM RE: PUBLIC
ASSISTANCE &
DISASTER
RECOVERY
MANAGEMENT
SERVICES
(Item 4)

ACCEPTANCE OF
TREASURER'S
REPORT FOR
PERIOD ENDING
APRIL 30, 2021
(Item 5.a.)

Board members reviewed a written Treasurer's Report from Treasurer Ross Gilb for the period ending April 30, 2021 highlighting the District's cash position, debt service analysis, operational overview, and recovery funding.

It was moved by Director Hansen and seconded by Director Hinman to accept the Treasurer's Report for the period ending April 30, 2021.

AYES: Directors Hinman, Hansen, Sulik, and Boston

NOES: None

ABSENT: Director Shaw

Motion passes 4-0

EXPENSE
APPROVAL
REPORT
APPROVED
(Item 5.b.)

Board members reviewed accounts payable expense reports for the month of April 2021. It was moved by Director Hansen and seconded by Director Sulik to approve General Fund Check Numbers 56157 through 56260 for the month of April 2021 totaling \$883,521.57, exclusive of voided check numbers 56175 and 56258, and authorization of a similar amount allowing or adjusting for extraordinary budget or Board approved items during the month of May 2021.

AYES: Directors Hinman, Hansen, Sulik, and Boston

NOES: None

ABSENT: Director Shaw

Motion passes 4-0

DISTRICT
MANAGER AND
STAFF/ENGINEER-
ING REPORT
INFORMATIONAL
UPDATES (Item 6)

Board members received written staff report updates from Customer Service, Field Operations, and Water Treatment Plant. District Manager Tom Lando provided additional information reporting: 1) Agenda item 8 in reference to Chapter 7.7.3 Discontinued Service was tabled this evening following discussions with legal counsel to consider receiving proposals to conduct a financial analysis of the District's operating costs; 2) All Employee Meeting held May 18 to provide informational updates to staff; 3) Paradise Community Drinking Water Supply Options Study Project regarding options identification and timeline; and 4) Tuscan Ridge Conceptual Site Layout.

Engineering consultants Sami Kader and Colleen Boak with Water Works Engineers provided an overview of information presented in reports included in the Board packet regarding the Water Supply Recovery Program and status of engineering support services to the Paradise Irrigation District. **Information updates only; no Board action taken.**

COMMITTEE
REPORTS
(Item 7.a., b. & c.)

Community Relations Committee: Director Sulik reported discussion at the May 4th committee meeting included an update on community relations activities, development of a Customer Service Survey Form, and communications inviting the public to visit the PID Demonstration Garden. The next meeting will be held on June 1, 2021 at 8:00 a.m.

Ad Hoc Customer Recovery Support Committee: Assistant District Manager Mickey Rich provided an update on the committee meeting held May 13th. Committee members discussed the Discontinuance Policy which has been tabled on the agenda this evening. Discussion regarding services on merged parcels and properties that are currently unserviceable has been postponed until a future committee meeting.

Finance Committee: Director Hinman commented on the May 14th committee meeting, noting business included: 1) Budget discussion for fiscal year 2021-2022; 2) Review of proposals received from accounting firms to audit the District's financial statements; and 3) Review of Request for Proposals for distribution to consider external investment advisor services.

Unfinished Business: Revision to PID Policy & Procedures, Chapter 7.7.3 Discontinued Service: Discussion on Agenda item 8.a. tabled as recommended at the beginning of the meeting under 3.a. – Approval of Agenda meeting order.

UNFINISHED
BUSINESS:
(Item 8.a. Tabled)

Consultant Colleen Boak with Water Works Engineers reported four proposals were received in response to the Request for Proposals circulated on March 26, 2021, for construction services to assist the District with the installation of service laterals, meters, and backflow devices throughout Paradise to return Paradise Irrigation District to fully metered service.

NEW BUSINESS:

It was moved by Director Sulik and seconded by Director Hansen to accept the bid from RCI Engineering for a not-to-exceed cost of \$15,751,725.00 and authorize the District Manager to execute the construction agreement for the District. Additionally, authorize a 10% (\$1,575,172.50) contingency budget for the project at the discretion of the District Manager.

CONTRACT FOR
CONSTRUCTION
SERVICES –
METER
INSTALLATION &
SERVICE LATERAL
PHASE 2 PROJECT
(Item 9.a.)

AYES: Directors Hinman, Hansen, Sulik, and Boston
NOES: None
ABSENT: Director Shaw

Motion passes 4-0

Consultant Sami Kader with Water Works Engineers reported the primary purpose of the proposed project and action is to replace the fire damaged Reservoir B with two steel tanks, as well as other project recovery actions including the Almond Street main replacement, service lateral replacements, meter replacements, and main replacements. The Initial Study/Mitigated Negative Declaration (IS/MND) was made publicly available from April 12, 2021 to May 12, 2021 for the required 30-day Public Scoping review period under California Environmental Quality Act (CEQA). No comments were submitted during the 30-day review process.

RESERVOIR B
REPLACEMENT
PROJECT – CEQA

RESOLUTION NO.
2021-05 ADOPTING
AN IS/MND IN
ACCORDANCE
WITH CEQA
(Item 9.b.)

It was moved by Director Hinman and seconded by Director Sulik to adopt Resolution No. 2021-05 adopting an Initial Study/Mitigated Negative Declaration in accordance with the California Environmental Quality Act for the Water System Recovery and Reservoir B Replacement Project and adopting a Mitigation Monitoring and Reporting Program. Directors' votes were polled as follows by roll call:

AYES: Directors Hinman, Hansen, Sulik, and Boston
NOES: None
ABSENT: Director Shaw

Motion passes 4-0

Staff provided an overview regarding backflow device purchases, reporting customers who needed water prior to the metering project purchased backflow prevention devices from PID on the basis that if FEMA funding were available, the cost for that purchase would be reimbursed.

ACCOUNT CREDIT
AUTHORIZATION
FOR BACKFLOW
DEVICE
PURCHASE
(Item 9.c.)

In March 2021, 2,638 letters were sent to customers who purchased and had PID install the backflow prevention device. The letter indicates PID will credit the utility account the cost of the device purchase and requires the customer to opt-in to PID maintenance costs for the annual backflow maintenance. Legal Counsel has confirmed the current account holder would be eligible for this credit.

It was moved by Director Sulik and seconded by Director Hinman to authorize the issuance of customer account credits ranging from \$380.85 to \$791.37 for a not-to-exceed dollar amount of \$1,006,326.00 for purchase of backflow prevention devices expiring September 30, 2021.

CONTINUED –
(Item 9.c.)

AYES: Directors Hinman, Hansen, Sulik, and Boston
NOES: None
ABSENT: Director Shaw
Motion passes 4-0

ANNUAL AUDITING
SERVICES
(Item 9.d.)

Staff provided a written summary of the proposals received from seven firms to provide annual auditing services. It was moved by Director Hansen and seconded by Director Hinman to accept the proposal from Fechter and Company for auditing services for fiscal years 2020-21 through 2022-23, for a not-to-exceed amount of \$57,309 and direct the District Manager to execute the professional services agreement following review by Legal Counsel.

AYES: Directors Hinman, Hansen, Sulik, and Boston
NOES: None
ABSENT: Director Shaw
Motion passes 4-0

CONFIRMATION
OF WISE WATER
USE
REGULATIONS
(Item 9.e.)

Staff reported as part of Paradise Irrigation District's approach to discouraging water waste, the 2015 version of the District's Urban Water Management Plan states the Board of Directors shall confirm the permanent wise water use regulations annually. Wise Water Use Regulations with suggested amendments are provided for Board consideration. President Boston suggested revisiting the Wise Water Use Regulations when the District returns to metered service to discuss reinstating language pertaining to a Wasteful Use Fee.

It was moved by Director Hinman and seconded by Director Sulik to confirm the District's Wise Water Use Regulations as presented.

AYES: Directors Hinman, Hansen, Sulik, and Boston
NOES: None
ABSENT: Director Shaw
Motion passes 4-0

MEETINGS OF THE
BOARD OF
DIRECTORS –
REGULARLY
SCHEDULED
MONTHLY
MEETING
(Item 9.f.)

Director Sulik reported requesting this agenda item to discuss interest in holding two of the regularly scheduled monthly meetings of the Board of Directors during business hours. One meeting may coincide with the Budget in June, and one in December around the timeframe of the Employee Safety Awards luncheon and Mid-Year Budget Review. A meeting time of 8:30 a.m. was suggested for the proposed day meetings. Direction was given to staff to prepare a Resolution as required by law for consideration at the June Board meeting. The change shall not be effective until the resolution proposing it has been published once a week for two successive weeks in a newspaper published in the office county. **Direction given to staff.**

DIRECTORS'
COMMENTS
(Item 10)

Director Hansen commented he enjoyed talking to the employees during the All-Employee Meeting and emphasized employees are welcome to contact the Board at any time.

Director Sulik commented on recent communications from FEMA to deny certain recovery funding requests and how important this funding is to the recovery efforts.

Director Hinman thanked everyone for their participation this evening and suggested a campaign to have the public contact their legislative representatives for support.

President Boston echoed the statements made by each director and expressed appreciation to staff for their hard work.

President Boston announced the Board will adjourn to closed session to discuss agenda items 11.a. through 11.c. As there were no comments received, the Board adjourned to closed session at 8:09 p.m. to discuss the following:

CLOSED SESSION
(Items 11.a. – 11.c.)

- a. CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6).

PID Labor Negotiator Representative: Tom Lando, District Manager

Employee Organization: Management Unit represented by Teamsters Local 137

Closed Session Announcement: Direction has been given to the District's Labor Negotiator.

- b. CONFERENCE WITH LABOR NEGOTIATORS: Conference with PID Labor Negotiator Representative Tom Lando regarding Unrepresented Position, Finance & Accounting Manager (Government Code section 54957.6).

Closed Session Announcement: Direction has been given to the District's Labor Negotiator.

- c. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code section 54957(b)). All District employees.

Closed Session Announcement: Direction has been given to the District Manager.

RETURN TO OPEN SESSION:

President Boston reconvened the regular meeting at 8:38 p.m. and provided closed session announcement information regarding agenda items 11.a., 11.b., and 11.c. as listed in italicized print under each closed session item above.

CLOSED SESSION
ANNOUNCEMENT
(Item 12)

President Boston reported the Board will consider terms and conditions of an employment agreement with Miranda Hillskemper. The Board of Directors is recommending the approval of the Finance & Accounting Manager's Agreement effective May 19, 2021 with a salary of \$65,000 per annum, payable in installments at the same time as other employees of the District are paid and subject to customary withholdings. The District Manager may recommend that the Board consider subsequent salary increases in 12 month intervals for 24 months. If Employee is terminated other than for cause, District agrees to pay Employee a cash severance payment equal to one (1) month base salary.

FINANCE &
ACCOUNTING
MANAGER –
EMPLOYMENT
AGREEMENT
APPROVED
(Item 13)

The Finance and Accounting Manager will receive the same benefits as provided to District management employees as set forth in the Rules and Regulations Governing Employment Conditions, Salaries and Benefits for Employees in the Management Unit and includes holidays, sick leave, vacation leave, retirement benefits and payments, health insurance, vision insurance, dental insurance, disability insurance, and life insurance. District and Employee acknowledge an agreement for negotiation of terms and conditions of Employment Agreement upon Employee obtaining (CPA) license.

Following an opportunity for questions and comments by members of the Board and the public, President Boston called for a roll call vote to approve the Employment Agreement with Miranda Hillskemper. Directors' votes were polled as follows:

AYES: Directors Hinman, Hansen, Sulik, and Boston

NOES: None

ABSENT: Director Shaw

Passes 4-0

ADJOURNMENT OF
MEETING

There being no further business, it was moved by President Boston to adjourn the meeting. The regular meeting of the PID Board of Directors was adjourned at 8:43 p.m.

Georgeanna Borrayo, Secretary

Shelby Boston, President



PARADISE IRRIGATION DISTRICT

"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."

DATE: June 10, 2021
TO: PID Board of Directors
FROM: Tom Lando, District Manager
RE: Appointment of Officer - Treasurer
June 16, 2021 Board of Directors Meeting

Recommendation:

Appoint Miranda Hillskemper as the Paradise Irrigation District Treasurer.

Background:

With the resignation of Ross Gilb and the appointment of Miranda Hillskemper as our Finance and Accounting Manager, it is appropriate to also designate Miranda as the District's Treasurer. Miranda is doing an excellent job in her new role and has assumed all of Ross Gilb's previous responsibilities. It is my recommendation that the Board also make the role of District Treasurer official.



Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · www.pidwater.com

Treasurer's Report – May 2021

1. **Cash Position** – At 05/31/2021 the District's total cash position was \$13,906,424.
2. **Debt Service Analysis**
 - a. Through 05/31/2021 the District has incurred all budgeted debt service payments for the fiscal year ending 06/30/21 in the amount of \$936,174.
 - b. The District's total outstanding debt is \$4,781,145.
 - i. IBank \$1,035,645
 - ii. Capital One \$1,665,000
 - iii. BB&T \$1,979,500

Operational Overview and Highlights – FY 2020/21

3. **Revenues**
 - a. Through 05/31/21 the District has processed approximately 1,976 customer requests to permanently disconnect services. Approximately 20 previously disconnected customers have returned to sealed or active service during May 2021.
 - b. Through 05/31/21 the District has returned approximately 2,600 customers to the active service rate through the current billing cycle based on clearing of the water quality advisory for the related property during the upcoming billing cycle.
 - c. The District is collecting fees for Interim Water Supply installation. Through 05/31/21, the District has processed 645 requests during the current fiscal year for Interim Water Supply and has collected \$308,421 in related fees.
 - d. The District is collecting service fees for Residential Fire Flow testing. Through 05/31/21, the District has processed 397 requests during the current fiscal year for Residential Fire Flow testing and has collected \$55,146 in related fees.
4. **Expenses**
 - a. Total operational and recovery related expenditures are within revised budgeted expectations for the fiscal year ending 06/30/21.



Paradise Irrigation District

6332 Clark Rd, Paradise, CA 95969 · 530-877-4971 · Fax: 530-876-0483 · www.pidwater.com

5. Recovery Funding

- a. The District continues to work with the State of California, FEMA, and insurance to fund the recovery of the District distribution system.

1. FEMA Updates

Funds Received: Through 05/31/21, the District has received a total of \$2,390,485 in FEMA/CalOES reimbursements primarily relating to costs incurred for emergency response efforts, water sampling, recovery project management, and donated resources from the date of the Camp Fire through 11/12/19.

2. Insurance Meter Replacement Claim

The District received an initial analysis from insurance regarding the claim that was submitted. The substantiated amount based on this analysis varied from the amount of the District's submitted claim. Additional coordination is currently underway to resolve the variance.

The District has received \$5,068,231 in reimbursements related to the claim as of 05/31/21. Further reimbursement requests have been finalized totaling \$373,179, which are expected to be received during the coming month.

3. Additional Supplemental Appropriations for Disaster Relief (ASADRA)

The District is working with the Water Board to resolve questions and provide additional supporting documentation relating to initial review of the application package.

Paradise Irrigation District
May 31, 2021
Financial Summary

	2018/19 Actual	2019/20 Budget Update	2019/20 Actual	2020/21 Budget	2020/21 Budget Update	2020/21 Actual
REVENUES:						
Water Sales	5,365,105	2,301,554	2,311,794	2,759,004	2,534,844	2,454,509
Outside Water Sales	68,689	100,000	105,338	100,000	100,000	118,909
Other	652,634	1,019,240	1,060,600	646,160	616,160	633,076
Interest	12,760	60,000	93,111	60,000	60,000	85,927
Taxes - 1%	286,826	300,000	380,185	250,000	250,000	428,216
FMV Gain/Loss - Securities	1,031	-	(427)	-	-	(319)
Grant Rev	-	25,500	25,500	-	25,000	293,977
Inc-Save-A-Can/Buy-A-Fish	747	-	-	-	-	-
Inc-Capacity Fees	35,008	13,000	16,252	-	150,000	169,509
Revenue - PFD	73,308	50,000	54,372	50,000	50,000	62,546
Total Revenue	6,496,107	3,869,294	4,046,725	3,865,164	3,786,004	4,246,351
EXPENDITURES:						
Operating	4,990,364	6,051,705	5,260,887	6,170,790	6,140,640	4,989,634
Pipeline	290,729	-	-	-	-	-
Debt Service	609,108	841,723	841,723	841,845	936,174	936,174
PFD	8,414	-	34,043	-	-	57,704
Total Expenditures	5,898,615	6,893,427	6,136,653	7,012,635	7,076,814	5,983,512
Increase/(Decrease) in Cash before Recovery, Debt Proceeds, and Capital Improvements	597,493	(3,024,133)	(2,089,927)	(3,147,471)	(3,290,810)	(1,737,161)
Debt Proceeds	-	-	76,922	-	-	-
Increase/(Decrease) in Cash before Recovery and Capital Improvements	597,493	(3,024,133)	(2,013,005)	(3,147,471)	(3,290,810)	(1,737,161)
FEMA Reimbursements	1,217,402	2,625,000	159,961	3,386,630	3,386,630	2,390,485
Insurance Proceeds	1,350,000	4,080,000	4,084,707	5,000,000	5,000,000	5,068,231
State Funding	-	7,374,000	7,374,330	7,374,000	7,374,000	7,374,330
PGE Locating Reimbursements	-	150,000	-	300,000	300,000	59,627
Cash Available for Recovery/Capital Projects	2,567,402	14,229,000	11,618,998	16,060,630	16,060,630	14,892,673
Cash Available for Recovery/Capital Projects	3,164,895	11,204,867	9,605,993	12,913,159	12,769,820	13,155,512
Major Capital/Recovery Projects	(2,378,529)	(6,450,000)	(6,414,054)	(10,531,148)	(10,620,272)	(6,094,971)
Minor Capital Projects	-	-	-	(649,541)	(649,541)	(389,853)
Increase/(Decrease) in Cash	786,365	4,754,867	3,191,938	1,732,470	1,500,007	6,670,688
Beginning Cash Balance	3,257,432	4,043,797	4,043,797	7,235,736	7,235,736	7,235,736
Ending Cash Balance	4,043,797	8,798,664	7,235,736	8,968,205	8,735,743	13,906,424

Paradise Irrigation District

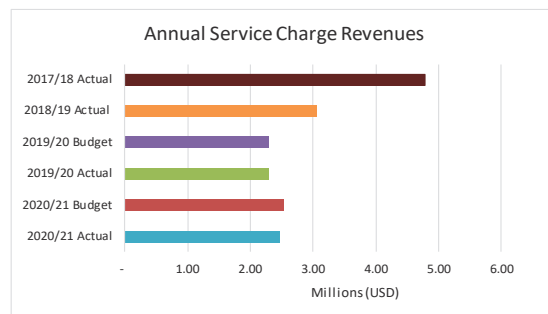
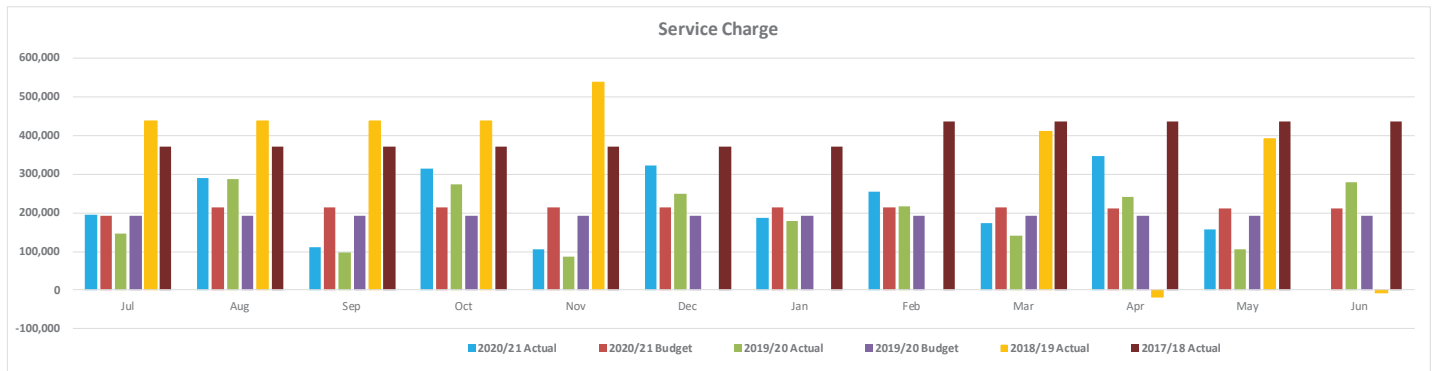
May 31, 2021

Revenue Summary

	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate	FY 2020/21 Estimate Update	FY 2021/22 Actual
<u>General Fund/Operating</u>							
Water - Service	4,871,781	3,755,354	2,295,054	2,303,549	2,534,844	2,534,844	2,454,081
Water - Consumption	3,070,573	1,587,485	-	(918)	224,160	-	(44)
Water - Fees & Adjustments	49,298	22,266	6,500	9,164	-	-	472
Outside Water Sales	115,728	68,689	100,000	105,338	100,000	100,000	118,909
Meter Revenue	15,225	265,156	861,300	868,678	510,300	510,300	355,669
Recreation & Boating Permits	39,789	22,778	10,000	17,508	-	-	165
Backflow Check	10,960	20,527	4,000	560	80,000	-	-
Rents	15,740	9,392	15,180	15,496	24,180	24,180	19,401
Revenue - Surplus Property	17,481	273,233	-	-	-	-	-
Escrow Fees	-	-	5,000	-	-	-	-
Annexation	546	-	-	-	-	-	-
Custom Work/PFD Reimbursement	200,000	15,125	123,760	83,973	31,680	81,680	79,355
Misc	30,602	46,424	-	74,386	-	-	178,486
Total Operating Income	8,437,722	6,086,428	3,420,794	3,477,732	3,505,164	3,251,004	3,206,495
<u>Special Revenue Fund</u>							
Capital Improvement Program							
Taxes - 1%	271,960	286,826	300,000	380,185	250,000	250,000	428,216
\$1 Surcharge for Capital Projects	-	-	-	-	-	-	-
Interest	11,326	12,760	60,000	93,111	60,000	60,000	85,927
FMV Gain/Loss - Securities	(514)	1,031	-	(427)	-	-	(319)
Inc-Capacity Fees	39,414	35,008	13,000	16,252	-	150,000	169,509
Grant	-	-	25,500	25,500	-	25,000	293,977
Inc-Save-A-Can/Buy-A-Fish	8,351	747	-	-	-	-	-
Total Capital Improvement	330,538	336,371	398,500	514,621	310,000	485,000	977,310
<u>Debt Service Fund</u>							
Inc-Assessment Res (PID Share)	1,756	-	-	-	-	-	-
Total Debt Service	1,756	-	-	-	-	-	-
<u>Recovery Proceeds</u>							
State Backfill Funding	-	-	7,374,000	7,374,330	7,374,000	7,374,000	7,374,330
FEMA Reimbursements	-	1,217,402	2,625,000	159,961	3,386,630	3,386,630	2,390,485
Insurance Proceeds	-	1,350,000	4,080,000	4,084,707	5,000,000	5,000,000	5,068,231
PGE Locating Reimbursements	-	-	150,000	-	300,000	300,000	59,627
Total Recovery Proceeds	-	2,567,402	14,229,000	11,618,998	16,060,630	16,060,630	14,892,673
<u>PFD</u>							
Revenue - PFD	124,037	73,308	50,000	54,372	50,000	50,000	62,546
PFD - Interest Income	-	-	-	-	-	-	-
Total PFD	124,037	73,308	50,000	54,372	50,000	50,000	62,546
Total Revenue	8,894,053	9,063,509	18,098,294	15,665,723	19,925,794	19,846,634	19,139,024

Paradise Irrigation District
May 31, 2021
Water Revenue

	Service Charge												
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year to Date Totals
2020/21 Actual	193,719.64	290,783.01	109,841.02	315,358.63	106,350.15	321,169.01	185,907.59	254,983.03	172,960.84	345,731.05	157,277.48	-	2,454,081.45
2020/21 Budget	191,230.75	214,130.75	213,915.75	213,700.75	213,485.75	213,270.75	213,055.75	212,840.75	212,625.75	212,410.75	212,195.75	211,980.75	2,534,844.00
2019/20 Actual	146,492.90	286,941.77	98,612.10	272,780.57	87,685.57	248,388.56	179,279.03	216,404.86	141,753.78	240,074.79	106,832.43	278,302.58	2,303,548.94
2019/20 Budget	191,260.00	191,259.00	191,258.00	191,257.00	191,256.00	191,255.00	191,254.00	191,253.00	191,252.00	191,251.00	191,250.00	191,249.00	2,295,054.00
2018/19 Actual	436,392.90	436,643.38	436,273.95	436,719.47	537,251.36	-	-	-	410,683.57	(17,049.96)	391,672.04	(7,797.98)	3,060,788.73
2017/18 Actual	370,414.10	371,213.98	370,772.40	371,237.20	370,130.18	371,681.00	371,421.01	436,336.33	436,122.75	436,034.97	435,797.15	435,718.87	4,776,879.94



Paradise Irrigation District
May 31, 2021
Operational Expense Summary

	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate	FY 2020/21 Estimate Update	FY 2020/21 Actual
Operational Summary							
Salary and Benefits	3,583,708	3,834,620	3,878,437	3,501,763	3,974,990	3,934,990	3,208,351
Materials and Supplies	641,180	568,531	1,112,100	960,611	1,043,400	1,043,400	780,669
Outside Services	442,291	216,443	612,120	412,974	597,150	657,000	592,571
Utilities	290,220	241,473	286,739	248,384	276,500	276,500	266,998
Insurance	111,642	107,607	144,909	137,155	241,750	191,750	127,922
Board	23,471	21,691	17,400	-	37,000	37,000	13,122
Total Operating Expense	5,092,511	4,990,364	6,051,705	5,260,887	6,170,790	6,140,640	4,989,634

	FY 2017/18 Actual	FY 2018/19 Actual	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate	FY 2020/21 Estimate Update	FY 2020/21 Actual
Source of Supply							
Salary and Benefits	-	3,568	-	-	-	-	-
Materials and Supplies	55,247	29,461	26,500	-	30,000	30,000	2,589
Outside Services	9,138	3,926	177,070	77,476	173,000	173,000	243,227
Utilities	5,229	5,294	3,100	344	-	-	-
Insurance	492	-	-	-	-	-	-
Total Source and Supply	70,106	42,249	206,670	77,819	203,000	203,000	245,816
Security & Recreation							
Salary and Benefits	173,017	143,483	45,000	40,777	-	-	-
Materials and Supplies	1,494	554	4,200	-	-	-	-
Outside Services	1,427	1,925	4,350	36	-	-	-
Utilities	6,314	3,890	2,700	1,724	-	-	-
Insurance	1,530	-	1,565	1,500	-	-	-
Total Security & Recreation	183,781	149,851	57,815	44,036	-	-	-
Water Treatment							
Salary and Benefits	932,485	1,006,757	941,949	912,991	933,541	933,541	910,067
Materials and Supplies	183,223	196,599	231,900	180,761	251,100	251,100	166,462
Outside Services	23,262	29,931	71,250	45,341	69,000	69,000	40,590
Utilities	146,929	117,886	153,300	128,510	149,300	149,300	134,372
Insurance	12,168	-	17,740	17,000	25,500	25,500	17,500
Total Water Treatment	1,298,068	1,351,173	1,416,139	1,284,603	1,428,441	1,428,441	1,268,990
Transmission & Distribution							
Salary and Benefits	1,103,566	1,117,209	1,689,933	1,324,018	1,615,118	1,615,118	1,189,127
Materials and Supplies	191,972	168,200	614,500	595,674	541,500	541,500	455,689
Outside Services	21,988	18,567	34,900	35,038	34,750	51,750	49,310
Utilities	64,252	64,467	80,600	60,227	71,200	71,200	67,047
Insurance	9,876	-	26,778	26,000	45,000	45,000	31,000
Total Transmission and Distribution	1,391,655	1,368,444	2,446,712	2,040,957	2,307,568	2,324,568	1,792,173
Customer Service							
Salary and Benefits	453,206	467,799	341,606	272,357	331,826	331,826	246,408
Materials and Supplies	27	5,132	7,000	1,264	500	500	16
Outside Services	3,847	3,121	10,000	5,943	5,000	5,000	5,937
Insurance	3,687	-	11,936	11,500	18,750	18,750	12,900
Total Customer Service	460,766	476,051	370,542	291,064	356,076	356,076	265,261
Administration							
Salary and Benefits - Admin Staff	921,433	1,095,804	859,948	951,621	1,037,866	1,037,866	848,106
Salary and Benefits - Board	-	-	-	-	56,638	16,638	14,644
Materials and Supplies	209,216	168,585	228,000	182,912	220,300	220,300	155,914
Outside Services	382,630	158,974	314,550	249,141	315,400	358,250	253,507
Utilities	67,496	49,935	47,039	57,580	56,000	56,000	65,578
Insurance	83,889	107,607	86,890	81,155	152,500	102,500	66,522
Board Expenses	23,471	21,691	17,400	-	37,000	37,000	13,122
Total Administration	1,688,136	1,602,596	1,553,826	1,522,408	1,875,704	1,828,554	1,417,393

Paradise Irrigation District
May 31, 2021
Debt Service

Loan Name	FY 2016/17 Actual Total Payments	FY 2017/18 Actual Total Payments	FY 2018/19 Actual Total Payments	FY 2019/20 Estimated Total Payments	FY 2019/20 Actual Total Payments	FY 2020/21 Estimated Total Payments	FY 2020/21 Estimated Total Payments Update	FY 2020/21 Actual Total Payments
Davis Grunsky	182,743	-	-	-	-	-	-	-
2009 COP's	614,694	538,047	-	-	-	-	-	-
IBANK	130,276	130,240	130,202	-	-	-	-	-
2016 Private Placement (Refi)	243,426	244,874	148,325	246,002	246,002	246,258	340,587	340,587
2017 Private Placement (Refi)	-	75,192	330,580	595,721	595,721	595,587	595,587	595,587
New Debt	-	-	-	-	-	-	-	-
Total	1,171,139	988,353	609,108	841,723	841,723	841,845	936,174	936,174

Paradise Irrigation District
May 31, 2021
Recovery Related Expenditures

Recovery Expenditure Projection

- Supplies and services consist of construction costs associated with repair of the distribution system. FY 2020/21 estimates are based on costs incurred during the prior year and expected costs to be incurred based on the current recovery plan.
- Professional Services/Engineering costs consist of mutual aid reimbursements, professional services, engineering fees, mutual aid support, legal fees, and public assistance consulting fees. Year to date actual expenditures include approximately:
 - Recovery Related Legal Fees \$ 119,500
 - Mutual Aid \$ 30,000
 - Project Management Costs \$ 1,360,800
 - Public Assistance Consulting Fees \$ 192,600
 - Leak Detection Services \$ 65,800
 - PG&E Locating Services \$ 315,600
 - After Action Report \$ 42,900
- Water sampling costs are estimated based on the number of water samples expected to be completed during FY 2020/21.

