AGENDA
CITY OF EL CENTRO
CITY COUNCIL

WEDNESDAY, JULY 31, 2024

City Hall	Special Meeting	4:00 PM

CITY HALL
COUNCIL CHAMBERS
1275 MAIN STREET
EL CENTRO, CA 92243

Notice is hereby given that the Mayor of the City of El Centro has called a Special Meeting of the El Centro City Council to consider the item(s) on this agenda.

The public may attend in person. Any member of the public attending in person and wishing to make a comment is asked to complete a speaker slip and follow the instructions below regarding "Notice to the Public". Any member of the public is invited to submit public comments in advance of the meeting to be answered at the meeting. Please email your questions to CityClerk@cityofelcentro.org or call 760-337-4515 by July 31, 2024.

COUNCIL MEMBERS, STAFF AND THE PUBLIC MAY ATTEND VIA ZOOM.

To participate and make a public comment in person, via Zoom or telephone, please raise your hand, speak up and introduce yourself.

Join Zoom Meeting:

https://us06web.zoom.us/j/4180375132?pwd=Rmo5UjZ1cWdyV1VoWUhSZWp6R0tVZz09&omn=89669609531

Optional dial-in number: **1 (669) 444-9171**
Meeting ID: **418 037 5132** Passcode: **5iHJYM**

Public comments via zoom are subject to the same time limits as those in person.

Mayor & Council Members may be reached at (760) 336-8989

Mayor:	**Sylvia Marroquin**	**City Manager: Cedric Ceseña**
Interim Mayor Pro-Tem:	**Martha Cardenas-Singh**	**City Attorney: Elizabeth Martyn Evans**
Council Members:	**Tomás Oliva**	**City Clerk: Norma Wyles**
	Sonia Carter	
	Edgard Garcia	

4:00 P.M. OPEN SESSION

ALL TIMES ARE APPROXIMATE AND MAY VARY

CALL TO ORDER:

ROLL CALL BY CITY CLERK

PLEDGE OF ALLEGIANCE

INVOCATION

4:05-4:10 (TIME MAY VARY) PUBLIC COMMENTS:

Any person wishing to address the City Council on any matter on this agenda, is asked to complete a "Speakers Slip" and submit it to the City Clerk prior to the start of the meeting. Unless the Mayor extends the time, there is a three-minute time limit for each public comment. No comments on non-agenda items will be heard at this Special Meeting.

4:10-4:15 - CONSENT AGENDA:

1. Approval of City Council Minutes of July 16, 2024.

2. 2nd Reading and Adoption of Ordinance No. 24-02, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING SECTION 1.24 OF THE MUNICIPAL CODE GOVERNING USE OF THE CITY SEAL, LOGOS, AND HASHTAGS, waive reading and adopt by title only.

3. Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ESTABLISHING THE APPROPRIATIONS LIMIT FOR THE 2024-2025 FISCAL YEAR IN ACCORDANCE WITH ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA.

4:15-4:50 NEW BUSINESS:

4. Annual Fiscal Year 2025 Budget - Revised

PRESENTATION: Andy Heath

RECOMMENDATION:
Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA ADOPTING A REVISED ANNUAL BUDGET FOR SELECTED FUNDS FOR FISCAL YEAR 2024-25.

5. Update and Any Necessary Action Regarding ARPA Funding Related to Public Works Department Activities

PRESENTATION: Abraham Campos, PE - Public Works Director/City Engineer

RECOMMENDATION:
Approve the revised list of ARPA projects as presented.

6. Discussion and Any Necessary Action Regarding the Approval of an Agreement with Dudek for Services Relating to the Water and Sewer Master Plan and Cost of Service Rate Study

PRESENTATION: Abraham Campos, Public Works Director/City Engineer

RECOMMENDATION:
Approve Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING A CONSULTING AGREEMENT WITH DUDEK FOR DESIGN SERVICES RELATING TO THE WATER & SEWER MASTER PLAN AND COST OF SERVICE RATE STUDY.

7. Discussion and Any Necessary Action Regarding the Construction Award for the Southern Pump Station Project

PRESENTATION: Abraham Campos, Public Works Director/City Engineer

RECOMMENDATION:
1. Approve project funding as presented in this report.

2. Approve Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH ROVE ENGINEERING FOR THE CONSTRUCTION OF THE SOUTHERN PUMP STATION PROJECT.

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet will be available for public inspection at the Office of the City Clerk, 1275 Main Street, El Centro, California 92243, Monday-Friday during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the office of the City Clerk at (760)337-4515. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangement to assure accessibility to this meeting.

SCHEDULED
ACTION ITEM (ID # 6478)

Approval of City Council Minutes of July 16, 2024.

CITY MANAGER'S RECOMMENDATION:

Approval of City Council Minutes of July 16, 2024.

ATTACHMENTS:

- 07-16-2024 Regular CC Minutes (PDF)

REGULAR MEETING
EL CENTRO CITY COUNCIL
CITY HALL, COUNCIL CHAMBERS
1275 MAIN STREET, EL CENTRO, CA
TUESDAY, JULY 16, 2024, 11:30 A.M.

The El Centro City Council met in a regular session on Tuesday, July 16, 2024 at 11:32 a.m. in Conference Room A, El Centro City Hall, 1275 W. Main Street, El Centro, California for the purpose of closed session.

PRESENT: Council: Cardenas-Singh, Marroquin, Garcia, Carter
City Clerk Wyles, City Attorney Martyn Evans

ABSENT: Council: Oliva (arrived at 11:38 a.m.)
City Manager (arrived at 12:40 p.m.)

CLOSED SESSION PUBLIC COMMENT
None

CITY COUNCIL CLOSED SESSION
Moved by Cardenas-Singh, second by Garcia, to adjourn into closed session for:

ANTICIPATED LITIGATION BY THE CITY
A point has been reached where, in the opinion of the City Council upon the advice of its legal counsel, and based upon existing facts and circumstances, there is a significant possibility of initiation of litigation by the City pursuant to Govt. Code Section 54956.9(d)(4) - 1 case.

ANTICIPATED LITIGATION AGAINST THE CITY
A point has been reached where, in the opinion of the City Council upon the advice of its legal counsel, and based upon existing facts and circumstances, there is a significant possibility of initiation of litigation by the City pursuant to Govt. Code Section 54956.9(d)(2) - 2 cases.

CLOSED SESSION CONFERENCE WITH REAL PROPERTY NEGOTIATORS:
Property: APN 054-310-037.
Agency negotiators: City Manager and Community Services Director
Negotiating party: Rove Engineering
Under negotiation: price and terms

Motion carried.

Closed Session concluded at 1:45 p.m.

City Council recessed to 6:00 p.m.

Attachment: 07-16-2024 Regular CC Minutes (6478 : Approval of City Council Minutes)

OPEN SESSION

The El Centro City Council met in a regular session on Tuesday, July 16, 2024 at 6:00 p.m. in Council Chambers, El Centro City Hall, 1275 Main Street, El Centro, California.

PRESENT: Council: Cardenas-Singh, Oliva, Marroquin, Garcia, Carter (via Zoom)
City Clerk Wyles, City Manager Ceseña, City Attorney Martyn Evans

Pledge of Allegiance to the flag of the United States of America was led by Interim Mayor Pro-Tem Cardenas-Singh and Invocation was given by Council Member Oliva.

CITY ATTORNEY REPORT ON CLOSED SESSION

No reportable action at this time.

ADDED ITEM TO THE AGENDA

Mayor Marroquin also asked for a motion and a second to add a presentation to this agenda as item 4a., Adelaida Arvizu, Certificate of Recognition. Motion by Cardenas-Singh and second by Oliva, all in favor 4/0.
AYES: Cardenas-Singh, Oliva, Marroquin, Garcia
NOES: None
ABSENT: Carter
ABSTAINED: None

MOTION TO ADD COUNCIL MEMBER CARTER TO THIS MEETING

Mayor Marroquin also asked for a motion and a second to have Council Member Carter to join the meeting: Motion by Oliva, second by Garcia. Motion passed 4/0 to allow CM Carter to join the ongoing meeting.
AYES: Cardenas-Singh, Oliva, Marroquin, Garcia
NOES: None
ABSENT: Carter
ABSTAINED: None

PUBLIC COMMENTS

Public comments were made by Sky Ainsworth and Robert Williams.

PRESENTATIONS AND ANNOUNCEMENTS BY MAYOR

1. Measure P Funding for Youth Sports Program update from El Centro Little League. Presentations was made by Ivan Murillo.

2. Certificate of Recognition for Mr. Jon LeDoux, retiring from El Centro Elementary School District as the superintendent.

3. Certificate of Appreciation for Mr. Victor Zazueta for serving on the Library & Community Services Board and Friends of El Centro Community Services Foundation Board.

4. Certificate of Appreciation for Mr. Todd Evangelist for serving on the Friends of El Centro Community Services Foundation Board.

4a. Certificate of Recognition for Ms. Adelaida Arvizu for achieving Nation's Premier Collegiate Honor Society lifetime membership.

Attachment: 07-16-2024 Regular CC Minutes (6478 : Approval of City Council Minutes)

CONSENT AGENDA (ITEMS 5-9)
Moved by Cardenas-Singh, second by Oliva, approving consent items # 5-9.

5. Warrant Register's for the Month of June 2024.

6. Approval of Payroll Registers for the Month of June 2024.

7. Approval of the Treasurer's Report for the Month of June 2024.

8. Approval of City Council Minutes of June 27, 2024 and July 2, 2024.

9. Acceptance of Resignation from Mr. Victor Zazueta from the Library and Community Services Board.

AYES: Cardenas-Singh, Oliva, Marroquin, Garcia
NOES: None
ABSENT: Carter
ABSTAINED: None

NEW BUSINESS

10. Moved by Oliva, second by Garcia, adoption of **Resolution No. 24-60,** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO SETTING OUT THE TERMS AND CONDITIONS OF EMPLOYMENT FOR CERTIFIED WATER TREATMENT PLANT OPERATORS, CERTIFIED WASTEWATER TREATMENT PLANT OPERATORS, AND CERTIFIED WATER DISTRIBUTION OPERATORS/SEWER.

    AYES: Cardenas-Singh, Oliva, Marroquin, Garcia, Carter
    NOES: None
    ABSENT: None
    ABSTAINED: None

11. Moved by Garcia, second by Oliva, adoption of **Resolution No. 24-61,** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AUTHORIZING THE ACCEPTANCE OF GRANT FUNDS FROM THE CANNABIS TAX FUND GRANT PROGRAM.

    AYES: Cardenas-Singh, Oliva, Marroquin, Garcia, Carter
    NOES: None
    ABSENT: None
    ABSTAINED: None

12. Moved by Cardenas-Singh, second by Marroquin, approval of **Ordinance No. 24-02,** ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING SECTION 1.24 OF THE MUNICIPAL CODE GOVERNING USE OF THE CITY SEAL, LOGOS AND HASHTAGS, approved as first reading and authorized the City Clerk to place on the next agenda for second reading and adoption.

    AYES: Cardenas-Singh, Oliva, Marroquin, Garcia, Carter
    NOES: None
    ABSENT: None
    ABSTAINED: None

Attachment: 07-16-2024 Regular CC Minutes (6478 : Approval of City Council Minutes)

13. Moved by Oliva, second by Cardenas-Singh, appointment of **Jacob Bermudez** to the Personnel Appeals Board to fill one unscheduled vacancy with term ending April 15, 2027.

AYES: Cardenas-Singh, Oliva, Marroquin, Garcia, Carter
NOES: None
ABSENT: None
ABSTAINED: None

14. Moved by Cardenas-Singh, second by Oliva, appointment of **Matthew Cowie** to the Library & Community Services Board to fill one unscheduled vacancy with term ending June 30, 2026.

AYES: Cardenas-Singh, Oliva, Marroquin, Garcia, Carter
NOES: None
ABSENT: None
ABSTAINED: None

LEGISLATIVE
None

INFORMATION ITEM
15. Received Old City Library Electrical Emergency Repairs report.

16. Received and referred to Community Development Department, Application for Alcoholic Beverage License – Belenus LLC, Los Compadres Market, 531 N. 5th Street, El Centro, CA 92243-1812.

TASK FORCE AND MAYOR & COUNCIL MEMBERS REPORTS
Mayor and Council Members reported on their activities since last City Council meeting and upcoming events.

CITY MANAGER REPORT
Reported on activities.

ADJOURNMENT
With no further business, the meeting was adjourned at 7:16 p.m.

_____
Norma Wyles, City Clerk

APPROVED BY:

_____
Sylvia Marroquin, Mayor

Attachment: 07-16-2024 Regular CC Minutes (6478 : Approval of City Council Minutes)

SCHEDULED
ORDINANCE (ID # 6468)

2nd Reading and Adoption of Ordinance No. 24-02, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING SECTION 1.24 OF THE MUNICIPAL CODE GOVERNING USE OF THE CITY SEAL, LOGOS AND HASHTAGS, waive reading and adopt by title only.

CITY MANAGER'S RECOMMENDATION:

2nd Reading and Adoption of Ordinance No. 24-02, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING SECTION 1.24 OF THE MUNICIPAL CODE GOVERNING USE OF THE CITY SEAL, LOGOS, AND HASHTAGS , waive reading and adopt by title only.

ATTACHMENTS:

- ORDINANCE NO. 24-002 CITY INSIGNIA ORDINANCE (DOCX)

ORDINANCE NO. 24-02
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AMENDING SECTION 1.24 OF THE MUNICIPAL CODE GOVERNING USE OF THE CITY SEAL, LOGOS AND HASHTAGS

Section 1. The City Council of the City of El Centro finds as follows:

a. The City Council finds that it is necessary to ensure that not only the seal but the City's official name, logos, insignia, and other identifiable markings or symbols will be used only for City purposes or for purposes approved by and related to the City.

b. The Municipal Code currently addresses designs similar to the City seal or insignia; however, as the use of such symbols expands, it is also necessary, and instructive to define such insignia (as they exist now or may exist in the future) to provide for guidance to the public and enforcement of the restrictions set out. This ordinance is declaratory and explanatory of existing law.

c. The City seal, official name, City logos, or other identifiable markings used by the City are for the exclusive use of the City through its officers and employees in the course and scope of their official duties.

Section 2. Sec. 1-24. – "City seal and insignia" shall be amended to read as follows:

a. It shall be unlawful and a violation of this Code for any person to use or allow to be used any reproduction or facsimile of the City seal or other insignia, including any design so closely resembling the City seal or insignia, whether or not there is an intent to deceive, without first having obtained the permission of the City Council on terms determined by this ordinance or by City Council action.

b. As used here, the City seal means the following symbol with the inscription shown, which has been adopted as the City's official seal.

c. As used here, "insignia" means and includes the following in addition to the City seal, which insignia are deemed adopted by the City Council:

Attachment: ORDINANCE NO. 24-002 CITY INSIGNIA ORDINANCE (6468 : 2nd Reading and Adoption of Ordinance 24-02- Amending Chapter

(1) Any City logo shown below:

(2) The following hashtags: #WeareElCentro #SomosElCentro

(3) In addition, any City logo adopted or approved in writing by the City Council or the City Manager in writing at the request of any City department or as set out in City policies, as those may be adopted from time-to-time. This may include authorization for use by City partner organizations for uses supporting the City as provided by City policy.

d. No person shall use or be allowed to use City name or insignia or any facsimile or reproduction of them, make or use any design which is an imitation of them or which may be mistaken for them, for whatever purpose other than a City purpose, except on the terms and conditions set out in this Section.

e. "Use" as set out in subsection (d) above includes but is not limited to any correspondence, printed materials, emails or social media postings distributed or displayed in favor of or against any ballot measure or in favor of or against any candidate for public office.

f. Violations of this provision shall be a misdemeanor, and shall be governed by Code Section 1-12.

Section 3. This ordinance shall take effect thirty (30) days from and after its adoption. Within fifteen (15) days after adoption, the City Clerk shall cause this ordinance with the names of these City Council persons voting for and against the ordinance to be published once in a newspaper of general circulation published and circulated within the City of El Centro, California.

INTRODUCED at a regular meeting of the City Council of the City of El Centro, California, held on the 16th day of July 2024.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California, held on the day of 2024.

CITY OF EL CENTRO

By_____
Sylvia Marroquin, Mayor

Attachment: ORDINANCE NO. 24-002 CITY INSIGNIA ORDINANCE (6468 : 2nd Reading and Adoption of Ordinance 24-02- Amending Chapter

ATTEST

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:

Office of the City Attorney

By _____
Elizabeth Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Ordinance No. 24-02 had its first reading on July 16, 2024, and had its second reading on 2024, and was passed by the following vote:

AYES: Cardenas-Singh, Oliva, Marroquin, Garcia, Carter
NOES: None
ABSENT: None
ABSTAINED: None

AYES:
NOES:
ABSENT:
ABSTAINED:

By_____
Norma Wyles, City Clerk

Attachment: ORDINANCE NO. 24-002 CITY INSIGNIA ORDINANCE (6468 : 2nd Reading and Adoption of Ordinance 24-02- Amending Chapter

SCHEDULED
ACTION ITEM (ID # 6480)

Adopt Resolution Establishing the Appropriations Limit for the 2025 Fiscal Year

CITY MANAGER'S RECOMMENDATION:

Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ESTABLISHING THE APPROPRIATIONS LIMIT FOR THE 2024-2025 FISCAL YEAR IN ACCORDANCE WITH ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA.

FISCAL IMPACT:

None

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:

N/A

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTORS LICENSE, REFERENCE CHECKS, INSURANCE, ETC:

N/A

BACKGROUND:

Article XIII B of the California Constitution requires cities and counties to adopt an Appropriations Limit on an annual basis.

DISCUSSION:

The 2025 Appropriations Limit has been calculated using the change in total population and the change in California per capita income.

This resolution establishes the City's 2025 Appropriations Limit at $50,648,489.

CONCLUSION:

Adopt Resolution No. 24-____, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ESTABLISHING THE APPROPRIATIONS LIMIT FOR THE 2024-2025 FISCAL YEAR IN ACCORDANCE WITH ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA.

ATTACHMENTS:

- Appropriations Limit - Exhibit A-1 (PDF)
- Appropriations Limit - Exhibit A-2 (PDF)
- Resolution 24- (DOCX)

Exhibit A-1

Gann Appropriations Limit

History

The voters of California, during a special election in 1979, approved Article XIII-B of the California State Constitution (informally known as Proposition 4, or the "Gann Initiative"), which restricts the total amount of appropriations allowed in any given fiscal year from the "proceeds of taxes."