	FY 2018/19 Actual	FY 2019/20 Estimate	FY 2019/20 Estimate Update	FY 2019/20 Actual	FY 2020/21 Estimate	FY 2020/21 Estimate Update	FY 2020/21 Actual
<u>Materials and Supplies</u>							
Supplies and Services	714,209	750,000	2,500,000	2,222,142	8,531,148	7,990,272	3,864,187
<u>Outside Services</u>							
Professional Services/Engineering	1,309,242	2,425,000	3,450,000	3,790,370	1,500,000	2,480,000	2,127,273
Water Sampling	147,345	250,000	500,000	401,542	500,000	150,000	103,511
Totals	2,170,796	3,425,000	6,450,000	6,414,054	10,531,148	10,620,272	6,094,971

Paradise Irrigation District
May 31, 2021
Outstanding Contracts

Contracts	Project	Total Contract Price	Total Paid	Remaining
Wagner & Bonsignore	Water Rights Engineer	Open	100,436.61	Open
De Novo Planning Group	Water Rights Engineer	306,430.00	204,558.74	101,871.26
Genterra Consultants	Spillway Investigation	360,214.00	351,966.82	8,247.18
Genterra Consultants	Magalia Dam Piezometers Evaluation & Establishment of Threshold Limits	59,015.00	40,473.75	18,541.25
Genterra Consultants	Magalia Dam Interim Risk Reduction Measures & Long-term Repairs	114,558.00	57,219.29	57,338.71
Genterra Consultants	Fire Investigation and 19/20 Surveillance Reports	29,690.00	29,670.65	19.35
Genterra Consultants	2021 to 2023 Dam Surveillance	77,103.00	5,924.16	71,178.84
Water Works	NPDES Permit	158,906.00	108,086.95	50,819.05
Water Works	Project Management Services	3,700,000.00	3,518,662.43	181,337.57
Water Works	District Engineering Services	450,000.00	204,864.25	245,135.75
Water Works	Urban Water Management Plan	55,000.00	4,515.00	50,485.00
APTIM	Public Assistance Services	874,596.00	568,546.05	306,049.95
Firestorm	Arborist Services	26,880.00	10,210.00	16,670.00
Zenner USA	Meter Replacement Equipment	1,184,725.15	-	1,184,725.15
Sutton Enterprises	Service Lateral Replacement	4,532,452.50	4,434,418.90	98,033.60
Slate Geotechnical Consultants	Magalia Dam Engineering Study	395,319.00	152,712.67	242,606.33
RCI	Meter Installation and Service Lateral Phase 2 Project	15,776,725.00	-	15,776,725.00
Santos Excavating, Inc.	Almond Street Water Main Replacement Project	595,640.00	-	595,640.00
Keith O'Brien	Safety and Operation Training Services	25,500.00	23,700.00	1,800.00
TOTAL OUTSTANDING OBLIGATIONS				19,007,223.99

Paradise Irrigation District
May 31, 2021
Monthly Investment Report of Transactions

	Beginning Balance 05/01/21	Interest Received	Gain / (Loss)	Transferred from Cash	Transferred to Cash	Ending Balance 05/31/21
LAIF						
Regular	\$ 11,209,849.15		-	-	(650,000.00)	\$ 10,559,849.15
DWR Reserve Fund	\$ 272,360.51		-	-		\$ 272,360.51



Paradise Irrigation District

Expense Approval Report By Vendor Name

Payment Dates 5/1/2021 - 5/31/2021

Payment Date	Payment Number	Description (Item)	Amount
Vendor: 01022 - ACWA/JPIA			
05/14/2021	56334	Dental	2,319.95
05/14/2021	56334	Life	533.94
05/14/2021	56334	EAP	95.20
05/14/2021	56334	Medical	38,107.93
05/14/2021	56334	Vision	586.09
Vendor 01022 - ACWA/JPIA Total:			41,643.11
Vendor: 01023 - ACWA			
05/03/2021	56281	Public Notice	1,180.00
Vendor 01023 - ACWA Total:			1,180.00
Vendor: 02957 - Aflac			
05/14/2021	DFT0004698	Montly Aflac Invoice	276.06
05/28/2021	DFT0004724	Montly Aflac Invoice	276.06
Vendor 02957 - Aflac Total:			552.12
Vendor: 03066 - Airgas USA, LLC			
05/14/2021	56335	Welding Supplies	576.50
Vendor 03066 - Airgas USA, LLC Total:			576.50
Vendor: 03145 - American Career Training			
05/07/2021	56332	Training	895.00
05/04/2021	56304	Training	895.00
05/07/2021	56331	Training	895.00
Vendor 03145 - American Career Training Total:			2,685.00
Vendor: 01059 - Anderson Brothers			
05/03/2021	56282	WO#8150 5595 Schmale Deposit Refund	-165.91
05/03/2021	56282	WO#8150 5595 Schmale Deposit Refund	-132.90
05/03/2021	56282	WO#8150 5595 Schmale Deposit Refund	-30.00
05/03/2021	56282	WO#8150 5595 Schmale Deposit Refund	7,906.81
05/03/2021	56282	WO#8150 5595 Schmale Deposit Refund	-7,293.00
Vendor 01059 - Anderson Brothers Total:			285.00
Vendor: 01068 - Aramark Uniform Services			
05/03/2021	56283	Uniforms-Shop	273.54
05/03/2021	56283	Uniforms-Tp	114.24
05/07/2021	56306	Uniforms-Shop	332.85
05/07/2021	56306	Uniforms-TP	114.24
05/14/2021	56336	Uniforms-Shop	303.90
05/14/2021	56336	Uniforms-TP	114.24
05/25/2021	56361	Uniforms-Shop	324.25
05/25/2021	56361	Uniforms-TP	114.24
Vendor 01068 - Aramark Uniform Services Total:			1,691.50
Vendor: 03071 - BC Laboratories, Inc.			
05/07/2021	56307	Job #18-F1 Water Sampling	61.89
05/07/2021	56307	Job#18-F1 Surveillance Monitoring	260.00
05/07/2021	56307	Job#18-F1 Surveillance Monitoring	780.00
05/07/2021	56307	Job#18-F1 Surveillance Monitoring	325.00

Expense Approval Report

Payment Dates: 5/1/2021 - 5/31/2021

Payment Date	Payment Number	Description (Item)	Amount
05/07/2021	56307	Job#18-F1 Surveillance Monitoring	545.00
05/07/2021	56307	Job#18-F1 Surveillance Monitoring	935.00
05/07/2021	56307	Job#18-F1 Surveillance Monitoring	415.00
05/25/2021	56362	Job#18-F1 Surveillance Monitoring	260.00
05/07/2021	56307	Job#18-F1 Surveillance Monitoring	545.00
05/25/2021	56362	Job#18-F1 Surveillance Monitoring	1,130.00
05/25/2021	56362	Job#18-F1 Surveillance Monitoring	650.00
05/25/2021	56362	Job#18-F1 Surveillance Monitoring	1,130.00
05/25/2021	56362	Job#18-F1 Surveillance Monitoring	260.00
05/25/2021	56362	Job#18-F1 Surveillance Monitoring	610.00
Vendor 03071 - BC Laboratories, Inc. Total:			7,906.89
Vendor: 03098 - Berkeley Research Group, LLC			
05/07/2021	56308	Job#18-F1 Professional Services	293.00
Vendor 03098 - Berkeley Research Group, LLC Total:			293.00
Vendor: 03157 - Brooke Lynn Winter			
05/03/2021	56284	Misc Professional Services	1,550.00
05/14/2021	56337	Misc Professional Services	2,675.00
Vendor 03157 - Brooke Lynn Winter Total:			4,225.00
Vendor: 01942 - Butte Co - Neal Rd Landfill			
05/25/2021	56363	Landfill Fees	42.95
05/25/2021	56363	Landfill Fees	142.33
05/25/2021	56363	Landfill Fees	102.75
Vendor 01942 - Butte Co - Neal Rd Landfill Total:			288.03
Vendor: 02970 - Carus Corporation			
05/14/2021	56338	Carus 3190 - Zinc Orthophosphate	24,388.65
Vendor 02970 - Carus Corporation Total:			24,388.65
Vendor: 01266 - Cedar Creek Publishing			
05/07/2021	56309	Customer Relations	1,675.91
05/07/2021	56309	Customer Relations	1,975.24
05/07/2021	56309	Customer Relations	2,384.11
Vendor 01266 - Cedar Creek Publishing Total:			6,035.26
Vendor: 03156 - Cody J. Ledbetter			
05/07/2021	56310	HVAC Replacement 6360 Clark	9,980.00
Vendor 03156 - Cody J. Ledbetter Total:			9,980.00
Vendor: 03065 - Comcast Business			
05/14/2021	56339	Internet-Office	851.43
Vendor 03065 - Comcast Business Total:			851.43
Vendor: 01320 - Comcast			
05/07/2021	56311	Internet -Office	732.13
Vendor 01320 - Comcast Total:			732.13
Vendor: 02905 - COMP, Inc.			
05/14/2021	56340	Physicals/Pre-Employment	759.00
Vendor 02905 - COMP, Inc. Total:			759.00
Vendor: 03138 - Dalla, Jerry			
05/03/2021	56285	WO 8142 5940 Camino Deposit Refund	6,000.00

Expense Approval Report

Payment Dates: 5/1/2021 - 5/31/2021

Payment Date	Payment Number	Description (Item)	Amount
05/03/2021	56285	WO 8142 5940 Camino Deposit Refund	-3,003.88
Vendor: 01552 - Davi, Bruce			
05/03/2021	56286	Pest Control	175.00
05/03/2021	56286	Pest Control	425.00
05/03/2021	56286	Pest Control	575.00
05/14/2021	56341	Pest Control	1,075.00
05/25/2021	56364	Pest Control	1,400.00
Vendor 01552 - Davi, Bruce Total:			2,996.12
Vendor: 01472 - Dept. of Water Resources			
05/03/2021	56287	Annual Dam Fees-Paradise	45,785.00
05/03/2021	56287	Annual Dam Fees-Magalia	18,747.00
Vendor 01472 - Dept. of Water Resources Total:			64,532.00
Vendor: 02120 - Durham Pentz Truck Center			
05/25/2021	56365	Equipment Reapirs	1,744.58
Vendor 02120 - Durham Pentz Truck Center Total:			1,744.58
Vendor: 02888 - Elecsys International Corporation			
05/07/2021	56312	Misc. Supplies	10.00
Vendor 02888 - Elecsys International Corporation Total:			10.00
Vendor: 01496 - Employee Relations			
05/07/2021	56313	DMV & Pre-Employment	373.68
Vendor 01496 - Employee Relations Total:			373.68
Vendor: 01480 - Employment Development Dept.			
05/03/2021	DFT0004691	State Income Tax Withholding	3,809.67
05/03/2021	DFT0004694	State Disability Withholding	1,088.27
05/17/2021	DFT0004705	State Income Tax Withholding	3,853.07
05/17/2021	DFT0004708	State Disability Withholding	1,192.13
05/17/2021	DFT0004720	State Income Tax Withholding	4.88
05/17/2021	DFT0004722	State Disability Withholding	8.95
05/20/2021	DFT0004713	State Income Tax Withholding	-4.88
05/20/2021	DFT0004715	State Disability Withholding	-8.95
05/31/2021	DFT0004731	State Income Tax Withholding	3,862.50
05/31/2021	DFT0004734	State Disability Withholding	1,186.40
Vendor 01480 - Employment Development Dept. Total:			14,992.04
Vendor: 01482 - Employment Development Dept.			
05/04/2021	DFT0004696	Unemployment Reimbursement - 2021-Q1	6,878.06
Vendor 01482 - Employment Development Dept. Total:			6,878.06
Vendor: 01521 - Fastenal Co			
05/14/2021	56342	Construction & Maint Supplies	141.35
Vendor 01521 - Fastenal Co Total:			141.35
Vendor: 01527 - Ferguson Enterprises, Inc			
05/07/2021	56314	Pipe - HDPE - 1 1/2"	186.83
05/03/2021	56288	Wye-Serv Brass 2" MIP x 1" Comp	190.00
05/03/2021	56288	Valve Gate - CI - 6" FL	3,077.11
05/03/2021	56288	Valve Gate - CI - 6' FL x MJ	1,455.00
05/03/2021	56288	Corp Stop - Serv Brass - 1' MIP x Comp	678.00
05/03/2021	56288	Pipe - HDPE - 2"	650.00
05/03/2021	56288	Angle Stop - Serv Brass - 1' Comp	576.00
05/03/2021	56288	Corp Stop - Serv Brass - 2' MIP x Comp	424.00
05/03/2021	56288	Pipe - C-900 - 6'	7,300.00
05/03/2021	56288	Tee - CI - 6' FL x MJ	170.00
05/03/2021	56288	Grip Ring Restraint Kit - CI - 6'	159.00

Expense Approval Report

Payment Dates: 5/1/2021 - 5/31/2021

Payment Date	Payment Number	Description (Item)	Amount
05/03/2021	56288	Tee - CI - 6' FL	132.00
05/03/2021	56288	Pipe - HDPE - 1"	117.00
05/03/2021	56288	Bushing - Brass - 2' x 1'	105.00
05/03/2021	56288	Service Saddle - C-900 6' x 2'	220.00
05/14/2021	56343	Coupling Flex - CI - 8'	2,148.00
05/14/2021	56343	Coupling Flex- CI - 6'	1,716.00
05/14/2021	56343	Coupling Flex - CI - 4'	1,356.00
05/14/2021	56343	Grip Ring Restraint Kit - CI - 6'	638.03
05/14/2021	56343	Restraint Bell- C-900 - 6"	413.00
05/14/2021	56343	Tap Sleeve 8" x 6" 8.62 - 9.06	389.00
05/14/2021	56343	repair parts for D-5 tapping machine	690.68
Vendor 01527 - Ferguson Enterprises, Inc Total:			22,790.65
Vendor: 01528 - FGL Environmental			
05/03/2021	56289	Job#18-F1 Water Sampling	88.00
05/07/2021	56315	Job#18-F1 Water Sampling	22.00
05/07/2021	56315	Job#18-F1 Water Sampling	88.00
Vendor 01528 - FGL Environmental Total:			198.00
Vendor: 02945 - Fiserv Solutions, LLC			
05/25/2021	56366	Bank Charges 2021-04	12.70
Vendor 02945 - Fiserv Solutions, LLC Total:			12.70
Vendor: 01587 - Genterra Consultants, Inc.			
05/07/2021	56316	Annual Dam Safety Field Evaluationa YR21-23	5,924.16
05/14/2021	56344	Magalia Spillway Risk Reduction & Long Term Repair	3,470.00
05/14/2021	56344	Magalia Spillway Application Fee	1,500.00
Vendor 01587 - Genterra Consultants, Inc. Total:			10,894.16
Vendor: 03158 - Hignell & Hignell			
05/03/2021	56290	Wo 8140 1230 Elliott Deposit Refund	-5,657.35
05/03/2021	56290	Wo 8140 1230 Elliott Deposit Refund	15,500.00
05/03/2021	56290	WO 8141 1220 Elliott Deposit Refund	-5,657.35
05/03/2021	56290	WO 8141 1220 Elliott Deposit Refund	15,500.00
Vendor 03158 - Hignell & Hignell Total:			19,685.30
Vendor: 01705 - Hunt & Sons, Inc.			
05/03/2021	56291	250gals. unleaded gasoline	910.44
05/07/2021	56317	106gals unleaded gasoline	391.64
05/25/2021	56367	225gals. unleaded gasoline	834.24
Vendor 01705 - Hunt & Sons, Inc. Total:			2,136.32
Vendor: 01713 - I.B.E.W. Local Union 1245			
05/03/2021	56292	Union Dues	811.90
05/03/2021	56292	Union Dues	-42.00
05/14/2021	56345	Union Dues	-42.00
05/14/2021	56345	Union Dues	811.90
Vendor 01713 - I.B.E.W. Local Union 1245 Total:			1,539.80
Vendor: 01716 - ICMA Retirement Trust-401			
05/14/2021	DFT0004700	Retirement - 401(a) Match	2,026.98
05/14/2021	DFT0004717	Retirement - 401(a) Match	19.77
05/17/2021	DFT0004710	Retirement - 401(a) Match	-19.77
05/28/2021	DFT0004726	Retirement - 401(a) Match	2,031.96
Vendor 01716 - ICMA Retirement Trust-401 Total:			4,058.94
Vendor: 01715 - ICMA Retirement Trust-457			
05/14/2021	DFT0004701	Retirement Trust - 457	2,007.21
05/14/2021	DFT0004702	Deferred Comp 457	6,616.80

Expense Approval Report

Payment Dates: 5/1/2021 - 5/31/2021

Payment Date	Payment Number	Description (Item)	Amount
05/14/2021	DFT0004703	Retirement Trust - 457	849.32
05/14/2021	DFT0004704	Retirement Trust - 457	792.28
05/14/2021	DFT0004718	Deferred Comp 457	59.32
05/14/2021	DFT0004719	Retirement Trust - 457	65.92
05/17/2021	DFT0004711	Deferred Comp 457	-59.32
05/17/2021	DFT0004712	Retirement Trust - 457	-65.92
05/28/2021	DFT0004727	Retirement Trust - 457	2,031.96
05/28/2021	DFT0004728	Deferred Comp 457	6,631.70
05/28/2021	DFT0004729	Retirement Trust - 457	916.61
05/28/2021	DFT0004730	Retirement Trust - 457	792.28
Vendor 01715 - ICMA Retirement Trust-457 Total:			20,638.16
Vendor: 01721 - Industrial Equipment			
05/25/2021	56368	repair parts for big vac	1,651.48
05/25/2021	56368	repair parts for big vac	417.21
Vendor 01721 - Industrial Equipment Total:			2,068.69
Vendor: 01730 - Industrial Power Products			
05/14/2021	56346	fuel filter	23.19
Vendor 01730 - Industrial Power Products Total:			23.19
Vendor: 01731 - Internal Revenue Service			
05/03/2021	DFT0004692	FICA Withholding	11,376.84
05/03/2021	DFT0004693	Fed Withholding	11,459.20
05/03/2021	DFT0004695	Medicare Withholding	2,660.72
05/17/2021	DFT0004706	FICA Withholding	12,276.24
05/17/2021	DFT0004707	Fed Withholding	10,456.58
05/17/2021	DFT0004709	Medicare Withholding	2,871.08
05/17/2021	DFT0004721	FICA Withholding	92.50
05/17/2021	DFT0004723	Medicare Withholding	21.64
05/20/2021	DFT0004714	FICA Withholding	-92.50
05/20/2021	DFT0004716	Medicare Withholding	-21.64
05/31/2021	DFT0004732	FICA Withholding	12,216.98
05/31/2021	DFT0004733	Fed Withholding	10,444.39
05/31/2021	DFT0004735	Medicare Withholding	2,857.22
Vendor 01731 - Internal Revenue Service Total:			76,619.25
Vendor: 03057 - International Brotherhood of 137 TCWH			
05/03/2021	56293	Union Dues Teamsters	170.77
05/14/2021	56347	Union Dues Teamsters	132.93
Vendor 03057 - International Brotherhood of 137 TCWH Total:			303.70
Vendor: 01729 - Interstate Batteries of the Rogue River			
05/03/2021	56294	Equipment Repairs	447.02
Vendor 01729 - Interstate Batteries of the Rogue River Total:			447.02
Vendor: 01742 - J C Nelson Supply Co.			
05/25/2021	56369	Janitorial Supplies	469.79
Vendor 01742 - J C Nelson Supply Co. Total:			469.79
Vendor: 01790 - Knife River Construction			
05/25/2021	56370	Construction & Maint Supplies	1,040.62
Vendor 01790 - Knife River Construction Total:			1,040.62
Vendor: 03132 - Mark Baker			
05/03/2021	56295	Landscaping	495.00
Vendor 03132 - Mark Baker Total:			495.00
Vendor: 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP			
05/14/2021	56348	Legal	8,394.06
05/14/2021	56348	Job#18-F1 Legal	1,696.00
Vendor 01905 - Minasian, Meith, Soares, Sexton & Cooper, LLP Total:			10,090.06
Vendor: 01960 - Normac			
05/03/2021	56296	backflow repair kits	2,466.75
05/03/2021	56296	1 x 30 galv nipple	571.40
05/03/2021	56296	1" backflow	5,073.78

Expense Approval Report

Payment Dates: 5/1/2021 - 5/31/2021

Payment Date	Payment Number	Description (Item)	Amount
05/03/2021	56296	1 x 30 galv nipple	531.53
05/03/2021	56296	inverted hose bib	369.22
05/03/2021	56296	1" galv tee	141.57
05/03/2021	56296	1 x close galv nipple	116.80
05/03/2021	56296	1 x 4 galv nipple	97.81
05/03/2021	56296	1" galv 90	95.67
05/03/2021	56296	1" galv cap	70.36
Vendor 01960 - Normac Total:			9,534.89
Vendor: 01980 - Northern Recycling & Waste Svcs			
05/14/2021	56349	Job#18-F1 Debris Storage	297.02
05/14/2021	56349	Trash Service-TP	49.91
05/14/2021	56349	Trash Service-Shop	170.12
05/14/2021	56349	Trash Service-Office	56.74
Vendor 01980 - Northern Recycling & Waste Svcs Total:			573.79
Vendor: 01950 - Northstate Aggregate, Inc.			
05/07/2021	56318	Construction & Maint Supplies	380.61
05/07/2021	56318	Construction & Maint Supplies	368.83
05/07/2021	56318	Construction & Maint Supplies	435.31
05/07/2021	56318	Construction & Maint Supplies	926.47
05/07/2021	56318	Construction & Maint Supplies	477.36
05/07/2021	56318	Construction & Maint Supplies	441.78
05/07/2021	56318	Construction & Maint Supplies	447.89
Vendor 01950 - Northstate Aggregate, Inc. Total:			3,478.25
Vendor: 01995 - Office Depot			
05/14/2021	56350	Office Equipment Maintenance	29.99
05/03/2021	56297	Office Supplies	215.49
05/03/2021	56297	Office Supplies	456.84
05/14/2021	56350	Office Supplies	55.75
05/14/2021	56350	Office Supplies	71.58
05/14/2021	56350	Office Supplies	4.32
Vendor 01995 - Office Depot Total:			833.97
Vendor: 02005 - Olin Corp.-Chlor Alkali			
05/14/2021	56351	Sodium Hypochlorite - Bleach	5,160.60
Vendor 02005 - Olin Corp.-Chlor Alkali Total:			5,160.60
Vendor: 01538 - O'Reilly Auto Parts			
05/25/2021	56371	Replace Ck 565042- Equipment Repair #14	69.29
05/03/2021	56298	Vehicle gas/oil	183.76
05/03/2021	56298	Equipment Repairs	121.94
05/03/2021	56298	Equipment Repairs	7.53
05/03/2021	56298	Equipment Repairs	21.54
05/03/2021	56298	Equipment Repairs	30.00
05/03/2021	56298	Equipment Repairs	24.76
05/03/2021	56298	Equipment Repairs	20.66
05/07/2021	56319	Equipment Repairs #2	53.96
05/07/2021	56319	Equipment Repairs #8	6.25
05/07/2021	56319	Equipment Repairs	20.66
05/07/2021	56319	Equipment Gas/Oil	51.59
05/14/2021	56352	Construction & Maint Supplies	12.45
05/14/2021	56352	Equipment Repairs #36	51.78
05/14/2021	56352	Equipment Repairs #21M	44.03
05/14/2021	56352	Equipment Repairs	14.19
05/14/2021	56352	Equipment Repairs #21M	44.97
05/14/2021	56352	Small Hand Tools	4.30
05/14/2021	56352	Construction & Maint Supplies	37.70
05/14/2021	56352	Construction & Maint Supplies	37.70
05/14/2021	56352	Equipment Repairs	19.36
05/14/2021	56352	Vehicle/Equip Oil	51.59
05/25/2021	56371	Equipment Repairs #6	10.46

Expense Approval Report

Payment Dates: 5/1/2021 - 5/31/2021

Payment Date	Payment Number	Description (Item)	Amount
05/25/2021	56371	Equipment Repairs #7	62.31
05/25/2021	56371	Equipment Repairs	160.62
05/25/2021	56371	Equipment Repairs	72.77
05/25/2021	56371	Equipment Oil	64.62
05/25/2021	56371	Equipment Oil	297.03
Vendor 01538 - O'Reilly Auto Parts Total:			1,597.82
Vendor: 02030 - Pace Supply			
05/07/2021	56320	Corp Stop - Serv Brass - 2 ' MIP x Comp	4,708.68
05/14/2021	56353	Nipple - Galv - 1 1/4' x 4'	40.75
05/14/2021	56353	Nipple - Galv - 3/4" x 2"	31.00
05/14/2021	56353	Nipple - Galv - 1 1/4' x 3'	32.50
05/14/2021	56353	Bushing - Brass - 2' x 1'	584.00
05/14/2021	56353	Nipple - Galv - 1" x 4"	62.50
05/14/2021	56353	Tee - Galv - 1'	70.25
05/14/2021	56353	Bushing - Galv - 2' x 1 1/2'	92.00
05/14/2021	56353	Nipple - Galv - 3/4" x 1 1/2"	27.50
05/14/2021	56353	90 - Galv - 1'	95.00
05/14/2021	56353	Bushing - Galv - 1' x 3/4'	98.00
05/14/2021	56353	Valve Gate - Brass - 2"	336.00
05/14/2021	56353	Adaptor - Serv Brass - 2 ' MIP x Comp	1,518.75
05/14/2021	56353	Adaptor - Serv Brass - 2' FIP x Comp	762.00
05/14/2021	56353	Adaptor - Serv Brass - 1' MIP X Comp	761.00
05/14/2021	56353	Valve Gate - Brass - 1 1/2"	642.34
05/14/2021	56353	90 - Galv - 1 1/2'	96.50
05/14/2021	56353	Nipple - Galv - 1 1/4' x 2'	26.75
05/14/2021	56353	Bushing - Brass - 2' x 1 1/2'	485.00
05/14/2021	56353	Nipple - Galv - 1 1/4' x 1 1/2'	25.00
05/14/2021	56353	Nipple - Galv - 1 1/2' x 3'	20.04
Vendor 02030 - Pace Supply Total:			10,515.56
Vendor: 02081 - Pacific Gas & Electric Company			
05/14/2021	56354	Geppetto North	24.64
05/14/2021	56354	Paradise Dam	50.92
05/14/2021	56354	Mag Res Filtration Plant	9,227.20
05/14/2021	56354	Tank Res E	22.15
05/14/2021	56354	Tank Res C	21.88
05/14/2021	56354	Tank Res A	21.29
05/14/2021	56354	Tank Res D	18.67
05/14/2021	56354	Moore Rd - Gas	17.96
05/14/2021	56354	Pumping Station - Electric	44.57
05/14/2021	56354	Moore Rd - Electric	2,842.76
05/14/2021	56354	Shop - Gas	136.81
05/14/2021	56354	Office Electric	2,286.37
05/14/2021	56354	Office - Gas	154.49
Vendor 02081 - Pacific Gas & Electric Company Total:			14,869.71
Vendor: 01037 - Paradise Police Dept.			
05/14/2021	56355	False Alarm- 6344 Clark Rd	205.08
05/14/2021	56355	Permit-6344	28.00
Vendor 01037 - Paradise Police Dept. Total:			233.08
Vendor: 03048 - Plan B Professional Answering Service			
05/07/2021	56321	Job#18-F1 Answering Service	158.00
Vendor 03048 - Plan B Professional Answering Service Total:			158.00
Vendor: 03096 - Rankin Stock Heaberlin Oneal			
05/14/2021	56356	Legal	1,466.24
Vendor 03096 - Rankin Stock Heaberlin Oneal Total:			1,466.24

Expense Approval Report

Payment Dates: 5/1/2021 - 5/31/2021

Payment Date	Payment Number	Description (Item)	Amount
Vendor: 02057 - Riebes Auto Parts			
05/03/2021	56299	Equipment Repairs	286.01
05/03/2021	56299	Vehicle fuel/Oil	129.88
05/14/2021	56357	Small Hand Tolls	46.32
05/14/2021	56357	Construction & Maint Supplies	107.63
05/14/2021	56357	Constrcuton & Maint Supplies	55.77
05/14/2021	56357	Small Hand Tools	10.23
05/14/2021	56357	Equipment Repairs #17	8.81
05/25/2021	56372	Construction & Maint Supplies	12.12
Vendor 02057 - Riebes Auto Parts Total:			656.77
Vendor: 03106 - Rikki L. Shaffer			
05/03/2021	56300	Strategic Planning	2,800.00
Vendor 03106 - Rikki L. Shaffer Total:			2,800.00
Vendor: 03153 - Slate Geotechnical Consultants			
05/25/2021	56373	Magalia Dam Seismic Retrofit 30%	92,071.12
Vendor 03153 - Slate Geotechnical Consultants Total:			92,071.12
Vendor: 02292 - Standard Insurance Company			
05/25/2021	56374	Long Term Disability	636.18
05/25/2021	56374	Long Term Disability	958.42
Vendor 02292 - Standard Insurance Company Total:			1,594.60
Vendor: 03061 - Sterling Health Services, Inc DBA			
05/14/2021	DFT0004699	HSA Contribution	67.30
05/28/2021	DFT0004725	HSA Contribution	67.30
Vendor 03061 - Sterling Health Services, Inc DBA Total:			134.60
Vendor: 02324 - Sunrise Environmental			
05/07/2021	56322	Construction & Maint Supplies	689.26
Vendor 02324 - Sunrise Environmental Total:			689.26
Vendor: 03088 - Sutton Enterprises and Bank of Stockton			
05/07/2021	56323	Job#18-F1 Service Lateral Replacement	261,365.20
Vendor 03088 - Sutton Enterprises and Bank of Stockton Total:			261,365.20
Vendor: 03134 - Teresa Contreras			
05/07/2021	56324	Janitorial Services-TP	456.00
05/07/2021	56324	Janitorial Services -Shop	494.00
05/07/2021	56324	Janitorial Services-Office	684.00
Vendor 03134 - Teresa Contreras Total:			1,634.00
Vendor: 02353 - Texas Refinery Corp.			
05/14/2021	56358	shop supplies	674.95
Vendor 02353 - Texas Refinery Corp. Total:			674.95
Vendor: 02362 - Thomas Ace Hardware			
05/07/2021	56325	Construction & Maint Supplies	36.12
05/14/2021	56359	Small Hand Tools	84.90
05/07/2021	56325	Construction & Maint Supplies	62.88
05/14/2021	56359	Construction & Maint Supplies	47.94
05/07/2021	56325	Small Hand Tools	307.71
05/03/2021	56301	Construction & Maint Supplies	232.80
05/07/2021	56325	Construction & Maint Supplies	36.89
05/03/2021	56301	Safety Supplies	5.24
05/03/2021	56301	Construction & Maint Supplies	342.31
05/07/2021	56325	Construction & Maint Supplies	70.04
05/07/2021	56325	Misc Supplies	1.39
05/07/2021	56325	Construction & Maint Supplies	21.45
05/07/2021	56325	Misc Supplies	4.59
05/07/2021	56325	Construction & Maint Supplies	175.79
05/07/2021	56325	Small Hand Tools	436.38
05/14/2021	56359	Small Hand Tools	116.55

Expense Approval Report

Payment Dates: 5/1/2021 - 5/31/2021

Payment Date	Payment Number	Description (Item)	Amount
05/07/2021	56325	Small Hand Tools	14.90
05/14/2021	56359	Small Hand Tools	62.44
05/14/2021	56359	Construction & Maint Supplies	155.90
05/14/2021	56359	Misc Supplies	35.10
05/14/2021	56359	Construction & Maint Supplies	2.05
05/25/2021	56375	Misc Supplies	1.33
05/14/2021	56359	Small Hand Tools	17.60
05/25/2021	56375	Misc Supplies	2.88
05/25/2021	56375	Construction & Maint Supplies	70.18
05/25/2021	56375	Construction & Maint Supplies	1.37
05/25/2021	56375	Misc Supplies	2.62
Vendor 02362 - Thomas Ace Hardware Total:			2,349.35
Vendor: 03013 - Total Compensation Systems, Inc			
05/07/2021	56326	Annual Valuation Services FY2020/21	900.00
Vendor 03013 - Total Compensation Systems, Inc Total:			900.00
Vendor: 02692 - United Rentals, Inc			
05/07/2021	56327	Small Hand Tools	287.60
Vendor 02692 - United Rentals, Inc Total:			287.60
Vendor: 02686 - USA Blue Book			
05/03/2021	56302	Small Hand Tools	180.48
05/03/2021	56302	Incorrect Tax Credit	-13.57
05/03/2021	56302	Incorrect Tax Credit	-4.41
05/03/2021	56302	Incorrect Tax Credit	-3.42
05/03/2021	56302	Incorrect Tax Credit	-3.15
05/03/2021	56302	Incorrect Tax Credit	-1.67
05/03/2021	56302	Incorrect Tax Credit	-0.63
Vendor 02686 - USA Blue Book Total:			153.63
Vendor: 03104 - UtiliQuest			
05/25/2021	56376	Job#18-F1 Locating Services	20,990.22
Vendor 03104 - UtiliQuest Total:			20,990.22
Vendor: 02703 - Verizon Wireless			
05/07/2021	56328	Mobile Phones	1,735.34
Vendor 02703 - Verizon Wireless Total:			1,735.34
Vendor: 02712 - VistaNet inc.			
05/03/2021	56303	Equipment Maint-Office	240.00
05/07/2021	56329	Equipment Maint-Office	239.00
Vendor 02712 - VistaNet inc. Total:			479.00
Vendor: 03002 - Water Works Engineers			
05/07/2021	56330	District Engineering Services	22,994.28
05/25/2021	56377	Job#18-F1 Disaster Recovery Management Services	85,047.85
05/25/2021	56377	District Engineering	33,390.10
05/25/2021	56377	PID Urban Mgmt Plan	4,515.00
Vendor 03002 - Water Works Engineers Total:			145,947.23
Vendor: 02787 - Zee Service Company			
05/25/2021	56378	Safety Supplies	148.46
Vendor 02787 - Zee Service Company Total:			148.46
Grand Total:			955,935.04

Paradise Irrigation District
Detail of Disbursements Report
Check Numbers 56281 - 56378

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
56323	05/07/2021	Sutton Enterprises and Bank of Stockton	261,365.20	27.34%
56377	05/25/2021	Water Works Engineers	122,952.95	12.86%
56373	05/25/2021	Slate Geotechnical Consultants	92,071.12	9.63%
56287	05/03/2021	Dept. of Water Resources	64,532.00	6.75%
56334	05/14/2021	ACWA/JPIA	41,643.11	4.36%
56338	05/14/2021	Carus Corporation	24,388.65	2.55%
56330	05/07/2021	Water Works Engineers	22,994.28	2.41%
56376	05/25/2021	UtiliQuest	20,990.22	2.20%
56290	05/03/2021	Hignell & Hignell	19,685.30	2.06%
56288	05/03/2021	Ferguson Enterprises, Inc	15,253.11	1.60%
56354	05/14/2021	Pacific Gas & Electric Company	14,869.71	1.56%
DFT0004706	05/17/2021	Internal Revenue Service	12,276.24	1.28%
DFT0004732	05/31/2021	Internal Revenue Service	12,216.98	1.28%
DFT0004693	05/03/2021	Internal Revenue Service	11,459.20	1.20%
DFT0004692	05/03/2021	Internal Revenue Service	11,376.84	1.19%
DFT0004707	05/17/2021	Internal Revenue Service	10,456.58	1.09%
DFT0004733	05/31/2021	Internal Revenue Service	10,444.39	1.09%
56348	05/14/2021	Minasian, Meith, Soares, Sexton & Cooper, LLP	10,090.06	1.06%
56310	05/07/2021	Cody J. Ledbetter	9,980.00	1.04%
56296	05/03/2021	Normac	9,534.89	1.00%
56343	05/14/2021	Ferguson Enterprises, Inc	7,350.71	0.77%
DFT0004696	05/04/2021	Employment Development Dept.	6,878.06	0.72%
DFT0004728	05/28/2021	ICMA Retirement Trust-457	6,631.70	0.69%
DFT0004702	05/14/2021	ICMA Retirement Trust-457	6,616.80	0.69%
56309	05/07/2021	Cedar Creek Publishing	6,035.26	0.63%
56316	05/07/2021	Genterra Consultants, Inc.	5,924.16	0.62%
56353	05/14/2021	Pace Supply	5,806.88	0.61%
56351	05/14/2021	Olin Corp.-Chlor Alkali	5,160.60	0.54%
56344	05/14/2021	Genterra Consultants, Inc.	4,970.00	0.52%
56320	05/07/2021	Pace Supply	4,708.68	0.49%
56362	05/25/2021	BC Laboratories, Inc.	4,040.00	0.42%
56307	05/07/2021	BC Laboratories, Inc.	3,866.89	0.40%
DFT0004731	05/31/2021	Employment Development Dept.	3,862.50	0.40%
DFT0004705	05/17/2021	Employment Development Dept.	3,853.07	0.40%
DFT0004691	05/03/2021	Employment Development Dept.	3,809.67	0.40%
56318	05/07/2021	Northstate Aggregate, Inc.	3,478.25	0.36%
56285	05/03/2021	Dalla, Jerry	2,996.12	0.31%
DFT0004709	05/17/2021	Internal Revenue Service	2,871.08	0.30%
DFT0004735	05/31/2021	Internal Revenue Service	2,857.22	0.30%
56300	05/03/2021	Rikki L. Shaffer	2,800.00	0.29%
56337	05/14/2021	Brooke Lynn Winter	2,675.00	0.28%
DFT0004695	05/03/2021	Internal Revenue Service	2,660.72	0.28%
56368	05/25/2021	Industrial Equipment	2,068.69	0.22%
DFT0004726	05/28/2021	ICMA Retirement Trust-401	2,031.96	0.21%
DFT0004727	05/28/2021	ICMA Retirement Trust-457	2,031.96	0.21%
DFT0004700	05/14/2021	ICMA Retirement Trust-401	2,026.98	0.21%
DFT0004701	05/14/2021	ICMA Retirement Trust-457	2,007.21	0.21%
56365	05/25/2021	Durham Pentz Truck Center	1,744.58	0.18%
56328	05/07/2021	Verizon Wireless	1,735.34	0.18%
56324	05/07/2021	Teresa Contreras	1,634.00	0.17%
56374	05/25/2021	Standard Insurance Company	1,594.60	0.17%

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
56284	05/03/2021	Brooke Lynn Winter	1,550.00	0.16%
56356	05/14/2021	Rankin Stock Heaberlin Oneal	1,466.24	0.15%
56364	05/25/2021	Davi, Bruce	1,400.00	0.15%
DFT0004708	05/17/2021	Employment Development Dept.	1,192.13	0.12%
DFT0004734	05/31/2021	Employment Development Dept.	1,186.40	0.12%
56281	05/03/2021	ACWA	1,180.00	0.12%
56286	05/03/2021	Davi, Bruce	1,175.00	0.12%
56325	05/07/2021	Thomas Ace Hardware	1,168.14	0.12%
DFT0004694	05/03/2021	Employment Development Dept.	1,088.27	0.11%
56341	05/14/2021	Davi, Bruce	1,075.00	0.11%
56370	05/25/2021	Knife River Construction	1,040.62	0.11%
DFT0004729	05/28/2021	ICMA Retirement Trust-457	916.61	0.10%
56291	05/03/2021	Hunt & Sons, Inc.	910.44	0.10%
56326	05/07/2021	Total Compensation Systems, Inc	900.00	0.09%
56304	05/04/2021	American Career Training	895.00	0.09%
56331	05/07/2021	American Career Training	895.00	0.09%
56332	05/07/2021	American Career Training	895.00	0.09%
56339	05/14/2021	Comcast Business	851.43	0.09%
DFT0004703	05/14/2021	ICMA Retirement Trust-457	849.32	0.09%
56367	05/25/2021	Hunt & Sons, Inc.	834.24	0.09%
DFT0004704	05/14/2021	ICMA Retirement Trust-457	792.28	0.08%
DFT0004730	05/28/2021	ICMA Retirement Trust-457	792.28	0.08%
56292	05/03/2021	I.B.E.W. Local Union 1245	769.90	0.08%
56345	05/14/2021	I.B.E.W. Local Union 1245	769.90	0.08%
56340	05/14/2021	COMP, Inc.	759.00	0.08%
56371	05/25/2021	O'Reilly Auto Parts	737.10	0.08%
56311	05/07/2021	Comcast	732.13	0.08%
56322	05/07/2021	Sunrise Environmental	689.26	0.07%
56358	05/14/2021	Texas Refinery Corp.	674.95	0.07%
56297	05/03/2021	Office Depot	672.33	0.07%
56301	05/03/2021	Thomas Ace Hardware	580.35	0.06%
56335	05/14/2021	Airgas USA, LLC	576.50	0.06%
56349	05/14/2021	Northern Recycling & Waste Svcs	573.79	0.06%
56359	05/14/2021	Thomas Ace Hardware	522.48	0.05%
56295	05/03/2021	Mark Baker	495.00	0.05%
56369	05/25/2021	J C Nelson Supply Co.	469.79	0.05%
56306	05/07/2021	Aramark Uniform Services	447.09	0.05%
56294	05/03/2021	Interstate Batteries of the Rogue River	447.02	0.05%
56361	05/25/2021	Aramark Uniform Services	438.49	0.05%
56336	05/14/2021	Aramark Uniform Services	418.14	0.04%
56299	05/03/2021	Riebes Auto Parts	415.89	0.04%
56298	05/03/2021	O'Reilly Auto Parts	410.19	0.04%
56317	05/07/2021	Hunt & Sons, Inc.	391.64	0.04%
56283	05/03/2021	Aramark Uniform Services	387.78	0.04%
56313	05/07/2021	Employee Relations	373.68	0.04%
56352	05/14/2021	O'Reilly Auto Parts	318.07	0.03%
56308	05/07/2021	Berkeley Research Group, LLC	293.00	0.03%
56363	05/25/2021	Butte Co - Neal Rd Landfill	288.03	0.03%
56327	05/07/2021	United Rentals, Inc	287.60	0.03%
56282	05/03/2021	Anderson Brothers	285.00	0.03%
DFT0004698	05/14/2021	Aflac	276.06	0.03%
DFT0004724	05/28/2021	Aflac	276.06	0.03%
56303	05/03/2021	VistaNet inc.	240.00	0.03%
56329	05/07/2021	VistaNet inc.	239.00	0.03%
56355	05/14/2021	Paradise Police Dept.	233.08	0.02%
56357	05/14/2021	Riebes Auto Parts	228.76	0.02%

Check#	Date	Vendor/Employee	Amount	% of Total Monthly Disbursements
56314	05/07/2021	Ferguson Enterprises, Inc	186.83	0.02%
56293	05/03/2021	International Brotherhood of 137 TCWH	170.77	0.02%
56350	05/14/2021	Office Depot	161.64	0.02%
56321	05/07/2021	Plan B Professional Answering Service	158.00	0.02%
56302	05/03/2021	USA Blue Book	153.63	0.02%
56378	05/25/2021	Zee Service Company	148.46	0.02%
56342	05/14/2021	Fastenal Co	141.35	0.01%
56347	05/14/2021	International Brotherhood of 137 TCWH	132.93	0.01%
56319	05/07/2021	O'Reilly Auto Parts	132.46	0.01%
56315	05/07/2021	FGL Environmental	110.00	0.01%
56289	05/03/2021	FGL Environmental	88.00	0.01%
56375	05/25/2021	Thomas Ace Hardware	78.38	0.01%
DFT0004699	05/14/2021	Sterling Health Services, Inc DBA	67.30	0.01%
DFT0004725	05/28/2021	Sterling Health Services, Inc DBA	67.30	0.01%
56346	05/14/2021	Industrial Power Products	23.19	0.00%
56366	05/25/2021	Fiserv Solutions, LLC	12.70	0.00%
56372	05/25/2021	Riebes Auto Parts	12.12	0.00%
56312	05/07/2021	Elecsys International Corporation	10.00	0.00%
56305	05/07/2021	VOID	-	0.00%
Total			<u>\$ 955,935.04</u>	

Customer Service Activity Report – May 2021

Service Requests

Row Labels	Sum of Count
Account Management	85
Activate water w/Backflow	84
Backflow Maintenance	22
Construction Support	50
Disconnect	6
Field Customer Service	25
Field Maintenance	41
From Active to ready-to-serve	12
New Meter Order	2
No Water	6
Transfer ownership	183
Water Quality	5
Grand Total	521

Down from 660 service requests in April

Phone activity

Phone Activity	Previous 3 months	March 2021	Trend
Average calls per day	46	49	Increased
Average abandoned per day	3.75	1.1	Decreased
Average time abandon	2:36 min	1:58 min	Decreased
Average time to handle	1 minute	38 seconds	Decreased

Payments Processed

Method payment	April 2021	May 2021	Trend
Automated Phone System	162	81	Decreased
Customer Service Staff	2775	1314	Decreased
Web Portal	1288	474	Decreased
Total	4225	1869	

**STAFF REPORT
FIELD OPERATIONS
May 2021**

TRANSMISSION & DISTRIBUTION

MAINTENANCE WORK.

- PID crews have been taking care of leaks/maintenance issues
- 12 Mainline line leaks were repaired this month
- 10 service lines were repaired
- 3 Fire Hydrants Repair/Replacements

SERVICE LINE REPLACEMENT/Water REQUEST

- PID crews have replaced 17 service lines
- 75 Backflow devices were installed
- 38 Flow tests were performed

CUSTOMER REIMBURSEMENT JOBS (by work order)

- Working on several request for lateral line installs
- Parts have arrived for the Eagles Lodge (work to be scheduled)

PIPELINE PROJECTS AND EXTENSIONS

- Working with Cal Trans on lower Clark for their project
- Prep work has begun on Cameo for pipeline replacement
- Work done for sampling of Feather River Pl.

SUMMARY

Cal Trans has a project on lower Clark Road that will require PID to move a section of 8" water main. This is in the area of Easy Street and heads west towards Natures Way. Water Works Engineers (WWE) has been involved in this as well. Prep work for Cameo has started and we will break ground in June. Feather River Pl. has been a challenge, but we were able to separate the two different types of material (C-900 and AC pipe). This is going to allow us to sample only the C-900 which is the portion in front of the property where we are working. The town is working with the property owner for their rebuild.

**STAFF REPORT
WATER TREATMENT PLANT
May 2021**

WATER TREATMENT

- Production at the District's treatment plant for the month of May varied between 3.3 and 5.0 mgd, with the average day being 4.4 mgd. Compared to pre-fire May 2018, the range of production was 2.9 to 5.5 mgd with the average day of 4.5 mgd.
- Treatment Plant remains closed to the public due to the pandemic. Treatment Personnel do our best to keep the plant disinfected and to social distance both at work and at home. We are such a small group we cannot afford to have someone sick.
- Completed required monthly reporting to Department of Drinking Water and Regional Water Control Board. Filed Water Rights use with the State Water Rights Board. Just have the Consumer Confidence Report to finish and we will be done with 2020.
- Slate Geotechnical is wrapping up the 30% design for repairs to Magalia Reservoir and we should have those plans soon.
- Glenmount Global is working with Wonderware to troubleshoot an issue they are having with the PCs. There is an issue that when the program is idle for a period, Windows is shutting down the Wonderware program. Once they figure out the issue, they will be scheduling the switchover here at the plant.

Staffing

- Treatment staff continues to work hard to stay on top of all required production and regulatory activities fitting in when we can necessary maintenance.
- With summer being here we will be working hard covering vacation time for personnel so they can take some time off.

MAGALIA/PARADISE DAMS

- Met with Slate Geotechnical. They are wrapping up their 30% design and will then be submitting the design to DSOD for their input.
- Monthly monitoring of piezometers at Magalia and Paradise Dams was performed and reported to our consultant.

WATER QUALITY – DISTRIBUTION SYSTEM

- Laura Capra, Water Quality Technician, continues to work with Waterworks Engineering in the recovery of the system. We are still clearing mains that have been off since the fire.
- Surveillance Monitoring of the distribution system (started September 2020) will be ongoing for the next couple of years. By the end of May, we had performed 869 surveillance samples of the system. Of those, only one sample had a detect for Benzene, but when resampled, was Non-detect. These results continue to be very promising.
- Routine Sampling – 4 Bacteriological samples are taken each week at locations throughout the Distribution system. They are analyzed for Total Coliforms, Fecal Coliform & E. Coli. These samples verify the potability of the water in the system.

May 2021, WATER QUALITY

- Average daily production: 4.4 mgd
- Average effluent turbidity: 0.05 ntu
- Average raw water turbidity: 0.42 ntu

Water Levels (as of 5/31/2021)

- Magalia Reservoir 2199.2'
- Paradise Lake -15.5'

This lake is measured in feet above sea level.
PID maintains this lake below 2200.0' as required by
Dept of Safety of Dams (DSOD).
This lake is measured in feet below spill. In other
words, how far the lake is down from full.

- Percentage of Water in Storage 72% of Total Available

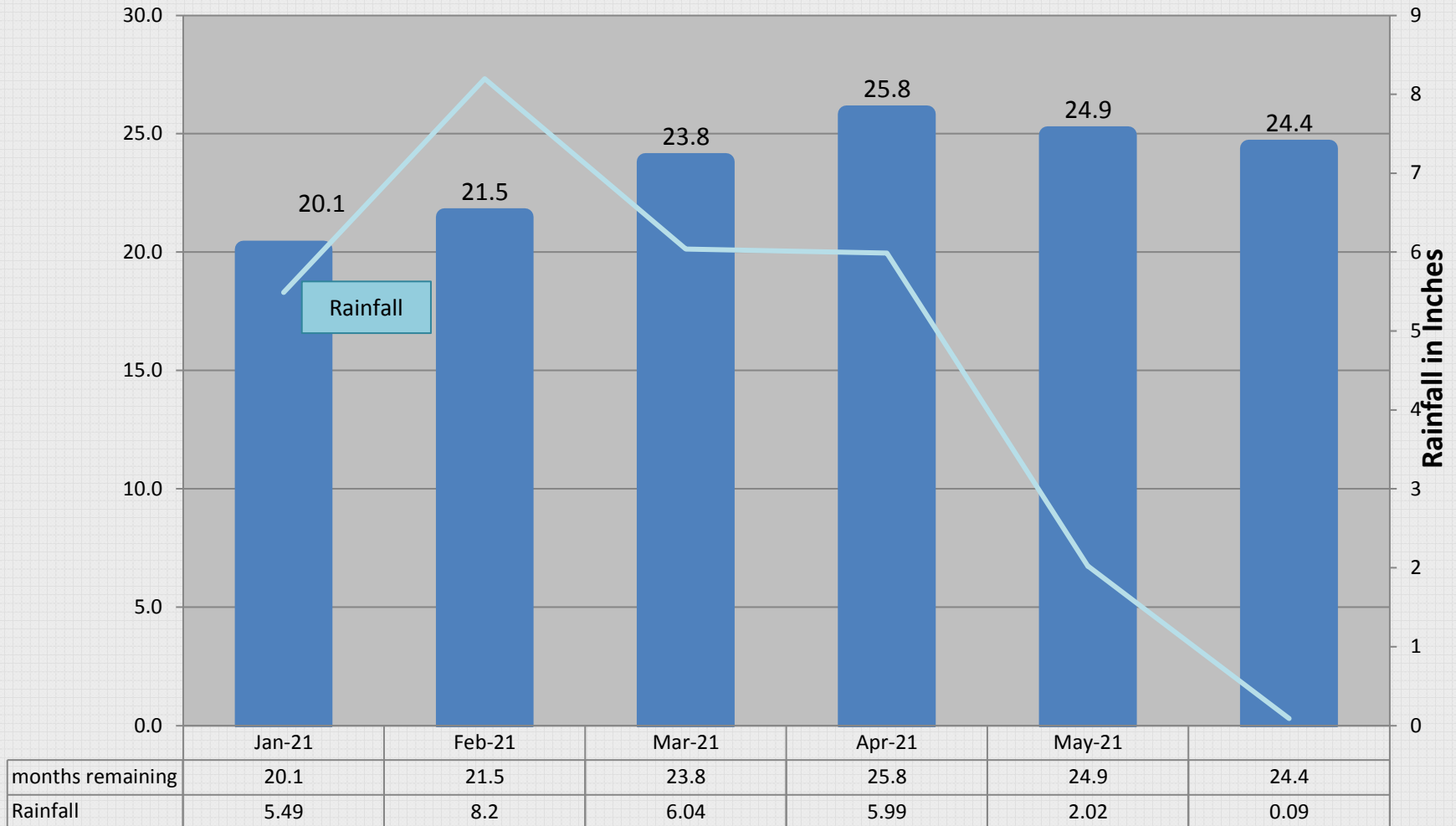
- Rainfall for 2020/2021 rainfall year:

▪ August	Magalia Res. .05"	Paradise Lake .57"
▪ September	0	0
▪ October	0	0
▪ November	4.41"	4.51"
▪ December	5.49"	5.25"
▪ January	8.32"	8.20"
▪ February	5.90"	6.04"
▪ March	6.89"	5.99"
▪ April	0.62"	2.02"
▪ May	0.09"	0.07"

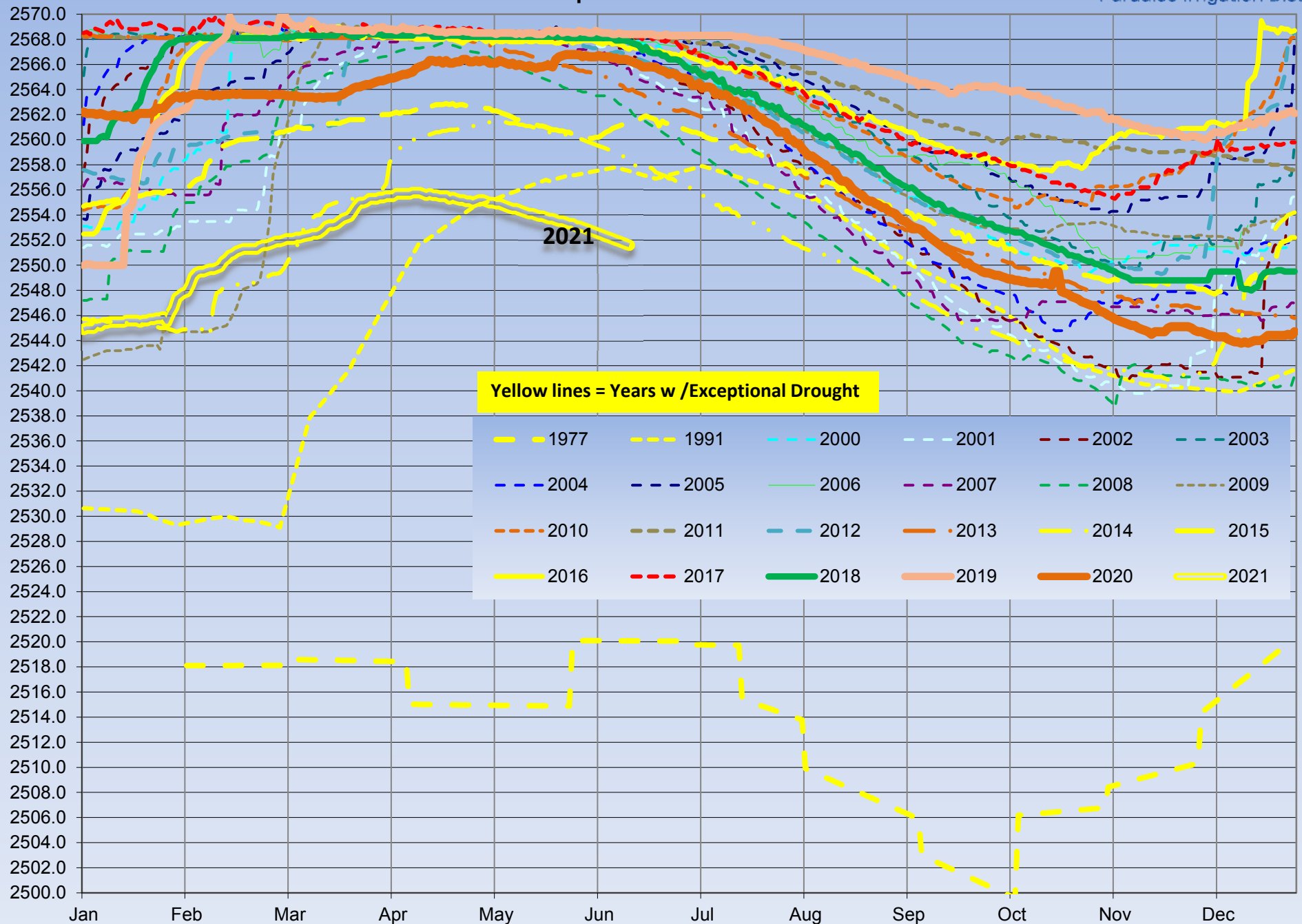
Months of Supply Remaining on the First of the Month with No Future Rain Based on 2020 Use

Full Reservoir Supply is 33.76 Months of Supply Remaining

Pre-November 2018 Full reservoir months remaining = 25.8

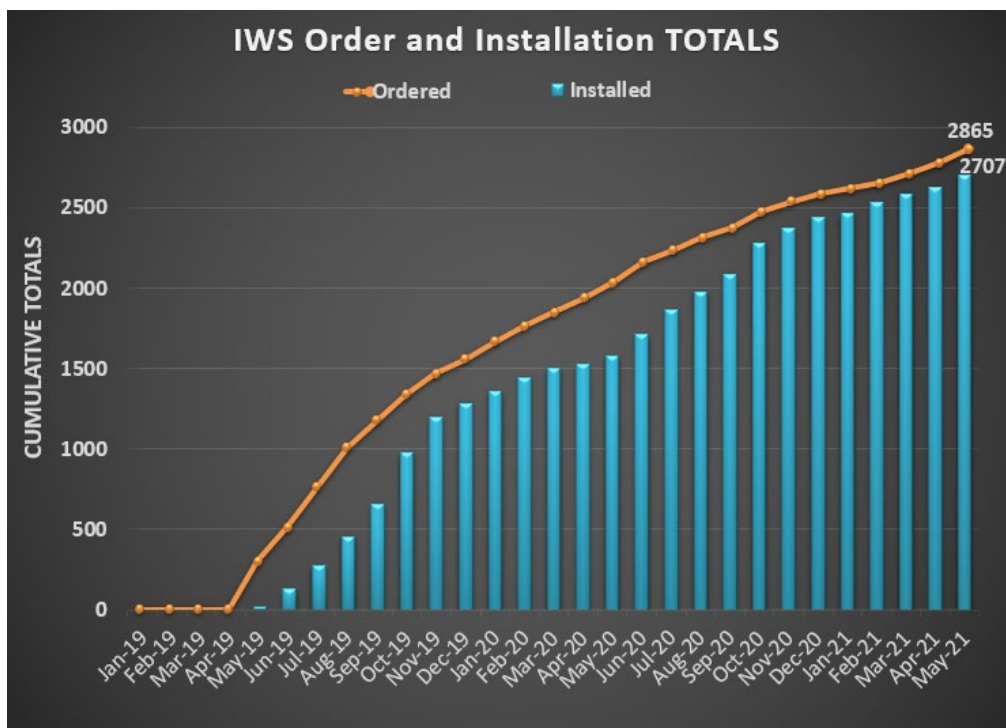
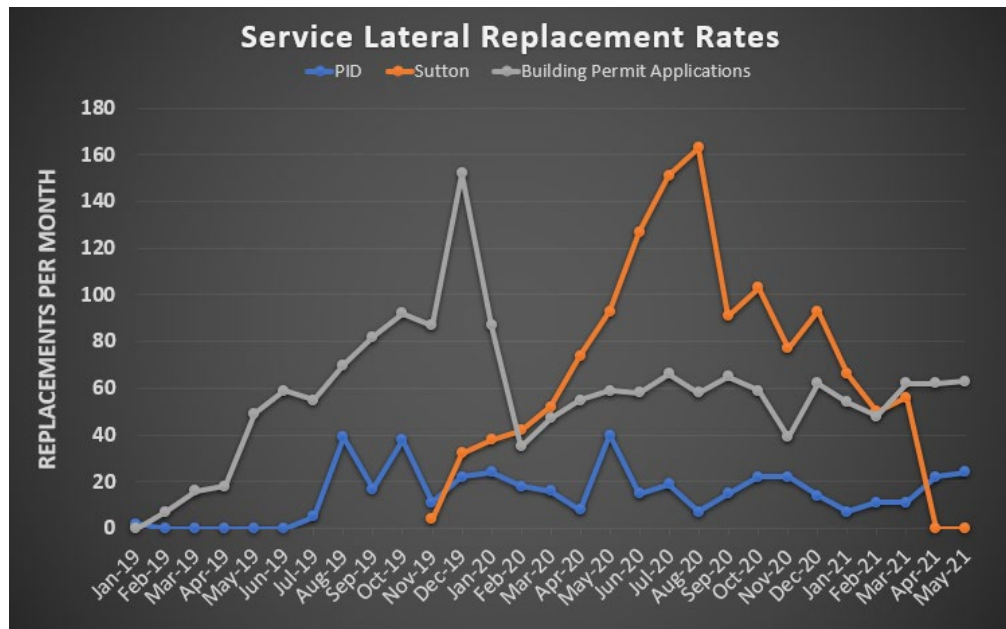


Paradise Lake Elevation
Updated 06/10/2021
Spill = 2568.1

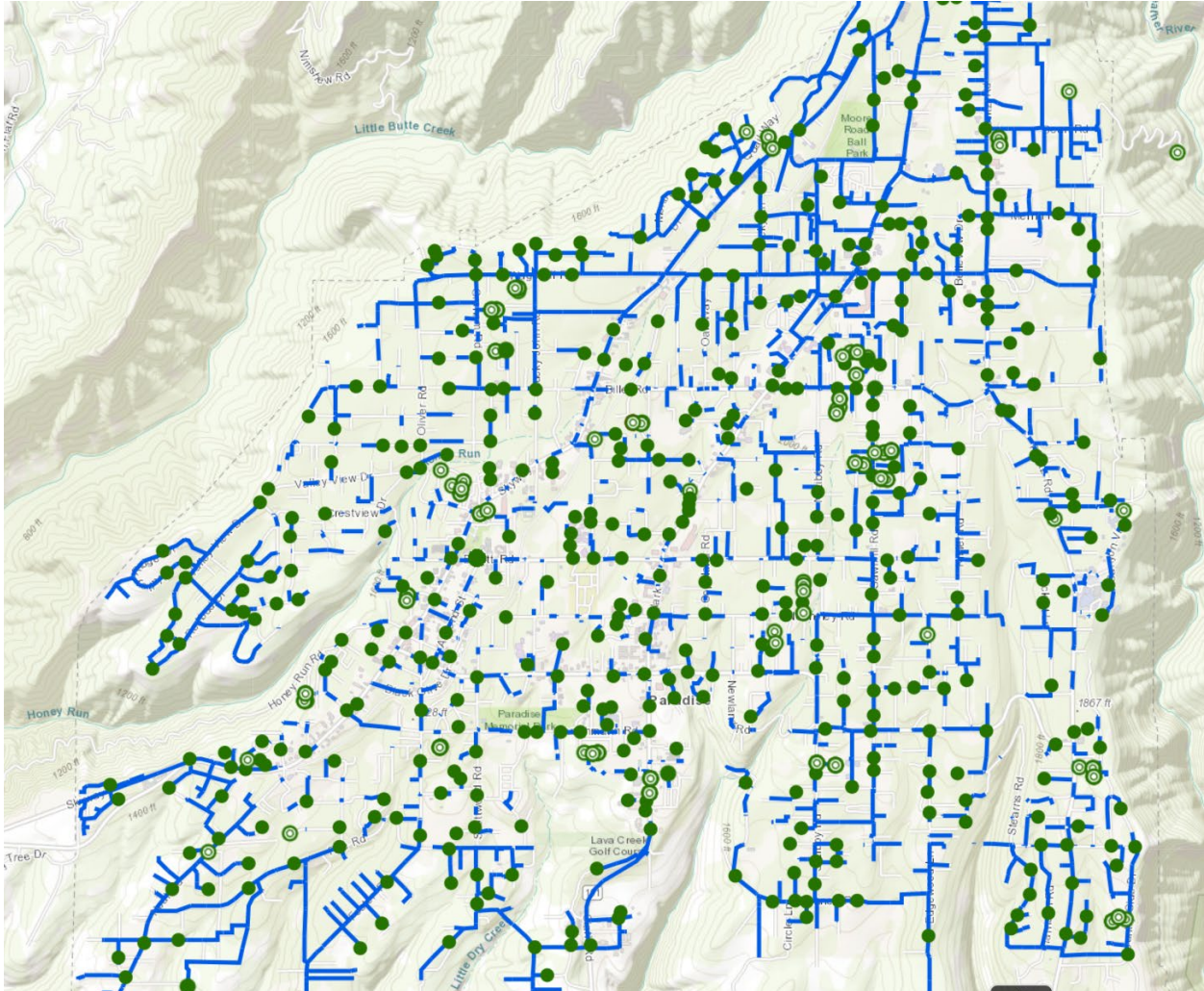


Project 1: Standing Structure and Main Testing and Clearing Program

- The Interim Water Service program continues. Orders in April were a bit higher, and installations were delayed by a lack of material supply. Additional materials have been ordered.

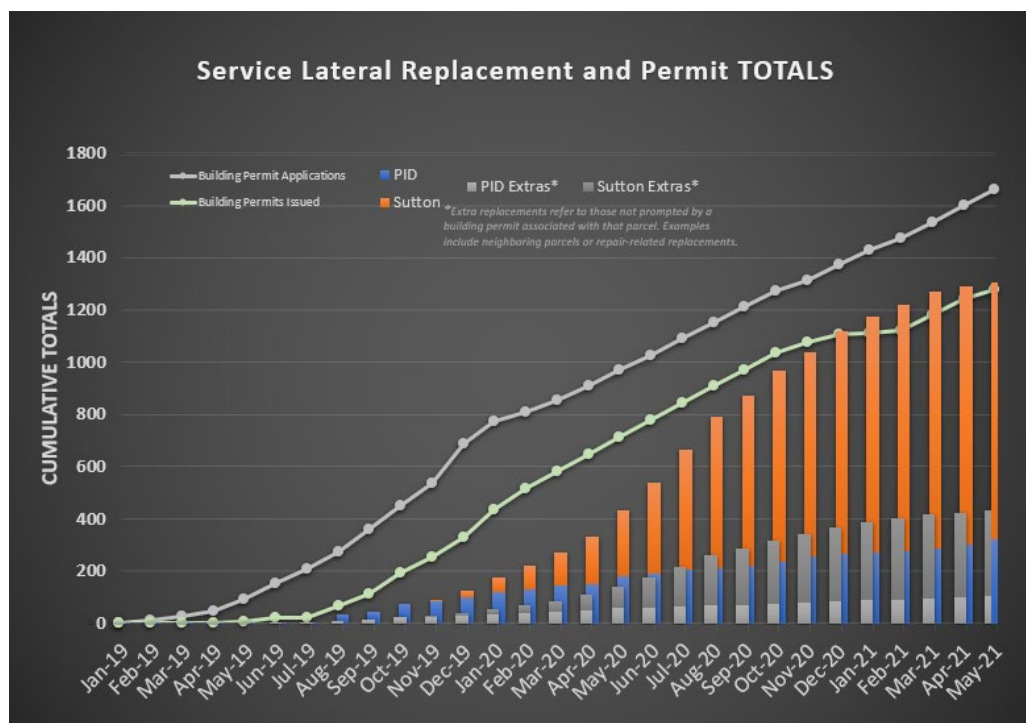
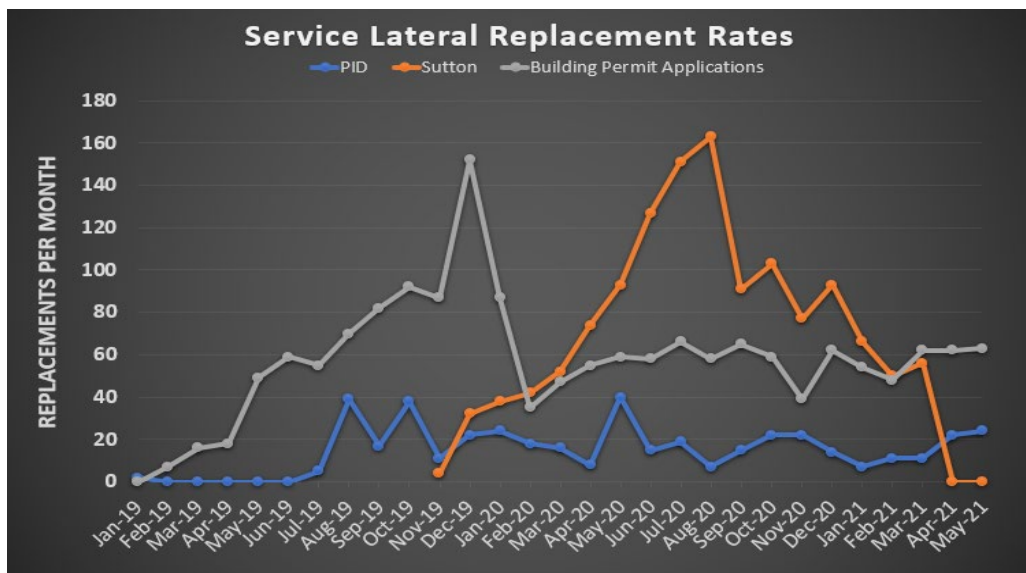


- Water Quality Assurance Monitoring continues with no fire related VOC violations discovered. At the current pace, the entire system will have had a first round of representative samples taken by early 2022.



Project 2: Service Lateral Replacement Program

- Service lateral installations continued in May with PID staff taking care of priority service lateral installations (20+) with no contractor installed lateral work occurring. Priority service laterals are based on permit type, priority date, and customer service feedback. Service lateral installations are still ahead of approved building permits, but the numbers are close to converging. With the MISLR project under way, production rate on service lateral replacements will once again increase in late June/early July. Building permit applications continue at 60/month, however, there has been an increase in permit processing backlog at the Town of Paradise from approximately 200 permits in process for almost all of 2020 to more than 350 permits in process in May 2021. As the Town works through this backlog to catch up to applications, we expect to be able to stay ahead of them with the MISLR project beginning.



Project 3: Meter Replacement Program

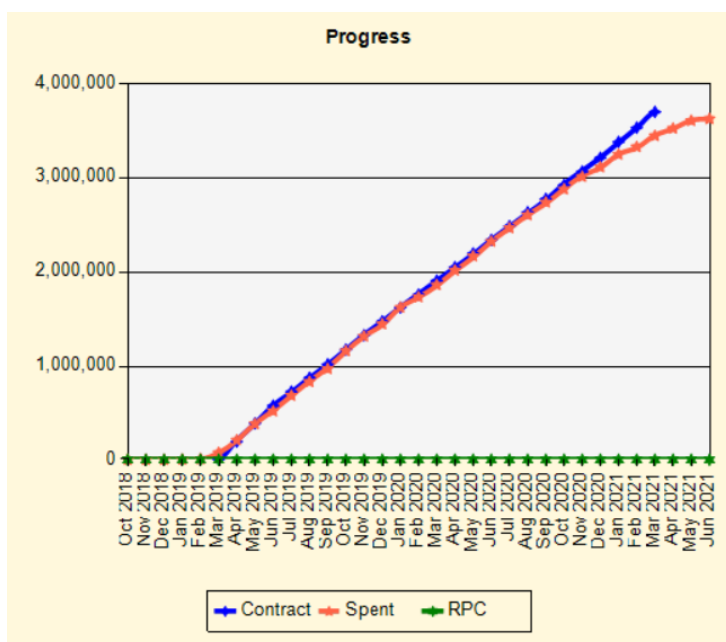
- We continue to work with Zenner on meter purchase, delivery and storage. A storage container has been put in the corp yard for these meters and Waterworks is assisting PID staff with inventory control.
- The MISLR Project was awarded to RCI General Engineering Contracting (www.rcige.com), has been contracted, and work is under way with the following activities occurring in May-June.
 - Project contract signed
 - Project Kickoff meeting occurred 6/3
 - Material ordering for up to 900 service lateral replacements is under way
 - Mobilization is under way

Project 4: Reservoir B Replacement

Funding for the Reservoir B Replacement project continues to be pursued. The SRF/ASADRA funding application is proceeding which still appears to be the most likely funding pathway for this project. There has been no change on the FEMA grant funding side for this project.

Budget

Project expenditures for May 2021 approached total budget for the Recovery Program Management Contract. Billing through May 31st, 2021 was \$3.6M out of the \$3.7M budget. With the MISLR project awarded and under way, and funding applications moving forward for the Reservoir B project, we have a good picture of what support PID will need for the next 18 months (through December 2022) and have prepared a proposed contract amendment to cover those services. This proposed contract amendment (Amendment 4) is on the June 16 PID Board Agenda for consideration.