In 1980, the State Legislature added Section 9710 to the Government Code which required the governing body of each local jurisdiction to establish, by resolution, an appropriations limit for the following year. The appropriations limit for any fiscal year was equal to the previous year's limit, adjusted for population changes, and the change in the U.S. Consumer Price Index (or California per Capita Personal Income, if smaller). The necessary statistical information is provided each year by the California Department of Finance.

In June 1990, the voters modified the original Article XIII-B (Proposition 4) with the passage of Proposition 111 and its implementing legislation (California Senate Bill 88). Beginning with the 1990-91 appropriations limit, a City may choose annual adjustment factors. The adjustment factors include the growth in the California Per Capita Income *or* the growth in the non-residential assessed valuation due to construction within the City, and the population growth within the County *or* the City. Under Proposition 4, if a city ends the fiscal year having more proceeds of taxes than the limit allows, it must return the excess to the taxpayers within two years (either by reducing taxes levied or fees charged).

Calculation of Limitation

Appropriations Limit for:	FY 2023/2024		$48,218,474
Adjustment Factors:		% Ratio	
	Population Factor (City)	1.0362	
	Price Factor	1.0137	
	Population Factor * Price Factor (1.0362 X 1.0137)	1.05039594	
Appropriations Limit for:	FY 2024/2025		$50,648,489

El Centro and the Future

The following table provides an analysis of the City of El Centro's appropriations limit. Historically, the City has remained well below its appropriations limit. For the 2024/2025 fiscal year, there is a significant gap of $11,148,466 between the appropriations limit and the total City's appropriations. With such a sizable margin, the provisions related to the return of taxes clearly do not, and will not, apply the City of El Centro any time in the near future.

Fiscal Year	Appropriations Limit	Total City's Appropriations
2012/2013	29,486,775	19,280,830
2013/2014	31,350,339	19,985,907
2014/2015	31,362,566	22,830,292
2015/2016	32,912,190	25,794,510
2016/2017	34,853,022	26,639,019
2017/2018	36,395,617	32,235,812
2018/2019	38,482,178	30,052,295
2019/2020	40,011,845	30,793,677
2020/2021	41,396,375	31,141,570
2021/2022	43,273,783	34,678,805
2022/2023	46,163,972	38,740,049
20023/2024	48,218,474	40,988,582
2024/2025	50,648,489	39,500,023

Attachment: Appropriations Limit - Exhibit A-1 (6480 : Adopt Resolution Establishing the Appropriations Limit for the 2025 Fiscal Year)

Attachment: Appropriations Limit - Exhibit A-1 (6480 : Adopt Resolution Establishing the Appropriations Limit for the 2025 Fiscal Year)

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Exhibit A - 2

City of El Centro
2025 Appropriations Limit

Price Factor	=	Increase in California Per Capita Income
	=	3.62
Population Factor	=	Increase in Total City Population
	=	1.37
2025 Factor	=	Price Factor x Population Factor
	=	1.0362 x 1.0137
	=	1.05039594
2025 Appropriations Limit	=	2024 Limit x 2025 Factor
	=	48,218,474 x 1.05039594
	=	50,648,489

Attachment: Appropriations Limit - Exhibit A-2 (6480 : Adopt Resolution Establishing the Appropriations Limit for the 2025 Fiscal Year)

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO ESTABLISHING THE APPROPRIATIONS LIMIT FOR THE 2024-2025 FISCAL YEAR IN ACCORDANCE WITH ARTICLE XIII B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA

WHEREAS, in 1979, the voters of the State of California approved Proposition 4, which was a spending-limit initiative to restrict growth of tax-funded programs and services by California cities and counties and which created Article XIII B of the California Constitution; and

WHEREAS, in 1990, the voters of the State of California amended Article XIII B of the California Constitution by approving Proposition 111; and

WHEREAS, Article XIII B requires that the governing body of each local jurisdiction shall, post the calculations and thereafter by resolution, to establish its appropriations limit annually; and

WHEREAS, the City Council has selected the following adjustment methods: the CPI for the cost-of-living adjustment; for the change in population, the percentage change in population within the City, both as provided by the State of California as shown by Exhibits A-1 and A-2, attached and incorporated as if fully set forth herein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted.

2. That the City Council of the City of El Centro, California, establishes fifty million, six hundred forty-eight thousand, four hundred and eighty-nine dollars ($50,648,489) as shown on Exhibit “A-1” and “A-2”, as the City’s appropriations limit for the 2024-2025 fiscal year.

PASSED AND ADOPTED at a special meeting of the City Council of the City of El Centro, California, held on the day of , 2024.

CITY OF EL CENTRO

By_____
Sylvia Marroquin, Mayor

ATTEST:

By_____
Norma Wyles, City Clerk

Attachment: Resolution 24- (6480 : Adopt Resolution Establishing the Appropriations Limit for the 2025 Fiscal Year)

APPROVED AS TO FORM:
Office of the City Attorney

By_____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24- was duly and regularly adopted at a special meeting of the City Council of the City of El Centro, California, held on the day of , 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By_____
Norma Wyles, City Clerk

Attachment: Resolution 24- (6480 : Adopt Resolution Establishing the Appropriations Limit for the 2025 Fiscal Year)

Annual Fiscal Year 2025 Budget - Revised

CITY MANAGER'S RECOMMENDATION:
Adopt Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA ADOPTING A REVISED ANNUAL BUDGET FOR SELECTED FUNDS FOR FISCAL YEAR 2024-25

FISCAL IMPACT:
Appropriations recommended for the revised budgets for all funds discussed herein are balanced with anticipated revenues and use of fund balances / reserves as required.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:
The Revised Budget includes allocations to fund the operations directly involved in the strategic plan goals: Financial & Governance Stability; Environmental Stability; Community Health; Safety & Welfare; Recreation & Lifelong Learning; City Beautification; Engagement & Civic Pride; and Economic Opportunity.

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTORS LICENSE, REFERENCE CHECKS, INSURANCE, ETC:
N/A

BACKGROUND:
As a means to provide the City of El Centro with a spending plan for Fiscal Year 2024-25, the City Council adopted the current budget on June 27, 2024. Over the course of the last two months, the City has engaged a Financial Services Consultant who has worked with staff to review and enhance financial reporting systems - focusing on the City's revenue and expenditure streams to identify areas of improvement that could bolster the City's budget.

DISCUSSION:
Updates to the adopted budget have been prepared for each of the City's major operating funds - the General Fund; Water Enterprise Fund; Wastewater Enterprise Fund; and Measure P Fund. High-level updates to each of these funds are briefly discussed below and will form the basis for a presentation to the City Council during the July 31, 2024 Special City Council Meeting.

General Fund Budget

FY 2024-25 General Fund Revised Budget:

	Revenues	Expenditures
FY 2023-24 Estimated	$ 36,223,044	$ 35,516,008
FY 2024-25 Revised Budget	$ 38,719,519	$ 38,569,246

The FY 2024-25 General Fund Revised Budget reflects revenues of $38,719,519 and expenditures of $38,569,246. The General Fund Revised Budget is presented as a balanced budget with an anticipated surplus of $150,273 being generated by year-end. Specific revenue and expenditure impacts to the City's Revised General Fund for FY 2024-25 are noted below.

FY 2024-25 budgeted revenue of $38,719,519 reflects an approximate $2.5 million increase from revenues anticipated to be collected in FY 2023-24, primarily due to:

- Anticipated 3.0% increase in Property Taxes consistent with current housing market activity and increase in State CPI;
- Anticipated higher collections of Sales Tax consistent with staff expectations given the current state of the local economy;
- Anticipated 3.0% increase in Transient Occupancy Taxes as room rates are projected to rise due to inflation and consistent with current activity;
- Essentially flat year-over-year collections of development- and recreation-related fees and charges; and
- A $2.1 million transfer in from the Measure P Fund to cover anticipated FY 2024-25 General Fund costs for all Public Safety (Police and Fire) Materials and Services / Capital and Outlay costs.

FY 2024-25 budgeted expenditures of $38,569,246 reflects an approximate $3.1 million increase from expenditures anticipated to be incurred in FY 2023-24, primarily due to:

- Accounting for all staff positions in the General Fund as being filled for the entirety of the fiscal year with the exception of reducing these amounts for an implied "vacancy savings" factor equal to 50% of the existing vacancies ($1.7 million) in the General Fund;
- An increase of $881,000 for the General Fund portion of the CalPERS Unfunded Liability amortization cost;
- A reduction in the amount of Worker's Compensation costs allocated to each position from 11% to 9% based on estimated premiums to be paid during FY 2024-25 (results in savings of approximately $200,000):
- An increase of approximately $369,000 for the City's Liability and Property insurance costs (note: a portion of these costs are allocated to other funds consistent with the City's cost allocation methodology);
- An increase of approximately $408,000 in costs transferred out of the General Fund and into the Water and Sewer Funds consistent with the cost allocation

methodology;

- An $80,000 increase in energy costs related to the City's Streetlighting Program; and
- Nominal increases to department base budgets where required to account for inflationary increases / increased costs to provide ongoing City services.

Taking into account the above, the recommended Revised General Fund Budget is balanced. Total General Fund reserves are anticipated to be approximately $24.5 million at the end of FY 2024-25. Projected reserve levels as of June 30, 2025 are expected to include:

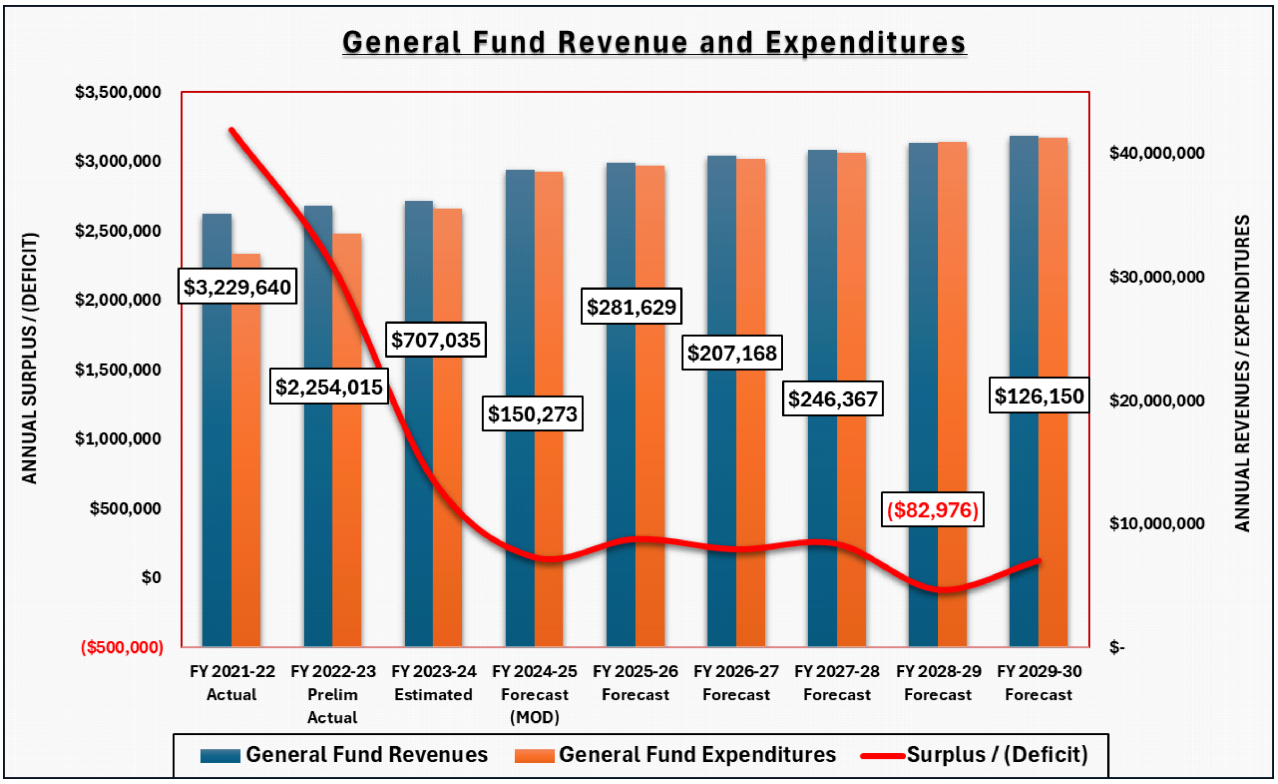
- $ 3,892,006	**Restricted Reserve for PARS Retirement Trust**
- 20,639,461	**Undesignated Reserves**
- $ 24,531,467	**Total General Fund Reserves**

General Fund Multi-Year Forecast

As a means to gauge the future ability to provide a consistent level of citywide services and programs, a Multi-Year Forecast has been developed for the City's General Fund - the fund where the vast majority of non-enterprise services are accounted for.

The General Fund forecast has been developed to create a forward-looking, conservative baseline budgetary outlook for the City's General Fund and related fund balance under a given set of revenue and expenditure growth assumptions. The forecast has been built as a "base-case" model in which future years only focus on ongoing revenues and expenditures; and known one-time fiscal activity (eliminates all other one-time revenues and expenditures).

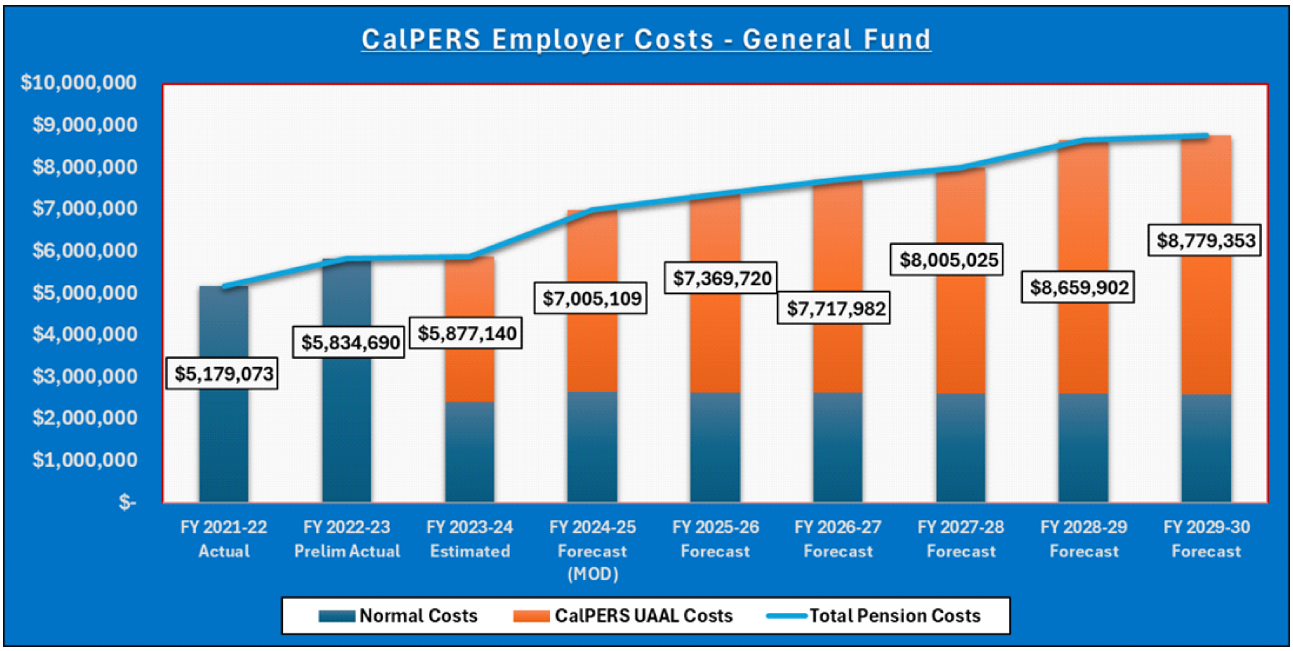
The General Fund forecast is meant to serve as only one tool to measure fiscal sustainability into the future. The model below incorporates known cost drivers, including any negotiated salary increases, CalPERS retirement cost increases, annual appropriation credits for salary savings and cost allocations, and a conservative increase in all other operating expenditures. The model also assumes conservative growth in discretionary revenue sources, including property tax, sales tax, transient occupancy tax and other fees and charges. The model is developed to demonstrate the ability to sustain the existing levels of service provided citywide.



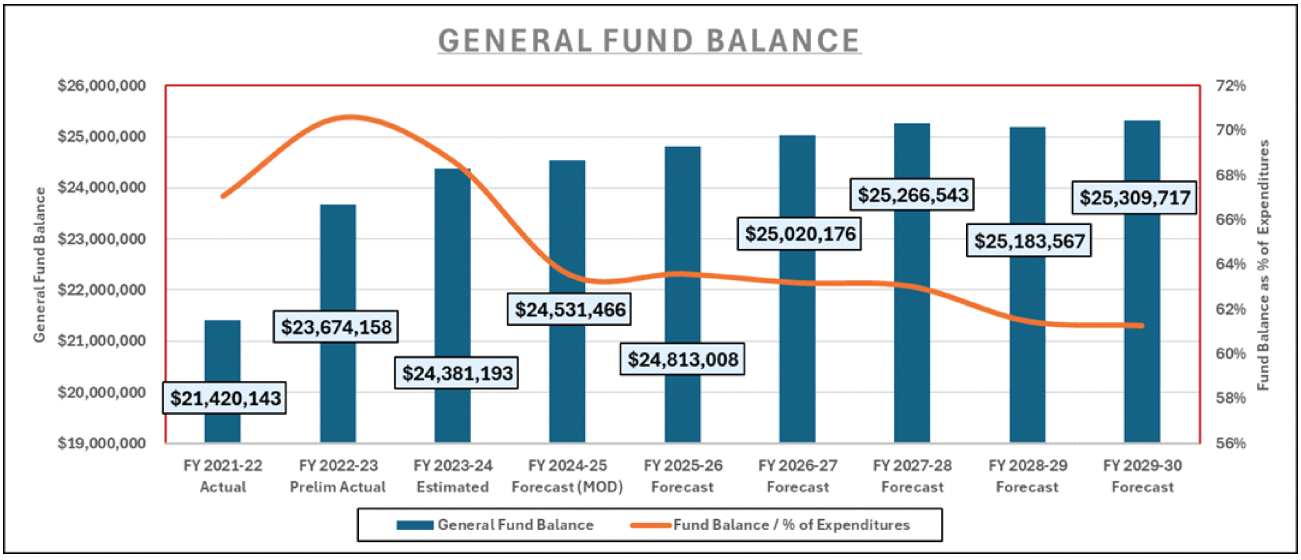
As indicated in the model above, a slight surplus of $150,273 is anticipated in the revised General Fund budget for FY 2024-25. Future forecasts indicate continued surpluses and one year with a small deficit of $82,976 (FY 2028-29). Although each year in the forecast assumes growth factors for both revenues and expenditures, growth in core payroll is not assumed as there are currently no labor increases that have been negotiated for FY 2025-26 and beyond.