District Engineering Support Task Status

- **Task 1 – CCCS Pipeline Easement Conveyance**
Support for this task is complete.
- **Task 2 – Schmale Easement Relinquishment**
Legal documents are presented in this agenda for release of the easement in question. Once approved, these documents will be recorded with Butte County and then conveyed to the property owner and Town of Paradise for record. Support for this task is complete.
- **Task 3 – PGE Easement at the Water Treatment Plant**
Survey completed in October. No further communication received from PG&E at this time.
- **Task 4 – Tesla Battery Backup Program**
Funding for both sites has been officially approved. Notice to Proceed has been issued for both projects as of 6/9/21. Preparation for construction will commence in June.
- **Task 5 – Magalia Dam Engineering Study**
Weekly meeting attendance and staff support as needed. Alternatives evaluation workshop held in May with PID operations and management staff, as well as WWE. Slate continuing with work to complete the Design Report and 30% Design with the selected alternative. Final deliverable under this contract scheduled for 6/18/21. Review and final adjustments in advance of the July 1 deadline. Preparation for the next stages of this project include 2nd phase of design, environmental analysis and permitting.
- **Task 6 – DDW Permit Renewal**
Support for this task is complete.
- **Task 7 – Public Records Act Request – Pentz Road**
Support for this task is complete.
- **Task 8 – Water Main and Easement - Jarvis/Roe Rd**
Support for this task is complete.
- **Task 9 – Miocene Canal**
No additional update at this time.
- **Task 10 – Almond Street Main Replacement Project**
Contract signed and kickoff meeting held. Continued coordination with the Town of Paradise for handoff of work areas, traffic control, as well as maintenance of access for police and fire as well as active use of standing structures in the area. Potholing and work to begin on June 14th with tentative completion in mid-late August, providing no delays occur from coordinated efforts with the Town of Paradise. One substantial difference identified from original design – PG&E utilities have been installed underground through this corridor. Minimum crossings may need to be deeper than originally planned. Full inspection coverage by WWE inspection staff in addition to construction management support during construction window.
- **Task 11 – Dam Safety Emergency Action Plan**
Plan revisions underway by WWE staff, data request sent to PID staff for some remaining items data items or determinations. Draft should be ready for PID staff review in late June. Local stakeholder coordination meeting to be organized for comment. Following revisions, plan can be submitted to DSOD.
- **Task 12 – Meter Insurance Claim**

Pending further feedback from JPIA or other data needs.

- **Task 13 – Leak Detection**

Project work complete and final report submitted to PID. Cost estimate and work summary developed for FEMA and CIP planning for PID. This work is well suited for PID crews to complete in house as available. Ongoing coordination with staff to collate data for operations crew planning.

- **Task 14 – Development Review Support**

Continue to provide support for development review requests as they are sent by the Town of Paradise. Participation in biweekly meetings to discuss any upcoming support needs, outstanding reviews, or other related issues.

- **Task 15 – Special District Funds Grant Application**

Developed, approved by the Board and submitted at the end of October. Notified that PID has been awarded \$269,200 in grant funding to support energy resilience for critical facilities during power outages. Next steps include procurement of services to install solar backup at tank sites – outreach underway to local vendors for solar services and scoping of installations that need to be accomplished.

- **Task 16 – Zone A Pipeline and WTP Grant**

Grant in CEQA review at this time.

- **Task 17 – Urban Water Management Plan**

Draft UWMP reviewed by staff and available on the PID website for stakeholder and/or public review. Public hearings and proposed adoptions for the UWMP and Water Shortage Contingency Plan will be included on the agenda for a meeting of the Board later in June.

- **Task 18 – SPCC Plan**

Updated and corrected plan submitted to Butte County as required. Training underway for PID staff on future responsibilities and updates for this plan.

- **Task 19 – Easement Release Request – Apple View Way**

Property record and easement research to support this inquiry/request. Data transmitted to the customer, in coordination with the Town of Paradise. Support for this task complete.

- **Task 20 – New Meter Estimate – Newland Rd**

Property and infrastructure research to provide engineering input on this request.

- **Task 21 – New Meter Estimate – 6148 Skyway**

Property and infrastructure research to provide engineering input on this request.

- **Task 22 – Luther Drive Development**

Property record, easement and infrastructure research and engineering to support the need for additional water service on this property, in coordination with members of the church at this location. Pending decisions by property owners, continued support will be provided as needed.

- **Task 23 – Paradise School District Data Request**

Engineering request for infrastructure information surrounding various school sites throughout Paradise. Developed maps of relevant infrastructure, making corrections where outdated and annotations of size, material. Transmitted to customer.

- **Task 24 – RCAC Fee Study Request**

Working with staff to develop and provide cost information for DE support on typical development related tasks.

- **Task 25 – New Meter Estimate – 6303 Harold Lane**
Engineering review provided.
- **Task 26 – 6800 Skyway Map Request**
Engineering review and data gathered, provided.
- **Task 27 – PID Water System Options Study**
Engineering support for PID during the execution of the Options Study.
- **Task 28 – Lofty View – Quail Way Easement Information**
Engineering review and research completed to provide data on easements through this area belonging to PID. Data conveyed to local surveyor requesting this information.
- **Task 29 – Development Review Request 6462 Clark Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 30 – Safe Routes to School**
Coordination with the Town of Paradise, review of utility conflicts for this project. Attendance of preconstruction conference. Field relocation planned for a backflow device and several service laterals along Pentz in June.
- **Task 31 – Ingoglia Annexation**
Research and engineering review of available documentation to determine steps forward for PID support of service at this location.
- **Task 32 – Development Review Request – Clark Road - Nexil**
Engineering review and comments provided to the Town of Paradise.
- **Task 33 – Lot Line Adjustment – 4929 Foster Road - MyersBaker**
Engineering review and comments provided to the Town of Paradise.
- **Task 34 – Brookwood Project Data Request**
Engineering review and system data gathered, provided to requestor.
- **Task 35 – Development Review Request – 685 Pearson Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 36 – Development Review Request – 6308 Skyway**
Engineering review and comments provided to the Town of Paradise.
- **Task 37 – Public Works Contract Support**
Research and assistance with three outstanding contracted services necessary for Corporation/Office operations and compliance. Ongoing assistance with advertisement and procurement in accordance with PID procurement policy and District attorney recommendations.
- **Task 38 – PID Boundary Skyway**
Research and determination of parcel in question. Info provided to PID staff and Town of Paradise.
- **Task 39 – New Meter Estimate - Regis**
Engineering review and comments provided to PID staff.
- **Task 40 – Lupine Subdivision Review**
Engineering review of subdivision plan set. Comments regarding design and standards developed and provided to PID staff.
- **Task 41 – Ponderosa Elementary School Development Information and Review**

Engineering review of project. Comments regarding design and standards developed and provided to PID staff.

Task 42 – Doralee Water Supply Study

Easement and water supply research. Recommendations and property data provided to PID staff. Further assistance will be provided once direction is received from staff.

- **Task 43 – Connie Circle Data Request**

Easement and water supply research and data gathering.

Task 44 – After Action Report Data

Recovery statistics and data collected and provided to PID staff for inclusion in the After Action Report.

- **Task 45– 1091 Ewald Ct. Data Request**

Easement and water supply research. Recommendations provided to PID staff.

- **Task 46 – Water Service Policy Research**

Research into prefire policy and potential capacity issues on short dead-end mains as permitting and new services intensify.

- **Task 47 – Development Review Request – 195 Wayland Road**

Engineering review and comments provided to the Town of Paradise.

- **Task 48 – New Meter Estimate – 6203 Harvey Road**

Engineering review and comments provided to the Town of Paradise.

- **Task 49 – Town of Paradise Project Data Coordination**

Development of a Non-Disclosure Agreement for sharing distribution system data in coordination with Town of Paradise staff to designers for paving projects in Paradise. This will facilitate accurate design considerations for relocating and adjusting PID appurtenances to grade when paving is installed. Data transmitted to the Town of Paradise consultants for design. This NDA may serve for similar future larger system data requests.

- **Task 50 – New Meter Estimate – 6221 Lucky John**

Engineering review and comments provided to PID staff for development of estimate.

- **Task 51 – New Meter Estimate – 691 Thistle**

Engineering review and comments provided to PID staff for development of estimate.

- **Task 52 – Development Review Request – 533 Roberts**

Engineering review and comments provided to the Town of Paradise.

- **Task 53 – Development Review Request – 8272 Skyway**

Engineering review and comments provided to the Town of Paradise.

- **Task 54 – Development Review Request – 157 Valley Ridge**

Engineering review and comments provided to the Town of Paradise.

- **Task 55 – Development Review Request – 1239 Bille Road**

Engineering review and comments provided to the Town of Paradise.

- **Task 56 – New Meter Estimate – 1176 Pearson**

Engineering review and comments provided to PID staff for development of estimate.

- **Task 57 – New Meter Estimate – 6148 Skyway**

Engineering review and comments provided to PID staff for development of estimate.

- **Task 58 – New Meter Estimate – 6322 Harvey**

Engineering review and comments provided to PID staff for development of estimate.

- **Task 59 – New Meter Estimate – Graham Road**

Engineering review and comments provided to PID staff for development of estimate.

- **Task 60 – Development Review Request – 5885 Pentz**
Engineering review and comments provided to the Town of Paradise.
- **Task 61 – 5399 Clark Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 62 – Development Review Request – 1797 Stark Lane**
Engineering review and comments provided to the Town of Paradise.
- **Task 63 – Utility Data Request - Bradshaw Terrace**
Data collection underway for transmission to requesting designer.
- **Task 64 – Paradise Avenue Fire Flow**
Staff request for modeling support to determine best method of fix to provide fire flow requirement to rebuilds. Pending flow test results.
- **Task 65 – Lot Line Adjustment – 5399 Clark Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 66 – CALDOT Data Request/Relocation Design – Clark and Easy Street**
Engineering review and letter provided to Caltrans regarding data request. Attendance of project coordination meetings with PID staff. Request submitted for design of pipe relocation to be negotiated with Caltrans for construction.
- **Task 67 – Development Review Request – 6480 Clark Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 68 – Development Review Request – 771 East Oak Street**
Engineering review and comments provided to the Town of Paradise.
- **Task 69 – Lot Line Adjustment – 1530 and 1552 Forest Service Road**
Engineering review and comments provided to the Town of Paradise.
- **Task 70 – Development Review Request – 964 Wagstaff**
Engineering review and comments provided to the Town of Paradise.
- **Task 71 – Use Permit – Moose Lodge**
Engineering review and coordination with Town of Paradise Building Department.
Comments provided to the Town of Paradise.
- **Task 72 – Development Review Request – 5623 Wilson Lane**
Engineering review and letter provided to Caltrans regarding data request. Attendance of project coordination meetings with PID staff. Request submitted for design of pipe relocation to be negotiated with Caltrans for construction.
- **Task 73 – Development Review Request – 253 Burden Terrace**
Engineering review and coordination with Town of Paradise Building Department.
Comments provided to the Town of Paradise.
- **Task 74 – Lot Line Adjustment – 1760 Elysee Drive**
Engineering review and comments provided to the Town of Paradise. Potential handoff of LLA reviews to customer service.
- **Task 75 – Lot Line Adjustment – 7216 Pentz Road**
Engineering review and comments provided to the Town of Paradise. Potential handoff of LLA reviews to customer service.
- **Task 76 – Town of Paradise Utility Coordination**
Review and support for several proposed paving projects for which there are necessary steps of utility coordination. Identification of potential costs and impact to PID for

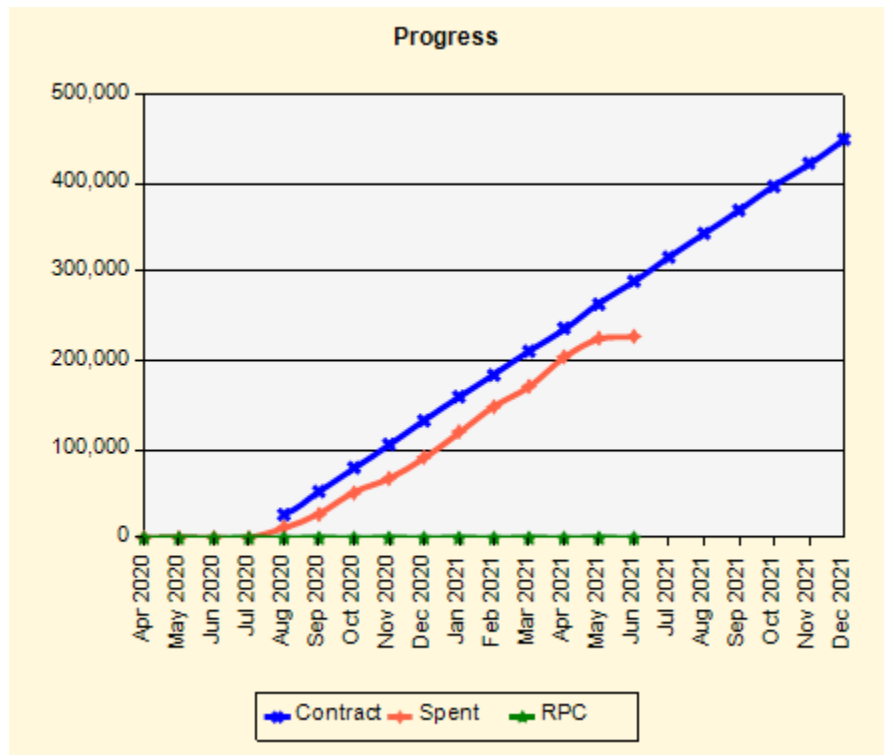
relocation of facilities to accomplish this work. Support and provision of data for District council review and determination. Attendance and organization of coordination meetings as necessary.

- **Task 77 – Inventory and Labor Fulcrum Database**

Support for District staff as requested to navigate the Fulcrum program and/or create formatted data export templates to analyze data collected in this manner.

Budget

Expenditures on track over the last month as efforts have been focused on preparation for Almond Street and utility coordination. Expenditures will very likely be higher over the coming month as Almond Street construction begins. Overall we are on track with the newly renewed budget projections for support through the end of the year.





PARADISE IRRIGATION DISTRICT

"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."

DATE: June 16, 2021

TO: PID Board of Directors

FROM: Mickey Rich, Assistant District Manager

RE: Revision to Policy & Procedures, Chapter 7.7.3 Discontinued Service & 7.7.1 Ready-to-serve Charge – Authorization.

Recommendation: Revert the current policy regarding discontinuance of service and ready-to-serve fees to pre-fire policy.

7.7.3 Discontinued Service (Agenda item 10.a. - Unfinished business)

Background: Directly after the 2018 Camp Fire, the Board voted for the benefit of the affected community to replace the actual cost to reconnect after discontinuing water service with a maximum cost to reconnect of \$500.00 to expire March 31, 2021.

This policy addresses the ability to reconnect service based on the labor and material costs to reinstall services. Currently the average cost does not exceed \$500.00. Related costs associated with disconnected parcels will be included in the District's Financial Analysis.

7.7.1 – Ready-to-Serve Charge – Authorization (Agenda item 11.a - New Business)

Background: Directly after the 2018 Camp Fire, the Board removed the fee to unseal and switch an account from ready-to-serve status to active status. Staff is asking the Board to reinstate the \$20.00 fee to activate an account. This service requires a drive to the location to physically unlock the meter, as well as customer service and billing time.

The recommended form of action is:

Unfinished Business: "I move to approve the proposed revisions to the current Discontinued service policy (Policy & Procedures Chapter 7.7.3)."

New Business: "I move to approve the proposed revisions the current Ready-to-Serve policy (Policy & Procedures Chapter 7.7.1)."

If such examination and test shows the meter to register over five percent (5%) more water than actually passed through it, the inspection fee will be returned to the customer and the bill for the preceding billing period and current billing period will be adjusted. If a water meter is not registering in excess of five percent (5%), the inspection fee will be retained by the District.

At the customer's request, arrangements will be made for the customer to be present while the test is being made.

7.7 READY TO SERVE CHARGE

7.7.1 Authorization –

Proper authorization shall be required to seal or unseal a water meter. A service call charge shall apply to seal or unseal a water meter. ~~There will be no charge to unseal a water meter.~~ During the period a meter is sealed, one-half the monthly water service charge shall apply. That same charge will also apply to sealed meters converted from the discontinued category of “temporarily removed meter”.

7.7.2 Tampered Meters or Delinquent Bill –

If meters are tampered with in any way or if a customer refuses to pay a delinquent water bill, the Manager may at his discretion have the meter removed and the fee for removing the meter shall be as fixed from time to time by the Board and be available upon request at the District office.

7.7.3 Discontinued Service –

If a property owner chooses to discontinue service and not pay the sealed meter rate (Discontinued Service) ~~due to the effects of the Camp Fire~~, property owner will ~~not~~ be required to pay a meter removal charge. If service is later reactivated, the property owner may then be responsible for the cost of LEMO (Labor, Equipment, Materials, and Overhead) for the installation of a new service line from the District Main to the property line (Service Line) ~~in an amount not to exceed \$500~~. Situations in which a service line may need to be replaced include, but are not limited to:

- A. If leak occurs on the Service Line to a property with Discontinued Service, the line will not be replaced, but turned off at the District Main.
- B. If the District is replacing a mainline that serves a property with Discontinue Service, the Service Line will not be replaced.

Amended 01/16/19: §7.7 & 7.8
Amended 05/20/20: §7.8

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Water services may be discontinued if an account remains delinquent seventy (70) days after the bill is mailed. If delinquent charges are not paid fifty (50) days from original billing date, a fifteen (15) day notice shall be mailed to the customer and a Fifteen Day Notice fee shall be applied to the account. The Fifteen Day Notice fee shall be established in the Fees and Charges approved by the Board of Directors.

A formal shutoff notice shall be mailed seven (7) business days prior to the scheduled delinquency shutoff. If the formal shutoff notice is returned through the mail as undeliverable, then District staff shall make a good faith effort to visit the residence and leave the shutoff notice in a conspicuous location.

The formal shut-off notice generated in accordance with this section shall include the following: 1) the customer's name and address, 2) the amount(s) delinquent, 3) the date by which payment or arrangement for payment is required in order to avoid discontinuation of service, 4) a description of the process to apply for an extension of time to pay the delinquent charges, 5) a description of the procedure to petition for bill review and appeal, and 6) a description of the procedure by which the customer may request a deferred, reduced or alternative payment schedule, including an amortization of the delinquent service charges.

If all delinquent charges are not paid, or payment arrangements have not been made within seventy (70) days from the original billing date, on the seventy-first date of delinquency, services will be terminated and a Meter Seal Fee shall be applied whether or not the meter was physically shut off. The Meter Seal Fee shall be established in the Fees and Charges approved by the Board of Directors.

All delinquent amounts and previously billed charges shall be paid before service will be reinstated.

Request for Deferred or Alternate Payment Schedule:

Written request, with supporting documentation, delivered to District customer service staff is the sole procedure by which residential customers may request deferred or alternative payment schedules, including amortization of service charges. Eligible customers are those that make written request and provide (1) certification of a primary care provider that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of a resident of the customer's service address; and (2) the customer demonstrates that they are financially unable to pay for water service. A customer will be deemed financially unable to pay for service within the normal billing cycle if any member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level. Customers satisfying all of the foregoing criteria will be entitled to defer payment of delinquent charges by entering into an amortization agreement to allow the customer to pay the delinquent charges amortized over a three (3) month period, in addition to current charges that accrue for service each month. The amortization period in the agreement may be longer than three (3) months when District staff deems necessary, but shall not exceed twelve (12) months. If the customer fails to pay under the agreement for at least sixty (60) days, service may be discontinued with at least five (5) business days' notice posted at a prominent and conspicuous location at the property. Requests for deferral and

Amended 01/16/19: §7.7 & 7.8

Amended 05/20/20: §7.8



PARADISE IRRIGATION DISTRICT

TO: Board of Directors

FROM: Tom Lando, Interim District Manager

DATE: 6/4/21

RE: Disaster Recovery Management Services Agreement – Amendment 4
06/16/2021 Board of Directors Meeting

Following is a letter from Consultant Sami Kader, Water Works Engineers, which outlines information regarding consideration of Amendment 4 to allow for continuation of the services being provided under the original Agreement through December 31, 2022, as well as additional scope of services.

The recommended form of motion for consideration is:

“I move to authorize approval of Amendment 4 and direct Staff to increase Water Works Engineers contract not-to-exceed amount to \$6,620,638.00 for disaster recovery engineering services being provided under the original Agreement dated March 14, 2019.”



WATERWORKS

E N G I N E E R S

June 4, 2021

Thomas Lando
Interim District Manager
Paradise Irrigation District
6332 Clark Road, Paradise, CA 95969

Principals
John Matta, P.E.
Ben Lee, P.E.
Sami Kader, P.E.
Mike. Fisher, P.E.
Rob Bryant, P.E.

RE: Disaster Recovery Management Services Agreement – Amendment 4

Dear Mr. Lando:

In March 2019, Water Works Engineers was contracted on a time and materials contract, not to exceed \$1M, to perform Recovery Engineering services. As anticipated at the time of the Agreement, the exact definition of those services has changed over time.

- Amendment 1, issued in October 2019, extended our services through May 2020.
- Amendment 2, issued in May 2020 extended our services through October 2020.
- Amendment 3, issued in October 2020 extended our services through March 2021. Adjusting for changes in needed level of effort, we were able to continue services through June 2021.

This Amendment 4 is to allow for continuation of the services being provided under the original Agreement through **December of 2022** as well as additional scope of services as follows:

1. Continued Program Management and GIS maintenance for the Recovery Program for 18 months (June 2021 – December 2022)
2. Support of Long-Term System Surveillance Support
3. Contract Management (CM) and Inspection of the Meter Installation and Service Lateral Replacement Project (MISLR) for the entire 18-month contract duration (June 2021 through December 2022) with full time CM and Inspection staff.
4. Planning services for the Mainline Replacement Project (at this time mainline replacement work is planned to be constructed by PID staff, not contracted, so no program management is needed at this time).
5. Reservoir B Replacement Redesign, Bidding and CM
 - a. Completion of redesign of the Reservoir B Project to include two 1.5-MG bolted steel tanks with a bottom elevation of 2174 in order to allow for complete use of the entire 3-MG volume without impacting the plant utility water pumps at the WTP.
 - b. Advertisement for bids, answer questions during bid time and recommend award to a construction contractor.
 - c. Contract management of Reservoir B Replacement through construction completion. This is anticipated to be a 9-month project with full-time inspection and construction administration needs.

The original contract budget and budget amendments are summarized below:

Subtask	Title	Original Contract Budget	Amendment 1 Budget	Amendment 2 Budget	Amendment 3 Budget	Amendment 4 Budget	Total Project Budget
	<i>Date</i>	<i>Mar-2019</i>	<i>Oct-2019</i>	<i>May-2020</i>	<i>Oct-2020</i>	<i>Jun-2021</i>	
	<i>Duration</i>	<i>6 mo.</i>	<i>8 mo.</i>	<i>6 mo.</i>	<i>8 mo.</i>	<i>18 mo.</i>	
1	Program Management	\$435,000	\$215,000	\$185,000	\$185,000	\$493,275	\$1,513,275
2	Recovery Planning	\$155,000	\$0	-\$14,000 ¹	\$0	\$0	\$141,000
3	Testing and Recovery of Existing Distribution System	\$410,000	\$410,000	\$105,000	\$105,000	\$88,020	\$1,118,020
4	Permanent Work Assistance	\$0	\$375,000	\$554,000	\$480,000	\$1,679,731	\$3,088,731
5	Reservoir B Replacement Project	\$0	\$0	\$20,000	\$80,000	\$659,612	\$759,212
	Project Total	\$1,000,000	\$1,000,000	\$850,000	\$850,000	\$2,920,638	\$6,620,638

1. This subtask under-ran previous project budget and the budget was reduced to reflect that under-run.

Regarding program management budget (Subtask 1, for this Amendment 4), this proposed budget will continue to provide, for the next 18 months, the same level of program management effort that has been provided over the last 24 months.

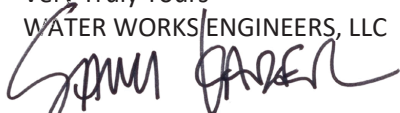
Regarding construction project management budgets (Subtask 4 and 5 for this Amendment 4), in order to ensure that our budgeting approach was supported by industry standard engineering services costing, we examined those budgets as a percentage of construction costs for their associated projects. Both budgets are less than 10% of construction value, within industry standards and matching budgets submitted to funding agencies.

Subtask 4	\$ 1,679,731	9.8%	of MISLR and Zenner Meter contracts combined value of:	\$17M
Subtask 5	\$ 659,612	8.6%	of construction cost estimate for Reservoir B Replacement of:	\$7.7M

The attached Amendment and attachments detail the scope and fee basis for this request. Thank you for your consideration of this Amendment 4. Please let me know if you have any questions or need anything additional.

Very Truly Yours

WATER WORKS ENGINEERS, LLC



Sami Kader, PE

Principal Engineer, Program Manager

AMENDMENT 4

TO THE AGREEMENT BETWEEN PARADISE IRRIGATION DISTRICT AND WATER WORKS ENGINEERS REGARDING PROGRAM MANAGEMENT SERVICES IN THE SUPPORT OF THE WATER SYSTEM RECOVERY PROJECT FOLLOWING THE 2018 CAMP FIRE DISASTER

This Amendment is made and entered into this 16th day of June 2021 by Paradise Irrigation District, an irrigation district formed and existing under Division 11 of the California Water Code (“District”) and Water Works Engineers, LLC (“Consultant”). District and Consultant are collectively referred to as “Parties”.

RECITALS

Whereas, on March 14th, 2019, parties entered into an Agreement for Program Management Services for the Water System Recovery Project (“Agreement”)

Whereas, on September 27th, 2019, parties Amended that Agreement with Amendment 1

Whereas, on May 15th, 2020, parties Amended that Agreement with Amendment 2

Whereas, on September 16th, 2020, parties Amended that Agreement with Amendment 3

Whereas, since that time, parties have identified additional work that must be performed; and

Whereas in accordance with Paragraph XIII of the Agreement, the parties desire to modify the Agreement to reflect changes in the scope of work.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby stipulated, the parties agree as follows:

1. Paragraph III (B)(1) shall be amended to state:

Consultant shall be solely responsible for satisfactorily completing the Project, including those tasks described in Exhibit A, Exhibit A – Amendment 1, Exhibit A – Amendment 2, Exhibit A - Amendment 3 and Exhibit A – Amendment 4. Consultant shall supervise and direct the work to the best of Consultant’s ability and give all attention for such proper supervision and direction.

2. Paragraph VI (A) shall be amended to state:

Payment: Consultant will be paid on a time and materials basis in an amount “not to exceed” \$6,620,638.00 for the Project and work to be performed in Exhibit A, Exhibit A – Amendment 1, Exhibit A – Amendment 2, Exhibit A – Amendment 3 and Exhibit A – Amendment 4. No Work in addition to the work described in this Agreement, including Exhibits, shall be performed by Consultant without prior written authorization by District as provided for in section IX of the Agreement. Progress payments shall be made monthly for work completed based upon the billing rates contained in the Schedule of Rates/Fees

attached hereto as Exhibit B, Exhibit B – Amendment 1, Exhibit B – Amendment 2, Exhibit A – Amendment 3 and Exhibit B – Amendment 4.

Except as modified herein, the provisions of the March 14, 2019 Agreement shall apply.

IN WITNESS WHEREOF the parties execute this Agreement on the day and year first herein above written.

Signature

Sami Kader, Principal

ATTEST:

TAXPAYER ID 20-3148271

Business Type:

Corporation ☐ Yes ☐ No

Other: LLC

(Complete W-9 enclosed)

Printed Name and Title

PARADISE IRRIGATION DISTRICT

ATTEST:

Georgeanna Borrayo, District Secretary

Tom Lando, District Manager

Attachments:

Exhibit A – Amendment 4: Consultant’s Scope of Work

Exhibit B – Amendment 4: Consultant’s Schedule of Fees

Exhibit C – Amendment 4: Insurance Requirements

EXHIBIT A – AMENDMENT 4

Scope of Work to be performed by the Consultant

(see attached)

AMENDMENT 4

Paradise Irrigation District and Water Works Engineers

Program Management Services for Water System Recovery Project

EXHIBIT A – AMENDMENT 4:

SCOPE OF WORK

The following services will be provided by ENGINEER for this project under this Amendment:

REASON FOR AMENDMENT 3

In March 2019, Water Works Engineers was contracted on a time and materials contract, not to exceed \$1M, to perform Recovery Engineering services. As anticipated at the time of the Agreement, the exact definition of those services has changed over time.

- Amendment 1, issued in October 2019, extended our services through May 2020.
- Amendment 2, issued in May 2020 extended our services through October 2020.
- Amendment 3, issued in October 2020 extended our services through March 2021. Adjusting for changes in needed level of effort, we were able to continue services through June 2021

This Amendment 4 is to allow for continuation of the services being provided under the original Agreement through December of 2022 as well as additional scope of services as follows:

SUBTASK 1 – PROGRAM MANAGEMENT

Under this subtask, ENGINEER will provide the following services:

SUBTASK 1.1 – PROJECT MANAGEMENT THROUGH DECEMBER 2022

Continued overall project management is anticipated to be needed at similar level of effort as the last 24 months. The overall recovery program will continue at the same rate.

1.1.1 Meetings through December 2022

ENGINEER will attend planning meetings, meetings with regulators, Board of Directors meetings and public meetings as required to support PID in the recovery process and manage the various contractors and service providers required to accomplish the work. Assumes an average of 1 on-site meeting/week for 10 months (40 meetings) with 2 people (PM and Deputy PM) in attendance.

1.1.2 Communication through December 2022

ENGINEER will work with CLIENT to provide support in communicating the recovery plan to all project stakeholders and to the public. This will include producing communication materials, leading public information workshops, providing input on District website updates, etc.

1.1.3 Scheduling through December 2022

ENGINEER will maintain the overall project schedule and track all Program activities.

1.1.4 Cost Tracking through December 2022

ENGINEER will track actual costs for Program Management and compare them to budgets, updating CLIENT on a monthly basis.

1.1.5 Oversight of Recovery Program Management Team through December 2022

ENGINEER will provide oversight of all members of the Recovery Program Management Team, including ENGINEER staff and subconsultants to coordinate and orchestrate all project activities.

1.1.6 Documentation and Reporting through December 2022

ENGINEER will keep and maintain all records and documentation required by FEMA and CalOES. A monthly report of activities will be provided with each invoice.

SUBTASK 1.2 – GIS MAINTENANCE

ENGINEER will continue to engage Websoft Developers (Websoft) to continue to host and maintain the GIS system for use in planning, executing and communicating progress on the Recovery Plan. The GIS system will continue to be hosted by Websoft Developers and all project stakeholders will have access (including weekly updates to the CLIENT website). The GIS system will be expanded to incorporate data collected during all ongoing construction projects so that

SUBTASK 3 – TESTING AND RECOVERY OF EXISTING DISTRIBUTION SYSTEM

ENGINEER will continue to assist in the ongoing surveillance monitoring of the existing distribution system as follows:

SUBTASK 3.5 LONG-TERM SYSTEM SURVEILLANCE SUPPORT

ENGINEER will assist in long-term system surveillance support plan implementation, including sample route planning and data communication through GIS (reference Subtask 1.2). In the event of a finding of contamination in the distribution system, ENGINEER will organize and lead the review team to determine a path forward to resolve the issue and return the distribution system to full potability. CLIENT will continue perform all field sampling and manage and pay for all laboratory testing services and sample transport. ENGINEER will provide data analytics, QC and lab quality review services.

SUBTASK 4 – PERMANENT WORK ASSISTANCE

ENGINEER will provide project management assistance in the replacement of damaged infrastructure with the following permanent work assistance tasks:

SUBTASK 4.4 MAIN REPLACEMENT PROJECT PLANNING SUPPORT

ENGINEER will assist CLIENT with the interpretation of leak testing which was conducted in early 2021 in order to plan for and document main replacement work conducted by PID staff. We anticipate the level of effort for this task to be an average of 8 hours/week of engineering and GIS support. This subtask does not include the development of plans and specifications for contractor replacement of mains or the management of contracted work, as no contracted work is anticipated.

SUBTASK 4.5 METER INSTALLATION AND SERVICE LATERAL REPLACEMENT (MISLR) PROJECT, PHASE 2 CONSTRUCTION MANAGEMENT

Provide construction contract management and inspection services for the Meter Installation and Service Lateral Replacement (MISLR) Project Contractor as well as the Zenner Meter Replacement Project in conjunction with MISLR. Includes: Development of replacement location lists with 2-3 week look-ahead, coordination with PID staff, pre-construction conference and weekly construction meeting leadership, daily inspection of service lateral replacements, documentation of service lateral replacements, tracking of Contractor unit production for all unit price items, schedule tracking, processing of payment applications, handling field questions from Contractor. We will also be helping to manage inventory of flowmeters, integration and start-up of flowmeters with Zenner, and the restoration of metered charges with PID staff. We have estimated that the contractor for this project will use up to 4 crews (requiring 2 full time inspectors) for 12 of the 18 month contract and have 1-2 crews (requiring only one inspector) for 6 of the 18 months. Similarly, engineering support for planning, tracking, documenting and coordinating the work is anticipated to be one full time engineer for 12 of 18 months and 24 hrs/week for 6 of the 18 months. 16-24 hours/week of Construction Contract Management from the Project Construction Manager is also anticipated. It is anticipated the project will be completed at the end of December 2022.

SUBTASK 5 – RESERVOIR B REPLACEMENT

Water Works Engineers will provide project management and engineering assistance in the replacement of Reservoir B with the following tasks:

SUBTASK 5.2 RESERVOIR B REPLACEMENT PROJECT - BIDDING AND CM

This scope anticipates the funding of the Reservoir B Replacement project will take place in late 2021 with bidding immediately following and construction taking place over a 9 month period with 8 months of active field activities. The drawings which were redesigned under Amendment 3 will be made bid-ready based on the funding agency requirements and we will manage the bid process. During construction, we have estimated a full time inspector for 8 months, project engineering support for the entire duration and 16-24 hours/week of Construction Contract Management.

PROJECT SCHEDULE

Work on all subtasks will run from June 2021 through December 2022.

EXHIBIT B – AMENDMENT 4

Compensation is based on the following schedule of rates and fees

(see attached)

AMENDMENT 4

Paradise Irrigation District and Water Works Engineers

Program Management Services for Water System Recovery Project

EXHIBIT B – AMENDMENT 4: FEE

ENGINEERING FEE

Payment for Subtasks 1 through 5 will be on a Time and Expense basis and invoiced in accordance with the Hourly Wage Rates in the following table.

Classification	Title	Hourly
AA	Administrative	\$108.21
T1	CADD Tech 1	\$90.18
T2	CADD Tech 2	\$122.00
T3	CADD Tech 3	\$149.59
I1	Field Inspector	\$145.34
I2	Senior Inspector	\$161.26
I3	Supervising Inspector	\$180.35
E1	Staff Engineer	\$134.73
E2	Associate Engineer	\$164.44
E3	Project / Structural Engineer	\$185.66
E4	Senior Project Engineer / Manager	\$215.36
E5	Principal Engineer	\$249.31

Notes:

1. A markup of 10% will be applied to all project related Direct Costs and Expenses.
2. An additional premium of 25% will be added to the above rates for Expert Witness and Testimony Services.
3. Rate effective through December 31, 2021. A 3% increase will be added for any services performed in each year thereafter.