An overview of the General Fund Multi-Year Forecast will be provided during the July 31, 2024 Special City Council Meeting.

As shown in the graph below, total expenditures for CalPERS-related costs are anticipated to increase by $1.7 million over the next five years. This amount represents approximately 22% of the entire expenditure base in the General Fund.



Forecast - General Fund Balance impacts:



As noted above, to the extent forecasted amounts of revenues and expenditures come to fruition under a given set of assumptions, General Fund Balance (reserves) will fluctuate between $24.5 and $25.3 million each year. These reserves include a $3.9 million restricted reserve for the PARS Retirement Trust, which may be used for any future CalPERS retirement cost. The unobligated reserve amount of approximately $20.6 million represents 53% of the General Fund expenditure base.

Water Fund(s)

FY 2024-25 Water Fund Revised Budget:

	Revenues	Expenditures
FY 2023-24 Estimated	$ 9,483,350	$ 9,428,141
FY 2024-25 Revised Budget	$ 9,365,000	$ 11,209,057

FY 2024-25 Water Fund revenues are currently projected to be slightly lower than amounts anticipated to be collected during FY 2023-24, primarily due to lower anticipated collections of late fees and water capacity fees, which are difficult to project. FY 2024-25 Water Fund expenditures are recommended to be approximately $1.78 million higher than those estimated for FY 2023-24 primarily due to accounting for fully-loaded staff costs (no vacancy savings assumed); a $50,000 increase in CalPERS Unfunded Liability amortization costs; higher anticipated energy costs (electricity); a $209,000 increase in overhead cost allocation; and a $1 million increase in capital projects appropriations.

The Water Fund has $1.52 million in capital projects / outlay budgeted for FY 2024-25.

It is anticipated that the Water Fund(s) will have $26,815,012 in Fund Balance / Working Capital at the end of FY 2024-25. Amounts expected to be available on June 30, 2025 are noted below:

- **$ 2,608,609 Water Capacity Fees (Fund 511)**
- **1,289,763 Rate Stabilization (Fund 513)**
- **2,093,223 Restricted for Debt Service**
- **20,823,417 Undesignated Reserves / Working Capital**

- **$ 26,815,012 Total Water Fund(s) Reserves / Working Capital**

Wastewater Fund(s)

FY 2024-25 Wastewater Fund Revised Budget:

	Revenues	Expenditures
FY 2023-24 Estimated	$ 11,055,762	$ 11,761,496
FY 2024-25 Revised Budget	$ 10,898,500	$ 19,223,098

FY 2024-25 Wastewater Fund revenues are currently projected to be slightly lower than amounts anticipated to be collected during FY 2023-24, primarily due to lower anticipated collections of interest earnings and wastewater capacity fees. FY 2024-25 Wastewater Fund expenditures are recommended to be approximately $7.46 million higher than those estimated for FY 2023-24 primarily due to accounting for fully-loaded staff costs (no vacancy savings assumed); a $50,000 increase in CalPERS Unfunded Liability amortization costs; higher anticipated energy costs (electricity); a $199,000

increase in overhead cost allocation; and a $6.59 million increase in capital projects appropriations. The majority of the capital cost increase can be attributed to a $4.5 million appropriation towards the Southern Pump Station.

The Wastewater Fund has a total of $9.95 million in capital projects / outlay budgeted for FY 2024-25.

It is anticipated that the Wastewater Fund(s) will have $19,937,185 in Fund Balance / Working Capital at the end of FY 2024-25. Amounts expected to be available on June 30, 2025 are noted below:

- **$ 2,651,686 Wastewater Capacity Fees (Fund 512)**
- **3,636,896 Rate Stabilization (Fund 514)**
- **13,648,603 Undesignated Reserves / Working Capital**

- **$ 19,937,185 Total Wastewater Fund(s) Reserves / Working Capital**

Measure P Fund

FY 2024-25 Measure P Fund Revised Budget:

	Revenues	Expenditures
FY 2023-24 Estimated	$ 7,856,000	$ 10,378,369
FY 2024-25 Revised Budget	$ 7,968,590	$ 19,335,092

The Measure P Fund accounts for a 30-year ½-cent transaction and use tax (general purpose tax) approved by the electorate in 2017 that is used to support an array of City services including police, fire protection, library, parks and recreation, senior programs, and street maintenance and upgrades.

FY 2024-25 Measure P Fund revenues are currently projected to be slightly higher than amounts anticipated to be collected during FY 2023-24, primarily due to a 1.5% increase in sales tax projected for FY 2024-25. FY 2024-25 Measure P Fund expenditures are recommended to be approximately $8.96 million higher than those estimated for FY 2023-24 primarily due to an increase to debt service costs related to the Police Station ($596,000); a transfer out to the General Fund for all public safety (Police and Fire) materials and services costs budgeted for FY 2024-25 ($2.13 million); and a $5.82 million increase in capital projects appropriations. The majority of the increase in capital projects appropriations can be attributed to $4 million allocated for the construction of the new police station and $1.7 allocated for the demolition of Valley Center Point.

The Measure P Fund has $13.02 million in capital projects / outlay budgeted for FY 2024-25.

It is anticipated that the Measure P Fund will have $7,640,245 remaining in Fund

Balance at the end of FY 2024-25.

CONCLUSION:

Adopt the fiscal year 2025 City of El Centro Annual Revised Budget as presented.

ATTACHMENTS:

- FY 2024-25 Revised Budget Schedules - 073124 (PDF)
- Resolution 24- Annual Budget (DOCX)

CITY OF EL CENTRO

FISCAL YEAR 2024-25 BUDGET SCHEDULES (REVISED)

PREPARED: JULY 31, 2024

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
Budgeted Revenues / Expenditures / Fund Balance
Fiscal Year 2024-25 Budget - Revised

	EST. BEGINNING FUND BALANCE July 1, 2024	REVENUES	EXPENDITURES	ENDING FUND BALANCE June 30, 2025	Excess / (Deficit) of Revenues over Expenses
General Fund	$ 24,381,194	$ 38,719,519	$ 38,569,246	$ 24,531,467	$ 150,273
Enterprise Funds					
501 / 511 / 513 - Water	$ 28,659,069	9,365,000	$ 11,209,057	$ 26,815,012	$ (1,844,057)
502 / 512 / 514 - Wastewater	28,261,783	10,898,500	19,223,098	19,937,185	(8,324,598)
Special Revenue Funds					
299 - Measure P	$ 19,006,747	$ 7,968,590	$ 19,335,092	$ 7,640,245	$ (11,366,502)

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget

GENERAL FUND

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
Fiscal Year 2024-25 Revised Budget
General Fund Revenue and Expenditure Detail

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
REVENUES				
Property Taxes	$ 4,197,852	$ 4,242,048	$ 4,491,170	$ 4,621,601
Other Taxes	19,658,966	19,749,920	20,179,848	20,742,261
Licenses & Permits	441,200	441,225	359,300	351,300
Fines & Forfietures	34,507	57,644	38,500	46,000
Intergovernmental	7,480,153	7,348,127	7,264,978	7,177,287
Charges for Services	1,000,692	1,022,278	1,014,190	920,500
Other Income	1,253,573	1,774,098	1,629,508	1,425,000
Operating Transfers In	1,099,142	1,173,984	1,245,550	3,435,570
Total Revenues	$ 35,166,085	$ 35,809,324	$ 36,223,044	$ 38,719,519
EXPENDITURES				
1101 - City Council	$ 139,523	$ 202,976	$ 171,763	$ 187,431
1102 - City Clerk	253,445	327,230	391,936	410,544
1201 - City Manager	482,393	331,572	731,424	811,987
1202 - Public Information Office	19,328	16,631	13,500	44,258
1301 - Human Resources	684,438	592,822	708,040	739,945
1302 - Personnel Appeals Board	-	-	-	9,500
1304 - Information Technology	449,430	521,652	596,452	687,246
1401 - City Attorney	363,776	493,343	405,469	453,271
1501 - Finance Administration	714,486	779,530	815,347	971,275
1502 - Data Processing	3,307	5,164	3,700	7,000
1801 - Facility Maintenance	678,009	776,900	716,221	801,755
1802 - Incubator Buildings	19,000	16,750	20,720	25,300
1901 - Non-Departmental	1,946,281	1,995,955	2,361,799	3,131,909
1902 - Service Credits	(2,044,540)	(1,895,839)	(2,454,370)	(4,564,487)
2101 - Police Services	9,116,865	9,764,324	10,473,299	12,320,506
2102 - Communications	1,124,918	1,251,652	1,320,217	1,385,939
2103 - Animal Control	171,267	172,086	145,735	207,881
2105 - POST	60,537	92,097	90,000	115,000
2301 - Fire Services	7,040,565	7,868,371	8,003,106	8,975,805
2303 - Prevention	8,875	11,022	14,870	22,448
2304 - Emergency Medic	49,708	66,736	51,965	75,488
2305 - Training	6,922	17,224	16,996	18,825
2306 - Hazardous Materials	10,749	42,568	21,700	16,040
3101 - Public Works Admin	95,110	149,905	163,029	148,058
3201 - Streets Maintenance	920,007	1,101,589	1,161,341	1,260,152
3203 - Street Lighting	409,972	421,914	420,000	500,000
3901 - IVRMA	75,345	83,077	95,778	95,000
4101 - Building Regulation	638,326	721,438	815,179	943,878
4301 - Engineering	473,544	478,670	443,188	526,865
4401 - Planning	460,595	373,318	599,095	776,888
4402 - Planning EIR's	49,694	183,605	67,100	70,000
5101 - Parks	1,337,805	1,816,671	1,927,214	1,815,277
5201 - Recreation	371,776	513,079	550,277	551,875
5202 - Community Center	257,498	349,172	311,947	396,803

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
Fiscal Year 2024-25 Revised Budget
General Fund Revenue and Expenditure Detail

	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
5203 - PO Pavillion	74,000	48,438	47,988	78,379
5204 - Youth Center	125,231	157,558	197,061	287,624
5205 - Adult Center	115,205	154,666	211,067	181,194
5206 - Aquatic Park	1,115,340	1,273,680	1,430,441	1,337,353
5207 - Day Camp	70,796	68,874	51,404	79,286
5208 - Mini Bike	22,616	33,089	25,484	23,890
5211 - MLK Sports Court	378,337	460,226	407,247	439,078
5213 - Splash Pad	18,318	15,013	10,826	17,900
5214 - Skate Park	38,123	49,270	40,980	69,650
5301 - Library - Main	656,557	931,670	1,114,936	1,183,352
6201 - Economic Development	322,053	575,015	635,879	751,851
6202 - Blight Elimination	49,125	67,698	86,308	70,527
6203 - Valley Center Point	8,769	11,682	12,350	14,500
9101 - Transfers Out	2,553,021	65,226	70,000	95,000
Total Expenditures	$ 31,936,445	$ 33,555,309	$ 35,516,008	$ 38,569,246
Excess / (Deficit) of Revenues over Expenditures	$ 3,229,640	$ 2,254,015	$ 707,036	$ 150,273
Beginning Fund Balance	$ 18,190,503	$ 21,420,143	$ 23,674,158	$ 24,381,194
Ending Fund Balance	$ 21,420,143	$ 23,674,158	$ 24,381,194	$ 24,531,467
Less - Fund Balance Restricted for:				
PARS Retirement Trust	$ 3,892,006	$ 3,892,006	$ 3,892,006	$ 3,892,006
Unassigned Fund Balance	$ 17,528,137	$ 19,782,152	$ 20,489,188	$ 20,639,461

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Revenue Detail - FY 2024-25 Revised Budget
General Fund Revenue

Account	Revenue	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
410101	Secured Property Taxes	$ 3,836,799	$ 3,880,630	$ 4,060,718	$ 4,182,540
410102	Unsecured Property Taxes	361,053	361,418	430,452	439,061
	TOTAL PROPERTY TAXES	**$ 4,197,852**	**$ 4,242,048**	**$ 4,491,170**	**$ 4,621,601**
420101	Sales Tax	16,342,832	16,658,352	16,856,925	17,344,408
420102	Transient Occupancy Taxes	2,423,575	2,180,030	2,448,677	2,522,137
420103	Franchise Fees - Natrual Gas	81,256	94,075	115,216	115,216
420104	Franchise Fees - Cable TV	260,444	241,179	211,000	211,000
420105	Business Licenses	430,041	480,855	455,530	455,000
420108	Real Property Transfer Tax	120,818	95,429	92,500	94,500
	TOTAL OTHER TAXES	**$ 19,658,966**	**$ 19,749,920**	**$ 20,179,848**	**$ 20,742,261**
430103	Building Permits	340,530	361,693	288,000	280,000
430104	Electrical Permits	51,795	46,094	44,000	42,500
430105	Mechanical Permits	15,180	10,868	8,000	9,000
430106	Plumbing Permits	25,491	15,571	14,000	14,000
430108	Grading Permits	6,976	5,546	4,000	4,500
430109	Oher Building Permits	-	-	-	-
430111	Taxi Stand Permits	1,228	1,453	1,300	1,300
	TOTAL LICENSES & PERMITS	**$ 441,200**	**$ 441,225**	**$ 359,300**	**$ 351,300**
440101	Court Fines	26,595	32,969	20,000	25,500
440102	Parking Fines	3,700	13,656	14,500	15,500
440103	Vehicle Code Fines	4,212	11,019	4,000	5,000
	TOTAL FINES & FORFEITURES	**$ 34,507**	**$ 57,644**	**$ 38,500**	**$ 46,000**
450101	Motor Vehicle In Lieu Prop Tax	4,918,467	5,162,740	5,376,978	5,538,287
450114	POST Reimbursements	20,128	34,929	-	25,000
450116	Housing Authority	102,746	105,324	113,000	114,000
450200	Other Agencies - Misc.	495,442	558,907	662,192	468,000
450200	*- ROPS Residuals*	1,143,147	736,781	525,350	750,000
450200	*- RDA Passthroughs*	290,861	165,256	181,447	182,000
450200	*- Strike Team Reimbursements*	266,221	206,771	26,187	-
450200	*- Insurance Reimbursements*	129,641	-	-	-
450200	*- Opioid Funding*	-	296,101	174,824	-
450300	Federal Grants	1,118	1,274	-	-
450400	State Grants	112,382	80,044	205,000	100,000
	TOTAL INTERGOVERNMENTAL	**$ 7,480,153**	**$ 7,348,127**	**$ 7,264,978**	**$ 7,177,287**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Revenue Detail - FY 2024-25 Revised Budget
General Fund Revenue

Account	Revenue	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
460101	Zoning & Variance Fees	108,921	93,231	86,000	86,000
460103	Plan Checking Fees	120,575	111,874	142,500	125,000
460105	EIR Fees	44,392	62,990	50,000	60,000
460106	Library Fees	6,201	11,614	16,500	10,000
460109	Code Enforcement Citations	38,783	28,364	36,000	32,500
460110	Animal Shelter Fees	817	1,884	1,000	1,000
460111	Street / Sidewalk Repairs	43,995	31,425	25,140	27,500
460112	Copying Charges	9,316	6,817	11,000	7,500
460115	Swimming Pool Fees	218,488	216,534	160,000	175,000
460116	Recreation Fees	32,509	44,386	58,000	50,000
460117	Community Center Fees	19,264	27,112	32,000	25,000
460120	Day Camp Fees	38,100	57,785	25,000	30,000
460121	NBN Fees	14,796	21,971	15,000	15,000
460124	Police Department Fees	94,564	123,755	65,000	70,000
460125	Fire Department Fees	101,580	111,502	135,000	125,000
460127	Other User Fees	99,391	55,329	140,000	70,000
460129	Contract Instructors	5,330	9,644	10,500	7,500
460130	NFL Fees	-	2,166	-	2,000
460131	Referee Fees	3,670	3,895	5,550	1,500
	TOTAL CHARGES FOR SERVICES	**$ 1,000,692**	**$ 1,022,278**	**$ 1,014,190**	**$ 920,500**
470121	Interest Earnings	42,788	191,216	300,000	300,000
470113	Other Income	116,766	212,314	31,500	35,000
470114	Proposition 172 Funding	323,065	327,838	328,008	350,000
470116	Insurance Recovery	38,457	-	-	-
470117	Recovery of Expenditures	1,459	164,284	40,000	-
470118	Solid Waste Expense Rec	574,863	739,200	790,000	600,000
470120	Contributions	-	-	-	-
470123	Rents & Royalties	156,175	139,246	140,000	140,000
	TOTAL OTHER INCOME	**$ 1,253,573**	**$ 1,774,098**	**$ 1,629,508**	**$ 1,425,000**
490101	Transfers In - Gas Tax	1,063,592	1,138,434	1,210,000	1,272,000
490101	Transfers In - LTA Admin	23,000	23,000	23,000	23,000
490101	Transfers In - Buena Vista LLD	3,500	3,500	3,500	3,500
490101	Transfers In - Legacy Ranch LLD	3,500	3,500	3,500	3,500
490101	Transfers In - Town Center	5,550	5,550	5,550	5,550
490101	Transfers In - Measure P Fund	-	-	-	2,128,020
	TOTAL OPERATING TRANSFERS IN	**$ 1,099,142**	**$ 1,173,984**	**$ 1,245,550**	**$ 3,435,570**
	TOTAL GENERAL FUND	**$ 35,166,085**	**$ 35,809,324**	**$ 36,223,044**	**$ 38,719,519**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1101 - City Council

			ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services						
510101	Salaries - Non-Sworn	$	53,388	73,537	59,858	66,476
520101	Retirement		14,168	16,499	5,488	5,957
520101-U	CalPERS UAL		-	-	7,790	8,947
520104	Group Health Insurance		32,812	64,526	45,634	57,469
520105	Worker's Compensation		5,343	7,360	5,988	5,443
520106	Disability Insurance		-	-	-	-
520109	Life Insurance		537	653	441	100
520110	Medicare		692	719	717	964
	Total Personnel Services:	$	106,940	163,294	125,916	145,356
Materials & Services						
610103	Telephone	$	1,995	2,290	2,557	2,375
610109	Meeting and Travel		26,315	28,080	25,000	25,000
610110	Mayor's Expense		826	2,723	12,000	2,200
610113	Professional Fees / Other		420	34	-	150
610121	Dues & Subscriptions		400	300	900	1,500
610129	Other Expense		2,152	4,280	4,400	9,000
620101	Office Supplies		230	426	450	1,000
620103	Printing		174	231	390	500
620105	Computer Supplies		71	345	150	350
	Total Material & Services:	$	32,583	38,709	45,847	42,075
Capital Projects / Outlay						
720101	Office Machines	$	-	420	-	-
720109	Computers		-	553	-	-
	Total Capital Projects / Outlay:	$	-	973	-	-
	Total 1101 - City Council:	**$**	**139,523**	**202,976**	**171,763**	**187,431**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1102 - City Clerk

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 135,957	164,705	195,622	203,629
510105	Overtime	-	1,733	2,200	-
520101	Retirement	30,919	40,901	19,082	19,644
520101-U	CalPERS UAL	-	-	22,676	26,081
520104	Group Health Insurance	17,708	20,091	37,634	45,390
520105	Worker's Compensation	14,038	16,581	20,832	17,949
520106	Disability Insurance	641	776	965	1,237
520107	Unemployment Insurance	3,990	7,537	9,480	9,972
520109	Life Insurance	379	377	418	489
520110	Medicare	2,025	2,337	2,720	2,953
	Total Personnel Services:	$ 205,657	255,038	311,629	327,344
Materials & Services					
610103	Telephone	$ 1,220	1,261	1,500	1,400
610106	Advertising	4,584	5,392	5,000	6,000
610107	Books & Periodicals	4,443	8,793	1,600	8,000
610109	Meeting and Travel	3,460	4,727	6,300	6,500
610113	Professional Fees / Other	28,068	42,846	47,000	53,000
610121	Dues & Subscriptions	4,111	2,528	10,500	6,000
610123	Training	-	-	1,422	-
620101	Office Supplies	1,902	2,231	2,300	2,300
	Total Material & Services:	$ 47,788	67,778	75,622	83,200
Capital Projects / Outlay					
720101	Office Machines	$ -	576	-	-
720102	Furtniture & Fixtures	-	3,533	-	-
720109	Computers	-	305	4,685	-
	Total Capital Projects / Outlay:	$ -	4,414	4,685	-
	Total 1102 - City Clerk:	**$ 253,445**	**327,230**	**391,936**	**410,544**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1201 - City Manager

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 317,105	182,063	431,632	518,294
510103	Salaries - Temporary	-	6,966	19,592	-
510105	Overtime	-	1,482	1,250	-
520101	Retirement	73,844	67,928	38,772	50,845
520101-U	CalPERS UAL	-	-	50,872	58,380
520103	Social Security	-	142	3,468	-
520104	Group Health Insurance	26,006	17,291	43,108	59,954
520105	Worker's Compensation	33,414	20,341	48,516	46,457
520106	Disability Insurance	994	667	1,240	3,174
520107	Unemployment Insurance	9,519	9,246	22,076	25,809
520109	Life Insurance	569	306	331	759
520110	Medicare	4,596	2,691	6,236	7,515
	Total Personnel Services:	$ 466,047	309,123	667,093	771,187
Materials & Services					
610103	Telephone	$ 3,109	1,849	8,900	3,500
610109	Meeting and Travel	6,111	6,518	-	6,000
610113	Professional Fees / Other	464	223	3,000	-
610121	Dues & Subscriptions	2,182	2,911	2,130	7,300
610123	Training	-		6,000	6,000
610129	Other Expense	474	3,316	3,000	2,000
610139	Community Sponsorship	1,200	2,111	7,225	4,000
620101	Office Supplies	1,410	1,257	2,000	1,300
620102	Postage	8	36	100	50
620103	Printing	38	100	700	2,100
620105	Computer Supplies	360	320	1,500	400
630106	Office Machines Maintenance	490	478	590	500
630107	Communications Equipment	-	-	-	1,800
630109	Computer Equipment Maintenance	500	430	1,100	750
630112	Gasoline & Oil	-	-	3,850	3,600
630115	Outside Maintenance	-	-	-	1,500
	Total Material & Services:	$ 16,346	19,549	40,095	40,800
Capital Projects / Outlay					
710106	Other Real Property	$ -	-	2,378	-
720106	Field Equipment	-	-	5,000	-
720102	Furniture & Fixtures	-	-	6,108	-
720109	Computers	-	2,900	10,750	-
	Total Capital Projects / Outlay:	$ -	2,900	24,236	-
	Total 1201 - City Manager:	**$ 482,393**	**331,572**	**731,424**	**811,987**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1202 - Public Information Office

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610113	Professional Fees / Other	$ 15,485	13,631	13,500	1,768
610115	Professional Fees / Legal	3,000	3,000	-	40,000
620103	Printing	843	-	-	2,490
	Total Material & Services:	$ 19,328	16,631	13,500	44,258
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 1202 - Public Information Office:	**$ 19,328**	**16,631**	**13,500**	**44,258**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1301 - Human Resources

	Personnel Services	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
510101	Salaries - Non-Sworn	$ 240,554	$ 286,364	$ 277,383	$ 345,044
510103	Salaries - Temporary	2,639	6,612	32,534	-
510105	Overtime	424	292	32,593	-
520101	Retirement	73,121	75,621	30,757	33,455
520101-U	CalPERS UAL	-	-	39,394	45,188
520103	Social Security	178	410	1,478	-
520104	Group Health Insurance	27,847	31,336	54,149	67,134
520105	Worker's Compensation	25,566	31,116	36,618	30,568
520106	Disability Insurance	1,079	1,278	1,373	2,071
520107	Unemployment Insurance	7,362	14,144	16,681	16,981
520109	Life Insurance	397	418	434	601
520110	Medicare	3,539	4,078	4,741	5,003
	Total Personnel Services:	$ 382,706	451,669	528,135	546,045
	Materials & Services				
610103	Telephone	$ 1,874	2,627	2,800	3,000
610107	Books & Periodicals	952	549	750	1,400
610109	Meeting and Travel	-	43	-	4,500
610113	Professional Fees / Other	215,933	39,139	105,000	100,000
610115	Professional Fees / Legal	15,230	6,495	-	10,000
610121	Dues & Subscriptions	1,338	807	8,500	1,800
610122	Recruiting	30,861	42,171	30,000	30,000
610123	Training	1,941	3,646	3,400	3,500
610129	Other Expense	1,169	886	500	7,700
610132	Medical Services	5,620	5,014	6,200	7,500
610143	Wellness Program	12,837	14,194	12,500	18,000
620101	Office Supplies	3,690	3,620	2,600	4,500
620102	Postage	304	238	500	300
620103	Printing	649	691	655	500
620105	Computer Supplies	-	919	3,500	-
630106	Office Machines Maintenance	917	922	2,500	1,200
	Total Material & Services:	$ 293,315	121,961	179,405	193,900
	Capital Projects / Outlay				
720101	Office Machines	$ -	10,933	-	-
720102	Furniture & Fixtures	7,195	2,587	-	-
720109	Computers	1,222	5,672	500	-
	Total Capital Projects / Outlay:	$ 8,417	19,192	500	-
	Total 1301 - Human Resources:	**$ 684,438**	**592,822**	**708,040**	**739,945**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1302 - Personnel Appeals Board

Personnel Services		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610129	Other Expense	$ -	-	-	9,500
	Total Material & Services:	$ -	-	-	9,500
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 1302 - Personnel Appeals Board:	**$ -**	**-**	**-**	**9,500**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1304 - Information Technology

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 188,588	$ 140,568	$ 194,767	$ 223,612
510105	Overtime	688	3,232	2,350	-
520101	Retirement	45,214	43,681	18,892	21,908
520101-U	CalPERS UAL	-	-	25,894	29,721
520104	Group Health Insurance	32,384	17,039	35,456	45,390
520105	Worker's Compensation	20,270	13,991	20,550	20,017
520106	Disability Insurance	952	639	925	1,403
520107	Unemployment Insurance	5,650	6,360	9,347	11,120
520109	Life Insurance	385	196	304	408
520110	Medicare	2,805	2,057	2,717	3,242
	Total Personnel Services:	$ 296,936	227,763	311,202	356,821
Materials & Services					
610103	Telephone	$ 4,699	4,439	5,000	5,000
610113	Professional Fees / Other	47,484	85,615	75,300	99,400
610121	Dues & Subscriptions	-	70,070	90,350	90,900
610123	Training	-	4,490	2,000	5,000
610129	Other Expense	194	132	500	1,000
620101	Office Supplies	1,734	1,053	1,000	1,425
620105	Computer Supplies	1,987	2,061	3,500	3,500
630107	Comm. Equipment Maintenance	42,000	40,543	57,400	59,200
630109	Computer Equipment Maintenance	52,368	85,486	46,300	65,000
	Total Material & Services:	$ 150,466	293,889	281,350	330,425
Capital Projects / Outlay					
720102	Furniture & Fixtures	$ 2,028	-	-	-
720109	Computers	-	-	3,900	-
	Total Capital Projects / Outlay:	$ 2,028	-	3,900	-
	Total 1304 - Information Technology:	**$ 449,430**	**521,652**	**596,452**	**687,246**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1401 - City Attorney

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 23,595	$ 26,939	$ 14,183	$ 25,714
510105	Overtime	-	1,482	719	-
520101	Retirement	5,586	6,156	1,368	2,503
520101-U	CalPERS UAL	-	-	3,344	3,791
520104	Group Health Insurance	4,346	4,235	2,132	7,543
520105	Worker's Compensation	2,555	2,907	1,526	2,287
520106	Disability Insurance	136	147	71	153
520107	Unemployment Insurance	728	1,321	699	1,271
520109	Life Insurance	57	49	22	56
520110	Medicare	366	409	215	373
	Total Personnel Services:	$ 37,369	43,645	24,279	43,691
Materials & Services					
610103	Telephone	$ 696	800	1,000	1,000
610107	Books & Periodicals	475	475	560	650
610109	Meeting & Travel	595	-	-	400
610116	Professional Fees / Legal	320,526	443,655	375,000	400,000
610121	Dues & Subscriptions	2,557	2,608	2,800	3,200
610129	Other Expense	463	500	250	1,700
620101	Office Supplies	400	319	300	400
620102	Postage	102	36	130	130
620103	Printing	199	150	350	900
630106	Office Machines Maintenance	394	1,155	800	1,200
	Total Material & Services:	$ 326,407	449,698	381,190	409,580
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 1401 - City Attorney	**$ 363,776**	**493,343**	**405,469**	**453,271**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1501 - Finance

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 451,095	$ 434,738	$ 481,703	$ 587,882
510103	Salaries - Temporary	-	19,874	35,000	-
510105	Overtime	2,201	13,350	13,951	-
520101	Retirement	103,538	113,056	43,342	57,374
520101-U	CalPERS UAL	-	-	58,014	66,568
520103	Social Security	-	775	960	-
520104	Group Health Insurance	51,014	41,843	47,228	80,098
520105	Worker's Compensation	46,575	47,706	49,109	52,423
520106	Disability Insurance	2,092	1,982	1,689	3,667
520107	Unemployment Insurance	13,349	21,685	22,367	29,124
520109	Life Insurance	885	680	587	1,065
520110	Medicare	4,411	5,405	6,547	8,524
	Total Personnel Services:	$ 675,160	701,094	760,497	886,725
Materials & Services					
610103	Telephone	$ 1,938	2,021	2,600	3,500
610107	Books & Periodicals	-	545	-	500
610109	Meeting & Travel	278	-	1,200	5,000
610113	Professional Fees / Other	-	9,877	600	15,000
610121	Dues & Subscriptions	1,091	990	1,000	1,500
610123	Training	-	-	1,500	3,000
610128	Auditing	15,820	34,510	18,000	35,000
610129	Other Expense	2,790	2,884	2,000	2,500
620101	Office Supplies	8,820	12,527	9,000	10,000
620102	Postage	394	332	400	550
620103	Printing	8,195	7,084	5,500	8,000
	Total Material & Services:	$ 39,326	70,770	41,800	84,550
Capital Projects / Outlay					
720109	Computers	$ -	7,666	13,050	-
	Total Capital Projects / Outlay:	$ -	7,666	13,050	-
	Total 1501 - Finance:	**$ 714,486**	**779,530**	**815,347**	**971,275**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1502 - Data Processing

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610114	Professional Fees (D)	$ -	-	-	3,000
620105	Computer Supplies	3,307	5,164	3,700	4,000
	Total Material & Services:	$ 3,307	5,164	3,700	7,000
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 1502 - Data Processing	**$ 3,307**	**5,164**	**3,700**	**7,000**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1801 - Facility Maintenance

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 351,912	$ 328,342	$ 356,730	$ 453,124
510105	Overtime	2,919	9,994	16,543	10,000
520101	Retirement	83,290	88,849	34,429	44,633
520101-U	CalPERS UAL	-	-	48,006	55,044
520104	Group Health Insurance	83,760	66,367	64,695	75,224
520105	Worker's Compensation	37,514	34,260	37,741	40,781
520106	Disability Insurance	1,956	1,784	1,966	2,867
520107	Unemployment Insurance	10,566	15,573	17,192	22,656
520109	Life Insurance	851	653	614	969
520110	Medicare	5,131	4,620	5,195	6,715
	Total Personnel Services:	$ 577,899	550,442	583,111	712,013
Materials & Services					
610103	Telephone	$ 2,001	2,004	2,700	2,400
610109	Meeting & Travel	90	681	800	2,000
610123	Training	99	-	-	400
610125	Uniform Rental	4,543	4,431	3,250	6,000
620101	Office Supplies	1,497	1,426	1,500	1,900
620112	Protective Clothing	2,702	3,506	3,000	4,000
620128	Janitorial Supplies	12,693	11,867	7,500	12,000
620130	Maintenance Supplies	8,896	6,861	5,000	10,000
620131	Painting Supplies	85	72	100	300
620140	Small Tools	1,769	2,985	1,500	2,000
630101	Building Maintenance	24,815	164,383	80,000	20,000
630106	Office Machines Maintenance	1,230	592	600	1,000
630107	Comm. Equipment Maintenance	3,762	3,420	3,500	4,000
630112	Gasoline & Oil	15,511	13,483	15,400	15,000
630115	Outside Maintenance	1,158	127	150	300
630116	Motor Vehicle Expense	7,697	7,697	8,110	8,442
	Total Material & Services:	$ 88,548	223,535	133,110	89,742
Capital Projects / Outlay					
710106	Other Real Property	$ 4,831	-	-	-
720102	Furniture & Fixtures	6,731	-	-	-
720105	Portable Shop Equipment	-	-	-	-
720109	Computers	-	2,923	-	-
	Total Capital Projects / Outlay:	$ 11,562	2,923	-	-
	Total 1801 - Facility Maintenance:	**$ 678,009**	**776,900**	**716,221**	**801,755**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1802 - Incubator Buildings

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610101	Electricity	$ 3,447	-	220	4,000
610104	Water	6,691	6,469	7,700	8,300
610129	Other Expense	-	963	200	1,000
630101	Building Maintenance	8,862	9,318	12,600	12,000
	Total Material & Services:	$ 19,000	16,750	20,720	25,300
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 1202 - Public Information Office:	**$ 19,000**	**16,750**	**20,720**	**25,300**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1901 - Non-Departmental

Personnel Services		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610101	Electricity	$ 87,567	$ 85,006	$ 87,400	$ 90,000
610102	Natural Gas	185	3,588	900	2,000
610103	Telephone	6,992	7,726	10,500	10,000
610106	Advertising	561	188	-	800
610113	Professional Fees / Other	133,019	77,085	210,000	400,000
610121	Dues & Subscriptions	25,943	21,200	23,101	25,000
610126	Chamber of Commerce	3,000	6,000	3,000	3,000
610127	Housing Authority	61,663	62,434	66,700	70,000
610129	Other Expnese	221,702	188,141	230,000	400,000
610142	Sales Tax Rebate	140,068	141,817	115,600	120,000
620101	Office Supplies	-	121	-	-
620102	Postage	15,000	20,639	15,500	15,000
620103	Printing	6,948	12,982	6,500	10,000
630106	Office Machines Maintenance	1,649	2,833	2,000	3,000
640101	Property Insurance	218,119	255,515	334,048	384,126
640102	Liability Insurance	949,020	1,012,158	1,195,000	1,513,983
640112	Bank Charges	61,843	64,213	61,000	70,000
640119	Election Expense	394	27,538	550	15,000
	Total Material & Services:	$ 1,933,673	1,989,184	2,361,799	3,131,909
Capital Projects / Outlay					
710106	Other Real Property	$ 12,608	-	-	-
720102	Furniture & Fixtures	-	3,473	-	-
730101	Passenger Vehicles	-	3,298	-	-
	Total Capital Projects / Outlay:	$ 12,608	6,771	-	-
	Total 1901 - Non-Departmental:	**$ 1,946,281**	**1,995,955**	**2,361,799**	**3,131,909**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 1902 - Service Credits

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Vacancy Savings					
XXXXXX	Vacancy Savings - Miscellaneous	$ -	$ -	$ -	$ (508,629)
XXXXXX	Vacancy Savings - Police	-	-	-	(722,855)
XXXXXX	Vacancy Savings - Fire	-	-	-	(470,909)
	Total Vacancy Savings:	$ -	-	-	(1,702,393)
Overhead Transfers					
810101	Overhead - Water Fund	$ (1,058,755)	(1,170,284)	(1,254,608)	(1,463,026)
610104	Overhead - Sewer Fund	(985,785)	(725,555)	(1,199,762)	(1,399,068)
	Total Overhead Transfers:	$ (2,044,540)	(1,895,839)	(2,454,370)	(2,862,094)
	Total 1902 - Service Credits:	**$ (2,044,540)**	**(1,895,839)**	**(2,454,370)**	**(4,564,487)**