Total Budget for each task will be as follows:

Subtask	Title	Original Contract Budget	Amendment 1 Budget	Amendment 2 Budget	Amendment 3 Budget	Amendment 4 Budget	Total Project Budget
1	Program Management	\$435,000	\$215,000	\$185,000	\$185,000	\$493,275	\$1,513,275
2	Recovery Planning	\$155,000	\$0	-\$14,000 ¹	\$0	\$0	\$141,000
3	Testing and Recovery of Existing Distribution System	\$410,000	\$410,000	\$105,000	\$105,000	\$88,020	\$1,118,020
4	Permanent Work Assistance	\$0	\$375,000	\$554,000	\$480,000	\$1,679,731	\$3,088,731
5	Reservoir B Replacement Project	\$0	\$0	\$20,000	\$80,000	\$659,612	\$759,212
	Project Total	\$1,000,000	\$1,000,000	\$850,000	\$850,000	\$2,920,638	\$6,620,638

1. This subtask under-ran previous project budget and the budget was reduced to reflect that under-run.

Paradise Irrigation District

Disaster Recovery Management Services Agreement – Amendment 4

Exhibit B4 – Fee

Page | 1

Water Works Engineers Fee Estimate

Client Paadise Irrigation District
 Project Disaster Recovery Management Services
 Task Order No Amendment 4
 Prepared by Kader
 Date 6/4/2021



					Hours and Fee												
					Subtask 1.1		Subtask 1.2		Subtask 3.5		Subtask 4.4		Subtask 4.5		Subtask 5.2		
					2021.75		2021.75		2021.75		2021.75		2021.75		2021.75		
					Project Management through Dec 2022		GIS Maintenance through Dec 2022		Long Term System Surveillance Support		Main Replacement Project Planning Support		MISLR Project CM		Reservoir B Replacement Project Redesign, Bidding and CM		
					hrs	fee	hrs	fee	hrs	fee	hrs	fee	hrs	fee	hrs	fee	
Water Works Engineers					2021	Total Hours	FTEs										
Classification	Title	Hourly Rate															
AA	Administrative	\$108.21	72	0.0	72	\$7,966											
T1	Drafter/Technician	\$90.18	-	-													
T2	Designer/Technician	\$122.00	200	0.1											200	\$24,948	
T3	Senior Designer/Technician	\$149.59	200	0.1											200	\$30,588	
I1	Field Inspector	\$145.34	6,080	2.1									4800	\$713,287	1280	\$190,210	
I2	Senior Inspector	\$161.26	-	-													
I3	Supervising Inspector	\$180.35	-	-													
E1	Staff Engineer	\$134.73	-	-													
E2	Associate Engineer	\$164.44	5,488	1.9			72	\$12,105	288	\$48,420	576	\$96,840	2496	\$419,642	2056	\$345,666	
E3	Project Engineer	\$185.66	1,824	0.6	288	\$54,668							1536	\$291,562			
E4	Senior Project Engineer	\$215.36	-	-													
E5	Principal Engineer	\$249.31	1,440	0.5	1440	\$367,056											
Expenses																	
	WWE Expenses					\$10,800								\$144,000		\$32,000	
Subconsultants																	
	Websoft Developers							\$36,000									
	Remedy Engineering								\$36,000								
	Bajada Geotechnical															\$30,000	
Subconsultant/Expense Markup					10%			\$1,080		\$3,600		\$3,600		\$0		\$6,200	
Annual Increase for WWE rates of					3%									\$14,400			
Subtask Totals								1800	\$441,570	72	\$51,705	288	\$88,020	576	\$96,840	8832	\$1,582,891
								3736	\$659,612								
Subtask 1					\$	493,275											
Subtask 2					\$	-											
Subtask 3					\$	88,020			Construction Value								
Subtask 4					\$	1,679,731			\$ 17,070,322	9.8%	of construction value for MISLR and Zenner Meter contracts combined						
Subtask 5					\$	659,612			\$ 7,700,000	8.6%	of construction cost estimate for Reservoir B Replacement						

Amendment 3 Total	
Hours	Fee
15304	\$2,920,638

EXHIBIT C – AMENDMENT 4

INSURANCE REQUIREMENTS

Consultant agrees with the Paradise Irrigation District that:

- a) By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing the performance of the work of this agreement. Consultant and subconsultants will keep workers' compensation insurance for their employees in effect during all work covered by this agreement.
- b) Consultant will file with the Paradise Irrigation District before beginning work, certificates of insurance and policy endorsements satisfactory to the Paradise Irrigation District evidencing general liability coverage, of not less than \$1,000,000 per occurrence (\$2,000,000 general and products-completed operations aggregate (if used)) for bodily injury, personal injury and property damage; auto liability of at least \$1,000,000 for bodily injury and property damage each accident limit; workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable); requiring 30 days (10 days for non-payment of premium) notice of cancellation to the Paradise Irrigation District. Such insurance shall be primary and any insurance, self-insurance or other coverage maintained by the Paradise Irrigation District, its directors, officers, employees, or authorized volunteers shall not contribute to it. The general liability coverage shall give the Paradise Irrigation District, its directors, officers, employees, and authorized volunteers insured status using ISO endorsement CG2010, CG2033, or equivalent. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by the Paradise Irrigation District. In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above. Consultant agrees to waive subrogation which any insurer may acquire by virtue of payment of any loss. Consultant shall obtain any endorsement necessary to affect this waiver of subrogation.
- c) Consultant shall maintain errors and omissions liability insurance appropriate to the Consultant's profession of no less than \$1,000,000 per claim and aggregate for this project.
- d) Insurance must be maintained for at least five years after completion of contract work.

AMENDMENT 4

Paradise Irrigation District and Water Works Engineers
Program Management Services for Water System Recovery Project

If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to the Paradise Irrigation District at least ten (10) days prior to the expiration date.

Signature of Consultant's Authorized Official:

Name and Title of Consultant's Authorized Official:

Sami Kader, Principal

Date: _____

AMENDMENT 4

Paradise Irrigation District and Water Works Engineers
Program Management Services for Water System Recovery Project



PARADISE IRRIGATION DISTRICT

"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."

DATE: June 8, 2021
TO: PID Board of Directors
FROM: Tom Lando, District Manager
RE: Water Rate Study Proposal
June 16, 2021 Board of Directors Meeting

Recommendation

Authorize the District Manager to enter into an agreement with Bartle Wells Associates to perform a Water Rate Analysis allocating \$60,000 for this work.

Background

The Board authorized sending out a request for proposal at its May Board meeting. A request was sent out and posted in various locations. The lone proposal received was from Bartle Wells Associates in an amount of \$49,100. Staff is requesting an allocation of \$60,000 to cover the cost of the study and related staff time and contingencies.

With the uncertainty of the PG and E settlement and the speed of the reconstruction, it is important that the District understand its fiscal position heading into the future. This study will develop a ten year financial plan based upon the availability of various funding sources. Bartle Wells has worked with over 500 public agencies in California performing similar analysis.

The recommended form of action is:

"I move to accept the proposal from Bartle Wells Associates to perform a Water Rate Analysis allocating \$60,000 for this work and authorize the District Manager to enter into an agreement on behalf of the District subject to legal review."



Paradise Irrigation District Water Rate Study Proposal



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

2625 Alcatraz Ave, #602
Berkeley, CA 94705
Tel 510 653 3399
www.bartlewells.com

May 26th, 2021

Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969
Attention: Tom Lando, District Manager

Re: Paradise Irrigation District Water Rate Study Proposal

Bartle Wells Associates is pleased to submit this proposal to develop a Water Rates Study for Paradise Irrigation District. Our firm specializes in providing independent financial advisory and utility rate consulting services to California water and wastewater agencies. BWA has extensive expertise developing long-term financial plans, utility rates, and capacity fees for a wide range of agencies.

Our study will address key issues including: (1) development of a detailed 10-year financial plan and revenue increase scenarios based on the availability of funding sources (2) development of a readiness to serve charge for lots with access to water service (3) phasing in volumetric rates while mitigating impacts to customers as customers are transitioned to meters.

Bartle Wells Associates was established in 1964. We have served over 500 public agencies from all areas of California. Our clients have ranged from small cities and districts to large cities, special districts, joint power authorities, and counties. We have helped many agencies modify their existing rate structures from a fixed to volumetric structure. Our rate studies are based on a comprehensive analysis of each agency's customer base, consumption patterns, and demands to ensure rate structure recommendations reflect local needs and objectives.

Our proposal includes a description of our firm, resumes, our project approach, experience, scope of work, and schedule. We are very interested in working with the District on this project and hope this proposal provides a suitable basis for our selection. Please contact me at (510) 653-3399, ext. 110 if you have any questions or would like any additional information.

Sincerely,

BARTLE WELLS ASSOCIATES
Sincerely,

Douglas Dove, PE, CIPMA
Principal/ President

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BARTLE WELLS ASSOCIATES CONTACT INFORMATION



Bartle Wells Associates
2625 Alcatraz Ave, #602
Berkeley, CA 94705
510.653.3399

BWA Contact & Project Manager

Doug Dove, PE, CIPMA

Tel: 510.653.3399 (x109)

E-mail: ddove@bartlewells.com

Bartle Wells Associates was established in 1964 and is a California Corporation and certified State of California Small Business. Our Federal Tax ID number is 94-1664409

BWA FIRM OVERVIEW

Bartle Wells Associates is a leading California consulting firm specializing in water and wastewater utility rates and finance. The firm was established in 1964. BWA specializes in three professional services: utility rate and fee studies, financial plans, and project financing. We are the only independent financial advisor providing all three of these interrelated services to public agencies. BWA has completed over 1,000 utility rate and fee studies and has helped public agencies obtain over \$5 billion of low-cost project financing via bonds, bank loans, and a range of state and federally-subsidized financing programs.

EXPERIENCE

BWA has served over 500 public agencies from all areas of California. Our clients have ranged from small cities and districts to large cities, special districts, joint power authorities, and counties. In recent years, we have worked for many regional agencies including the Sutter Community Services District, Nevada Irrigation District, and Browns Valley Irrigation District.

BWA PROJECT TEAM

BWA proposes to assign Doug Dove, a principal and president of the firm, as project manager and principal-in-charge for this engagement. Doug has extensive experience developing financial plans and utility rate and fee studies for water and wastewater agencies and has consulted for over 100 public agencies from all areas of California. Doug is a registered civil engineer and has substantial experience working with citizens groups, developers, and board committees to forge consensus on difficult rate and financing issues. Doug is well-acquainted with the region.

Doug will be supported by Michael DeGroot, as project consultant and lead analyst. Michael DeGroot is an Assistant Vice President of BWA and a senior consultant with substantial experience developing long-term financial models and utility rates based on a cost of service approach. Michael is very familiar with regional issues having worked for several regional water enterprises in past years.

GENERAL PROJECT APPROACH

BWA's general project approach is to work closely with District staff and other members of the project team, identify objectives, set milestones, have frequent communication, and remain flexible to resolve unanticipated issues. Our proposal includes up to five meetings including a) two progress meetings with the District's project team to review findings, discuss preliminary recommendations and alternatives, and gain input; b) two meetings with the District's Board of Directors to present findings and recommendations and receive Board input; and c) the Proposition 218 rate hearing to present a summary of findings and recommendations and answer questions. All work will be completed by Bartle Wells Associates. BWA has a long track record of completing assignments on-schedule and on-budget.

SUMMARY OF PROPOSED SCOPE OF SERVICES

This proposal includes a draft scope of services. BWA can work with the District to finalize a scope of services and budget that achieve all of the District's objectives. Key elements of our proposal include:

- **Develop Long-Term Water Financial Plans:** Develop 10-year financial plans to serve as financial roadmaps for funding the District's operating and capital programs while maintaining long-term financial health. As part of this task, BWA will evaluate financing alternatives for capital improvement projects and recommend the lowest cost and most appropriate approaches. We will develop 10-year financial models for each enterprise that can be used to evaluate financial and rate scenarios and their impacts on District finances and ratepayers. The financial plan will recommend a strategy for funding the District's capital improvement plan (CIP) and Capital Equipment Plan. We will analyze various scenarios based on the availability of outside funding sources such as PG&E settlement funds, FEMA grants, and court granted backfill funding for operations costs. BWA has successfully developed over 2,000 financial plans for California agencies.
- **Evaluate Water Rate Alternatives:** Evaluate rate alternatives and recommend new rates that meet the District's annual revenue requirements while being fair and equitable to all customers. The District's readiness to serve charge will be evaluated – possible modifications could include a charge based on lot size. The impact of levying the fee on the tax roll will be examined. BWA often recommends that agencies phase in necessary rate adjustments over multiple years, to the extent possible, to minimize the annual impact on ratepayers. We will conduct a survey of regional water rates and provide independent review of the District's water rate structures in to identify potential modifications to improve rate equity and compliance with Proposition 218, if warranted. Final rate recommendations will be designed to a) fund the District's long-term costs of providing water service, b) provide adequate funding for District capital improvements, repairs and replacements, and debt service repayment, c) be fair and equitable to all customers, and d) comply with the legal requirements of Prop. 218. BWA will also evaluate rate options to address the phasing in of usage charges as meters are installed.

Assist District in Implementation of Rate & Fee Recommendations: BWA will work with the District to develop an implementation plan for the rate and fee recommendations. Rate and fee adjustments can be controversial. BWA has found that ratepayers are generally more accepting of rate and fee increases when they understand why the increases are needed. BWA can draft the required Proposition 218 notification, assist with any public outreach efforts, and help draft rate and fee resolutions/ordinances if needed. Our goal will be to build consensus and public acceptance of final rate and fee recommendations.

PROJECT APPROACH

Our general project approach is to work closely with staff and other members of the project team, identify objectives, set milestones, have frequent communication, and remain flexible to resolve unanticipated issues. The key components of our approach are:

- *Knowledge of the District and Similar Entities:* BWA specializes in water and wastewater rates and finance and has worked for over 500 agencies, including many similar to Paradise Irrigation District. Our two managing principal consultants have over 45 years of combined utility rate-making experience. This long accumulated experience enables us to identify potential issues before they occur and to develop practical solutions to meet the needs of our clients.
- *Cost-Effectiveness:* Effective project management and cost control are critical to the success of any project. BWA emphasizes careful cost management and regular tracking of hours billed to avoid exceeding the budget.
- *Timeliness:* BWA has the in-house resources and expertise to meet the District's scheduling needs. We take deadlines seriously. We have extensive experience successfully completing projects and addressing unexpected issues while meeting tight deadlines.
- *Partner Involvement:* BWA uses a team approach for projects, typically assigning two consultants to each assignment, including at least one principal consultant. Each partner takes a hands-on approach to each project and is involved in every step of the process.

BWA's approach to each project is based on a comprehensive analysis of each agency's unique financial situation, customer base, consumption patterns, and demands. We do not have a "one-size-fits-all" rate model. We tailor each study to fit the distinct requisites of each agency to ensure that all recommendations reflect local needs and objectives.

METHODOLOGY

This section presents our methodology and proposed scope of services that we believe forms a sound basis for completing this assignment. We will work with the District to finalize a scope of services that meets the District's objectives and schedule. At the end of the study, BWA will produce a legally defensible document that outlines a comprehensive, reasonable financial plan attainable through sound, industry-standard recommendations.

TASK A. PROJECT INITIATION & DATA COLLECTION

1. Project Team Orientation

To initiate our work, hold a conference call or meeting with District staff and others as appropriate, to accomplish the following:

- Identify members of District staff, Board of Directors, engineering consultants, and other consultants/advisors who will participate in the project.
- Determine the roles and responsibilities of all project participants.
- Identify other parties that may have a significant interest in the project, such as community groups, business organizations, and large customers.
- Establish project schedule and key milestone dates.
- Confirm the key goals and expectations of the project team.

BWA recommends holding the kickoff meeting after we have reviewed preliminary information. This will enable the kickoff meeting to be more substantive and facilitate more in-depth discussion of key issues and preliminary observations and potential alternatives.

2. Investigation and Data Collection

Assemble the information necessary to understand finances, customers and usage, rate and fee structures, and legal agreements with other agencies. Assistance and cooperation of District staff will be needed to assemble the relevant background information. The objectives of investigation and data collection are to develop a complete understanding of the enterprises and their finances, and to reach an agreement on basic assumptions to be used in the study. A list of preliminary information needs is attached to this proposal.

Task A – Project Initiation Deliverables Include:

- Project kickoff meeting and minutes
- Identification of project goals and objectives
- Revised project schedule and budget
- Project team contact list
- Identification of key assumptions and alternatives for evaluation

TASK B. LONG-RANGE FINANCIAL PLANS

1. Develop Forecasts and Projections

Based on evaluation of the data assembled and input provided by staff and other members of the project team, prepare forecasts and projections to be used in the development of financial projections. Develop projections for the following areas (and others as appropriate):

Capital Improvement Funding Needs: Identify latest capital improvement plan costs by year. Work with staff to identify key alternatives for financial evaluation. Based on input from District staff, determine a reasonable amount to include for future, ongoing capital repairs and replacements. BWA often recommends that agencies phase in funding for long-term system rehabilitation as rates are gradually increased.

Water Demand, Supply, & Cost: With staff input, forecast demand, future conservation projections, sources of supply, and the cost of water supply. Evaluate alternative water supply and cost scenarios as warranted.

Growth and Development/Redevelopment: Evaluate historical growth trends and develop appropriate and conservative assumption for future development and redevelopment that can be incorporated into the financial plan/rate model. Evaluate impact of faster and slower growth rates.

Cost Escalation Factors: Review historical cost trends and work with project team to develop reasonable cost escalation factors for both operating and capital expenditures. Work with staff to estimate potential new operating costs, such as new staffing projections and O&M costs related to planned capital improvements, or costs for complying with future permit requirements.

Review projections with District staff for agreements on assumptions, interpretation of data, and completeness of approach.



The 10-Year Financial Plan will serve as a financial roadmap for funding future operating and capital programs while supporting long-term financial stability.

2. Evaluate Financing Alternatives for Capital Improvements

Evaluate options for financing proposed capital improvement projects. Our evaluation will:

- Estimate the amount and timing of any debt, if needed, to finance capital projects.
- Evaluate the alternative borrowing methods available including bonds, COPs, state and federal funding programs, bank loans and lines of credit, and other options.
- Recommend the appropriate type of debt and its term and structure (for financial planning purposes).
- Evaluate possible combinations of financing methods, such as prudent balance of pay-as-you-go cash funding supplemented by debt financing, when appropriate

3. Review and Update Fund Reserve Targets

Evaluate the adequacy of the District's current fund reserves. As warranted, identify alternatives, and update minimum fund reserve targets based on updated operating and capital funding projections and anticipated engineering costs. Develop an implementation plan for achieving and maintaining the recommended reserve fund levels.

4. Develop Long-Range Cash Flow Projections

BWA recommends developing ten-year financial plans even if only the projections through five years are presented. This requires only a small amount of additional work and ensures the final five-year projections put the District on the best long-term path. BWA will develop cash flow projections showing the financial position over the next ten years. The cash flows will project fund balances, revenues, expenses, and debt service coverage, and will incorporate the forecasts developed with staff input, including funding needs for future repairs and replacements. After developing a base-case cash flow scenario, we can develop alternatives for additional evaluation such as capital project alternatives, project financing alternatives, the impacts of different levels of growth, and the impacts of various levels of demand. During this phase, BWA will work closely with the project team to develop financial and rate projections under alternative scenarios. BWA typically recommends that rate increases be phased in over time to minimize the annual impact on ratepayers.

5. Evaluate Financial Scenarios & Rate Increase Options

Based on the cash flow projections, determine the annual revenue requirements and project overall required rate increases. Evaluate the financial impact of various financial and rate adjustment alternatives, such as phasing in required rate increases over a number of years. If appropriate, develop a reduced rate alternative and evaluate impacts on the District's ability to fund capital projects.

6. Meet with District to Discuss Findings & Gain Input

Coordinate a meeting with District staff to discuss findings, alternatives, and preliminary recommendations. Receive input and revise alternatives and recommendations as appropriate.

Task B - 10-Year Financial Plan Deliverables Include:

- Summary of long-range capital improvement funding needs along with identification of capital project alternatives for evaluation
- Evaluation of financing alternatives for capital improvements and recommended financing approach or approaches
- Recommendation for updated fund reserve targets
- Financial projections and financial plan
- Identification of alternative rate increase scenarios for District evaluation
- Meet with District to discuss findings and alternatives, and gain input

TASK C. COST-OF-SERVICE ANALYSIS & RATE DESIGN

1. Review Existing Rates

Review the District's existing rate structures and discuss advantages and disadvantages compared to other rate approaches. Summarize and discuss finding.

2. Conduct Rate Surveys

Review and summarize rates of other regional and/or comparable agencies. Summarize results in easily understandable tables and/or charts.

3. Analyze Historical Utility Consumption & Billing Data

Evaluate historical demand and utility billing data, and production data, to determine reasonable and conservative estimates of demand to use in developing rates and/or alternatives. Demand can fluctuate from year to year depending on various factors such as weather and local and regional conservation efforts. Ideally, we would prefer to analyze historical utility billing data based on previously metered customers.

4. Identify Rate Structure Modifications & Alternatives

Identify alternative rate structures or modifications to the District's existing rates designed to improve equity and/or better achieve District objectives. Discuss pros and cons of different rate structure options and their general impacts on different types of customers. *Rate structure options will be refined as the study progresses based on input from the District's project team*



Water rates will be developed based on a cost-of-service approach designed to equitably recover the cost of providing service to all customers.

5. Cost Allocation

Review and update cost allocations to ensure equity in revenue recovery. Work with District staff to identify direct and indirect benefits to different types of customers from current District operations and projected operation with implementation of the District's long-range financial plan. As appropriate, identify changes in methodology to improve fairness and/or better reflect District objectives for revenue recovery.

6. Cost-of-Service Rate Derivation

Develop new rates based on a reasonable and defensible cost-of-service methodology. As part of this process, BWA will develop tables documenting how costs are allocated for recovery from various rate components and how rates are derived. The goal is to develop rates that support District objectives and policy preferences and reflect the cost of providing service in compliance with the substantive requirements of Proposition 218.

7. Develop Preliminary & Final Rate Recommendations

Based on the cost of service allocations and rate structure analysis, develop draft rate recommendations designed to achieve the revenue targets identified in the financial plan. The recommendations can include a multi-year phase in of both overall rate increases and proposed rate structure adjustments as appropriate. Review preliminary recommendations and key alternatives with the District's project team for input and refinement of recommendations. Final rate recommendations will be designed to:

- a) fund the cost of providing service including future operating and capital programs,
- b) achieve debt service coverage requirements and fund reserve targets,
- c) provide a prudent balance of revenue stability and conservation incentive,
- d) be fair and equitable to all customers,
- e) be easy to implement and administer, and
- f) comply with the substantive requirements of Proposition 218.

8. Evaluate Rate Impacts on District Customers

Calculate the rate impacts of rate alternative on a range of District customers (e.g. different customer classes, customers with different levels of use, etc.) Work with the project team to identify customer and usage profiles to use for calculating the rate impacts. Discuss additional rate structure adjustments that may reduce the impact on certain customers if warranted and/or requested by the project team.

9. Draft a Report Summarizing Findings & Recommendations

Submit a draft summary report summarizing objectives, findings and recommendations. Receive input on draft report from the District's project team. Prepare final reports incorporating input received.

10. Meet with District to Discuss Findings & Gain Input

Coordinate a meeting with District staff to discuss findings, alternatives, and preliminary recommendations. Receive input and revise alternatives and recommendations as appropriate.

Task C – Rate Study Deliverables Include:

- Rate surveys
- Independent evaluation of existing utility rate structures
- Analysis of utility billing data
- Identification of rate alternatives and their impacts on District customers
- Cost-of-service allocations supporting proposed rates
- Preliminary and final rate recommendations
- Draft and final reports
- Draft Proposition 218 Notice
- Meet with District to discuss findings and alternatives, and gain input

TASK D. PRESENTATIONS & PUBLIC OUTREACH

1. Meetings/Presentations

Meet with the District's project team to present and present findings, discuss alternatives and their impacts, gain ongoing input, and develop and hone recommendations. Present findings to Board of Directors. The final number of meetings will be determined with input from the District's project team. A preliminary meeting/presentation schedule could include: one kickoff meeting, one progress meeting with the project team, two meetings with the Board to present preliminary and final recommendations, and attendance at one Proposition 218 hearing. Additional meetings with committees and citizens group may also be included if warranted by District staff.

Presentations will provide brief background and study objectives, make a clear case why rate increases are needed, describe the rate structure (and potentially key alternatives) approved by the project team, show rate impacts on various customer profiles, present findings of the rate survey, and discuss related financial and policy recommendations. We have substantial experience in presenting our findings to both technical and governing boards and to audiences without a background in water rates or finances.

2. Prepare Draft & Final Reports & Present Findings

Submit a draft summary report for District review and feedback. The report will summarize key findings and recommendations and discuss key alternatives when applicable. Receive input on draft report from the District's project team and Board of Directors. Prepare final reports incorporating feedback received. We will provide copies of both the draft and final reports and electronic versions to the District as needed.

3. Develop a User-Friendly Rate Model

Develop a simple and straightforward Excel-based financial and rate model to enable the District to evaluate financial scenarios and project future utility rates. The model will enable District staff to update financial information and key assumptions and evaluate the impacts of various rate increase alternatives on fund reserves, debt service coverage ratios, and customer bills. BWA has developed numerous rate and financial models for utility enterprises. We have found that keeping a model as straightforward as possible, without unnecessary complexity, can increase the model's usability and improve effectiveness as an in-house planning tool. BWA will be available to train District staff or provide assistance as needed.

4. Compliance with Proposition 218

Prop. 218 establishes requirements for adopting or increasing property-related fees and charges. In July 2006, the California Supreme Court ruled that water rates are subject to Prop. 218 (Articles XIIC and XIID of the state constitution). Prop. 218 requires that the District: 1) mail notification of proposed rate increases and the date, time, and place of public hearing to all affected property owners (and potentially ratepayers who are renters that pay water bills), 2) hold a public hearing not less than 45 days after the notices are mailed, and 3) subject the rate increases to majority protest; if more than 50% of property owners submit written protests, the proposed rate increases cannot be adopted. Water and sewer rates are exempt from the voting requirements of Prop. 218 provided rates do not exceed the cost of providing service and meet the substantive rate requirements of Proposition 218.

BWA remains available to assist the District with drafting the Prop. 218 rate notice. BWA recommends the notice go beyond the minimum legal requirements and provide clear and concise explanation of the reasons for any rate adjustments. We have found that ratepayers are generally much more accepting of rate increases when they understand why they are being implemented.

5. Public Education and Consensus-Building

Rate and fee adjustments are often controversial. BWA has extensive experience developing clear presentations that facilitate public understanding of the need for rate increases. We understand the importance of building consensus and public acceptance for our recommendations and can assist the District in developing public education materials.

6. Implementation Plan

Implementation plans are often overlooked and undervalued. BWA's goal is for the implementation to be as smooth and painless for the District as possible. BWA will work with the project team to identify and define the roll of the various internal stakeholders and business units critical for a successful implementation. BWA will clearly communicate any recommended changes to customer classes or rate structures. The recommended rate increase and schedule till also be clearly articulated.

Task D – Board Presentations & Public Outreach Deliverables Include:

- Attendance and participation at up to 5 meetings/presentations including 2 project team meetings, 2 Board meetings, and the Prop. 218 rate hearing
- PowerPoint presentation summarizing key findings, alternatives, and recommendation, including a summary presentation at the Prop. 218 Rate Hearing
- Drafting of the Prop 218 notice and assistance with Prop. 218 compliance
- Draft and final reports summarizing key findings, alternatives, and recommendations
- User-friendly financial and rate models in Excel

PROPOSED PROJECT SCHEDULE



Provided below is a draft timeframe for completion of the Project. BWA will work with the District to develop a final schedule designed to meet the District’s objectives. BWA has the capacity to complete the projected on a compressed timeline if necessary.

Proposed Project Schedule

PROJECT TASK	JUNE				JULY				AUGUST				SEPTEMBER				OCTOBER				NOVEMBER				DECEMBER			
Research																												
10-Year Financial Plans																												
Cost of Service Rate Analysis																												
Kickoff & Project Team Meetings																												
Draft, Revised, & Final Reports																												
Board Meetings and 218 Hearing																												

Note: Individual project milestones will be established based on consultation with the project team.

FIRM QUALIFICATIONS



BARTLE WELLS ASSOCIATES

Leaders in Water, Wastewater & Stormwater Rates and Finance

Bartle Wells Associates (BWA) is an independent financial advisory firm with expertise in the areas of water, wastewater, and stormwater finance. BWA was established in 1964 and has over 50 years of experience advising cities, special districts, and other agencies on the complexities and challenges in public finance. We have advised over 500 public agency clients throughout California and the western United States. We have a diversity of abilities and experience to evaluate all types of financial issues faced by local governments and to recommend the best and most-practical solutions.

Bartle Wells Associates has a highly-qualified professional team. Our education and backgrounds include finance, civil engineering, business, public administration, public policy, and economics.

BWA specializes in three professional services: utility rate and fee studies, financial plans, and project financing. We are one of the few independent financial advisors providing *all three* of these interrelated services to public agencies.

BWA Key Services

- *Rate & Fee Studies*
- *Financial Plans*
- *Project Financing*

RATE AND FEE STUDIES Our rate studies employ a cost-of-service approach and are designed to maintain the long-term financial health of a utility enterprise while being fair to all customers. We develop practical recommendations that are easy to implement and often phase in rate adjustments over time to minimize the impact on ratepayers. We also have extensive experience developing impact fees that equitably recover the costs of infrastructure required to serve new development. BWA has completed hundreds of utility rate and fee studies. We have helped communities implement a wide range of rate structures and are knowledgeable about the legal requirements governing rates and impact fees. We develop clear, effective presentations and have represented public agencies at hundreds of public hearings to build consensus for our recommendations.



Our offices are located in Berkeley, California in a circa 1900 Victorian Building.

FINANCIAL PLANS Our financial plans provide agencies with a flexible roadmap for funding long-term operating and capital needs. We evaluate the wide range of financing options available, develop a plan that recommends the best financing approach, and clearly identify the sources of revenue for funding projects and repaying any debt. We also help agencies develop prudent financial policies, such as fund reserve targets, to support sound financial management. BWA has developed over 2,000 utility enterprise financial plans to help public agencies fund their operating and capital programs, meet debt service requirements, and maintain long-term financial health.

PROJECT FINANCING Our project financing experience includes over 300 bond sales and numerous bank loans, lines of credit, and a range of state and federal grant and loan programs. We generally recommend issuing debt via a competitive sale process to achieve the lowest cost financing possible. To date, we have helped California agencies obtain over \$5 billion of financing via bonds, bank loans/private placements, lines of credit, low-rate State Revolving Fund Loans, and other funding programs. We work only for public agencies; we are independent financial advisors and do not buy, trade, or resell bonds. Our work is concentrated on providing independent advice that enables our clients to finance their projects on the most favorable terms—lowest interest rates, smallest issue size, and greatest flexibility.



Bartle Wells Associates is a charter member of the **National Association of Municipal Advisors (NAMA)**, which establishes strict criteria for independent advisory firms. All of our lead consultants are *Certified Independent Professional Municipal Advisors* and are Registered Municipal Advisors.



Bartle Wells Associates is committed to providing value and the best advice to our clients. Our strength is *quality*—the quality of advice, service, and work we do for all our clients.

EXPERIENCE BWA has extensive experience developing long-term financial plans, utility rates, and capacity fees for public agencies from all areas of California and the western U.S. In recent years, we have completed assignments for many agencies including:

Water/Sewer/ Stormwater Districts

- Monterey One Water
- Ramona Municipal Water District
- San Diego County Water Authority
- Joshua Basin Water District
- Palmdale Water District
- South San Luis Obispo County Sanitation District
- Silicon Valley Clean Water
- Victor Valley Wastewater Reclamation Authority
- Santa Ynez River Water CD, ID#1
- Cucamonga Valley Water District
- San Miguel Community Services District
- Big Bear Area Regional Wastewater Agency
- Sonoma County Water Agency
- Helix Water District
- Lake Arrowhead Community Services District
- Indian Wells Valley Water District
- East Bay Municipal Utility District
- West Valley Sanitation District
- San Francisco Public Utilities Commission

Cities

- City of Fresno
- City of Santa Barbara
- City of San Clemente
- City of Hemet
- City of Palm Springs
- City of Poway
- City of Imperial
- City of Port Hueneme
- City of Redwood City
- City of Hesperia
- City of Glendale
- City of Solvang
- City of Brawley
- Foresthill Public Utility District
- City of Morro Bay
- City of Vacaville
- City of San Carlos
- City of Monterey
- City of Modesto

PROJECT TEAM



BWA uses a **team approach** for most projects, typically assigning two consultants to each assignment, including at least one principal consultant. Our general project approach is to work closely with staff and other members of the project team, identify objectives, set milestones, have frequent communication, and remain flexible to resolve unanticipated issues.

Bartle Wells Associates has a highly-qualified professional team. Our education and backgrounds include finance, civil engineering, business, public administration, public policy, and economics. Bartle Wells Associates has a long track record of completing projects on time and on or under budget.

Bartle Wells Associates will perform all work related to this assignment and does plan to use any subcontractors for this project. Our consulting staff has availability to assist on this project as needed to ensure all project work and deliverables are completed on schedule.



Project Manager
Doug Dove, PE, CIPMA

Project Consultant
Michael DeGroot

Analytical Support
Additional BWA Staff
Available as Needed

Doug Dove, Project Manager

Doug Dove is President of BWA and one of BWA's principal consultants. He has more than 30 years of professional experience, specializing in all areas of public finance, including utility rate setting, capacity fee implementation, strategic financial planning and infrastructure financing. He has extensive experience developing strategic financial plans and utility rate studies and has consulted for more than 150 California agencies. Doug has substantial experience working with public agency staff and governing bodies to build understanding and consensus for recommendation. *Doug will serve as the primary contact person and manage the day-to-day project work. He will be involved in all aspects of the project from kickoff to implementation.*



Michael DeGroot, Project Consultant

Michael DeGroot is a consultant with over seven years of experience developing long- term financial models and utility rates based on a cost of service approach. Michael has worked with many regional agencies. *He will be involved in analytical support for the project.*



RESUMES

DOUGLAS R. DOVE

Principal Consultant



Douglas R. Dove is President of Bartle Wells Associates and directs the operation of the firm while maintaining a principal consultant's role. With over 30 years of consulting experience, he specializes in utility rate analysis, strategic financial planning and project financing. Mr. Dove has developed utility rate structures and financing plans for a wide variety of public infrastructure programs. He has managed the procurement of over \$1 billion in municipal debt and over \$300 million in state and federal grants and low-interest loans. Mr. Dove frequently shares his expertise and has given presentations at conferences including the Association of California Water Agencies (ACWA), the American Water Works Association (AWWA), the California Association of Sanitation Agencies (CASA), the California Municipal Rates Group (CMRG), the California Special District's Association (CSDA), the California Municipal Treasurers Association (CMTA), the California Water Environment Association (CWEA) and Water Reuse. By special request in July 2015, Mr. Dove made a presentation to the California Water Resources Control Board regarding water conservation pricing. Mr. Dove is also a published author of a water rate paper in the Journal of the American Water Works Association (*Implementing Consumption-Based Fixed Rates in Davis, Calif.*). Mr. Dove's expertise also includes assisting agencies in securing state and federal grants and loans and in issuing certificates of participation (COPs), revenue bonds, general obligation bonds, assessment district bonds, Marks-Roos revenue bonds, CFD (Mello-Roos) bonds, private placement loans and other types of debt. Mr. Dove recently finished his term on the board of directors of the National Association of Municipal Advisors (NAMA).