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City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2101 - Police Services

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 582,095	$ 579,229	$ 609,199	$ 883,214
510102	Salaries - Sworn	3,424,731	3,688,613	4,057,510	4,873,102
510103	Salaries - Temporary	71,355	31,163	31,267	-
510105	Overtime	759,173	697,549	797,763	650,000
520101	Retirement	2,212,825	2,412,682	993,952	1,084,146
520101-U	CalPERS UAL	-	-	1,505,141	1,956,185
520103	Social Security	4,659	2,151	-	-
520104	Group Health Insurance	598,562	606,293	689,636	922,639
520105	Worker's Compensation	420,986	441,825	492,885	518,068
520106	Disability Insurance	18,185	18,706	20,376	33,323
520107	Unemployment Insurance	118,791	200,498	223,754	279,833
520109	Life Insurance	6,720	5,714	6,046	9,523
520110	Medicare	70,622	69,588	77,000	92,892
	Total Personnel Services:	$ 8,288,704	8,754,011	9,504,529	11,302,925
Materials & Services					
610101	Electricity	$ 67,712	65,918	80,400	85,000
610102	Natural Gas	1,184	2,028	1,300	1,300
610103	Telephone	67,355	78,905	72,500	85,000
610106	Advertising	-	6,276	4,000	10,000
610109	Meeting & Travel	2,911	1,482	13,000	2,400
610113	Professional Fees / Other	82,188	68,685	93,000	107,000
610114	Professional Fees / D	68,705	84,948	86,000	75,000
610120	Police Investigations	3,805	2,480	2,500	4,000
610121	Dues and Subscriptions	4,307	6,030	8,000	4,800
610123	Training	(3,000)	-	5,003	-
610124	Uniform Allowance	81,585	69,894	82,000	82,600
610129	Other Expense	15,425	16,702	16,500	17,500
610133	Crime Prevention	2,537	5,695	5,900	5,900
610141	Explorer Program	10,964	21,299	14,000	20,000
620101	Office Supplies	8,585	9,374	16,500	10,000
620102	Postage	5,008	3,677	3,800	5,000
620103	Printing	6,181	6,044	6,000	6,000
620105	Computer Supplies	14,988	6,884	8,000	12,000
620107	Photo & Video Supplies	-	2,392	-	1,500
620108	Flares / Batteries / Film	175	31	300	1,000
620110	Ammunition & Range Supplies	13,232	31,479	40,000	40,000
620112	Protective Clothing	-	-	-	100
620114	Other Safety Supplies	6,046	19,472	13,000	13,000
620128	Janitorial Supplies	5,665	6,333	4,000	7,000
620140	Small Tools	-		-	300
620144	K-9 Supplies	16,318	67,625	32,500	35,000
620146	Reserve Volunteer Program	4,045	-	-	15,000

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2101 - Police Services

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630101	Building Maintenance	25,284	21,811	27,600	25,000
630106	Office Machines Maintenance	5,211	4,846	5,100	5,600
630107	Comm. Equipment Maintenance	4,215	9,911	9,350	12,000
630109	Computer Equipment Maintenance	-	23,567	-	5,000
630112	Gasoline & Oil	181,397	187,881	184,000	190,000
630115	Outside Maintenance	3,471	11,068	15,000	10,000
630116	Motor Vehicle Expense	112,662	112,662	118,717	123,581
640112	Bank Charges	-	-	800	-
	Total Material & Services:	$ 818,161	955,399	968,770	1,017,581
Capital Projects / Outlay					
710106	Other Real Property	$ 10,000	-	-	-
720101	Office Machines	-	31,911	-	-
720108	Safety Equipment	-	23,003	-	-
720109	Computers	-	-	-	-
730103	Public Safety Vehicles	-	-	-	-
	Total Capital Projects / Outlay:	$ 10,000	54,914	-	-
	Total 2101 - Police Services:	**$ 9,116,865**	**9,764,324**	**10,473,299**	**12,320,506**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2102 - Communications

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 501,523	$ 541,984	$ 580,282	$ 667,698
510103	Salaries - Temporary	-	3,950	-	-
510105	Overtime	133,234	153,144	139,767	155,000
520101	Retirement	132,171	144,233	62,813	65,325
520101-U	CalPERS UAL	-	-	73,938	84,765
520104	Group Health Insurance	109,622	103,715	118,970	145,473
520105	Worker's Compensation	54,135	59,585	63,680	60,093
520106	Disability Insurance	2,763	2,899	3,118	4,027
520107	Unemployment Insurance	15,166	27,084	29,009	33,384
520109	Life Insurance	1,222	1,074	1,026	1,395
520110	Medicare	9,139	9,713	9,964	11,929
	Total Personnel Services:	$ 958,975	1,047,381	1,082,567	1,229,089
Materials & Services					
610103	Telephone	$ 3,166	3,301	3,950	4,000
610107	Books & Periodicals	-	-	-	750
610113	Professional Fees / Other	6,500	21,237	60,500	58,600
610123	Training	10,594	13,711	14,000	20,000
610124	Uniform Allowance	5,350	3,900	5,500	5,500
610129	Other Expense	73,585	86,629	94,400	2,000
620101	Office Supplies	1,669	1,652	-	1,000
630101	Building Maintenance	8,104	174	5,000	1,000
630106	Office Machines Maintenance	-	-	-	1,000
630107	Comm. Equipment Maintenance	56,975	53,667	54,300	63,000
	Total Material & Services:	$ 165,943	184,271	237,650	156,850
Capital Projects / Outlay					
720111	Communication Equipment	$ -	20,000	-	-
	Total Capital Projects / Outlay:	$ -	20,000	-	-
	Total 2102 - Communications:	**$ 1,124,918**	**1,251,652**	**1,320,217**	**1,385,939**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2103 - Animal Control

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 74,555	$ 78,313	$ 55,013	$ 100,940
510105	Overtime	15,467	17,023	24,921	5,000
520101	Retirement	19,606	21,625	5,751	9,765
520101-U	CalPERS UAL	-	-	11,148	12,737
520104	Group Health Insurance	23,583	19,666	15,725	24,141
520105	Worker's Compensation	8,094	8,558	6,092	9,085
520106	Disability Insurance	440	462	329	623
520107	Unemployment Insurance	2,329	3,890	2,688	5,047
520109	Life Insurance	226	173	102	224
520110	Medicare	1,312	1,288	1,087	1,536
	Total Personnel Services:	$ 145,612	150,998	122,856	169,098
Materials & Services					
610121	Dues & Subscriptions	$ -	100	-	200
610123	Training	154	410	-	2,000
610124	Uniform Allowance	2,070	1,530	1,350	1,800
610129	Other Expense	9,384	4,827	8,300	15,000
620103	Printing	219	-	-	1,000
620114	Other Safety Supplies	-	-	-	900
630101	Building Maintenance	275	18	500	1,500
630112	Gasoline & Oil	5,364	6,014	4,100	5,500
630115	Outside Maintenance	-	-	-	1,900
630116	Motor Vehicle Expense	8,189	8,189	8,629	8,983
	Total Material & Services:	$ 25,655	21,088	22,879	38,783
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 2103 - Animal Control:	**$ 171,267**	**172,086**	**145,735**	**207,881**

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City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2105 - POST

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610123	Training	$ 60,537	92,097	90,000	115,000
	Total Material & Services:	$ 60,537	92,097	90,000	115,000
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 2105 - POST:	**$ 60,537**	**92,097**	**90,000**	**115,000**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2301 - Fire Services

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 121,341	$ 142,671	$ 149,696	$ 160,074
510102	Salaries - Sworn	2,793,082	3,165,734	3,121,380	3,917,608
510105	Overtime	977,877	875,648	1,095,629	600,000
520101	Retirement	1,704,681	1,977,954	773,664	857,419
520101-U	CalPERS UAL	-	-	1,227,024	1,532,780
520104	Group Health Insurance	399,376	417,978	432,430	575,711
520105	Worker's Compensation	311,150	355,910	351,981	366,991
520106	Disability Insurance	7,292	8,091	8,254	23,643
520107	Unemployment Insurance	88,893	161,777	160,219	201,055
520109	Life Insurance	5,108	4,509	3,451	5,693
520110	Medicare	55,076	57,999	58,246	67,826
	Total Personnel Services:	$ 6,463,876	7,168,271	7,381,974	8,308,800
Materials & Services					
610101	Electricity	$ 67,315	65,859	76,500	100,000
610102	Natural Gas	5,600	6,354	5,600	6,000
610103	Telephone	24,431	26,010	28,000	28,000
610107	Books & Periodicals	167	-	-	475
610109	Meeting & Travel	1,091	780	500	950
610111	Equipment Rental	-	-	1,000	200
610113	Professional Fees / Other	35,100	37,413	60,000	60,454
610121	Dues and Subscriptions	3,497	4,677	3,000	7,225
610123	Training	-	558	1,421	475
610124	Uniform Allowance	73,073	45,862	61,500	61,500
610129	Other Expense	12,608	8,475	7,500	10,000
620101	Office Supplies	1,652	2,430	1,500	2,500
620102	Postage	732	398	650	650
620103	Printing	619	869	300	760
620104	Blueprinting & Drafting	52	-	220	95
620105	Computer Supplies	1,331	1,071	1,500	1,500
620106	Lab Supplies	-	-	-	95
620107	Photo & Video Supplies	45	139	130	95
620108	Flares / Batteries / Film	626	113	500	1,000
620111	Paramedic Supplies	-	-	2,211	95
620112	Protective Clothing	29,997	28,342	30,000	38,000
620114	Other Safety Supplies	1,681	372	500	2,000
620128	Janitorial Supplies	5,580	10,517	9,500	9,000
620129	Laundry Service & Maintenance	6,115	6,619	6,500	6,500
620130	Maintenance Supplies	690	457	950	950
620135	Other Supplies	1,309	1,002	1,700	1,200
620140	Small Tools	133	175	95	95
630101	Building Maintenance	30,139	89,834	40,000	45,000
630103	Ground / Landscaping	423	380	667	500

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City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2301 - Fire Services

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630106	Office Machines Maintenance	1,385	1,434	1,400	2,000
630107	Comm. Equipment Maintenance	41,039	43,232	43,000	43,000
630108	Field / Shop Equipment Maintenance	9,179	13,788	16,000	15,500
630109	Computer Equipment Maintenance	396	113	420	400
630110	Breathing Apparatus	11,630	13,751	10,000	14,000
630112	Gasoline & Oil	74,726	79,562	65,000	75,000
630113	Tires & Batteries	8,166	12,872	11,000	14,000
630114	Parts	2,024	4,466	6,000	6,000
630115	Outside Maintenance	91,004	114,492	85,000	95,000
630116	Motor Vehicle Expense	15,307	15,307	16,130	16,791
	Total Material & Services:	$ 558,862	637,723	595,894	667,005
Capital Projects / Outlay					
710105	Buildings	$ -	-	10,815	-
710106	Other Real Property	-	4,245	12,150	-
720101	Office Machines	-	40,825	-	-
720102	Furniture & Fixtures	6,422	-	2,273	-
720106	Field Equipment	7,001	17,307	-	-
720109	Computers	4,404	-	-	-
	Total Capital Projects / Outlay:	$ 17,827	62,377	25,238	-
	Total 2301 - Fire Services:	**$ 7,040,565**	**7,868,371**	**8,003,106**	**8,975,805**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2303 - Prevention

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610107	Books & Periodicals	$ 434	$ -	$ 700	$ 5,317
610109	Meeting & Travel	128	-	-	95
610121	Dues & Subscriptions	2,026	2,202	2,500	4,191
610123	Training	5,261	-	3,700	3,000
610129	Other Expense	354	5,857	6,750	8,000
620101	Office Supplies	376	1,564	150	800
620103	Printing	296	974	500	475
620105	Computer Supplies	-	330	475	475
620107	Photo & Video Supplies	-	95	95	95
630106	Office Machines Maintenance	-	-	-	-
	Total Material & Services:	$ 8,875	11,022	14,870	22,448
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 2303 - Prevention:	**$ 8,875**	**11,022**	**14,870**	**22,448**

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City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2304 - Emergency Medic

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610111	Equipment Rental	$ 2,584	$ 2,939	$ 2,650	$ 2,650
610113	Professional Fees / Other	1,475	2,597	1,500	3,650
610121	Dues & Subscriptions	4,546	5,255	5,350	5,428
610123	Training	33	-	1,000	1,000
610129	Other Expense	-	232	-	95
620103	Printing	-	-	240	95
620106	Lab Supplies	-	-	-	95
620108	Flares / Batteries / Film	287	1,127	250	1,000
620109	First Aid Supplies	715	1,852	3,000	3,000
620111	Paramedic Supplies	33,758	38,657	35,000	48,000
620114	Other Safety Supplies	-	1,763	475	475
630108	Field / Shop Equipment Maintenance	6,310	12,314	2,500	10,000
	Total Material & Services:	$ 49,708	66,736	51,965	75,488
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 2304 - Emergency Medic:	**$ 49,708**	**66,736**	**51,965**	**75,488**

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City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2305 - Training

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610107	Books & Periodicals	$ 446	$ 53	$ -	$ 950
610121	Dues & Subscriptions	-	-	250	660
610123	Training	6,282	16,508	16,746	16,500
620102	Computer Supplies	-	188	-	240
620107	Photo & Video Supplies	194	475	-	475
	Total Material & Services:	$ 6,922	17,224	16,996	18,825
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 2305 - Training:	**$ 6,922**	**17,224**	**16,996**	**18,825**

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City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 2306 - Hazardous Materials

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610107	Books & Periodicals	$ -	$ -	$ 200	$ 200
610123	Training	1,270	407	1,500	1,900
610132	Medical Services	9,450	10,200	20,000	13,000
620105	Computer Supplies	29	85	-	100
620106	Lab Supplies	-	-	-	200
620112	Protective Clothing	-	-	-	200
620114	Other Safety Supplies	-	-	-	240
630111	Other Facility Maintenance	-	31,876	-	200
	Total Material & Services:	$ 10,749	42,568	21,700	16,040
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 2306 - Hazardous Materials:	**$ 10,749**	**42,568**	**21,700**	**16,040**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3101 - Public Works Administration

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 56,341	$ 66,536	$ 77,772	$ 83,755
510105	Overtime	-	277	100	500
520101	Retirement	13,082	17,334	7,760	8,193
520101-U	CalPERS UAL	-	-	9,082	10,463
520104	Group Health Insurance	7,091	9,505	13,094	13,995
520105	Worker's Compensation	5,999	7,056	8,433	7,486
520106	Disability Insurance	252	287	354	515
520107	Unemployment Insurance	1,704	3,208	3,834	4,158
520109	Life Insurance	100	96	109	129
520110	Medicare	835	939	1,091	1,214
	Total Personnel Services:	$ 85,404	105,238	121,629	130,408
Materials & Services					
610103	Telephone	$ 2,430	3,616	3,900	3,300
610106	Advertising	-	-	-	700
610108	Auto Reimbursement	-	50	50	100
610109	Meeting & Travel	681	1,400	650	1,500
610113	Professional Fees / Other	281	292	250	600
610121	Dues & Subscriptions	145	390	350	1,500
610123	Training	200	593	450	1,000
610129	Other Expense	168	33,935	32,850	1,500
620101	Office Supplies	1,534	1,598	1,600	1,900
620102	Postage	58	-	-	-
620103	Printing	227	105	150	350
620105	Computer Supplies	421	182	250	1,000
620108	Flares / Batteries / Film	-	-	-	-
620109	First Aid Supplies	-	-	-	100
620114	Other Safety Supplies	-	100	100	100
620128	Janitorial Supplies	-	-	-	2,000
630101	Building Maintenance	-	-	-	1,000
630107	Comm. Equipment Maintenance	170	180	500	300
630109	Computer Equipment Maintenance	134	200	-	200
630112	Gasoline & Oil	-	-	-	500
	Total Material & Services:	$ 6,449	42,641	41,100	17,650

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City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3101 - Public Works Administration

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
Capital Projects / Outlay					
720101	Office Mahcines	$ -	705	-	-
720102	Furniture & Fixtures	-	347	-	-
720109	Computers	3,257	974	300	-
	Total Capital Projects / Outlay:	$ 3,257	2,026	300	-
	Total 3101 - Public Works Administration:	**$ 95,110**	**149,905**	**163,029**	**148,058**

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City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3201 - Streets Maintenance

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 358,518	$ 421,836	$ 494,158	$ 539,421
510103	Salaries - Temporary	949	-	372	-
510105	Overtime	34,282	45,777	46,478	40,000
510107	Overtime - Signal Lights	1,253	-	-	-
520101	Retirement	94,462	120,188	47,699	53,133
520101-U	CalPERS UAL	-	-	65,810	75,515
520103	Social Security	59	-	-	-
520104	Group Health Insurance	74,276	91,699	103,011	115,399
520105	Worker's Compensation	38,046	44,068	52,222	48,548
520106	Disability Insurance	2,094	2,367	2,786	3,413
520107	Unemployment Insurance	10,866	19,125	23,413	26,971
520109	Life Insurance	820	776	844	1,161
520110	Medicare	5,577	6,344	7,394	8,402
	Total Personnel Services:	$ 621,202	752,180	844,187	911,963
Materials & Services					
610101	Electricity	$ 5,574	6,236	6,850	7,500
610103	Telephone	3,110	3,798	4,450	4,500
610107	Books & Periodicals	-	-	-	-
610109	Meeting & Travel	897	753	250	1,000
610111	Equipment Rental	120	1,425	2,100	670
610113	Professional Fees / Other	24,535	31,741	25,000	29,000
610121	Dues & Subscriptions	-	49	100	-
610123	Training	505	327	3,000	1,500
610125	Uniform Rental	2,355	2,229	3,500	3,500
610129	Other Expense	4,390	14,839	4,000	6,000
620101	Office Supplies	2,416	1,798	1,850	3,000
620103	Printing	223	368	250	300
620105	Computer Supplies	320	472	250	475
620108	Flares / Batteries / Film	125	245	100	-
620109	First Aid Supplies	238	548	-	450
620112	Protective Clothing	1,272	4,269	6,400	6,000
620114	Other Safety Supplies	1,385	814	4,500	4,000
620119	Traffic Paint	8,620	10,970	8,100	10,500
620120	Street Construction	82,696	82,878	44,500	70,000
620121	Traffic Sign - HDW	12,901	24,498	17,000	25,000
620126	Traffic Signals	17,981	21,361	40,000	30,000
620128	Janitorial Supplies	1,041	891	1,100	-
620140	Small Tools	4,349	9,904	8,000	8,000
630101	Building Maintenance	1,050	1,050	1,050	1,050
630106	Office Machines Maintenance	39	-	50	-
630107	Comm. Equipment Maintenance	3,370	3,612	4,200	4,000
630108	Field / Shop Maintenance	613	1,014	1,700	1,500

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3201 - Streets Maintenance

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630109	Computer Equipment Maintenance	321	-	-	500
630112	Gasoline & Oil	32,242	37,454	38,300	35,000
630115	Outside Maintenance	656	405	500	1,000
630116	Motor Vehicle Expense	85,461	85,461	90,054	93,744
	Total Material & Services:	$ 298,805	349,409	317,154	348,189
Capital Projects / Outlay					
720109	Computers	$ -	-	-	-
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 3201 - Streets Maintenance:	**$ 920,007**	**1,101,589**	**1,161,341**	**1,260,152**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3203 - Street Lighting

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610101	Electricity	$ 409,972	$ 421,914	$ 420,000	$ 500,000
	Total Material & Services:	$ 409,972	421,914	420,000	500,000
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 3203 - Street Lighting:	**$ 409,972**	**421,914**	**420,000**	**500,000**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 3901 - IVRMA

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610129	Other Expense	$ 75,345	$ 83,077	$ 95,778	$ 95,000
	Total Material & Services:	$ 75,345	83,077	95,778	95,000
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 3901 - IVRMA:	**$ 75,345**	**83,077**	**95,778**	**95,000**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4101 - Building Regulation

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 354,682	$ 386,402	$ 427,601	$ 539,936
510103	Salaries - Temporary	-	-	-	9,000
510105	Overtime	956	5,373	7,887	5,000
520101	Retirement	91,517	100,699	42,643	53,006
520101-U	CalPERS UAL	-	-	55,976	64,142
520103	Social Security	-	-	-	558
520104	Group Health Insurance	56,946	63,362	63,803	91,143
520105	Worker's Compensation	38,052	41,608	46,272	48,432
520106	Disability Insurance	1,706	1,879	2,067	3,390
520107	Unemployment Insurance	10,234	18,912	21,073	26,907
520109	Life Insurance	729	637	662	1,019
520110	Medicare	5,106	5,267	5,884	7,829
	Total Personnel Services:	$ 559,928	624,139	673,868	850,362
Materials & Services					
610103	Telephone	$ 3,278	3,054	3,900	5,000
610107	Books & Periodicals	-	1,572	-	2,000
610109	Meeting & Travel	61	2,300	3,000	4,000
610113	Professional Fees / Other	35,927	36,892	34,000	38,500
610121	Dues & Subscriptions	4,706	2,760	3,800	3,500
610123	Training	2,846	4,772	9,360	8,000
610124	Uniform Allowance	90	210	-	900
610129	Other Expense	2,939	4,097	6,000	3,000
620101	Office Supplies	7,414	5,356	5,000	5,000
620102	Postage	1,940	4,346	1,000	2,000
620103	Printing	659	1,369	700	700
620105	Computer Supplies	-	76	800	750
620112	Protective Clothing	374	873	900	1,500
620114	Other Safety Supplies	196	100	-	400
620140	Small Tools	163	-	-	300
630106	Office Machine Maintennace	-	-	570	1,100
630107	Comm. Equipment Maintenance	1,368	1,112	1,650	1,600
630112	Gasoline & Oil	7,655	5,639	6,300	6,500
630116	Motor Vehicle Expense	7,992	7,992	8,421	8,766
	Total Material & Services:	$ 77,608	82,520	85,401	93,516

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4101 - Building Regulation

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay					
720101	Office Machines	$ 790	-	-	-
720102	Furniture & Fixtures	-	5,571	-	-
720109	Computers	-	5,306	8,900	-
720111	Communication Equipment	-	3,902	7,200	-
730102	Trucks	-	-	39,810	-
	Total Capital Projects / Outlay:	$ 790	14,779	55,910	-
	Total 4101 - Building Regulation:	**$ 638,326**	**721,438**	**815,179**	**943,878**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4301 - Engineering

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 259,764	$ 278,905	$ 252,779	$ 301,169
510103	Salaries - Temporary	27,766	15,660	-	-
510105	Overtime	731	-	500	500
520101	Retirement	64,155	68,021	25,006	29,545
520101-U	CalPERS UAL	-	-	34,954	40,032
520103	Social Security	980	-	-	-
520104	Group Health Insurance	30,752	36,973	38,233	45,920
520105	Worker's Compensation	31,234	29,189	23,008	26,995
520106	Disability Insurance	1,311	1,222	1,169	1,862
520107	Unemployment Insurance	8,980	14,131	12,531	14,996
520109	Life Insurance	557	452	373	535
520110	Medicare	3,745	4,092	3,566	4,367
	Total Personnel Services:	$ 429,975	448,645	392,119	465,921
Materials & Services					
610103	Telephone	$ 1,393	1,246	1,300	1,300
610107	Books & Periodicals	393	163	650	750
610108	Auto Reimbursement	-	-	-	200
610109	Meeting & Travel	1,475	922	2,100	3,200
610113	Professional Fees / Other	12,667	6,815	21,000	28,500
610121	Dues & Subscriptions	462	180	180	1,000
610123	Training	625	1,965	1,000	2,000
610129	Other Expense	2,308	2,170	3,400	3,400
620101	Office Supplies	2,449	2,131	2,881	2,900
620102	Postage	7	-	186	200
620103	Printing	360	317	1,075	1,100
620105	Computer Supplies	1,067	248	-	1,000
620114	Other Safety Supplies	1,632	1,271	1,100	1,500
620140	Small Tools	19	64	200	400
630106	Office Machines Maintenance	4,534	4,667	4,300	4,800
630107	Comm. Equipment Maintenance	1,453	1,368	1,900	1,800
630112	Gasoline & Oil	941	1,672	1,800	1,600
630116	Motor Vehicle Expense	4,826	4,826	5,085	5,294
	Total Material & Services:	$ 36,611	30,025	48,157	60,944

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4301 - Engineering

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
Capital Projects / Outlay					
720101	Office Machines	$ -	-	-	-
720109	Computers	6,958	-	2,912	-
	Total Capital Projects / Outlay:	$ 6,958	-	2,912	-
	Total 4301 - Engineering:	**$ 473,544**	**478,670**	**443,188**	**526,865**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4401 - Planning

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 200,197	$ 172,673	$ 237,779	$ 264,728
510105	Overtime	595	1,814	500	2,000
520101	Retirement	54,003	54,214	23,682	25,898
520101-U	CalPERS UAL	-	-	29,024	33,360
520104	Group Health Insurance	17,607	16,795	32,202	33,691
520105	Worker's Compensation	20,963	17,928	25,848	23,664
520106	Disability Insurance	971	808	1,203	1,633
520107	Unemployment Insurance	5,764	8,150	11,761	13,146
520109	Life Insurance	460	304	408	520
520110	Medicare	3,078	2,462	3,332	3,868
	Total Personnel Services:	$ 303,638	275,148	365,739	402,508
Materials & Services					
610103	Telephone	$ 1,326	1,735	1,400	1,900
610106	Advertising	6,074	8,085	6,000	8,500
610109	Meeting & Travel	320	2,907	2,000	65,250
610113	Professional Fees / Other	137,681	69,763	200,000	289,000
610121	Dues & Subscriptions	813	1,253	1,900	2,470
610123	Training	525	620	2,500	2,000
610129	Other Expense	209	535	1,550	1,650
620101	Office Supplies	6,390	4,078	2,300	2,850
620103	Printing	413	174	500	760
	Total Material & Services:	$ 153,751	89,150	218,150	374,380
Capital Projects / Outlay					
720101	Office Machines	$ 787	-	9,765	-
720102	Furniture & Fixtures	-	9,020	-	-
720109	Computers	2,419	-	5,441	-
	Total Capital Projects / Outlay:	$ 3,206	9,020	15,206	-
	Total 4401 - Planning:	**$ 460,595**	**373,318**	**599,095**	**776,888**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 4402 - Planning EIRs

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610113	Professional Fees / Other	$ 49,694	183,605	67,100	70,000
	Total Material & Services:	$ 49,694	183,605	67,100	70,000
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 4402 - Planning EIRs:	**$ 49,694**	**183,605**	**67,100**	**70,000**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5101 - Parks

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 399,845	$ 386,987	$ 451,186	$ 508,016
510103	Salaries - Temporary	32,841	47,706	42,792	40,500
510105	Overtime	8,044	10,346	22,333	15,000
520101	Retirement	98,192	109,644	46,753	49,945
520101-U	CalPERS UAL	-	-	56,202	64,445
520103	Social Security	835	1,160	3,131	2,511
520104	Group Health Insurance	56,930	63,255	77,521	105,461
520105	Worker's Compensation	45,795	45,580	52,788	45,635
520106	Disability Insurance	2,146	2,061	2,467	3,208
520107	Unemployment Insurance	12,841	20,756	23,950	25,353
520109	Life Insurance	912	705	791	1,149
520110	Medicare	6,397	6,163	7,211	7,584
	Total Personnel Services:	$ 664,778	694,363	787,125	868,807
Materials & Services					
610101	Electricity	$ 45,233	59,975	77,580	70,000
610103	Telephone	4,766	5,309	4,500	6,000
610106	Advertising	-	869	-	3,000
610109	Meeting & Travel	-	5,799	2,750	5,000
610111	Equipment Rental	8,575	10,727	14,000	13,000
610113	Professional Fees / Other	386,241	489,381	574,200	600,000
610121	Dues & Subscriptions	120	1,300	2,000	2,000
610123	Training	558	3,635	500	2,000
610125	Uniform Rental	1,812	1,962	2,500	2,500
610129	Other Expense	782	634	1,250	2,000
620101	Office Supplies	590	477	1,000	1,000
620108	Flares / Batteries / Film	108	236	240	500
620109	First Aid Supplies	-	-	300	300
620112	Protective Clothing	2,906	4,153	4,500	4,500
620115	Athletic Field Supplies	8,827	4,616	1,000	8,000
620116	Playground Supplies	12	-	3,624	4,000
620123	Irrigation & Sprinklers	23,932	39,832	46,325	40,000
620124	Trees / Plants / Grass	5,833	13,414	16,615	17,000
620125	Chemicals / Fertilizer	6,975	6,697	12,000	10,000
620128	Janitorial Supplies	2,900	5,840	8,200	4,000
620130	Maintenance Supplies	25,773	17,201	18,900	23,000
620131	Painting Supplies	2,722	3,608	7,300	6,000
620132	Construction Materials	13,570	14,035	14,000	14,000
620140	Small Tools	4,168	1,709	4,600	4,000
630101	Building Maintenance	3,546	3,671	2,500	3,800
630105	Other Maintenance	4,800	4,795	300	5,000
630107	Comm. Equipment Maintenance	2,394	2,659	2,500	3,000
630108	Field / Shop Maintenance	5,022	2,982	5,500	6,000

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5101 - Parks

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630112	Gasoline & Oil	31,558	33,064	33,000	34,000
630115	Outside Maintenance	31,426	26,757	20,800	20,000
630116	Motor Vehicle Expense	29,966	29,966	31,576	32,870
	Total Material & Services:	$ 655,115	795,303	914,060	946,470
Capital Projects / Outlay					
710106	Other Real Property	$ 17,912	267,905	226,029	-
720106	Field Equipment	-	12,882	-	-
730102	Trucks	-	46,218	-	-
	Total Capital Projects / Outlay:	$ 17,912	327,005	226,029	-
	Total 5101 - Parks:	**$ 1,337,805**	**1,816,671**	**1,927,214**	**1,815,277**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5201 - Recreation

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 129,527	$ 153,250	$ 144,520	$ 162,993
510103	Salaries - Temporary	33,944	97,063	120,288	112,500
510105	Overtime	2,194	10,241	10,099	10,000
520101	Retirement	33,055	39,270	19,349	15,960
520101-U	CalPERS UAL	-	-	19,446	22,291
520103	Social Security	1,257	4,241	4,466	6,975
520104	Group Health Insurance	20,130	25,563	38,629	38,822
520105	Worker's Compensation	17,544	27,038	28,743	14,583
520106	Disability Insurance	640	752	724	998
520107	Unemployment Insurance	5,032	12,328	13,088	8,102
520109	Life Insurance	331	289	245	301
520110	Medicare	1,814	3,072	3,408	4,140
	Total Personnel Services:	$ 245,468	373,107	403,005	397,665
Materials & Services					
610101	Electricity	$ 79,856	78,494	79,000	75,000
610103	Telephone	1,179	1,801	2,000	2,000
610108	Auto Reimbursement	-	-	-	300
610109	Meeting & Travel	2,195	3,515	2,500	6,000
610113	Professional Fees / Other	9,459	12,000	15,000	15,000
610121	Dues & Subscriptions	1,268	1,901	2,500	3,000
610123	Training	-	1,512	750	2,000
610125	Uniform Rental	713	486	950	1,000
610129	Other Expense	3,111	5,297	6,000	7,000
620101	Office Supplies	2,547	2,521	2,000	2,500
620102	Postage	115	15	-	300
620103	Printing	5,284	6,982	7,000	7,000
620105	Computer Supplies	52	339	1,000	1,000
620109	First Aid Supplies	-	-	250	500
620112	Protective Clothing	575	189	250	1,000
620115	Athletic Field Supplies	2,415	4,010	4,500	6,000
620128	Janitorial Supplies	1,544	1,930	2,000	2,500
620130	Maintenance Supplies	1,223	1,504	2,700	2,000
620131	Painting Supplies	-	358	1,000	1,000
630101	Building Maintenance	899	227	1,500	1,500
630107	Comm. Equipment Maintenance	1,026	1,710	2,000	2,100
630112	Gasoline & Oil	9,647	11,202	10,000	11,000
630115	Outside Maintenance	-	769	1,000	1,000
630116	Motor Vehicle Expense	3,200	3,210	3,372	3,510
	Total Material & Services:	$ 126,308	139,972	147,272	154,210

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5201 - Recreation

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay				
Total Capital Projects / Outlay:	$ -	-	-	-
Total 5201 - Recreation:	**$ 371,776**	**513,079**	**550,277**	**551,875**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5202 - Community Center

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 65,903	$ 68,497	$ 61,259	$ 64,411
510103	Salaries - Temporary	43,214	71,270	46,269	90,000
510105	Overtime	610	2,817	4,878	4,000
520101	Retirement	18,307	22,665	10,789	6,344
520101-U	CalPERS UAL	-	-	8,410	9,705
520103	Social Security	616	112	-	-
520104	Group Health Insurance	11,288	11,561	14,702	15,334
520105	Worker's Compensation	11,662	15,265	11,678	5,797
520106	Disability Insurance	325	343	301	397
520107	Unemployment Insurance	3,326	6,939	5,310	3,221
520109	Life Insurance	150	129	99	99
520110	Medicare	1,033	1,442	1,138	2,297
	Total Personnel Services:	$ 156,434	201,040	164,833	201,605
Materials & Services					
610101	Electricity	$ 54,441	60,842	65,120	75,000
610102	Natural Gas	652	2,227	1,110	1,200
610103	Telephone	4,554	5,098	5,270	6,000
610109	Meeting & Travel	72	1,244	600	2,000
610113	Professional Fees / Other	22,685	33,023	30,000	42,500
610121	Dues & Subscriptions	15	76	500	750
610123	Training	-	615	-	800
610125	Uniform Rental	-	569	276	-
610129	Other Expense	3,450	3,574	4,100	4,500
620101	Office Supplies	2,558	2,098	3,000	3,000
620102	Postage	-	-	-	50
620105	Computer Supplies	105	258	1,416	500
620112	Protective Clothing	-	63	300	500
620115	Athletic Field Supplies	1,834	2,546	2,000	40,000
620122	Grounds Landscaping	-	-	-	200
620123	Irrigation & Sprinklers	-	81	-	300
620124	Trees / Plants / Grass	-	-	-	300
620128	Janitorial Supplies	4,412	6,050	5,500	6,000
620130	Maintenance Supplies	336	477	838	1,000
620131	Painting Supplies	-	100	500	1,000
620140	Small Tools	-	-	-	500
630101	Building Maintenance	2,557	2,929	4,156	3,500
630102	Furniture / Fixtures Maintenance	-	-	1,898	500
630106	Office Machines Maintenance	-	-	-	100
630112	Gasoline & Oil	1,116	1,307	1,700	2,000

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5202 - Community Center

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630115	Outside Maintenance	-	24	550	500
630116	Motor Vehicle Expense	2,277	2,277	2,400	2,498
	Total Material & Services:	$ 101,064	125,478	131,234	195,198
Capital Projects / Outlay					
710106	Other Real Property	$ -	15,579	-	-
720101	Office Machines	-	7,075	13,220	-
720109	Computers	-	-	2,660	-
	Total Capital Projects / Outlay:	$ -	22,654	15,880	-
	Total 5202 - Community Center:	**$ 257,498**	**349,172**	**311,947**	**396,803**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5203 - PO Pavillion

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ -	$ -	$ 616	$ -
510103	Salaries - Temporary		690	-	18,000
510105	Overtime	-	-	-	-
520101	Retirement	-	31	38	2,260
520101-U	CalPERS UAL	-	-	-	-
520103	Social Security	-	21	15	558
520104	Group Health Insurance	-	11	60	360
520105	Worker's Compensation	-	76	68	1,980
520106	Disability Insurance	-	-	-	-
520107	Unemployment Insurance	-	35	31	900
520109	Life Insurance	-	-	-	-
520110	Medicare	-	10	9	261
	Total Personnel Services:	$ -	874	837	24,319
Materials & Services					
610101	Electricity	$ 17,450	20,442	22,700	28,000
610102	Natural Gas	180	163	201	250
610103	Telephone	168	193	250	250
610113	Professional Fees / Other	6,468	15,000	15,000	15,000
610129	Other Expense	3,000	742	3,500	3,000
620101	Office Supplies	-	181	-	200
620103	Printing	-	-	-	200
620105	Computer Supplies	-	-	-	240
620115	Athletic Field Supplies	257	4,029	-	475
620122	Grounds Landscaping	-	-	-	475
620123	Irrigation & Sprinklers	-	135	100	285
620124	Trees / Plants / Grass	-	-	-	285
620128	Janitorial Supplies	247	2,941	1,900	1,900
630101	Building Maintenance	1,830	3,738	3,500	3,500
	Total Material & Services:	$ 29,600	47,564	47,151	54,060
Capital Projects / Outlay					
710106	Other Real Property	$ 44,400	-	-	-
	Total Capital Projects / Outlay:	$ 44,400	-	-	-
	Total 5203 - PO Pavillion:	**$ 74,000**	**48,438**	**47,988**	**78,379**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5204 - Youth Center