Education

M.S., Civil Engineering - University of California, Berkeley

B.S., Civil Engineering – Drexel University, Philadelphia, PA

Representative Projects

- **Madera County, CA:** Rate studies for twenty-three of the county's water and sewer special service districts
- **City of Modesto:** Provided rate expert litigation support in wastewater rate litigation. Developed water and wastewater cost of service and capacity fee studies.
- **City of Placerville:** Water and wastewater rate studies and capacity fees
- **Grizzly Flats CSD:** Water rate study
- **Del Paso Manor Water District:** Comprehensive water financial plan and rate study.
- **Browns Valley ID:** Water rate study
- **Rio Linda/ Elverta Community Water District:** Comprehensive water financial plan, connection fee and rate study.
- **City of Imperial, CA:** Water and wastewater financial plans and rate studies.
- **East Bay Municipal Utility District:** Comprehensive water rate study and AB 1600 capacity fee review, Wastewater cost-of-service review and capacity fee review, various other financial studies
- **City of Santa Barbara:** Comprehensive water rate and capacity fee study.
- **Napa-Berryessa Resort Improvement District:** Developed financing plan for water and wastewater public-private partnership (P3). Prepared assessment engineers report. Formed an assessment district and secured \$11.1 million in federal funding from US Department of Agriculture.
- **City of American Canyon:** Comprehensive, multi-year water and wastewater rate study.

- **City of Davis:** Comprehensive water rate study developed with a 15-member Water Advisory Committee. Completed a water capacity fee study for the City as well.
- **Newhall County Water District:** Provided rate expert litigation support in water rate litigation.
- **City of Monterey:** Developed financing plan and rate study for \$20 million wastewater pipeline rehabilitation project.
- **San Miguel Community Services District, CA:** Water and wastewater financial plans and rate studies.
- **City of Santa Clara:** Wastewater rate and capacity fee study.
- **City of Hesperia:** Comprehensive water and wastewater financial plan and rate study.
- **City of Lemon Grove:** Water and wastewater rate studies and five-year financing plan.
- **City of Brawley:** Water and wastewater rate studies and financing plans.
- **City of Gilroy:** Water and wastewater rate studies.
- **City of Patterson:** Water and wastewater rate studies and five-year financing plans.
- **West Valley Sanitation District (Campbell, CA):** Wastewater rate study, financing plan and bond issuance.
- **City of Ontario/Ontario Redevelopment Agency:** financial advisor on \$134.3 million in development refunding and new money issues (2), which included financing for the Ontario Convention Center.
- **City of Calistoga:** Long range utility financial plan, water and wastewater rates, secured financing for WW treatment plant upgrade (\$6 million SRF loan, \$3 million Small Community Grant, \$3.5 million revenue bonds).
- **El Dorado Irrigation District:** Water and wastewater rate studies.
- **Lake Arrowhead Community Services District:** Financial master plan, \$28 million revenue bond refinancing and water and wastewater rate studies.
- **California Statewide Communities Development Authority:** Financial advisor for statewide pooled revenue bond program (over \$250 million issued for over 32 borrowers).
- **South Bay Water Recycling Program, Phases 1 & 2:** Financial plan and rate study for \$200+ million regional (San Jose area) wastewater recycling program.
- **City of Tulare:** Financial advisor to the city, sale of \$63 million in bonds (3 issues), water and wastewater rate studies.
- **Big Bear Area Regional Wastewater Agency:** Regional wastewater rate study, sale of bonds (2 issues) and bank loans (2 loans).

Professional Memberships

- National Association of Municipal Advisors (former Board Member)
- League of California Cities
- American Water Works Association
- Association of California Water Agencies
- California Water Environment Association
- California Association of Sanitation Agencies
- California Special Districts Association
- Water Reuse Association

Certifications

Certified Independent Professional Municipal Advisor (CIPMA), Registered Professional Engineer (PE) in California (PE# 45642) and MSRB -Registered Municipal Advisor – Series 50

MICHAEL J. DEGROOT



Consultant

Michael DeGroot is a consultant and registered Municipal Advisor with Bartle Wells Associates with over seven years of experience. He works closely with staff, engineers, lawyers, and other consultants to develop equitable rate structures for water and sewer enterprises. Mr. DeGroot specializes in developing long-term financial plans, meter and commodity rates, and capacity fees for Cities and special Districts.

Education

B.S., Business Administration – U.C. Berkeley Walter A. Haas School of Business, Berkeley, CA

Representative Projects

- **Sutter Community Services District:** Water rate study and financial plan.
- **Browns Valley Irrigation District:** Water rate study.
- **Malaga County Water District:** Water and sewer rate study and capacity fees.
- **City of Fresno:** Water and sewer capacity fees.
- **City of Santa Barbara:** Water rate study and water and sewer capacity fees.
- **City of Foster City:** Water and sewer rate study and alternative rate structure analysis.
- **Fairfield-Suisun Sewer District:** Sewer rate and capacity fee study.
- **West Valley Sanitation District:** Detailed financial plan, including debt funding alternatives for significant expenditure projections related to the \$2 billion wastewater facility upgrade.
- **City of Benicia:** Sewer rate analysis and drought option.
- **Steger Sanitary District:** Sewer rate study.
- **Palmdale Water District:** Water rate study.
- **City of California City:** Water and sewer rates, impact fees, and miscellaneous charges.
- **City of Palmdale:** Sewer rate study.
- **Crestline Sanitation District:** Sewer rate study.
- **City of Hughson:** Water rate study and SRF loan support.
- **Grizzly Flats CSD:** Water rate study.
- **City of Santa Clarita:** Feasibility study of the City's takeover and operation of its sewer enterprise from LACSD.
- **Mariposa County:** Water and sewer financial plans for six utilities and funding plan for roads.
- **City of Solvang:** Water and sewer rate studies and capacity fees. Storm drain funding memo.
- **City of Pacifica:** Sewer rate and capacity fee study.
- **City of Placerville:** Water and wastewater rate study.
- **City of Angels Camp:** Water and wastewater rate study.
- **Castro Valley Sanitary District:** Financial plan and financial adviser for revenue bond issue.
- **Oro Loma Sanitary District:** Financial plan and financial adviser for revenue bond issue.
- **Marina Coast Water District:** Water and wastewater capacity fee study.
- **City of Patterson:** Water rate study. Water, wastewater, and stormwater capacity fee study.

Hours by Task



TASK	Estimated Hours	D. Dove @265/hr	M. DeGroot @180/hr	Total Cost
PROJECT INITIATION & DATA COLLECTION	30	15	15	\$6,675
LONG-RANGE FINANCIAL PLAN	50	15	35	\$10,275
COST ALLOCATION	50	15	35	\$10,275
RATE DESIGN	55	15	40	\$11,175
PRESENTATIONS AND REPORT	50	15	35	\$10,275
TOTAL PROJECT COSTS	235	75	160	\$48,675
Direct Travel Expense (optional)				\$425

1. Bartle Wells Associates is prepared to begin work upon authorization to proceed.
2. During the project development period, Bartle Wells Associates will be available at all reasonable times and on reasonable notice for meetings and for consultation with staff, attorneys, consulting engineers, and others as necessary.
3. Bartle Wells Associates will perform all work related to the assignment. Douglas Dove, a firm principal, will be assigned as project manager on this assignment. He will serve as the lead contact person for BWA and will be involved with the project a day-to-day basis. He may be assisted by other BWA consultants as needed.
4. The fees for services outlined in this proposal will not exceed \$49,100. The fee is based on the following assumptions:
 - a. All necessary information will be provided by the client agency in a timely manner.
 - b. Development of a draft, final draft, and final version of tables, presentations, and reports. Time and expenses involved in revising tables and assumptions or developing additional versions of documents may constitute additional services if not achievable within the budget.
 - c. Five virtual (or four virtual and one in person) meetings and/or presentations. Additional meetings or presentations may constitute additional services if not achievable within the budget.
5. Progress payments and direct expenses are payable on a time and materials basis as the work proceeds as provided in our Billing Rate Schedule 2021, which will remain in effect through the duration of this assignment.
6. Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance as provided in the Certificate of Insurance attached.
7. If the project is terminated for any reason, Bartle Wells Associates is to be reimbursed for professional services and direct expenses incurred up to the time we receive notification of such termination.
8. This proposal may be withdrawn or amended if not accepted within 90 days of its date.
9. We will not require a formal contract of employment and will consider a letter or e-mail from an appropriate official as sufficient authority to proceed.

Municipal Advisor Disclosures



This section provides certain disclosures required by the Municipal Securities Rulemaking Board (MSRB) regarding our duties as a Municipal Advisor to the extent any such duties apply to this assignment.

- Bartle Wells Associates will provide advice and conduct activities with a “duty of care” and a “fiduciary duty” to the agency’s we serve. Throughout the engagement, BWA will act in the agency’s best interests and will provide independent, objective analysis and advice to help secure financing on the most favorable terms. Our role and responsibilities during this engagement will continue through the completion of the project.
- Bartle Wells Associates is a registered Municipal Advisor with the Securities and Exchange Commission (SEC Registration No. 867-00740) and the Municipal Securities Rulemaking Board (MSRB ID K0414).
- Bartle Wells Associates has never been cited for any legal or disciplinary action regarding municipal advisory activities.
- Bartle Wells Associates has not and will not receive any compensation from any third party seeking to provide services, municipal securities transactions, or municipal financial products related to this transaction. BWA or any of its employees will not engage in any activities that would produce a direct or indirect financial gain for the firm other than compensation for our services identified in this proposal.
- Bartle Wells Associates is not aware of any conflicts of interest that would affect our ability to provide independent and objective advice and Municipal Advisory services in a manner consistent with the requirements of MSRB Rule G-42.
- The website address for the Municipal Securities Rulemaking Board (MSRB) is www.MSRB.org. The MSRB’s website provides a municipal advisory client brochure that describes the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority. The municipal advisory client brochure is accessible via a link on www.MSRB.org or can be downloaded from <http://www.msrb.org/~media/Files/Resources/MSRB-MA-Clients-Brochure>.

Billing Rate Schedule



BARTLE WELLS ASSOCIATES

BILLING RATE SCHEDULE 2021

Rates Effective 1/1/2021

Professional Services

Financial Analyst I	\$110 per hour
Financial Analyst II	\$135 per hour
Consultant	\$165 per hour
Project Consultant	\$180 per hour
Senior Consultant	\$195 per hour
Senior Project Manager	\$225 per hour
Principal Consultant	\$265 per hour

The hourly rates for professional services include all overhead and indirect expenses. Bartle Wells Associates does not charge for administrative support services. Expert witness, legal testimony, or other special limited assignments will be billed at one and one-half times the consultant's hourly rate.

The above rates will be in effect through December 31, 2021 at which time they will be subject to change.

Direct Expenses

Subconsultants will be billed at cost plus ten percent. Other reimbursable direct expenses incurred on behalf of the agency will be billed at cost plus ten percent. These reimbursable costs include, but are not limited to:

- Travel, meals, lodging
- Printing and photocopying
- Special statistical analysis
- Outside computer services
- Bond ratings
- Automobile mileage
- Messenger services and mailing costs
- Graphic design and photography
- Special legal services
- Legal advertisements

Insurance

Bartle Wells Associates maintains insurance in the amounts and coverage as provided in the attached schedule of insurance. Additional or special insurance, licensing, or permit requirements beyond what is shown on the schedule of insurance are billed in addition to the contract amount.

Payment

Fees are typically billed monthly for the preceding month and will be payable within 30 days of the date of the invoice. A late charge of 1.0 percent per month may be applied to balances unpaid after 60 days.

SCHEDULE OF INSURANCE

Insured: BARTLE WELLS ASSOCIATES

Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance in the amounts and coverage as provided in this schedule. If additional insurance is required, and the insurer increases the premium as a result, then the amount of the increase will be added to the contract price.

TYPE OF INSURANCE	COMPANY POLICY NUMBER	COVERAGES AND LIMITS	EXP. DATE
Commercial General Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ▪ \$2,000,000 General Aggregate ▪ \$2,000,000 Products Comp/Op Aggregate ▪ \$2,000,000 Personal & Advertising Injury ▪ \$1,000,000 Each Occurrence 	6/1/22
Excess/Umbrella Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ▪ \$1,000,000 Aggregate ▪ \$1,000,000 Each Occurrence 	6/1/22
Automobile Liability	Hartford Insurance Company Policy #35-UEC VU2842	<ul style="list-style-type: none"> ▪ \$1,000,000 Combined Single Limit 	6/1/22
Workers Compensation & Employers' Liability	Hartford Underwriters Insurance Company Policy #35-WEC FG7858	<p>Workers' Compensation: Statutory Limits for the State of California. Employers' Liability:</p> <ul style="list-style-type: none"> ▪ Bodily Injury by Accident - \$1,000,000 each accident ▪ Bodily Injury by Disease - \$1,000,000 each employee ▪ Bodily Injury by Disease - \$1,000,000 policy limit 	6/1/22
Professional Liability	Chubb & Son, Inc. BINDO94045	<p>Solely in the performance of services as municipal financing consultants for others for a fee.</p> <p>Limit: \$2,000,000 Per Occurrence & Aggregate (including defense costs, charges, and expenses)</p>	6/1/22



PARADISE IRRIGATION DISTRICT

"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."

DATE: June 16, 2021
TO: PID Board of Directors
FROM: Mickey Rich, Assistant District Manager
Tom Lando, District Manager
RE: Out-of-District Water Services

Recommendation: Authorize the District Manager to proceed with LAFCO application to extend services outside of district.

Background: The District has received two requests to provide water and maintenance services outside the District boundaries. One request is to sell water for the benefit of Miocene users along lower Pentz Road. Another request is for maintenance and operation of an existing water system owned by Tuscan Ridge.

The Board's authorization is a requirement per LAFCO's application process.

The recommended form of action is:

"I move to authorize the District Manager to proceed with the LAFCO application to extend services outside the District to provide water for the benefit of the Miocene Users and the potential maintenance & operation services for the Tuscan Ridge Development."



PARADISE IRRIGATION DISTRICT

"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."

DATE: June 8, 2021
TO: PID Board of Directors
FROM: Tom Lando, District Manager
RE: Employment Agreement with Ross Gilb
June 16, 2021 Board of Directors Meeting

Recommendation

Approve a new Employment Agreement with Ross Gilb and authorize the District Manager to execute. Agreement would allow District Manager to authorize up to 20 hours per month at \$100/hour. Agreement would remain in place until either party provides 10- day notice of cancellation.

Background

In April, The District entered into a 90-day agreement with Ross Gilb to provide support to the District during the recruiting and hiring of a new Finance and Accounting Manager. This Agreement expired upon the hiring of Miranda Hillskemper in this position. I would like to keep Ross available on an on call/as needed basis. It would be very helpful to have him continue with audit questions and have him available for his historical knowledge.

PART-TIME EMPLOYMENT AGREEMENT

THIS AGREEMENT is made and entered into this May 22, 2021, by and between PARADISE IRRIGATION DISTRICT, a California irrigation district, ("District") and Ross Gilb ("Employee"). The Agreement shall be effective upon ratification of the District Board of Directors.

RECITALS

- A. WHEREAS, Employee has served as Finance and Accounting Manager for District since March 2019.
- B. WHEREAS, Employee has tendered his resignation from full-time employment from the District effective April 7, 2021.
- C. WHEREAS, District desires assistance while it searches for and hires a replacement Finance and Accounting Manager, and Employee desires to assist District on a limited, part-time basis.

AGREEMENT

Now, therefore District and Employee agree as follow:

1. DUTIES.

- (a) Employee shall perform the limited functions and duties specified in Exhibit "A" attached hereto and incorporated herein by this reference; and Employee shall also perform other legally permissible and proper duties and functions as the District Manager may from time to time assign.
- (b) Employee shall perform his duties at the District Office unless the District Manager authorizes otherwise.
- (c) Employee shall perform his duties to the best of his ability in accordance with the highest professional and ethical standards of the accounting profession, and shall comply with all applicable rules and regulations established by the District. Employee's performance shall at all times be subject to review by the District Manager.
- (d) Employee shall not engage in any activity which is or may become a conflict of interest, prohibited contract, or which may create an incompatibility of office as defined under California law. Prior to performing any services under this Agreement and annually thereafter, the Employee must complete disclosure forms required by law.

2. RESIGNATION AND TERMINATION.

This Agreement shall terminate upon the earliest occurrence of any of the following

events: (a) upon written notice of termination by Employee to the Board of Directors that Employee, in his sole discretion, no longer wishes to assist District in connection with this Agreement; or (b) upon written notice of termination by District Manager to Employee that the District, in his/her sole discretion, no longer wishes to retain Employee. If this Agreement is terminated pursuant to (a) or (b) above, a 10 days' notice is required by terminating party.

The parties recognize and affirm that: (i) Employee is an "at will" employee whose employment may be terminated by the District without cause; and (ii) there is no express or implied promise made to Employee for any form of continued employment. This Agreement is the sole and exclusive basis for an employment relationship between Employee and District.

3. COMPENSATION.

District agrees to pay Employee on an hourly basis. Employee will receive \$100.00/hour worked. Employee will work no more than twenty (20) hours per calendar month. Employee is not entitled to any minimum guarantee of hours. All work hours must be preapproved by the District Manager. Hourly rate is payable in installments at the same time as other employees of the District are paid and subject to customary withholdings.

4. SUPPLEMENTAL BENEFITS.

Employee shall not receive supplemental benefits, with the exception of 24 hours of sick leave, which was allotted to Employee on April 21, 2021. As used herein, "benefits" means holidays, sick leave, vacation leave, retirement benefits and payments, health insurance, vision insurance, dental insurance, disability insurance, and life insurance.

5. NOTICES.

Any notices required by this Agreement shall be in writing and either given in person or by first class mail, with the postage prepaid, addressed as follows:

TO DISTRICT: District Manager
Paradise Irrigation District
6332 Clark Road
Paradise, CA 95969

TO EMPLOYEE: Ross Gilb
251 Lost Horizon Drive
Oroville, CA 95966

6. ENTIRE AGREEMENT.

The parties, by execution of this Agreement, agree that all earlier agreements, amendments, understandings, communications, representations or promises, whether written or oral, are

hereby revoked and superseded by this Agreement. This Agreement is the final expression of the complete agreement of the parties with respect to the matters specified herein and supersedes all prior oral or written understandings. Except as prescribed herein, this Agreement cannot be modified except by written mutual agreement signed by both parties.

7. ASSIGNMENT.

This Agreement is not assignable by either District or Employee.

IN WITNESS WHEREOF, the District has caused this Agreement to be signed and executed in its behalf by its President and duly attested by the Secretary. The Employee has also executed it.

Ross Gilb
Employee

Shelby Boston, President
Paradise Irrigation District

ATTEST:

Georgeanna Borrayo, District Secretary

EXHIBIT “A”

Examples of Duties

- Serves as the Controller for the District.
- Plans, organizes, directs, and manages District financial, accounting, investment decisions, and administrative/personnel duties including implementation of District programs and policies.
- Provides long range financial planning, protection of District assets, and development and maintenance of budget controls.
- Prepares, presents, and monitors the District’s budget.
- Assumes responsibility for the proper investment of District funds in accordance with the District’s investment policy.
- Coordinates the District’s outside annual certified audit, participates in the selection process of the auditing firm, and implements adequate internal controls to safeguard the District’s assets.
- Administers long-term capital project financings, reviews interest rate opportunities, and monitors bond covenant/continuing disclosure certifications.
- Oversees the recording of assets and ensures timely posting of general ledger activity; and directs the development, preparation, and timely presentation of financial reports and statements.
- Maintains proper administration of District’s grant funding opportunities.
- Administers the District insurance and risk management functions.
- Assists the District Manager in the development of District collective bargaining proposals.
- Performs related duties as assigned.



PARADISE IRRIGATION DISTRICT

"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."

DATE: June 10, 2021
TO: PID Board of Directors
FROM: Tom Lando, District Manager
RE: Meetings of the Board of Directors – Amendment of Regular Meeting Date
June 16, 2021 Board of Directors Meeting

Recommendation

Adopt Resolution No. 2021-06 amending the regular monthly meeting schedule of the Board of Directors of the Paradise Irrigation District and adopt proposed revisions to Chapter 4.1 A – Regular Meetings under Chapter 4 of PID Policy and Procedures.

Background

At the May 19th Board Meeting, directors discussed interest in holding two of the scheduled monthly meeting dates during daytime hours for June and December. A meeting time of 8:30 a.m. was suggested for the proposed daytime meetings. All other regular meetings of the Board would remain unchanged and continue to be conducted at 6:30 p.m. and all regular Board Meetings would continue to be held on the third Wednesday of each calendar month.

Direction was given to staff to prepare a Resolution and a proposed revision to PID Policy & Procedures Chapter 4.1. A – Regular Meetings, for consideration at the June 16th Board of Directors Meeting.

The recommended form of action is:

Agenda item 11.f (1) - "I move to adopt Resolution No. 2021-06 amending the regular monthly meeting schedule of the Board of Directors of the Paradise Irrigation District."

Agenda item 11.f (2) – "I move to adopt the proposed revisions to Chapter 4.1 A – Regular Meetings under Chapter 4 of PID Policy & Procedures to reflect the amendment to the regular monthly meeting schedule of the Board of Directors adopted under Resolution No. 2021-06."

RESOLUTION NO. 2021-06

**RESOLUTION AMENDING THE REGULAR MONTHLY MEETING SCHEDULE OF THE
BOARD OF DIRECTORS OF THE PARADISE IRRIGATION DISTRICT**

WHEREAS, the regular Board Meetings of the Board of Directors of the Paradise Irrigation District are currently conducted on the third Wednesday of each month at 6:30 p.m.; and

WHEREAS, the Board of Directors wishes to revise its regular meeting schedule to hold two of the scheduled monthly meeting dates during daytime hours such that the regular Board Meeting of the Board of Directors for June and December will be conducted on the third Wednesday at 8:30 a.m. in the Paradise Irrigation District Board Room, 6332 Clark Road, Paradise, California; and,

WHEREAS, California Government Code section 54954 states that the Board of Directors shall provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by the Board of Directors, the time and place for holding regular meetings; and,

WHEREAS, California Water Code section 21378 provides that the Board may change its regular meeting date by Resolution provided that the Resolution is published once a week for two successive weeks in a newspaper published in Butte County.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Paradise Irrigation District that the regular board meeting schedule shall be amended. During the months of June and December regular meetings shall be held at 8:30 a.m. The time of all other regular meetings of the Board shall remain unchanged and will be conducted at 6:30 p.m. All regular Board Meetings of the Board of Directors will be held on the third Wednesday of each calendar month in the Paradise Irrigation District Board Room, 6332 Clark Road, Paradise, California.

BE IT FURTHER RESOLVED THAT the District secretary is directed to publish this resolution as required by law.

ADOPTED by the Board of Directors of the Paradise Irrigation District on the 16th day of June, 2021 by the following vote:

Ayes:

Noes:

Absent:

Abstains:

Shelby Boston
President of the Board of Directors
Paradise Irrigation District

Attest:

Georgeanna Borrayo
Secretary to the Board of Directors
Paradise Irrigation District

CHAPTER 4 MEETINGS

4.1 MEETINGS OF THE BOARD OF DIRECTORS

Compliance with the Open Meeting Law (Brown Act) or other statutory requirements regarding public meetings agendas and minutes is complex and cannot be prescribed separate from the statutory requirements. The reader of these Rules and Regulations is encouraged to use these provisions as general guidelines and to inquire about the numerous complexities provided by the Legislature of the State of California in regard to open meetings and public participation in those meetings.

A. Regular Meetings –

All ~~Regularly~~ Board Meetings of the ~~scheduled meetings of the~~ Board of Directors will be held on the third ~~Wednesdays~~ Wednesday of each calendar month in the Paradise Irrigation District Board Room at 6332 Clark Road, Paradise, California. During the months of June and December regular meetings shall be held at 8:30 a.m. During all other months, regular meetings shall be held at 6:30 p.m.

B. Special Meeting –

Any meeting of the Board that is held in addition to regular meetings. All Special Meetings shall be called by the Board President, the District Manager or acting District Manager, or by a majority of the directors in conformance with the Brown Act.

C. Organizational Meeting –

The meeting at which officers of the District are elected and/or appointed. The Organizational Meeting shall be held on the date and hour of its first regularly scheduled meeting in January, or at the first meeting in December following a District election.

D. Emergency Meeting –

A special meeting held as a result of unforeseen circumstances, to consider matters of an urgent or emergency nature as described by law.

E. Closed Meeting –

Part or all of a regular or special meeting or one which has been adjourned, may be closed to the public under special conditions described by law. Proper notice is still required, even if no action is taken. When action is taken, such action shall be reported as required by the Ralph M. Brown Act.



PARADISE IRRIGATION DISTRICT

"Paradise Irrigation District (PID) is dedicated to the business of producing and delivering a safe, dependable supply of quality water in an efficient, cost effective manner with service that meets or exceeds the expectation of our customers."

DATE: June 16, 2021

TO: PID Board of Directors

FROM: Georgeanna Borrayo, Executive Assistant
Genevieve Glass, Sr. Customer Service Representative

RE: Replacement of Administration Office Digital Copier/Printer/Scanner

Recommendation: Accept proposal from Advanced Document Concepts to purchase the Kyocera TASKalfa 5053ci color imaging system for the District Office.

Background: The current Konica-Minolta BizHub C552DS copy machine was purchased from Inland Business Systems in 2012 for use in the District Office. The original purchase price of our current copier in 2012 was \$13,142.00. Prior to this purchase, the previous copier was approximately eight years old when replaced and relocated for use at the Corporation Yard; however, this machine is no longer operational. With the purchase of a new copy machine for the District Office, the BizHub C552DS may be utilized for printing and scanning needs at the Corporation Yard.

Office staff utilizes the copy machine all day for copying, printing, and scanning needs. Staff has seen a reduction in the processing speed of the current copier to process and print larger files, especially for agenda packets prepared for Board of Director meetings or large engineering/mapping files. At times, larger files have had to be printed in sections which increases printing and staff time.

Staff contacted local businesses to review and test current color imaging system models. Proposals were received from Ray Morgan (Canon), Advanced Document Concepts (Kyocera), and Inland Business Systems (Xerox). All machines offered similar features, including a guaranteed response time (minimum 4 hours) for technical support. Staff consideration also included responsiveness to meet with PID staff, customer service, product knowledge of document technology, technical support services, as well as reference information.

Staff was very impressed with Advanced Document Concepts from initial contact. The Kyocera 5053ci color imaging system offers more RAM which is necessary for larger mapping and agenda packets, equipment carries a 5-year performance guarantee, and references regarding service were very positive. Additionally, color pages with less than 3% average color image fill per color will be billed at a reduced rate at \$.025 per color page which is estimated to provide an additional savings of \$42.23 per month. This tiered color billing feature is only offered through Advanced Document Concepts. Further benefits include an extensive parts and supplies inventory located in their Chico and Marysville offices. Also unique to the Kyocera, is a feature where an empty toner cartridge is interchangeable with the waste toner container which eliminates a separate purchase of this item and is better for the environment.

Overall, staff feels the purchase arrangement is the best value for the long term because we typically keep our digital copier/printers for an average of 8-9 years. A 5-year or sixty-month lease arrangement for the Kyocera 5053ci would run \$9,617.00 plus tax. (Purchase price is \$7,994.00 plus tax).

The recommended form of action is:

"I move to authorize the purchase of the Kyocera 5053ci from Advanced Document Concepts for the purchase price of \$7,994.00 plus tax and authorize the District Manager to sign the Proposal."

PROPOSAL

Prepared For

Paradise Irrigation District

6332 Clark Rd.

Paradise, CA 95969

March 16, 2021

1 ea. Kyocera TASKalfa 5053ci Color Imaging System \$148.00 per month, plus tax

- 60 Month FMV Lease
- 0 Down
- Onetime \$99.00 Lease Setup Fee

Features:

- 50 pages per minute b/w
- 50 pages per minute color
- 3.7 second first page out time
- 1200 dpi
- 270 page dual scan document feeder
- automatic duplexing
- network print interface
- network fax interface
- network scan interface (up to 180 ipm)
- scan to email, desktop, server and mobile devices
- 12 GB Ram, 320 GB Hard Drive
- 4,000 sheet finisher with hole punch
- dual 500 sheet paper trays
- dual 1,500 sheet paper deck
- 150 sheet bypass tray
- power filter device
- includes installation, setup, training and IT services for printing, scanning, & faxing.

Purchase Price \$7,994.00 plus tax

Maintenance Program:

Billed monthly @ \$.006 per b/w page

And \$.025 or \$.05 per color page.

Covers all parts, labor, maintenance and supplies; excluding paper & staples.

**Equipment carries a 5 year performance guarantee.*

***Color pages with less than 3% average color image fill per color will be billed @ \$.025 per color page.*



Spencer Fogleman
Sales Representative

Proposal Accepted:

By _____

Title _____

Date _____

530 / 893-8711 • 530 / 893-9027 fax • 530 / 893-8714 service

DIGITAL COPIERS/PRINTERS • LASER PRINTERS • DOCUMENT ARCHIVING SYSTEMS • FAX MACHINES • SCANNERS • MAILING SYSTEMS

COMPREHENSIVE SUPPLIES

AGENDA PAGE NO. 104



› PRINT › COPY › SCAN › FAX

TASKalfa 5053ci

COLOR MULTIFUNCTIONAL
SYSTEM

POWER, VERSATILITY AND SEAMLESS INTEGRATION.



Empowering your workforce with unmatched features and functionality, the TASKalfa 5053ci Color Multifunctional System raises the bar on maximizing workflow, efficiency, productivity and security. A versatile array of scanning, input and professional finishing options brings exceptional results in vibrant, high-impact color. Expertly engineered to drive your business forward, the TASKalfa 5053ci delivers, with capabilities that exceed the needs of even the most demanding offices.