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ -	$ 4,940	$ 38,672	$ 63,870
510103	Salaries - Temporary	48,747	60,409	41,969	90,000
510105	Overtime	55	-	1,300	1,000
520101	Retirement	1,337	7,231	4,492	6,291
520101-U	CalPERS UAL	-	-	4,798	5,459
520103	Social Security (FICA)	2,117	3,098	2,360	5,580
520104	Group Health Insurance	866	1,639	9,124	16,598
520105	Worker's Compensation	5,362	7,188	9,073	5,748
520106	Disability Insurance	-	31	251	406
520107	Unemployment Insurance	1,796	3,268	4,070	3,194
520109	Life Insurance	-	9	92	168
520110	Medicare	709	947	1,194	2,246
	Total Personnel Services:	$ 60,989	88,760	117,395	200,560
Materials & Services					
610101	Electricity	$ 38,688	35,780	41,640	50,000
610106	Advertising	100	515	-	600
610109	Meeting & Travel	-	-	2,114	2,500
610111	Equipment Rental	300	450	600	1,000
610113	Professional Fees / Other	5,280	6,018	10,090	8,369
610121	Dues & Subscriptions	615	689	900	700
610123	Training	-	250	250	1,000
610129	Other Expenses	-	-	-	1,000
620101	Office Supplies	547	430	300	500
620103	Printing	897	1,556	1,500	1,500
620105	Computer Supplies	360	436	475	475
620108	Flares / Batteries / Film	144	150	50	150
620109	First Aid Supplies	53	160	-	300
620115	Athletic Field Supplies	2,709	2,757	5,000	3,500
620128	Janitorial Supplies	2,044	2,078	1,500	2,500
620130	Maintenance Supplies	1,656	930	950	950
620131	Painting Supplies	566	444	150	500
630101	Building Maintenance	9,550	7,913	6,500	9,000
630106	Office Machines Maintenance	-	-	-	-
630107	Communications Eqpt Mtc	-	-	-	1,520
630112	Gasoline & Oil	733	969	2,500	1,000
	Total Material & Services:	$ 64,242	61,525	74,519	87,064

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5204 - Youth Center

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay					
710105	Buildings	$ -	-	5,147	-
720101	Office Machines	-	7,273	-	-
720111	Computer Equipment	-	-	-	-
	Total Capital Projects / Outlay:	$ -	7,273	5,147	-
	Total 5204 - Youth Center:	**$ 125,231**	**157,558**	**197,061**	**287,624**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5205 - Adult Center

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 28,865	$ 39,375	$ 52,883	$ 57,638
510103	Salaries - Temporary	22,614	26,200	27,384	27,000
510105	Overtime	442	814	3,053	2,000
520101	Retirement	10,126	11,874	10,967	5,677
520101-U	CalPERS UAL	-	-	-	6,672
520103	Social Security (FICA)	-	12	-	1,674
520104	Group Health Insurance	13,637	21,424	28,116	21,249
520105	Worker's Compensation	5,638	7,213	8,625	5,187
520106	Disability Insurance	182	245	305	347
520107	Unemployment Insurance	1,704	3,279	3,920	2,882
520109	Life Insurance	91	93	90	141
520110	Medicare	751	872	1,102	1,227
	Total Personnel Services:	$ 84,050	111,401	136,445	131,694
Materials & Services					
610101	Electricity	$ 984	933	900	1,000
610102	Natrual Gas	444	519	410	500
610103	Telephone	638	1,167	1,200	1,400
610106	Advertising	-	1,200	1,200	1,500
610109	Meeting & Travel	-	1,993	2,200	2,000
610113	Professional Fees / Other	18,454	17,992	20,000	20,000
610121	Dues & Subscriptions	174	227	580	1,000
610123	Training	-	775	300	1,000
610129	Other Expense	3,190	7,951	5,400	7,000
620101	Office Supplies	557	1,044	1,000	1,300
620102	Postage	-	11	-	100
620103	Printing	844	748	1,000	1,000
620105	Computer Supplies	219	(130)	500	500
620109	First Aid Supplies	67	-	110	100
620115	Athletic Field Supplies	1,874	2,586	3,052	3,500
620124	Trees / Plants/ Grass	71	-	-	300
620128	Janitorial Supplies	1,971	1,985	2,500	2,500
620129	Laundry Service & Supply	-	276	1,000	500
620130	Maintenance Supplies	197	345	500	1,000
620131	Painting Supplies	125	95	500	500
630101	Building Maintenance	449	3,548	3,233	2,500
630102	Furniture & Fixtures	897	-	4,536	300
	Total Material & Services:	$ 31,155	43,265	50,121	49,500

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5205 - Adult Center

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay					
720109	Computers	$ -	-	24,501	-
	Total Capital Projects / Outlay:	$ -	-	24,501	-
	Total 5205 - Adult Center:	**$ 115,205**	**154,666**	**211,067**	**181,194**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5206 - Aquatic Park

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 232,882	$ 249,659	$ 280,327	$ 297,012
510103	Salaries - Temporary	298,622	338,254	445,486	337,500
510105	Overtime	6,638	8,408	6,445	5,000
520101	Retirement	61,718	70,287	34,031	29,256
520101-U	CalPERS UAL	-	-	33,790	38,819
520103	Social Security (FICA)	16,202	15,548	22,544	21,094
520104	Group Health Insurance	39,820	40,407	39,061	54,445
520105	Worker's Compensation	57,576	64,022	77,009	26,731
520106	Disability Insurance	1,280	1,269	1,081	1,882
520107	Unemployment Insurance	16,904	28,665	34,466	14,850
520109	Life Insurance	575	545	461	611
520110	Medicare	8,181	8,506	10,470	9,273
	Total Personnel Services:	$ 740,398	825,570	985,171	836,473
Materials & Services					
610101	Electricity	$ 65,016	66,463	80,750	80,000
610102	Natrual Gas	50,390	79,489	51,230	35,000
610103	Telephone	6,768	6,833	5,500	6,000
610106	Advertising	15,031	20,615	18,000	20,000
610109	Meeting & Travel	5,154	6,172	7,000	9,000
610113	Professional Fees / Other	39,429	46,155	76,000	65,000
610121	Dues & Subscriptions	5,151	6,017	5,500	7,780
610123	Training	2,013	7,305	5,050	6,000
610125	Uniform Rental	886	1,318	1,500	1,500
610129	Other Expense	28,703	17,000	21,400	23,000
620101	Office Supplies	2,446	5,500	5,000	5,000
620103	Printing	2,864	2,533	3,000	4,000
620105	Computer Supplies	410	-	600	600
620106	Lab Supplies	1,442	4,550	1,000	2,000
620109	First Aid Supplies	3,075	3,000	1,500	3,000
620112	Protective Clothing	5,000	3,956	6,500	6,000
620114	Other Safety Supplies	4,066	5,439	3,500	4,000
620115	Athletic Field Supplies	4,679	1,831	5,000	5,000
620128	Janitorial Supplies	6,426	6,361	6,000	7,000
620130	Maintenance Supplies	2,207	5,748	2,000	2,500
620131	Painting Supplies	-	-	-	2,000
620133	Swimming Pool Supplies	16,789	33,032	21,000	60,000
620136	Treatment Chemicals	104,699	113,478	110,000	140,000
630101	Building Maintenance	1,375	1,527	250	1,500
630107	Comm. Equipment Maintenance	154	1,124	1,000	1,000

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5206 - Aquatic Park

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630112	Gasoline & Oil	-	-	1,000	1,000
630115	Outside Maintenance	769	2,664	2,500	3,000
	Total Material & Services:	$ 374,942	448,110	441,780	500,880
Capital Projects / Outlay					
720102	Furniture & Fixtures	$ -	-	2,210	-
720109	Computers	-	-	1,280	-
	Total Capital Projects / Outlay:	$ -	-	3,490	-
	Total 5206 - Aquatic Park:	**$ 1,115,340**	**1,273,680**	**1,430,441**	**1,337,353**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5207 - Day Camp

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510103	Salaries - Temporary	$ 50,646	$ 49,261	$ 20,473	$ 49,500
510105	Overtime	135	476	250	-
520101	Retirement	482	1,233	1,508	12,429
520101-U	CalPERS UAL	-	-	-	-
520103	Social Security (FICA)	2,820	2,222	344	-
520104	Group Health Insurance	742	579	143	719
520105	Worker's Compensation	5,571	5,419	2,261	5,445
520106	Disability Insurance	-	-	-	-
520107	Unemployment Insurance	1,829	2,463	1,024	2,475
520109	Life Insurance	-	-	-	-
520110	Medicare	737	721	301	718
	Total Personnel Services:	$ 62,962	62,374	26,304	71,286
Materials & Services					
610129	Other Expense	$ 2,701	2,500	13,300	3,000
620115	Athletic Field Supplies	5,133	4,000	11,800	5,000
	Total Material & Services:	$ 7,834	6,500	25,100	8,000
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 5207 - Day Camp:	**$ 70,796**	**68,874**	**51,404**	**79,286**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5208 - Mini Bike

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510103	Salaries - Temporary	$ 2,627	$ 5,015	$ 5,571	$ 9,000
510105	Overtime	42	-	-	-
520101	Retirement	229	265	-	1,130
520101-U	CalPERS UAL	-	-	-	-
520103	Social Security (FICA)	10	129	358	279
520104	Group Health Insurance	46	40	55	360
520105	Worker's Compensation	289	552	622	990
520106	Disability Insurance	-	-	-	-
520107	Unemployment Insurance	128	251	278	450
520109	Life Insurance	-	-	82	-
520110	Medicare	39	72	48	131
	Total Personnel Services:	$ 3,410	6,324	7,014	12,340
Materials & Services					
610109	Meeting & Travel	-	-	-	500
610113	Professional Fees / Other	4,397	494	520	1,000
610121	Dues & Subscriptions	-	2,074	-	1,700
610123	Training	-	84	-	1,000
610129	Other Expense	7,584	4,716	2,750	3,000
620101	Office Supplies	86	600	-	200
620103	Printing	-	300	-	300
620105	Computer Supplies	-	249	-	-
620109	First Aid Supplies	-	100	-	150
620112	Protective Clothing	-	1,289	1,500	1,500
620115	Athletic Field Supplies	6,136	16,772	13,000	1,500
620140	Small Tools	200	87	200	200
630112	Gasoline & Oil	63	-	500	500
	Total Material & Services:	$ 18,466	26,765	18,470	11,550
Capital Projects / Outlay					
720102	Furniture & Fixtures	$ -	-	-	-
720109	Computers	740	-	-	-
	Total Capital Projects / Outlay:	$ 740	-	-	-
	Total 5208 - Mini Bike:	**$ 22,616**	**33,089**	**25,484**	**23,890**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5211 - MLK Sports Court

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 53,697	$ 61,542	$ 63,320	$ 86,510
510103	Salaries - Temporary	156,377	212,255	178,788	180,000
510105	Overtime	1,913	5,682	3,556	2,000
520101	Retirement	21,743	26,639	20,885	8,521
520101-U	CalPERS UAL	-	-	-	8,795
520103	Social Security (FICA)	3,836	4,802	4,417	11,160
520104	Group Health Insurance	11,135	11,276	10,544	24,141
520105	Worker's Compensation	22,938	29,916	26,337	7,786
520106	Disability Insurance	310	331	342	719
520107	Unemployment Insurance	6,987	13,598	12,084	5,754
520109	Life Insurance	111	97	91	224
520110	Medicare	3,225	4,016	3,490	3,893
	Total Personnel Services:	$ 282,272	370,154	323,854	339,503
Materials & Services					
610101	Electricity	$ 49,902	54,279	53,200	60,000
610102	Natrual Gas	484	593	450	500
610103	Telephone	1,662	1,635	1,600	2,000
610106	Advertising	60	150	25	150
610109	Meeting & Travel	-	4,378	2,150	3,000
610113	Professional Fees / Other	26,083	7,598	4,500	8,500
610121	Dues & Subscriptions	890	984	850	1,000
610123	Training	-	255	-	250
610125	Uniform Rental	265	731	260	300
610129	Other Expense	2,301	2,031	1,900	2,000
620101	Office Supplies	518	1,399	1,000	1,500
620102	Postage	27	90	-	100
620105	Computer Supplies	394	536	500	1,000
620112	Protective Clothing	186	535	500	400
620115	Athletic Field Supplies	6,003	7,400	3,000	5,000
620122	Grounds Landscaping	-	-	1,985	2,000
620123	Irrigation & Sprinklers	119	5	50	500
620124	Trees / Plants / Grass Seed	96	98	100	100
620128	Janitorial Supplies	2,337	4,187	3,000	4,000
620130	Maintenance Supplies	1,122	825	800	1,000
620131	Painting Supplies	217	-	500	500
630101	Building Maintenance	2,538	1,721	1,750	3,000
630102	Furniture / Fixtures Maintenance	711	487	791	500
630107	Office Machines Maintenance	-	-	-	475

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City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5211 - MLK Sports Court

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
630112	Gasoline / Oil	150	89	-	300
630115	Outside Maintenance	-	66	150	1,500
	Total Material & Services:	$ 96,065	90,072	79,061	99,575
Capital Projects / Outlay					
710105	Buildings	$ -	-	4,332	-
	Total Capital Projects / Outlay:	$ -	-	4,332	-
	Total 5211 - MLK Sports Court:	**$ 378,337**	**460,226**	**407,247**	**439,078**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5213 - Splash Pad

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610113	Professional Fees / Other	$ 7,370	$ 10,818	$ 3,500	10,000
610123	Training	-	-	-	1,400
610129	Other Expense	10,948	4,047	250	6,000
620130	Maintenance Supplies	-	148	-	500
	Total Material & Services:	$ 18,318	15,013	3,750	17,900
Capital Projects / Outlay					
720102	Furniture & Fixtures	$ -	-	7,076	-
720107	Parks & Recreation Equipment	-	-	-	-
	Total Capital Projects / Outlay:	$ -	-	7,076	-
	Total 5213 - Splash Pad:	**$ 18,318**	**15,013**	**10,826**	**17,900**

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City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5214 - Skate Park

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510103	Salaries - Temporary	$ 1,800	$ 1,864	$ -	$ 4,500
510105	Overtime	-	630	-	500
520101	Retirement	104	112	-	565
520101-U	CalPERS UAL	-	-	-	-
520103	Social Security (FICA)	40	39	-	140
520104	Group Health Insurance	31	117	-	360
520105	Worker's Compensation	198	205	-	495
520106	Disability Insurance	-	-	-	-
520107	Unemployment Insurance	90	93	-	225
520109	Life Insurance	-	-	-	-
520110	Medicare	26	36	-	65
	Total Personnel Services:	$ 2,289	3,096	-	6,850
Materials & Services					
610101	Electricity	$ 5,636	6,371	7,880	7,500
610113	Professional Fees / Other	26,324	37,433	31,600	50,000
620115	Athletic Field Supplies	134	1,155	-	1,000
620123	Irrigation & Sprinklers	90	128	300	300
620130	Minatenence Supplies	3,650	1,087	1,200	4,000
	Total Material & Services:	$ 35,834	46,174	40,980	62,800
Capital Projects / Outlay					
	Total Capital Projects / Outlay:	$ -	-	-	-
	Total 5214 - Skate Park:	**$ 38,123**	**49,270**	**40,980**	**69,650**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5301 - Library

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 219,311	$ 190,856	$ 423,372	$ 508,016
510103	Salaries - Temporary	80,647	106,108	69,870	81,000
510105	Overtime	59	239	-	-
520101	Retirement	72,956	90,883	48,612	49,945
520101-U	CalPERS UAL	-	-	34,106	39,122
520103	Social Security (FICA)	60	226	469	5,022
520104	Group Health Insurance	40,493	32,338	62,076	105,461
520105	Worker's Compensation	32,597	32,322	54,064	45,635
520106	Disability Insurance	1,166	1,070	2,228	3,208
520107	Unemployment Insurance	9,264	14,692	24,464	25,353
520109	Life Insurance	533	418	865	1,149
520110	Medicare	3,217	3,583	6,964	8,541
	Total Personnel Services:	$ 460,303	472,735	727,090	872,452
Materials & Services					
610101	Electricity	$ 20,175	51,079	62,500	70,000
610102	Natural Gas	-	5,382	2,850	7,000
610103	Telephone	6,500	20,832	15,100	12,000
610106	Advertising	-	156	2,700	3,000
610107	Books & Periodicals	54,762	36,413	50,000	55,000
610108	Auto Reimbursement	333	-	-	-
610109	Meeting & Travel	204	310	2,500	5,000
610113	Professional Fees / Other	37,596	191,297	120,000	65,000
610121	Dues & Subscriptions	44,875	43,825	45,000	40,000
610123	Training	-	1,000	2,276	2,000
610129	Other Expense	5,397	24,104	15,000	10,000
620101	Office Supplies	12,107	26,782	25,500	20,000
620102	Postage	44	1,120	1,400	1,500
620103	Printing	2,819	1,382	2,500	4,000
620105	Computer Supplies	685	2,019	660	400
620107	Photo & Video Supplies	2,838	-	-	-
620128	Janitorial Supplies	2,904	4,481	5,000	5,000
620130	Maintenance Supplies	302	1,014	500	1,000
630101	Building Maintenance	2,497	4,646	11,900	8,000
630106	Office Machines Maintenance	-	2,021	10,015	2,000
640112	Bank Charges	-	3,685	10,900	-
	Total Material & Services:	$ 194,038	421,548	386,301	310,900