- › Vivid Color and Black and White Imaging up to 50 Pages per Minute
- › Exceptional Print Quality at up to 1200 dpi
- › Scalable Paper Capacity for Longer Job Runs
- › Flexible Media Support and Paper Sizes up to 12" x 48"
- › Customizable 10.1" Color Touch Screen with Intuitive, Tablet-Like Usability
- › Diverse Portfolio of Business Applications for Enhanced Capabilities, such as Scan Distribution to Back-end Applications and Document Management Systems and Print Management to Control Devices, User Policies, and Output Costs
- › Professional Finishing Options for a Polished Output, Including a 4,000-Sheet External Finisher and Optional Booklet Folder
- › Optional EFI® Fiery Controller for Complex Color Workflows
- › Standard USB Host Interface for On-the-Go Printing and Scanning
- › Efficient Color Scanning up to 220 ipm
- › Convenient Wireless Printing and Scanning
- › Apple AirPrint®, Google Cloud Print™, Mopria® and KYOCERA Mobile Print Support

 **KYOCERA**
Document Solutions

AGENDA PAGE NO. 105

BASIC SPECIFICATIONS

Configuration: Color Multifunctional System – Print/Scan/Copy/Optional Fax

Pages Per Minute:

Color and Black – Letter: 50 ppm, Legal: 30 ppm, Ledger: 25 ppm, 12" x 18": 25 ppm (print only)

Warm Up Time: 17 Seconds or Less (Power On)

First Page Out:

Copy: 3.7 Seconds or Less Black, 4.8 Seconds or Less Color
Print: 4.3 Seconds or Less Black, 5.4 Seconds or Less Color

Display: 10.1" Color Touch Screen Control Panel

Resolution: Up to 1200 x 1200 dpi

Memory / Hard Disk Drive: 4GB RAM / 8GB SSD / 320GB HDD Standard

Duplex: Standard Stackless Duplex Supports Statement (5.5" x 8.5") to Ledger (12" x 18"), 17 lb Bond - 142 lb Index (64 – 256gsm)

Standard Output Tray: Statement – 12" x 18" / 500 sheets; up to 12" x 48" Banner (Single Sheet)

Electrical Requirements: 120V, 60Hz, 12A; 220-240V, 50Hz, 7.2A

Typical Electricity Consumption (TEC): 120V: 2.75 kWh/week; 220V: 2.72 kWh/week

Dimensions: 23.7" W x 26.2" D x 31.1" H

Weight: 209.4 lbs

Maximum Monthly Duty Cycle: 225,000 Pages per Month

PAPER SUPPLY

Standard Paper Sources: Dual 500 Sheet Trays, 150 Sheet MPT, Auto Selection / Switching

Optional Paper Sources: Dual 500 Sheet Trays (PF-7100),

Dual 1,500-sheet Trays (PF-7110); Side LCT: 3,000 Sheet Capacity Tray (PF-7120)¹

Paper Capacity: Standard: 1,150 Sheets; Maximum: 7,150 Sheets

Paper Size:

Tray 1 – 5.5" x 8.5" – 8.5" x 14" (Statement to Legal); Tray 2 – 5.5" x 8.5" – 12" x 18", Custom Size; PF-7100: 5.5" x 8.5" – 12" x 18"; PF-7110, PF-7120: 8.5" x 11"; MPT: 5.5" x 8.5" – 12" x 18" (Multiple Sheets); Up to 12" x 48" Banner (Single Sheet)

Paper Weight: Trays/MPT: 14 lb Bond – 166 lb Index (52 – 300gsm)

Input Materials: Standard/Optional Trays: Plain, Bond, Recycled, Preprinted, Vellum, Color, Pre-Punched, Thick, Thin, High Quality, Letterhead, Envelope, Custom; MPT: Plain, Bond, Recycled, Preprinted, Vellum, Color, Pre-Punched, Thick, Think, High Quality, Transparency (OHP Film), Coated, Index Tab, Label, Letterhead, Envelope, Custom

SECURITY SPECIFICATIONS

Local Authentication, Network Authentication, Encryption Communication (IPsec, HTTPS, LDAP over SSL, SMTP/POP over SSL, FTP over SSL, SNMPv3), TPM (Trusted Platform Module), Secure Boot (Firmware Authenticity Verification), Run Time Integrity Check, Data Security Kit (E) (HDD Overwrite Mode and HDD Data Encryption), Common Criteria (ISO15408 EAL2), IEEE 2600.2

PRINT SPECIFICATION

Standard Controller: Freescale QorIQ T1024 (Dual Core) / 1.2GHz

PDLs / Emulations: PRESCRIBE, PCL6 (PCL-XL / PCL-5c), KPD13 (PS3), XPS, OPEN XPS; Optional (UG-34): IBM ProPrinter, Line Printer, LQ-850

Print Resolution: Up to 1200 x 1200 dpi

Fonts: 136 KPD13, 93 PCL6, 8 Windows Vista, 1 Bitmap

OS Compatibility: Windows: 7/8.1/10/Server 2008/Server 2008 R2/Server 2012/Server 2012 R2/Server 2016; Novell NetWare 3.x/4.x/5.x/6.x; Mac OS X v10.9 or later; Sun OS 4.1.x; Solaris 2.x; AIX; HP-UX (LPR)

Mobile Printing: Apple AirPrint®, Google Cloud Print™, Mopria®, KYOCERA Mobile Print

Interfaces: Standard: 10/100/1000BaseTX, Hi-Speed USB 2.0, 4 USB Host Interfaces, 2 Expansion Slots, IEEE 802.11b/g/n Wireless LAN (communication distance 98.5 feet)

Optional: 10/100/1000BaseTX (IB-50 for Dual NIC); Optional: IEEE 802.11b/g/n (IB-51 for Wireless LAN interface) (communication distance 328.1 feet)

Network Print and Supported Protocols: TCP/IP, NetBEUI, IPv4, IPv6, IPsec, HTTP, LPD, FTP, IPP, RawPort, LPTD, SMTP, POP3, DNS, SNMPv1/v2, WSD Scan/Print

Drivers: KX Driver, PCL Mini Driver, KPD Mini Driver, KX Driver for XPS, Network Fax Driver, TWAIN Driver, WIA Driver, PPD for MAC, PPD for Linux

Utilities: KYOCERA Net Admin, KYOCERA Net Viewer, KYOCERA Net Device Manager, PDF Direct Print, Command Center RX

SCAN SPECIFICATIONS

Scan Type: Color and Black & White Scanner

Scan Resolution: 600 dpi, 400 dpi, 300 dpi, 200 dpi, 200 x 100 dpi, 200 x 400 dpi

File Formats: TIFF, JPEG, XPS, OpenXPS, PDF (MMR/JPG Compression / High Compression PDF)

PDF Extension: Searchable PDF (OCR) Option; MS Office File (Option)

Scan Speeds (b&w/color, @300 dpi):

DP-7100: Simplex: 80 ipm B&W / 80 ipm Color;

Duplex: 48 ipm B&W / 48 ipm Color

DP-7110: Simplex: 100 ipm BW / 100 ipm Color;

Duplex: 180 ipm B&W / 180 ipm Color

DP-7130 (with Multi-Feed Detection): Simplex: 120 ipm B&W / 120 ipm Color; Duplex: 220 ipm B&W / 220 ipm Color

Connectivity / Supported Protocols: 10/100/1000BaseTX, TCP/IP, Hi-Speed USB 2.0

Scanning Functions: Scan to Folder (SMB), Scan to Email, Scan to FTP, Scan to FTP over SSL, Scan to USB, WSD Scan, TWAIN Scan, Specified Color Removal, Border Erase, Preview

Original Size: Through DP: Statement to Ledger (5.5" x 8.5" – 11" x 17"); Glass: Up to 11" x 17"

Drivers: TWAIN/WIA Driver

COPY SPECIFICATIONS

Copy Resolution: 600 x 600 dpi

Image Mode: Text, Photo, Text/Photo, Graphic/Map

Continuous Copy: 1 – 9999 / Auto Reset to 1

Additional Features: Auto Magnification, Auto Paper Select,

Auto Start, Auto Drawer Change, Interrupt Copy, Positive / Negative Reverse, Mirror Image, Rotate Copy, Border Erase, Split Copy, Electronic Sort, Margin Shift, Page Number, Form Overlay,

XY Zoom, Prevent Bleed Through, Text Stamp, Bates Stamp, Blank Page Skip, Specified Color Removal, Preview, ID Card Copy

Job Management: 1,000 Department Codes, Job Programs, Job Build, Shortcut Keys, Repeat Copy

Color Adjustment: One Touch, Hue, Auto Exposure, Sharpness

Magnification / Zoom: Full Size, 4 Reduction, 4 Enlargement

Preset Ratios, 25 – 400% in 1% Step Increments

Document Box: Custom Box, Job Box, Removable Memory Box, Fax Box (with optional Fax System)

OPTIONAL DOCUMENT PROCESSORS²

Type / Capacity:

DP-7100: Reversing Automatic Document Processor / 140 Sheets

DP-7110: Dual Scan Document Processor / 270 Sheets

DP-7130: Dual Scan Document Processor / 270 Sheets

Acceptable Originals: 5.5" x 8.5" – 11" x 17"

Acceptable Weights:

DP-7100: Simplex: 13 lb Bond – 90 lb Index (45 – 160gsm);

Duplex: 16 lb – 32 lb Bond (50 – 120gsm)

DP-7110 & DP-7130: Simplex: 13 lb Bond – 120 lb Index

(35 – 220gsm); Duplex: 16 lb – 120 lb Index (50 – 220gsm)

OPTIONAL FAX SPECIFICATIONS

Fax Type: Fax System 12

Compatibility / Data Compression: G3 Fax / MMR, MR, MH, JBIG

Transmission Speed / Modem Speed: Less than 3 seconds / 33.6 Kbps

Fax Memory: Standard 170 MB

Driver: Network Fax Driver

Fax Functions: Network Fax, Duplex Transmission and Reception, Encrypted Transmission and Reception, Polling Transmission and Reception, Broadcast, Fax Server Integration, Fax Dedicated Paper Feeder

OUTPUT & FINISHING OPTIONS³

OPTIONAL 500 SHEET INTERNAL FINISHER DF-7100

Stack / Staple Capacity: 500 Sheets / 50 Sheets (up to 24 lb Bond [90gsm])

Paper Size: 5.5" x 8.5" – 12" x 18"

Paper Weight: 14 lb Bond – 166 lb Index (52 – 300gsm)

Edge Staple Position: 3 Positions: Front 1 Staple, Edge 1 Staple, Face 2 Staples

Optional Punch: PH-7100 2 and 3 Hole Punch Unit, Supports 5.5" x 8.5" – 12" x 18"; 14 lb Bond – 166 lb Index (52 – 300gsm)

Dimensions: 19.4" W x 21" D x 6.9" H

OPTIONAL 1,000 SHEET FINISHER DF-7120⁴

Stack / Staple Capacity: Main Tray: 1,000 Sheets / 50 Sheets (up to 24 lb Bond [90gsm])

Paper Size: 5.5" x 8.5" – 12" x 18"

Paper Weight: 14 lb Bond – 166 lb Index (52 – 300gsm)

Edge Staple Position: 3 Positions: Top Left, Bottom Left, Center Bind

Optional Punch: PH-7A 2 and 3 Hole Punch Unit, Supports 5.5" x 8.5" – 12" x 18"; 14 lb Bond – 166 lb Index (52 – 300gsm)

Dimensions: 21.6" W x 24.4" D x 4.13" H

OPTIONAL 4,000 SHEET FINISHER DF-7110 AND DF-7130⁵

Stack / Staple Capacity: Main Tray (A): 4,000 Sheets;

DF-7110 Sub Tray (B): 200 Sheets / 65 Sheets

(up to 24 lb Bond [90gsm])

DF-7130 Sub Tray (B): 200 Sheets / 100 Sheets

(up to 21 lb Bond [80gsm])

Paper Size: 5.5" x 8.5" – 12" x 18"

Paper Weight: 14 lb Bond – 166 lb Index (52 – 300gsm)

Edge Staple Position: 3 Positions: Top Left, Bottom Left, Center Bind

Optional Punch: PH-7A 2 and 3 Hole Punch Unit, Supports 5.5" x 8.5" – 12" x 18"; 14 lb Bond – 166 lb Index (52 – 300gsm)

Dimensions: DF-7110: 23.9" W x 26.3" D x 41.8" H;

DF-7130: 29.5" W x 26.2" D x 43.7" H

Optional Booklet Folder / Tri-fold Unit

DF-7110⁶: BF-730 Booklet Folder supports 8.5" x 11", 8.5" x 14",

11" x 17"; Fold Booklet Staple: 16 lb – 24 lb Bond (60 – 90gsm)

20 sheets; 25 lb – 28 lb Bond (91 – 105gsm) 13 sheets; Higher

than 28 lb Bond (Higher than 105gsm) 1 sheet; Fold booklet no

staple: 16 lb – 24 lb Bond (60 – 90gsm) 5 sheets; 25 lb

Bond – 72 lb Index (91 – 120gsm) 3 sheets; 32 lb Bond – 110 lb

Cover (121 – 256gsm) 1 sheet; Trifold supports 8.5" x 11" only:

16 lb – 24 lb Bond (60 – 90gsm) 5 sheets; 25 lb Bond – 72 lb Index

(91 – 120gsm) 3 sheets; 16 lb – 28 lb Bond (60 – 105gsm) 1 sheet

DF-7130⁶: BF-9100 Booklet Folder supports 8.5" x 11", 8.5" x 14",

11" x 17"; Fold Booklet Staple: 16 lb – 24 lb Bond (60 – 90gsm)

20 sheets; 25 lb – 28 lb Bond (91 – 105gsm) 13 sheets; Higher

than 28 lb Bond (Higher than 105gsm) 1 sheet; Fold Booklet

No Staple: 16 lb – 24 lb Bond (60 – 90gsm) 5 sheets; 25 lb – 28 lb

Bond (91 – 105gsm) 3 sheets; 29 lb Bond to 110 lb Cover

(106 – 256gsm) 1 sheet; Tri-fold supports 8.5" x 11" only:

16 lb – 24 lb Bond (60 – 90gsm) 5 sheets; 25 lb – 28 lb Bond

(91 – 105gsm) 3 sheets

Optional Multi-Bin Mailbox (DF-7110)⁵: MT-730(B) includes

7 Trays; Supports 16 lb Bond – 90 lb Index (60 – 163gsm); Stack

Capacity per bin: 100 Sheets: 5.5" x 8.5", 8.5" x 11"; 50 Sheets:

8.5" x 14", 11" x 17"

ADDITIONAL OPTIONS

Bridge Unit Attachment Kit (AK-7110), Banner Guide 10, Internet Fax Kit (A), IC Card Authentication Kit (B), Gigabit NIC (IB-50),

Wireless LAN IEEE802.11b/g/n (IB-51), ThinPrint (UG-33),

Emulation (UG-34), Document Tray (DT-730(B)), Scan Extension

Kit (A) for Searchable PDF/OCR, Keyboard Holder 10, EFI Fiery

Printing System 15, Numeric Keypad (NK-7130), Job Separator

(JS-7100)

¹ Requires PF-7100 or PF-7110

² Only 1 Document Processor can be installed

³ Only 1 Output Option can be installed

⁴ Requires Bridge Unit Attachment Kit (AK-7110)

⁵ Requires DF-7110

⁶ Requires DF-7130

Specifications and design are subject to change without notice.

For the latest on connectivity visit www.kyoceradocumentsolutions.com/us

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Google Cloud Print is a trademark of Google, Inc.

TASKalfa, PRESCRIBE, KX Driver, and Command Center RX

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KYOCERA Document Solutions America, Inc.

Headquarters: 225 Sand Road, Fairfield, NJ 07004-0008, USA

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v021419



Document Solutions

Advanced Document Concepts began as A.B. Dick Products Company of Chico and opened its doors in 1955 selling mimeographs and spirit duplicators. The office equipment business has changed dramatically since 1955. And Advanced Document Concepts has changed with it. For the past 36 years, this local, family owned and operated company has been offering our clients the award-winning line of Kyocera Copiers.

Kyocera is now building some of the most advanced digital Multi-Functional Devices available, and with double digit sales increases each year, is one of the bestselling brands in the market. The shift from analog to digital technologies is just one of several reasons that prompted a name change from A.B. Dick Products Company of Chico to Advanced Document Concepts. The name change, made in 2001, more properly represents the changing focus of the company and it's commitment to keeping pace with evolving Technologies. Which include Scanning, Printing, Faxing, Copying & Document Management to name just a few.

Although our name has changed, our commitment to service has remained. We have achieved Kyocera's coveted Total Document Solutions award for service excellence for 10 years in a row. This award ranks our service capabilities in the top 10% of dealer's nationwide and is a testament to our commitment to the Kyocera family of products, and most importantly to you, our valued customers.

Benefits of Advanced Document Concepts

Service Oriented:

Large Technical Staff: Advanced Document Concepts has 10 certified Factory trained technicians, Including 2 network technicians. The average tenure of our technical staff is 15 years.

Extensive Parts and Supplies Inventory: Advanced Document Concepts maintains a parts and supplies inventory of over \$400,000.00 located in our Chico and Marysville Offices. On the occasion that a part is needed that is not in our vast inventory, that part is ordered next day air at no expense to the client.

Fast Service Response: Our state-of-the-art service dispatch and repair process allows our technicians to respond onsite to our customers with non functioning machines within an average of 3 business hours. Our guaranteed response time under these conditions is within 4 business hours.

Efficient Fix Rates: Advanced Document Concepts highly trained technicians coupled with our extensive parts inventory provides us with the capacity to provide our customers with an unparalleled first call fix rate of over 90%. Our goal is to not only respond quickly but to resolve the problem on the first visit.

Maintenance Billing Separated from Lease and Billed only for pages used:

Reduces maintenance cost as you do not pay for a minimum # of pages that often do not get used i.e. No credit when you go under the minimum, but an overage charge is assessed when you exceed it. With Advanced Document Concepts you only pay for the pages that you actually make. Additionally, having maintenance bundled into the lease can create other issues because the bundled pages are part of the lease agreement and must be paid for if you choose to exit the lease before the end of the contracted term.

Fixed Lease Payment:

Advanced Document Concepts guarantees that your Lease payment will remain the same throughout the term of your lease program. Companies in our industry routinely escalate Lease Payments 10-15% per year. This would mean that your Lease payment would increase year over year, and that in year 5 could be 50-60% higher than what you originally agreed to.

Tiered Color Billing:

Kyocera and Advanced Document Concepts offer a unique capability on their color devices. This unique feature allows us to track color pages with a lower amount of color image coverage separately from those with a larger amount of color image coverage. Those pages with a lower amount of color usage are billed at half of the normal color page cost. Our customers average 40% of their color usage qualifying for half cost color.

Best of Class Technology and Reliability:

Kyocera is a world renowned manufacture of Color MFP's. The reliability of their devices is unmatched in the industry. Buyers Laboratory Inc. recently recognized Kyocera as having the "Most Reliable Color MFP's" in the industry.

Equipment Guarantee:

Advanced Document Concepts is committed to customer satisfaction. With this end in mind we guarantee all the equipment that Advanced Document Concepts sells, leases, or rents to be free from manufacturing defects, and to provide satisfactory performance for a period of 5 years, or the term of the lease/rental agreement whichever is greater. Systems maintained under a continuous Service agreement that fail to perform satisfactorily will be replaced at no charge to the customer.

Loaner Policy:

Advanced Document Concepts guarantees a loaner system of similar capacity any time a system that is under a continuous maintenance agreement will be down for a period of time that is deemed to be greater than 24 business hours.

Local Accountability:

Locally Owned & Operated: Advanced Document concept has been family owned and locally operated since 1970. At a time when almost all the companies in our industry are either trying to cover most of the Western United States, or are a subsidiary of global corporations. Advanced Document Concepts offers the local focus, and local accountability that makes taking care of business fast, efficient and simple.

KYOCERA Document Solutions America, Inc.

**Most Reliable Color Copier MFP Brand
2018–2021**



Document Solutions



KYOCERA, chosen by Buyers Lab analysts as Most Reliable Color Copier MFP Brand, has an extensive line of color devices that offer...

- Excellent reliability, with tested devices completing testing with a misfeed rate of 1 per every 133,929 impressions
- Minimal downtime, as evidenced by the tested devices completing 1,875,000 impressions with no service interruptions

In an office environment, printer and MFP reliability is, and should be, the top concern for business users, since a reliable device helps minimize downtime, resulting in improved worker productivity. As such, Buyers Lab's exhaustive durability testing offers a key benchmark for buyers when making a document imaging equipment purchase decision. To determine the vendors whose product lines stand out above the rest, our highly experienced analyst team has compiled and reviewed performance statistics for every major OEM that submitted devices for laboratory testing from 2012 to 2018.

Kyocera's A3 color copiers have always garnered high scores from the Buyers Lab analyst team for excellent color output, fast speeds, and low cost of ownership. However, without a doubt, outstanding reliability is one key facet built into every Kyocera device we've tested over the years.

"In our lab testing over the past five years, every single one of Kyocera's color copiers demonstrated excellent reliability, with every device scoring 10 out of 10," noted George Mikolay, Associate Director of Copiers/Production for Keypoint Intelligence - Buyers Lab. "In the business world, time is money, and if a device has a jam or is down for service, that is lost productivity. With a misfeed rate that is among the lowest in class and zero service interventions required over more than 1.8 million impressions, Kyocera



is a brand users can count on when they need a robust and reliable color copier to keep their team productive.”

Congratulations to KYOCERA on being named Buyers Lab’s Most Reliable Color Copier MFP Brand!

About Keypoint Intelligence - Buyers Lab

Keypoint Intelligence is a one-stop shop for the digital imaging industry. With our unparalleled tools and unmatched depth of knowledge, we cut through the noise of data to offer clients the unbiased insights and responsive tools they need in those mission-critical moments that define their products and empower their sales.

For over 50 years, Buyers Lab has been the global document imaging industry’s resource for unbiased and reliable information, test data, and competitive selling tools. What started out as a consumer-based publication about office equipment has become an all-encompassing industry resource. Buyers Lab evolves in tandem with the ever-changing landscape of document imaging solutions, constantly updating our methods, expanding our offerings, and tracking cutting-edge developments.

About Buyers Lab Reliability Awards

As the leading independent authority on document imaging, Buyers Lab performs the most intensive durability testing in the industry, making a Buyers Lab Reliability award quite a distinctive honor presented only once every three years. Buyers Lab’s team of analysts evaluates test data from both the US and UK to determine the winners based on business-critical factors, including total tested impressions, number of misfeeds, and service interruptions.

KEYPOINT INTELLIGENCE - BUYERS LAB • North America • Europe • Asia

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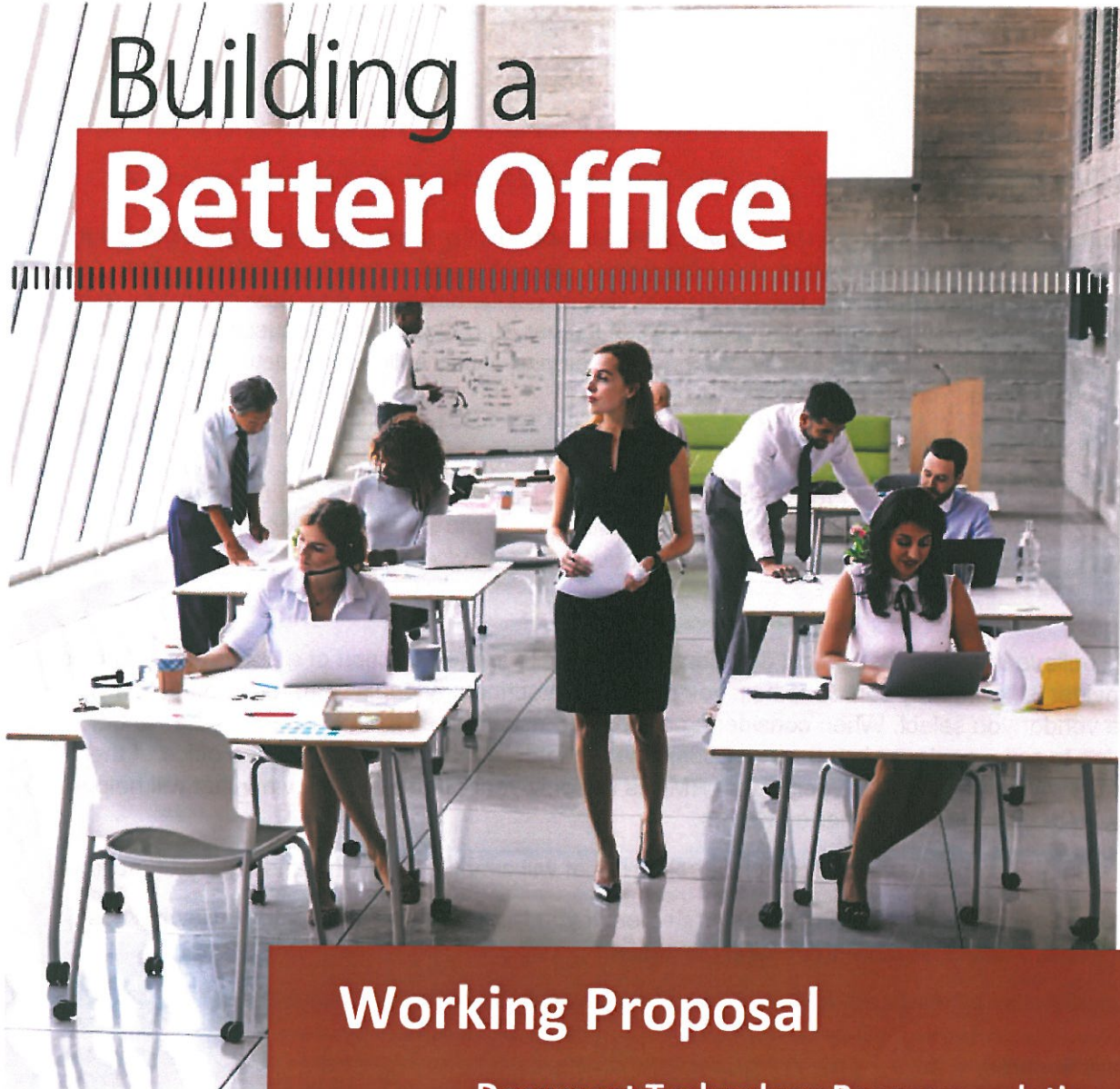
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(CANON IMAGING SYSTEM)

Building a Better Office



Working Proposal

Document Technology Recommendation

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Paradise, CA, 95969

PREPARED BY:

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Proposal Submitted:

Proposal Expiration:



Paradise Irrigation District
6332 Clark Rd
Paradise, CA, 95969

5/6/2021 8:39:39 AM

Dear Georgeanna,

The Ray Morgan Company (RMC) appreciates the opportunity to provide this proposal for your organization. It is our intention to share the extensive history and experience that RMC has providing imaging technology and services to clients locally, nationally and inter-nationally. In fact, RMC currently supports document technologies in over 40,000 clients. Our success is based on a very specific goal: customer loyalty. We have developed a very solid infrastructure over the past 60+ years based on this belief:

"Our mission is to ensure the ongoing trust and loyalty of our clients by providing them with uncommonly great customer service and value in the sales and support of document technology products and services."

We believe that the most critical decision you can make in the selection of a document solutions provider is "what they can do to help you reach your technology goals". Proven expertise is vital in the vendor you select. When considering a provider, ask yourself this question: "is the vendor trying to sell a copier or is the vendor positioned to integrate that solution into the office of the future". We believe unequivocally that RMC is the only vendor you will interview that will help navigate these future uncharted waters.

Our unique program offers a complete solution that will simplify the billing and support functions.

We look forward to discussing these strategies. If you have any questions after reviewing this proposal, I would be more than happy to assist.

Best Regards,

Tyler Atmore
Account Executive





Ray Morgan Company Overview

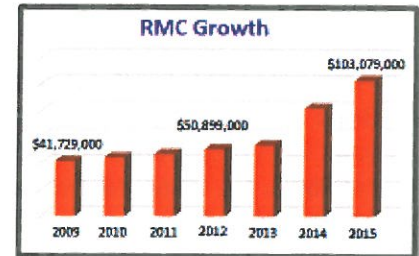
Experience

Established in 1956, the Ray Morgan Company (RMC) has grown to be one of the largest independent dealers in the United States. With over 60 years providing document technology products and services, RMC is uniquely positioned to be a valued partner for our clients due to the extensive experience and resources:

- 17 Branch Offices Throughout California & Nevada
- 445+ Dedicated Staff
- 200+ Service Support Personnel

Financial Strength

It is important to have a provider with the financial strength and continued growth to ensure that long term contracts will be supported. RMC has been on a consistent growth track for many years due to our customer focused approach.



Customers First

Though our revenues have exceeded \$100 million, we remain a highly responsive and customer centered organization. RMC ownership is actively involved in day-to-day operations, and are always "one phone call away" to respond to any customer. Customer Service is our number one priority. All clients have the ability to rate our support. Here is how RMC rates amongst the top companies in the U.S.

Company	Net Promoter Score
RAY MORGAN CO.	93
USAA	80
COSTCO	78
NORDSTROM	75
APPLE/IPHONE	70
AMAZON	69
SOUTHWEST	66

The Net Promoter Score system is what percentage of your customers would recommend you to others. Below are the scores of some of the top companies in North America.

Scope of Services

As a leading provider of document technologies, RMC recommends the right solution for a specific need. Mobile data and cloud solutions are important with many clients. RMC provides a full suite of hosted and cloud technologies.



Imaging Systems



Document Management



ProCare IT Outsourcing



Managed Print Services



Facilities Management



Print & Mail Fulfillment Services



Business Process Outsourcing



Paperless Workflow Solutions



Vertical Industry Solutions



Secure Output Management Solutions

We have you covered.

RMC can support all types of document processing, scanning, printing, mailing, electronic document archiving. Also, the network infrastructure used to manage data is supported by the RMC ProCare IT services.



Ray Morgan Company

RMC Service Support

Field Service

All RMC technicians are manufacturer trained and certified. They carry car stock to reduce the amount of call back visits. Focusing on **first call fixes** is key to maintaining the uptime you require when a field technician is needed.



Preventing Copier Emergencies

Gone are the days of shaking toner cartridges because someone forgot to order replacements on time! With Ray Morgan Company's **Proactive Maintenance and Automatic Replenishment**, problems are taken care of *before* they become an office emergency. Similar to routine maintenance for your car, Proactive Maintenance keeps equipment in optimal shape and prevents additional service calls, which can reduce downtime. And so long as it's connected to the network, Ray Morgan Company's Automatic Replenishment system enables office equipment to take care of itself.

Answering the Call

All calls are handled by a **LIVE** operator during business hours. Placing a service/supply call is quick and easy since all phone operators are cross-trained, thus eliminating the need for your call to be transferred. Toll Free 866-754-7677. Or use your personal web portal.

Performance Guaranty

After the technician has contacted the customer with an ETA, the technician arrives and communicates with the key operator or individual that placed the service call to confirm the problem. The technician then services the equipment, resolving the problem(s) and performing all preventative maintenance.

- *If at any time and for a period of up to 5 years from the date of purchase of any Multifunction equipment from us, and as long as such unit is continually covered under an RMC Maintenance Agreement, we will, at your request and for cause, replace the machine in question with another one of same or similar model, age or newer and meter at absolutely no cost to you.*
- *All we ask is that you provide us with a written description of what your equipment complaint is and give us 30 days to resolve the specific technical problem(s) to your satisfaction. Should we fail with a remedy within the stated timeframe we will then promptly exchange the machine in question.*

Peace of Mind

RMC has the experience, with the most tenured sales and technical staff in the industry. We can support your organization now and in the future.



Ray Morgan Company

Current Technology Financial Profile:

Here is the breakdown of your expenses today:

Monthly Equipment Lease Payment: \$0
Monthly Service Expense: \$469.52 (7 month average)
Other Expenses:

True Monthly Costs: \$469.52 (+ taxes)

Proposed RMC Solution Overview:

Here is the breakdown of your expenses in the future state: (Machine information on next page)

Equipment Investment Total:

QTY	MODEL	DESCRIPTION
1	imageRUNNER ADVANCE DX C5750i	imageRUNNER ADVANCE DX C5750i <ul style="list-style-type: none">• High Capacity Cassette Feeding Unit• External Staple Finisher• 2/3 Hole Punch Unit• Fax Board

Lease Options

	PAYMENT	TERM
	\$139.84	60
	\$196.65	36
Purchase:	\$5,364.29	\$28.10/month for maintenance

Maintenance and Supplies

The option also includes:

- All parts, labor, toner and service calls.
- Up to 0 mono copies per month with additional mono copies billed monthly at \$0.0082 per copy.
- Up to 0 color copies per month with additional color copies billed monthly at \$0.0558 per copy.
- 4-hour response time in the metro area and next-day service for out-of-town customers.

EXCLUDES: paper and staples.



Ray Morgan Company

Investment Comparison:

60 Month Lease Example

Current Service Overages

B/W: $4903 \times .01303 = \$63.87$

CLR: $4224.43 \times .09602 = \405.63

TOTAL = \$469.50

Proposed Service Overages

B/W: $4903 \times .0082 = \$40.20$

CLR: $4224.43 \times .0558 = \$235.72$

TOTAL = \$275.92

+ \$139.84

\$ 415.76

Monthly Savings: **\$53.74**

Annual Savings: **\$644.88**

5 year Savings: **\$3,224.40**



Ray Morgan Company
DOCUMENT TECHNOLOGY SOLUTIONS



imageRUNNER
ADVANCE DX
C5760i/C5750i
C5740i/C5735i

imageRUNNER ADVANCE DX C5700 Series

Print up to 60 ppm (BW/color)

Scan up to 270 ipm (300 dpi) (BW/color, duplex)

Print up to 12" × 18"

6,350-sheet maximum paper capacity

Canon's comprehensive portfolio of imageRUNNER ADVANCE DX multifunction printers and integrated solutions can help **simplify** the end user experience and management of technology, better **control** sensitive information and print-related costs, and help ensure that technology investments proactively **evolve** with changing needs.

Color
Mid-volume
Multifunction



WORKFLOW EFFICIENCY

- 10.1" intuitive touchscreen with smartphone-like usability.
- A unique, customized experience tailored to individual preferences using My ADVANCE.
- Supports mobile solutions and integration with many popular cloud services like Google Drive!
- Scan and convert documents to searchable digital files in a variety of file formats.
- Integration with Canon and various third-party software with embedded application platform.
- Hot Folders allow users to drag and drop a file into a hot folder and automatically print with pre-defined settings such as number of copies and finishing requirements.



SECURITY

- Advanced standard security feature set to help safeguard sensitive information and assist in regulatory compliance.
- Integrates with existing, third-party SIEM*² systems to help provide real-time, comprehensive insights into potential threats to the network and printers.
- Technology to verify that the device boot process, firmware, and applications initialize without alteration at startup. McAfee Embedded Control³ utilizes a whitelist to protect against malware and tampering of firmware and applications.
- Security policy settings can be controlled with a dedicated password, configured from a central location, and exported to other supported devices.
- Control access to the device and specific features, using a host of flexible authentication methods—PIN code, user name/password, or card access.⁴



QUALITY AND RELIABILITY

- Canon's signature reliability and engine technologies help keep productivity high and minimize the impact on support resources.
- Outstanding imaging technologies and toner allow for consistently striking images, thanks to Canon's V² color profile.
- Designed to achieve maximum uptime with status notifications that help keep supplies replenished and intuitive maintenance videos for consumables replacement.
- imageRUNNER ADVANCE models have received many awards and recognition from leading industry analysts, often referencing strong reliability.

* Security Information and Event Management



DEVICE AND FLEET MANAGEMENT

- Designed for quick, easy deployment.
- Remote diagnostics and parts life management for proactive maintenance and rapid fixes.
- Easy and intuitive to monitor device status and consumable levels, turn off devices remotely, observe meter readings, manage settings, and implement security policies.
- Common firmware and regular updates with Unified Firmware Platform (UFP) for continuous improvements and consistency across a fleet.



COST MANAGEMENT

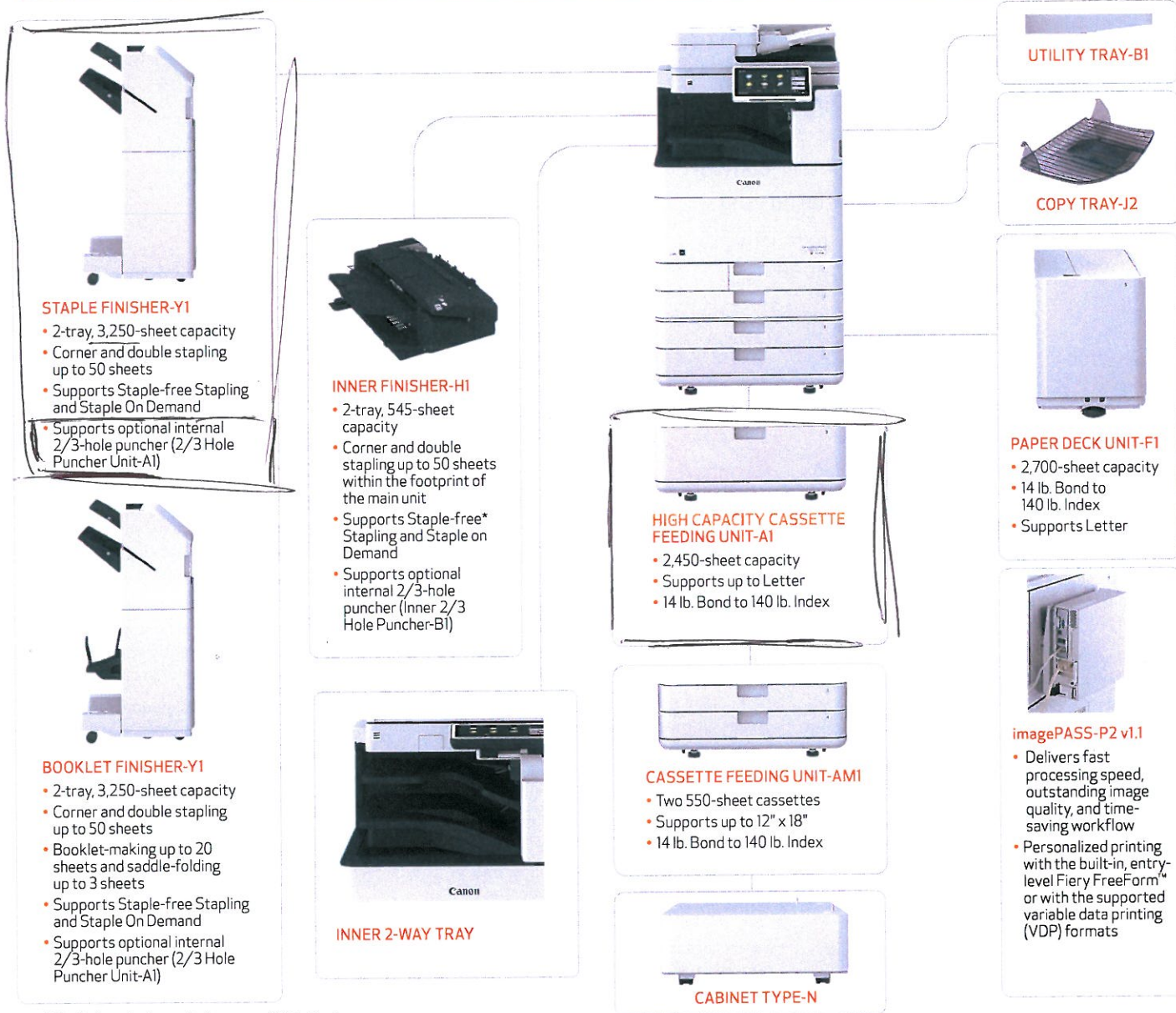
- Track and assess print, copy, scan, and fax usage and allocate costs to departments or projects.
- Apply print policies and restrict usage by user to help reduce unnecessary printing and contribute to cost efficiency.
- Standard cloud-based solution provides a centralized dashboard with up-to-the-minute insights into printer activity.
- Upgrade to uniFLOW server or cloud-based solutions for full accounting and reporting for compatible Canon and third-party devices, pull printing, job routing, and powerful scan workflows.



SUSTAINABILITY

- A combination of fusing technologies and low-melting-point toner minimizes power requirements and helps achieve low energy consumption.
- Encourage environmentally conscious work practices by enabling multiple settings that can help save paper and energy.
- ENERGY STAR® certified and rated EPEAT® Gold.⁵

CONFIGURATION OPTIONS



* Staple-free stapling, up to five pages of 17 lb. Bond.

SPECIFICATIONS

Main Unit

Type

Color Laser Multifunctional

Core Functions

Standard: Print, Copy, Scan, Send, Store
Optional: Fax

Processor

1.75GHz Dual Core Processor

Control Panel

10.1" TFT LCD WSVGA Color Flat-panel

Memory

4.0 GB RAM

Hard Disk Drive

Standard: 250 GB/Maximum: 1 TB

Interface Connection

Network: 1000Base-T/100Base-TX/10Base-T,
Wireless LAN (IEEE 802.11 b/g/n)

Others

Standard: USB 2.0 (Host) x1, USB 3.0 x1 (Host),
USB 2.0 x1 (Device)
Optional: Serial Interface, Copy Control Interface

Paper Output Capacity (LTR, 20 lb. Bond)

Standard: 250 Sheets
Maximum: 3,450 Sheets
(with External Finisher and Copy Tray)

Paper Sources (LTR, 20 lb. Bond)

Standard: Dual 550-sheet Paper Cassettes,
100-sheet Stack Bypass
Optional: Dual 550-Sheet Paper Cassettes
(Cassette Feeding Unit-AM1), 2,450-Sheet
High Capacity Paper Cassette (High
Capacity Cassette Feeding Unit-A1),
2,700-Sheet Paper Deck
(Paper Deck Unit-F1)

Paper Capacity (LTR, 20 lb. Bond)

Standard: 1,200 Sheets
Maximum: 6,350 Sheets

Finishing Capabilities

Standard: Collate, Group
With Options: Collate, Group, Offset, Staple, Saddle-Stitch,
Hole Punch, Eco Staple, Staple On Demand

Supported Media Types

Multi-Purpose Tray: Thin, Plain, Recycled, Color, Heavy, Coated,
Tracing, Bond, Transparency, Label,
Pre-punched, Letterhead, Tab, Envelope
Paper: Thin, Plain, Recycled, Color, Heavy, Bond,
Cassettes: Transparency, Pre-punched, Letterhead,
Envelope⁶

Supported Media Sizes

Upper Cassette: Letter, Executive, Statement-R, Envelope
[No.10 (COM10), DL, ISO-C5], Custom Size
(3-7/8" x 5-7/8" to 11-3/4" x 8-1/2")
Lower Cassette: 12" x 18", 11" x 17", Legal, Letter, Letter-R,
Executive, Statement-R, Envelope
[No.10 (COM10), Monarch, DL, ISO-C5],
Custom Size (3-7/8" x 7-1/8" to 12" x 18")
Multi-Purpose Tray: 12" x 18", 11" x 17", Legal, Letter, Letter-R,
Executive, Statement, Statement-R,
Envelope [No.10 (COM10), Monarch, DL,
ISO-C5], Envelope Custom Size (3-7/8" x
3-7/8" to 12-5/8" x 18"), Custom Size/
Free Size (3-7/8" x 5-1/2" to 12-5/8" x 18")

Supported Media Weights

Cassettes: 14 lb. Bond to 140 lb. Index (52 to 256 g/m²)
Stack Bypass: 14 lb. Bond to 110 lb. Cover (52 to 300 g/m²)
Duplexing: 14 lb. Bond to 80 lb. Cover (52 to 220 g/m²)

Print/Copy Speed (BW and Color)

C5760i: Up to 60 ppm (Letter); Up to 36 ppm
(Letter-R); Up to 34 ppm (Legal);
Up to 32 ppm (11" x 17")
C5750i: Up to 50 ppm (Letter); Up to 30 ppm
(Letter-R); Up to 29 ppm (Legal);
Up to 27 ppm (11" x 17")
C5740i: Up to 40 ppm (Letter); Up to 24 ppm
(Letter-R); Up to 23 ppm (Legal);
Up to 22 ppm (11" x 17")
C5735i: Up to 35 ppm (Letter); Up to 23 ppm
(Letter-R); Up to 21 ppm (Legal);
Up to 18 ppm (11" x 17")

Warm-up Time

From Power On: Approx. 10 Seconds⁷
From Sleep Mode: Approx. 10 Seconds⁸
Quick Startup Mode: Approx. 4 Seconds⁹

Dimensions (W x D x H)

24-3/8" x 28-1/2" x 36-7/8" (620 x 722 x 937 mm)¹⁰

Installation Space (W x D)

Basic: 42-5/8" x 45-3/4" (1,083 x 1,162 mm)
(Right Cover Open with Multi-purpose
tray extended + Cassette Drawers Open)
Fully Configured: 73-1/2" x 45-3/4" (1,866 x 1,162 mm)
(Booklet Finisher-Y1 with the extension
tray extended + Paper Deck Unit-F1 +
Cassette Drawers open)

Weight

Approx. 310.9 lb. (141 kg)¹¹

Print Specifications

Print Resolution (dpi)

1200 x 1200

Standard Page Description Languages

UFR II, PCL6, Adobe PS 3

Supported File Types

PDF, TIFF, JPEG, EPS,¹² XPS

Printing from Mobile Devices and Cloud-based Services

A range of standard and optional software and MEAP-based solutions (including AirPrint, Mopria, Universal Print by Microsoft[®], Canon PRINT Business, and uniFLOW Online) are available to provide printing from mobile devices or internet-connected devices and cloud-based services depending on your requirements. Please contact your sales representative for further information.

Fonts

PCL: 93 Roman, 10 Bitmap fonts, 2 OCR fonts,
Andalé Mono WT 1/K/S/T (Japanese,
Korean, Simplified and Traditional Chinese),¹³
Barcode Fonts¹⁴
PS: 136 Roman

Operating System¹⁵

UFR II/PS: Windows[®] 7/8.1/10/Server2008/
Server2008 R2/Server2012/Server2012
R2/Server2016/Server2019, Mac OS X
(10.10 or later)
PCL: Windows[®] 7/8.1/10/Server2008/
Server2008 R2/Server2012/Server2012
R2/Server2016/Server2019
PPD: Windows[®] 7/8.1/10, Mac OS X (10.9 or later)

Copy Specifications

First-Copy-Out Time

C5760i: As fast as 2.9 seconds (BW)/
4.5 seconds (Color)
C5750i: As fast as 3.5 seconds (BW)/
5.2 seconds (Color)
C5740i: As fast as 4.1 seconds (BW)/
6.1 seconds (Color)
C5735i: As fast as 4.9 seconds (BW)/
7.4 seconds (Color)

Copy Resolution (dpi)

600 x 600

Multiple Copies

Up to 999

Magnification

25%-400% (1% Increments)

Preset Reductions/Enlargements

25%, 50%, 64%, 73%, 78%, 100% (1:1), 121%, 129%,
200%, 400%

Scan Specifications

Type

Single-Pass Duplexing Automatic Document Feeder

Document Feeder Paper Capacity

Up to 200 Sheets (20 lb. Bond)

Document Feeder Supported Media Sizes

11" x 17", Legal, Letter, Letter-R, Statement, Statement-R,
Custom Size: 2-3/4" x 5-1/2" to 12" x 17"

Document Feeder Supported Media Weights

Single-Sided: 13.3 lb. Bond to 80 lb. Cover (50 to 220 gsm)
Scanning: (BW, CL)
Double-Sided: 13.3 lb. Bond to 80 lb. Cover (50 to 220 gsm)
Scanning: (BW, CL)

Platen Acceptable Originals

Sheet, Book, 3-Dimensional Objects

Pull Scan

Color Network ScanGear2 for both Twain and WIA
Supported: Windows[®] 7/8.1/10/Server 2008/
OS: Server 2008 R2/Server 2012/
Server 2012 R2/Server 2016

Scan Resolution (dpi)

Scan for Copy: 600 x 600
Scan for Send: (Push) 600 x 600 (SMB/FTP/WebDAV/
IFAX), (Pull) 600 x 600
Scan for Fax: 600 x 600

Scan to Mobile Devices and Cloud-based Services

A range of solutions is available to provide scanning to compatible mobile devices and certain cloud-based services depending on your requirements.

Scan Speed (LTR) (BW/CL)

Single-sided: 135/135 (300 dpi), 80/80 (600 dpi),
Scanning:
Double-sided: 270/270 (300 dpi), 160/90
Scanning: (600 dpi)

Send Specifications

Destination

Standard: E-mail/Internet FAX (SMTP), SMB3.0, FTP,
WebDAV, Mail Box
Optional: Super G3 FAX, IP Fax

Address Book

LDAP (2,000)/Local (1,600)/Speed Dial (200)

Send Resolution (dpi)

Push: Up to 600 x 600
Pull: Up to 600 x 600

Communication Protocol

File: FTP(TCP/IP), SMB3.0 (TCP/IP), WebDAV
Email: SMTP, POP3

File Format

Standard: TIFF, JPEG, PDF (Encrypted, Compact,
Searchable, Apply Policy, Optimize for
Web, User Signature, PDF A/1-b, Limited
Color, Device Signature, User Signature),
XPS (Compact, Searchable, Device Signature,
User Signature), Office Open XML
(PowerPoint, Word)

Fax Specifications (Optional)

Modem Speed

Super G3: 33.6 Kbps
G3: 14.4 Kbps

Compression Method

MH, MR, MMR, JBIG

Resolution (dpi)

400 x 400, 200 x 400, 200 x 200, 200 x 100

Sending/Recording Size

Statement-R to 11" x 17"

Fax Memory

Up to 30,000 Pages (2,000 jobs)

Speed Dials

Max. 200

Group Dials/Destinations

Max. 199 Dials

Sequential Broadcast

Max. 256 Addresses

Memory Backup

Yes

Store Specifications

Mail Box (Number Supported)

100 User In-boxes, 1 Memory RX In-box, 50 Confidential Fax In-boxes, Maximum 10,000 Pages (2,000 jobs) Stored

Advanced Box

Communication Protocol: SMB or WebDAV

Supported

Client PC: Windows (Windows 8.1/10)

Concurrent Connections (Max.)

SMB: 64

WebDAV: 3

Advanced Box Available Disc Space

Approx. 16 GB (Standard HDD)

Approx. 480 GB (With Optional 1 TB HDD)

Security Specifications

Authentication

Standard: Universal Login Manager, uniFLOW Online Express,¹⁶ User Authentication, Department ID Authentication, Access Management System, Device and Function Level Log-in uniFLOW

Optional:

Data

Standard: Trusted Platform Module (TPM), Hard Disk Password Lock, Hard Disk Drive Erase, Mail Box Password Protection, Hard Disk Drive Encryption (FIPS140-2 Validated), Verify System at Startup,³ McAfee Embedded Control³

Optional: Hard Disk Drive Mirroring, IEEE 2600.2 Common Criteria Certification, Data Loss Prevention (Requires uniFLOW)

Network

Standard: Encrypted Secure Print, IP/Mac Address Filtering, IPsec, TLS Encrypted Communication (v1.0/1.1/1.2/1.3), SNMP V3.0, IEEE 802.1X, IPv6, SMTP Authentication, POP Authentication before SMTP, S/MIME, SIEM Integration

Document

Standard: Secure Watermark, Secure Print, Adobe LiveCycle® Rights Management ES2.5 Integration, Encrypted PDF, Encrypted Secure Print, Digital Signature User Signature

Environmental Specifications

Operating Environment

Temperature: 50 to 86°F

Humidity: 20 to 80% RH (Relative Humidity)

Power Requirements

C5760i/
C5750i: 110-127V, 60Hz, 11.5A

C5740i/
C5735i: 110-127V, 60Hz, 10A

Power Consumption

Maximum: Approx. 1,800 W

Standby: Approx. 63.1 W¹⁷

Sleep Mode: Approx. 0.8 W¹⁸

Typical Electricity Consumption (TEC) Rating¹⁹

C5760i: 0.84 kWh

C5750i: 0.68 kWh

C5740i: 0.57 kWh

C5735i: 0.47 kWh

Standards

ENERGY STAR® Certified

Rated EPEAT® Gold⁵

Consumables

Toner

GPR-55 Toner²⁰

Toner Yield (Estimated @ 5% Coverage)

Black: 69,000 Images

Color (C,M,Y): 60,000 Images

¹ Subscription to a third-party cloud service required. Subject to third-party cloud service providers' Terms and Conditions.

² Third-party SIEM system required. Subject to third-party SIEM system's Terms and Conditions. Canon cannot ensure compatibility with all third-party SIEM systems.

³ This feature is off by default and must be turned on by the user. Warm-up times are affected once turned on.

⁴ Requires additional option.

⁵ For current EPEAT rating (Gold/Silver/Bronze), please visit www.epeat.net.

⁶ Envelope Feeder Attachment (standard) is required.

⁷ Time from device power-on, until copy ready (not print reservation).

⁸ Time from exiting Sleep mode to when printing is operational.

⁹ Time from device power-on to when the copy icon appears and is enabled to operate on the touch panel display.

¹⁰ Includes main unit and either Cassette Feeding Unit-AM1, High Capacity Cassette Feeding Unit-A1, or Cabinet Type-N.

¹¹ Includes main unit, consumables, and Cassette Feeding Unit-AM1.

¹² EPS can be printed directly only from the Remote User Interface.

¹³ Requires the optional PCL International Font Set-A1.

¹⁴ Requires the optional Barcode Printer Kit-D1.

¹⁵ Other operating systems and environments, including AS/400, UNIX, Linux, and Citrix may be supported. Some of these solutions are chargeable. SAP Device Types are available via the SAP Market Place. For more information, contact your sales representative.

¹⁶ No charge for this solution; however, activation is required.

¹⁷ Reference Value (measured one unit).

¹⁸ 0.8 W Sleep mode not available in all circumstances due to certain settings.

¹⁹ Based on ENERGY STAR Product Specification for Imaging Equipment Version 3.0.

²⁰ GPR-55L Toner also available for Color (C, M, Y). Yield (estimated @ 5% coverage) is 26,000 images.



USA.CANON.COM/SIMPLYADVANCED



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To learn about Canon's many awards, visit usa.canon.com/awards.

Genevieve Glass

From: Bray, Bradley M <Brad.Bray@xerox.com>
Sent: Thursday, March 25, 2021 9:55 AM
To: Genevieve Glass
Subject: Inland Business Office Solution
Attachments: c8135 c8145 c8155 brochure.pdf

Good Morning,

Thank you for reaching out, the direct feedback is extremely valuable. Our goal is to implement the most reliable solution while also being the most cost effective. Based on the review, I am reaching out to present a xerox office solution.

Below are a few notable points I wanted to highlight.

- The proposed devices are brand new, with a simple user interface.
- Inland will pre-configure, deliver, network and provide full implementation support
- Ongoing account management ensures high responsiveness and maximum uptime.

Xerox C8155 (standard 60 month)\$235

Purchase \$10,599

- 55 Page Per Minute-Color
- **Color Scan – Single Pass**
- 2- 550 Sheet Paper Tray
- 2,000 Sheet Tandem Tray
- Staple Finisher w 2/3 Hole Punch
- Continuous Scan (build a job)
- Fax
- Store Frequently used documents



ALL INCLUSIVE AGREEMENT, B/W \$0.01 and Color \$0.075

PARTS, LABOR, AND TONER (EXCLUDES PAPER)

- DELIVERY, INSTALLATION AND TRAINING
- \$33 includes 1,000 B/W copies & 250 Color

On behalf of myself and the Inland team, we really appreciate this opportunity to develop our partnership and provide a comprehensive solution for you. It would be my pleasure to clarify any points, or make any modifications to this proposal if any information has changed.

ASK about our *Thermal Kiosks!* monitor and manage health risk at the front door!



MONITOR HEALTH

MzeroManage monitors the health of the kiosk operating system and software, along with accompanying hardware, in real time.



CUSTOM ALARMS

MzeroManage allows deployers to customize the severity of each alarm and to determine who an alert should go to.



MULTI-USER

Multi-user access can be used for alerts, security updates, and pushing new content to the kiosk or digital signage.



ANALYTICS

MzeroManage offers measurable ROI with the ability to pull logs, diagnostics and usage information reports from the kiosk and digital signage.

Thank you,

Bradley Bray

xerox



Regional Sales Manager

2592 Notre Dame Blvd,
Chico, CA 95928

Phone: (530) 891-1966

Cell: (530) 514-4733

brad.bray@xerox.com

Xerox® AltaLink® Color Multifunction Printers



C8130/C8135/C8145/C8155/C8170



AltaLink® C8100 Series Color Multifunction Printers are built on Xerox® ConnectKey® Technology. For more information, go to www.ConnectKey.com.

System Specification	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Speed					
Color / Black-and-White	Up to 30 / 30 ppm	Up to 35 / 35 ppm	Up to 45 / 45 ppm	Up to 55 / 55 ppm	Up to 70 / 70 ppm
Monthly Duty Cycle¹	Up to 90,000 pages	Up to 110,000 pages	Up to 200,000 pages	Up to 300,000 pages	Up to 300,000 pages
Hard Drive / Processor / Memory	Minimum 128 GB SSD / Optional: 500 GB HDD / Intel® Atom™ Quad Core 1.91 GHz / 4 GB system memory (8 GB system memory AltaLink® C8170)				
Connectivity	Ethernet 10/100/1000 Base-T, High-speed USB 2.0 direct print, Wi-Fi/Wi-Fi Direct with optional Xerox® Dual Band Wireless Kit, NFC, Bluetooth (iBeacon)				
Controller Features	Unified Address Book, Remote Control Panel, Configuration Cloning, Fleet Orchestrator, Configuration Watchdog				
Optional Controller	Xerox® EX-c C8100 Print Server Powered by Fiery®				
Copy and Print					
Copy and Print Resolution	Copy: Up to 600 x 600 dpi; Print: Up to 1200 x 2400 dpi				
First-Print-Out Time (as fast as)	5.7 seconds color/4.2 seconds black-and-white		4.9 seconds color/3.8 seconds black-and-white	4.5 seconds color/3.2 seconds black-and-white	3.8 seconds color/3.0 seconds black-and-white
First-Copy-Out Time (as fast as) (from platen/ warmed up state)	6.1 seconds color/4.5 seconds black-and-white		5.5 seconds color/4.4 seconds black-and-white	4.7 seconds color/3.7 seconds black-and-white	4.0 seconds color/3.2 seconds black-and-white
Page Description Language	Adobe® PostScript® 3™, Adobe® PDF, PCL® 5c / PCL® 6				
Print Features	Print from USB, Print from Cloud Repositories (Dropbox, One Drive and Google Drive), Encrypted Secure Print, Xerox® Earth Smart Driver Settings, Job Identification, Booklet Layout, Store and Recall Driver Settings, Bi-directional Real-time Status, Scaling, Job Monitoring, Application Defaults, Two-sided Printing (as default), Hold All Jobs, Long Sheet (Banner) Printing, Print Around, Print on Alternate Paper				
Mobile and Cloud Ready					
Mobile Connectivity	Near-Field Communication (NFC); Optional: Wi-Fi Direct, Wi-Fi (802.11 b/g/n/ac), AirPrint (iOS) including iBeacon (Bluetooth)				
Mobile Printing	AirPrint®, Mopria®, Xerox® Print Service (Android), @PrintByXerox App; Optional: Xerox® Workplace Mobile App (iOS/Android), AirPrint (iOS) including iBeacon (Bluetooth)				
Mobile Scanning	AirPrint®, Mopria®; Optional: Xerox® Workplace Mobile App (iOS/Android)				
Mobile Apps and Xerox® App Gallery	Automate everyday processes with apps that translate, redact, eSign, personalize print, convert, route, collaborate and communicate. Visit xerox.com/WorkplaceApps to find apps by industry or workflow. Software and services: Xerox® DocuShare® (xerox.com/ecm), XMPie® (xerox.com/XMPie), Xerox® Workplace Solutions (xerox.com/WorkplaceSolutions)				
Xerox® Workplace Suite and Xerox® Workplace Cloud	Optional: Xerox® Workplace Suite is a modular set of workflows designed to save customers time and money by providing effective control over their print fleet, while enabling worker productivity and mobility through a set of robust workflows. Xerox enables ultimate customer flexibility by offering these capabilities in both an on-premises server version (Workplace Suite) and with a cloud based-version (Workplace Cloud) of this solution.				

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Scan	
Standard Features	Destinations: Scan to USB / Email / Network (FTP/SMB), HTTP, HTTPS, SFTP destinations; File Formats: PDF, PDF/A, XPS, JPEG, TIFF; Convenience Features: Scan Preview, Scan to Home, Searchable PDF, Single/Multi-Page PDF / XPS / TIFF, Password Protected PDF, Unified Address Book, Optical Character Recognition (OCR), Scan to Folder, 1-Touch Apps, TWAIN Support
Optional Features	Scan to Cloud Repositories (Dropbox, One Drive and Google Drive) ² . Xerox® Scanning App for DocuShare®, other solutions available through various Xerox Business Innovation Partners at xerox.com/Software-Solutions
Fax	
Standard Features	Internet Fax, Fax Build Job, Network Server Fax Enablement, Fax Build Job
Optional Features	Walk-up Fax (one-line and two-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email or SMB Share)
Security	
Standard Features	802.1x, IPsec, HTTPS, SFTP and Encrypted Email, McAfee® Embedded Control Whitelisting, Firmware Verification, McAfee® ePolicy Orchestrator®, McAfee Enterprise Security Manager ² , LogRhythm SIEM ² , Splunk SIEM ² , Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, TLS 1.1/1.2, Security Certificates utilizing ECDSA, Automatic Self-signed Certificate, Cisco® Identity Services Engine (ISE) integration, automated threat response through McAfee® DXL/Cisco® pxGrid integration, Local Authentication (Internal Database), FIPS 140-2 User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Control, User Permissions, Configuration Watchdog, TPM, Trusted Boot Encrypted Storage Drive (AES 256-bit, FIPS 140-2), Job Level Encryption via HTTPS and Drivers, Signed Email Under evaluation for Common Criteria Certification (ISO 15408), Encrypted Secure Print
Optional Features	McAfee® Integrity Control, Smart Card Enablement Kit (CAC/PIV/.NET) ³ , Xerox® Integrated RFID Card Reader, Encrypted Hard Disk (AES 256-bit, FIPS 140-2) with Image Overwrite, Xerox® Workplace Cloud/Suite Print Management and Content Security; learn more at xerox.com/WorkplaceSolutions
Print Management	
Standard Features	Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email), Network Accounting Enablement
Optional Features	Xerox® Workplace Cloud/Suite, other network accounting solutions available through various Xerox Business Innovation Partners. Xerox® Virtual Print Management Service; learn more at xerox.com/PrintManagement

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Features and Accessories

Single-Pass Duplex Automatic Document Feeder (DADF)

saves time by simultaneously scanning both sides of two-sided documents up to 270 impressions per minute (ipm).

PAPER INPUT⁴

Two 520-sheet Adjustable Trays (common with all configurations). Tray 1 handles media sizes up to 11.7 x 17 in. / A3 and Tray 2 handles media sizes up to 12 x 18 in. / SRA3.



Envelope Kit (optional — replaces Tray 1) provides feeding of up to 60 envelopes.



High Capacity Tandem Tray Configuration holds a total paper capacity of up to 3,140 sheets.

Four Tray Module Configuration (available for C8130/C8135) holds a total of up to 2,180 sheets.

Bypass Tray handles up to 100 sheets; Custom sizes: 3.5 x 3.9 to 12.6 x 52 in. / 89 x 98 mm to 320 x 1,320 mm.



High-Capacity Feeder (optional) holds 3,000 sheets of letter/A4 paper, increasing the maximum paper capacity to 6,140 sheets.



LONG SHEET PRINTING

Long Sheet Feed Kit (optional) provides the ability to print up to 12.6 x 52 in. / 320 x 1,320 mm media.



USER INTERFACE



Intuitive Tablet-Like 10.1-inch Color Touchscreen is customizable and lets you perform tasks in just a few taps. Try it out at xerox.com/AltaLink8100UI.

INNOVATIVE TECHNOLOGIES



Xerox® Integrated RFID Card Reader (optional) adds card-based authentication with support for over 90 access cards.



Near Field Communication (NFC) Tap-to-Pair allows users to tap their mobile device to the AltaLink® C8100 Series user panel and quickly connect with the MFP.



Smart Proximity Sensor detects when users are nearby. It conserves energy during inactive periods and automatically activates the device when a user approaches.

PAPER OUTPUT / FINISHERS⁴



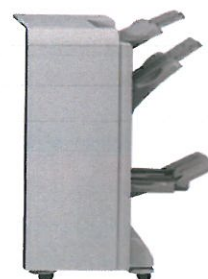
Office Finisher (optional) provides advanced finishing functions, optional crease/score and saddle-stitch booklet, making it capable of 60-page booklets (2 to 15 sheets).



Business Ready (BR) Finisher (optional) gives you advanced finishing functions at a great value.



C-Fold/Z-Fold Unit (optional) adds C-fold, Z-fold and Z-half-fold to the BR Finisher or BR Booklet Maker Finisher.



BR Booklet Maker Finisher (optional) create 64-page saddle-stitched booklets (2 to 16 sheets).



Dual Offset Catch Tray (available when no finishers are installed; Single Offset Catch Tray with finishers).



Integrated Office Finisher (optional with C8130/C8135/ C8145/C8155) provides 500-sheet stacking and 50-sheet, 2-position stapling.



Convenience Stapler (optional) staples up to 50 sheets of 20 lb. / 75 gsm media.

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Device Specification					
Control Panel Languages	US English, International English, International French, Italian, German, International Spanish, Dutch, Brazilian Portuguese, Swedish, Norwegian, Danish, Finnish, Turkish, Greek, Russian, Czech, Polish, Hungarian, Romanian, Catalan, Arabic				
Accessories					
Optional	High Capacity Feeder 3000 A4/Letter Envelope Tray (Replaces Tray 1) Horizontal Transport Kit BR (Business Ready) Finisher (requires Horizontal Transport Kit) BR Booklet Maker Finisher (requires Horizontal Transport Kit) C-fold / Z-fold Unit for BR Finisher or BR Booklet Maker Finisher Convenience Stapler (includes Work Surface ⁵) Integrated Office Finisher (Available AltaLink® C8130, C8135, C8145, C8155) Office Finisher Booklet Maker for Office Finisher Hole Punch (2/3, 2/4, Swedish) Office Finisher Smart Card Enablement Kit ³ Xerox® EX-c C8100 Print Server Powered by Fiery Walk Up Fax (One- or Two-line options, includes LAN Fax) Wi-Fi/Wi-Fi Direct with Dual Band Wireless Kit Bluetooth Kit McAfee® Integrity Control Enablement Kit USB Keyboard / Shelf Kit Xerox® Integrated RFID Card-Reader Kit Unicode Font kit Foreign Device Interface (Also known as Auxiliary Access Device) Interface for third-party access control devices, such as coin machines and card readers Long Sheet Feed kit (banner printing) 500GB HDD Scan To Cloud Enablement Kit				
Electrical Requirements	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
North America	Voltage: 110-127 VAC +/- 10 % Frequency: 50/60 Hz +/- 3 %, 15 A				Voltage: 110-127 VAC +/- 10 % Frequency: 50/60 Hz +/- 3 %, 20 A
Europe	Voltage: 220-240 VAC +/- 10 % Frequency: 50/60 Hz +/- 3 %, 10 A				Voltage: 220-240 VAC +/- 10 % Frequency: 50/60 Hz +/- 3 %, 10 A

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Device Specification (continued)					
Power Consumption	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Running (Average)	115V: 576 watts 230V: 586 watts	115V: 600.3 watts 230V: 595.8 watts	115V: 717 watts 230V: 674 watts	115V: 806 watts 230V: 760 watts	115V: 929 watts 230V: 908 watts
Standby Mode	115V: 67 watts 230V: 71 watts	115V: 64 watts 230V: 70 watts	115V: 71 watts 230V: 71 watts	115V: 72 watts 230V: 70.3 watts	115V: 91.1 watts 230V: 79 watts
Auto Off/Sleep Mode	115V: 0.69 watts 230V: 0.71 watts (Default time to sleep mode = 0 minutes)	115V: 0.69 watts 230V: 0.72 watts (Default time to sleep mode = 0 minutes)	115V: 0.67 watts 230V: 0.71 watts (Default time to sleep mode = 0 minutes)	115V: 0.67 watts 230V: 0.71 watts (Default time to sleep mode = 0 minutes)	115V: 0.68 watts 230V: 0.75 watts (Default time to sleep mode = 0 minutes)
Warm-up (from Off)	As fast as 85 seconds				
Recovery from Sleep	As fast as 4.5 seconds				
Operating Environment					
Required Temperature Range	50 to 82° F / 10 to 28° C				
Required Relative Humidity	15% to 85%				
Sound Power Levels	Operating: 63.7 / 64.2 dB(A) Standby: 4.0 / 4.0 dB(A)		Operating: 65.2 / 67.3 dB(A) Standby: 4.3 / 4.3 dB(A)		Operating: 70.4 dB(A) Standby: 4.3 dB(A)
Dimensions and Weight					
Base Configuration	Width: 24.4 in. / 620 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 316 lb. / 143.1 kg				Width: 24.4 in. / 620 mm Depth: 31.2 in. / 793 mm Height: 46 in. / 1,169 mm Weight: 352.1 lb. / 159.7 kg
With Integrated Office Finisher (C8130, C8135, C8145, C8155)	Width: 32.2 in. / 819 mm Depth: 28.5 in. / 723 mm Height: 44.55 in. / 1,130 mm Weight: 340 lb. / 154.2 kg				N/A
With Office Finisher (with Booklet Maker)	Width: 47.5 in. / 1,207 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 402.3 lb. / 182.5 kg				Width: 47.5 in. / 1,207 mm Depth: 31.2 in. / 793 mm Height: 46 in. / 1,169 mm Weight: 439 lb. / 199 kg
Base Configuration with Business Ready (BR) Finisher	Width: 55 in. / 1,395 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 412.3 lb / 187 kg				Width: 55 in. / 1,395 mm Depth: 31.2 in. / 723 mm Height: 46 in. / 1,169 mm Weight: 448.4 lb. / 203.4 kg
Base Configuration with BR Booklet Maker Finisher	Width: 59 in. / 1,496.3 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 449.7 lb. / 204 kg				Width: 59 in. / 1,496.3 mm Depth: 31.2 in. / 723 mm Height: 46 in. / 1,169 mm Weight: 486.3 lb. / 220.6 kg
Base Configuration with BR Booklet Maker Finisher and C-fold / Z-fold Unit	Width: 64.3 in. / 1,632 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 560.6 lb. / 254.3 kg				Width: 64.3 in. / 1,632 mm Depth: 31.2 in. / 723 mm Height: 46 in. / 1,169 mm Weight: 597.2 lb. / 270.9 kg
Base Configuration with BR Booklet Maker Finisher, C-fold / Z-fold Unit and High Capacity Feeder	Width: 93 in. / 2,361 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 628.8 lb. / 285.2 kg				Width: 93 in. / 2,361 mm Depth: 31.2 in. / 723 mm Height: 46 in. / 1,169 mm Weight: 665.8 lb. / 302 kg
System Certification / Regulatory Compliance					
Certifications	To view the latest list of certifications, go to xerox.com/OfficeCertifications				

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Paper Handling	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Single-pass Duplex Automatic Document Feeder (DADF)					
Capacity ⁴	130 sheets				250 sheets
Speed (Up to)	82 ppm black-and-white and color (simplex) 141 ipm black-and-white and color (duplex)				135 ppm black-and-white and color (simplex) 270 ipm black-and-white and color (duplex)
Paper Sizes Sensed	3.4 x 4.9 in. to 11.7 x 17 in. / 85 x 125 mm to 297 x 432 mm ¹				
Weights	16 lb. to 32 lb. bond / 60 to 128 gsm				
Bypass Tray (Standard)					
Capacity ⁴	100 sheets				
Sizes	Custom Sizes: 3.5 x 3.9 in. to 12.6 x 52 in. / 89 x 98 mm to 320 x 1320 mm (SEF); Optional: Long Sheet Feed Kit (Banner Printing)				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm, Long sheets/banners (>19 in. / 483 mm): 28lb Bond - 120lb Index / 106 - 220 gsm				
Media Types	Bond Card Stock Card Stock Reloaded Custom Envelopes Glossy Card Stock Glossy Card Stock Reloaded Heavyweight Card Stock Heavyweight Card Stock Reloaded Heavyweight Glossy Card Stock Heavyweight Glossy Card Stock Reloaded Hole punched Labels Letterhead Lightweight Lightweight Cardstock Lightweight Card Stock Reloaded Lightweight Glossy Card Stock Lightweight Glossy Card Stock Reloaded Plain Plain-Reloaded Preprinted Recycled Transparencies Long Sheets/Banners: Card Stock Card Stock Reloaded Lightweight Card Stock Lightweight Card Stock Reloaded				
Trays 1 and 2 (Standard)					
Capacity ⁴	520 sheets each				
Sizes	Tray 1: Custom Sizes: 5.5 x 7.2 in. to 11.7 x 17 in. / 140 x 182 mm to 297 x 432 mm (SEF) Tray 2: Custom Sizes: 5.5 x 7.2 in. to 12 x 18 in. / 140 x 182 mm to SRA3 (SEF)				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm				
Media Types	Bond Card Stock Card Stock Reloaded Custom Envelopes Glossy Card Stock Glossy Card Stock Reloaded Heavyweight Card Stock Heavyweight Card Stock Reloaded Heavyweight Glossy Card Stock Heavyweight Glossy Card Stock Reloaded Hole punched Labels Letterhead Lightweight Lightweight Cardstock Lightweight Card Stock Reloaded Lightweight Glossy Card Stock Lightweight Glossy Card Stock Reloaded Plain Plain-Reloaded Preprinted Recycled Transparencies				