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 5301 - Library

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay					
720102	Furniture & Fixtures	$ -	-	-	-
720109	Computers	2,216	-	1,545	-
730101	Passenger Vehicle	-	37,387	-	-
	Total Capital Projects / Outlay:	$ 2,216	37,387	1,545	-
	Total 5301 - Library:	**$ 656,557**	**931,670**	**1,114,936**	**1,183,352**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6201 - Economic Development

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510101	Salaries - Non-Sworn	$ 157,625	$ 302,191	$ 314,923	$ 392,615
510103	Salaries - Temporary	1,395	-	-	-
510105	Overtime	354	1,013	250	-
520101	Retirement	43,559	82,769	31,068	38,389
520101-U	CalPERS UAL	-	-	44,950	51,556
520103	Social Security (FICA)	-	-	-	-
520104	Group Health Insurance	30,189	41,837	52,048	73,976
520105	Worker's Compensation	17,917	32,226	33,981	35,076
520106	Disability Insurance	720	1,299	1,486	2,451
520107	Unemployment Insurance	4,986	14,671	15,478	19,487
520109	Life Insurance	403	519	470	720
520110	Medicare	2,261	4,057	4,213	5,693
	Total Personnel Services:	$ 259,409	480,582	498,867	619,963
Materials & Services					
610101	Electricity	$ 15,604	17,115	20,200	22,000
610103	Telephone	903	11,996	12,850	15,000
610106	Advertising	-	324	1,500	2,000
610107	Books & Periodicals	-	-	-	100
610109	Meeting & Travel	2,891	6,797	2,750	13,000
610113	Professional Fees / Other	10,713	28,454	55,000	45,000
610116	Professional Fees / Legal	-	-	-	500
610121	Dues & Subscriptions	2,235	3,093	15,000	3,300
610123	Training	-	-	1,000	-
610129	Other Expense	3,538	4,952	3,500	8,500
620101	Office Supplies	4,166	3,017	3,000	4,000
620102	Postage	220	10	120	850
620103	Printing	4,491	1,850	2,200	2,500
630101	Building Maintenance	3,165	6,206	5,000	6,500
630112	Gasoline & Oil	412	735	300	700
630116	Motor Vehicle Expense	2,679	2,678	2,823	2,938
640124	Contributions	2,000	4,000	4,000	5,000
	Total Material & Services:	$ 53,017	91,227	129,243	131,888

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6201 - Economic Development

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay					
720101	Office Machines	$ 9,627	283	-	-
720102	Furniture & Fixtures	-	-	2,541	-
720109	Computers	-	2,923	5,228	-
	Total Capital Projects / Outlay:	$ 9,627	3,206	7,769	-
	Total 6201 - Economic Development:	**$ 322,053**	**575,015**	**635,879**	**751,851**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6202 - Blight Elimination

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
510103	Salaries - Temporary	$ 32,234	$ 44,583	$ 56,015	$ 40,500
510105	Overtime	191	1,099	250	-
520101	Retirement	1,083	2,146	3,759	5,085
520103	Social Security (FICA)	1,303	1,320	1,162	1,256
520104	Group Health Insurance	368	459	232	719
520105	Worker's Compensation	3,546	4,904	6,160	4,455
520106	Disability Insurance	-	-	-	-
520107	Unemployment Insurance	990	2,229	2,801	2,025
520109	Life Insurance	-	-	-	-
520110	Medicare	477	662	816	587
	Total Personnel Services:	$ 40,192	57,402	71,195	54,627
Materials & Services					
610113	Professional Services / Other	$ -	-	-	5,000
610129	Other Expenses	260	144	50	500
620102	Postage	-	-	-	100
620103	Printing	-	21	-	300
620131	Printing Supplies	8,673	8,883	10,000	10,000
	Total Material & Services:	$ 8,933	9,048	10,050	15,900

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6202 - Blight Elimination

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay					
720109	Computers	$ -	1,248	5,063	-
	Total Capital Projects / Outlay:	$ -	1,248	5,063	-
	Total 6202 - Blight Elimination:	**$ 49,125**	**67,698**	**86,308**	**70,527**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6202 - Valley Center Point

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Personnel Services					
	Total Personnel Services:	$ -	-	-	-
Materials & Services					
610101	Electricity	$ 8,769	11,682	12,350	12,500
610113	Professional Fees / Other	-	-	-	1,500
620130	Maintenance Supplies	-	-	-	500
	Total Material & Services:	$ 8,769	11,682	12,350	14,500

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 6202 - Valley Center Point

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Capital Projects / Outlay				
Total Capital Projects / Outlay:	$ -	-	-	-
Total 6203 - Valley Center Point:	**$ 8,769**	**11,682**	**12,350**	**14,500**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
General Fund Expenditure Detail - FY 2024-25 Revised Budget
Department 9101 - Transfers Out

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Transfers Out					
820101	Transfers Out - PARS Trust	$ 2,531,000	-	-	-
820101	Transfers Out - Special Events Fund	22,021	65,226	70,000	95,000
	Total Transfers Out:	$ 2,553,021	65,226	70,000	95,000
	Total 9101 - Transfers Out:	**$ 2,553,021**	**65,226**	**70,000**	**95,000**

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

WATER FUNDS

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
Fiscal Year 2024-25 Revised Budget
Water Enterprise Funds (Fund 501 / 511 / 513)

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:					
470101 - Water Sales Revenues	$	8,569,630	8,055,018	7,939,590	8,000,000
450200 - Grant Revenue - State		868,000	-	-	-
470102 - Water Service Installations		58,442	38,360	38,997	40,000
470103 - Other Revenues		248,925	133,532	184,207	150,000
470121 - Interest Revenue		41,789	196,264	300,000	300,000
470121 - Interest Revenue - Fund 511 - Capacity		-	77,931	125,000	125,000
470121 - Interest Revenue - Fund 513 - Stabilization		8,652	42,096	50,000	50,000
470173 - Water - Bad Debt Write-Offs / Late Fees		27,069	15,510	124,094	50,000
480103 - Water Capacity Fees - Fund 511 - Capacity		541,123	872,168	721,462	650,000
Total:	$	10,363,630	9,430,879	9,483,350	9,365,000
Expenditures:					
9510 - Water System Maintenance					
Personnel Services	$	513,998	532,640	482,657	565,082
Services and Supplies		242,531	289,000	203,230	296,968
Capital Projects / Outlay		129,701	11,095	91,077	585,500
9511 - Water Treatment Plant					
Personnel Services	$	1,364,128	1,480,733	1,469,449	1,538,388
Services and Supplies		1,812,581	2,242,211	2,136,395	2,234,518
Capital Projects / Outlay		1,547,780	1,634,722	241,633	730,000
Debt Service		2,292,760	2,314,381	2,317,381	2,321,756
9512 - Water Customer Service					
Personnel Services	$	250,652	248,920	275,812	293,690
Services and Supplies		218,923	235,165	179,172	339,843
Capital Projects / Outlay		-	1,975	-	-
9513 - Public Information Office					
Services and Supplies	$	19,328	16,631	11,167	44,258
9516 - Administration - Water					
Personnel Services	$	333,926	381,285	443,166	498,428
Services and Supplies		129,973	169,341	134,477	92,600
Capital Projects / Outlay		45,459	44,478	187,917	205,000

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
Fiscal Year 2024-25 Revised Budget
Water Enterprise Funds (Fund 501 / 511 / 513)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
9519 - Overhead - Water				
Services and Supplies	$ 1,058,755	1,170,284	1,254,608	1,463,026
Total:	$ 9,960,495	10,772,861	9,428,141	11,209,057
Excess (deficit) of revenues over expenditures	$ 403,135	(1,341,982)	55,209	(1,844,057)
Beginning Fund Balance	$ 29,542,707	29,945,842	28,603,860	28,659,069
Less:				
Fund Balance - Water Capacity Fees (Fund 511)	$ -	987,147	1,833,609	2,608,609
Fund Balance - Rate Stabilization (Fund 513)	3,497,667	3,539,763	2,789,763	1,289,763
Fund Balance - Restricted for Debt Service	2,093,223	2,093,223	2,093,223	2,093,223
Ending Fund Balance / Working Capital	$ 24,354,952	21,983,727	21,942,474	20,823,417

Capital Expenditure Detail

Capital Expenditures	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Water System Maintenance	$ 129,701	11,095	91,077	585,500
Water Treatment Plant	1,547,780	1,634,722	241,633	730,000
Water Customer Service	-	1,975	-	-
Administration	45,459	44,478	187,917	205,000
Total:	$ 1,722,940	1,692,270	520,627	1,520,500

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
9510 - Water System Maintenance				
510101 - Perm. Salaries	$ 326,175	332,029	311,638	360,158
510102 - Overtime	6,597	11,605	8,742	12,000
520101 - Retirement	28,135	27,067	25,701	28,241
520101 - Retirement - UAL	49,970	60,112	46,532	48,065
520104 - Health Insurance	52,448	47,581	42,949	60,280
520105 - Workers Compensation	33,827	32,253	28,134	33,428
520106 - Disability Insurance	1,665	1,526	1,334	1,914
520107 - Unemployment	9,520	14,661	12,788	15,194
520109 - Life Insurance	541	421	352	580
520110 - Medicare	5,120	5,385	4,487	5,222
9511 - Water Treatment Plant				
510101 - Perm. Salaries	$ 859,847	913,918	911,977	939,992
510102 - Overtime	16,357	32,223	26,571	25,000
520101 - Retirement	75,801	79,417	90,368	84,987
520101 - Retirement - UAL	126,264	142,466	113,006	144,647
520104 - Health Insurance	151,343	155,869	166,841	176,596
520105 - Workers Compensation	90,839	95,490	98,036	100,596
520106 - Disability Insurance	4,160	4,259	4,256	5,759
520107 - Unemployment	25,845	43,404	44,562	45,726
520109 - Life Insurance	1,435	1,252	1,135	1,455
520110 - Medicare	12,237	12,435	12,697	13,630
9512 - Water Customer Service				
510101 - Perm. Salaries	$ 144,104	132,731	151,860	153,400
510103 - Temp. Salaries	17,815	22,701	19,242	20,966
510102 - Overtime	425	582	382	1,400
520101 - Retirement	12,998	12,959	15,532	14,256
520101 - Retirement - UAL	21,760	24,276	19,056	24,263
520103 - Social Security	1,043	1,263	902	1,300
520104 - Health Insurance	27,856	26,370	38,481	46,357
520105 - Workers Compensation	16,205	16,457	18,633	19,180
520106 - Disability Insurance	775	768	826	944
520107 - Unemployment	4,847	8,181	8,244	8,718
520109 - Life Insurance	376	311	305	378
520110 - Medicare	2,448	2,321	2,349	2,528

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City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
9516 - Administration - Water				
510101 - Perm. Salaries	$ 212,894	230,648	287,828	313,933
510103 - Temp. Salaries	6,092	745	-	-
510102 - Overtime	214	1,184	774	1,000
520101 - Retirement	18,032	22,604	28,474	28,964
520101 - Retirement - UAL	30,534	41,182	37,860	49,298
520103 - Social Security	378	46	-	-
520104 - Health Insurance	32,783	41,242	37,204	48,220
520105 - Workers Compensation	22,279	26,610	31,145	34,285
520106 - Disability Insurance	910	1,061	1,274	1,929
520107 - Unemployment	6,451	12,095	14,156	15,584
520109 - Life Insurance	362	371	397	663
520110 - Medicare	2,997	3,497	4,054	4,552
Total Personnel Services:	$ 2,462,704	2,643,578	2,671,084	2,895,588
Materials & Services				
9510 - Water System Maintenance				
610101 - Electricity	$ 5,092	5,689	5,158	7,000
610103 - Telephone	1,940	3,779	2,878	4,300
610109 - Meeting & Travel	4,271	1,545	1,688	4,500
610111 - Equipment Rental	200	1,426	-	500
610113 - Professional Fees	4,518	16,157	6,663	5,000
610121 - Dues & Subscriptions	-	-	103	500
610123 - Training	555	1,391	51	4,000
610125 - Uniform Rental	2,116	559	1,520	2,000
610129 - Other Expense	4,277	5,699	2,603	4,000
620101 - Office Supplies	1,795	1,074	961	900
620103 - Printing	208	146	157	300
620105 - Computer Supplies	599	119	-	350
620108 - Flares / Batteries	160	150	11	-
620109 - First Aid Supplies	130	702	-	200
620112 - Protective Clothing	1,348	597	1,708	3,000
620114 - Other Safety Supplies	1,988	1,856	3,327	4,000
620128 - Janitorial Supplies	974	712	663	-
620132 - Construction Materials	20,818	22,045	45,892	25,000
620136 - Treatment Chemicals	500	-	-	-
620139 - Pipe Fittings	83,416	126,585	28,182	115,000
620140 - Small Tools	7,209	4,070	8,079	8,500
630101 - Building Maintenace	1,014	1,050	521	1,050
630106 - Office Machines Mtc	33	-	20	-

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City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
630107 - Comm. Eqpt. Mtc	3,706	2,415	1,510	2,100
630108 - Field / Shop Eqpt Mtc	2,455	120	1,127	2,000
630109 - Computer Eqpt Mtc	200	-	-	300
630112 - Gasoline / Oil	17,995	17,092	12,346	20,000
630115 - Outside Maintenance	1,200	208	282	1,500
630116 - Motor Vehicle Expense	73,814	73,814	77,780	80,968
9511 - Water Treatment Plant				
610101 - Electricity	$ 474,821	477,130	470,192	625,000
610103 - Telephone	9,838	10,716	10,713	12,000
610105 - Leaselines	1,819	1,966	808	2,000
610106 - Advertising	-	-	71	2,000
610107 - Books & Periodicals	-	-	46	-
610109 - Meeting & Travel	4,531	4,038	2,369	5,000
610111 - Equipment Rental	2,969	6,194	1,157	3,500
610113 - Professional Fees	197,941	146,230	124,362	250,000
610117 - Solid Waste Collections	-	30	-	-
610121 - Dues & Subscriptions	2,669	2,968	2,523	3,000
610123 - Training	1,246	742	-	1,500
610125 - Uniform Rental	3,604	3,602	3,798	4,500
610129 - Other Expense	4,759	3,940	7,280	10,000
610131 - Filing Fees	-	48,434	50,988	51,000
620101 - Office Supplies	4,692	6,381	3,262	6,000
620102 - Postage	-	605	517	-
620103 - Printing	145	2,902	500	1,500
620112 - Protective Clothing	4,833	4,213	3,552	4,000
620114 - Other Safety Supplies	4,268	986	5,469	3,000
620122 - Grounds Landscaping	401	3,138	291	2,000
620125 - Chemicals / Fertilizers	737	58	-	750
620128 - Janitorial Supplies	9,672	10,149	6,621	10,000
620130 - Maintenance Supplies	3,833	1,779	1,556	4,000
620131 - Printing Supplies	1,569	730	169	1,000
620132 - Construction Materials	-	2,993	2,711	4,000
620135 - Other Supplies	316	272	494	1,500
620136 - Treatment Chemicals	471,527	806,576	690,763	600,000
620137 - Lab Tests & Supplies	42,089	41,970	60,630	55,000
620138 - Purchased Water	211,658	160,437	145,894	200,000
620139 - Pipe Fittings	8,541	34,536	7,689	9,000
620140 - Small Tools	2,686	9,100	2,319	4,000
630101 - Building Maintenace	297	612	-	1,000
630106 - Office Machines Mtc	1,225	1,021	469	1,000
630107 - Comm. Eqpt. Mtc	11,873	14,567	11,789	14,000
630108 - Field / Shop Eqpt Mtc	1,188	133	518	2,500
630109 - Computer Eqpt Mtc	-	80	37	1,000
630111 - Other Facility Mtc	54,953	116,637	187,689	80,000

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
630112 - Gasoline / Oil	34,165	30,621	29,946	37,000
630115 - Outside Maintenance	-	670	-	500
630116 - Motor Vehicle Expense	29,417	29,637	30,998	32,268
630117 - Meter Maintenance	91,605	144,990	196,228	100,000
630120 - Water Pumps Mtc	111,080	106,578	69,227	80,000
640112 - Bank Charges	5,614	3,850	2,750	10,000
9512 - Water Customer Service				
610103 - Telephone	$ 3,617	3,462	2,602	5,500
610109 - Meeting & Travel	-	-	-	3,500
610113 - Professional Fees	26,766	29,738	27,717	79,275
610129 - Other Expense	717	56	211	1,000
610138 - Online Fees	101,420	107,644	53,964	114,000
620101 - Office Supplies	2,242	1,826	2,045	3,500
620102 - Postage	47,022	55,194	55,091	60,848
620103 - Printing	12,301	12,587	10,633	20,300
620105 - Computer Supplies	1,930	2,442	3,713	2,170
630106 - Office Machines	540	622	669	1,050
640122 - Bank Charges	6,641	6,399	3,064	8,700
640116 - Bad Debt Expense	15,727	15,195	19,463	40,000
9513 - Public Information Office				
610113 - Professional Fees	$ 15,485	13,631	11,167	1,768
610115 - Prof. Fees - Lobby	3,000	3,000	-	40,000
620103 - Printing	843	-	-	2,490
9516 - Administration - Water				
610103 - Telephone	$ 1,484	1,603	942	1,500
610106 - Advertisement	-	-	-	700
610107 - Books & Periodicals	-	10	-	-
610108 - Auto Reimbursement	40	26	11	100
610109 - Meeting & Travel	681	595	596	2,000
610113 - Professional Fees	49,796	63,481	35,171	62,000
610121 - Dues & Subscriptions	145	299	53	1,500
610123 - Training	900	1,158	3,165	1,500
610129 - Other Expense	74,469	87,556	92,095	17,000
620101 - Office Supplies	1,202	687	1,472	1,000
620102 - Postage	29	-	-	-
620103 - Printing	233	260	142	500
620105 - Computer Supplies	671	609	251	1,000
620109 - First Aid Supplies	-	-	-	50
620114 - Other Safety Supplies	-	100	100	250
620128 - Janitorial Supplies	-	-	-	1,000
630101 - Building Maintenance	-	-	-	1,000
630106 - Office Machines Mtc	17	134	393	250

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
630107 - Comm Eqpt Mtc	172	180	86	250
630109 - Computer Eqpt Mtc	134	12,643	-	500
630112 - Gasoline & Oil	-	-	-	500
9519 - Overhead - Water				
810102 - Overhead	$ 1,058,755	1,170,284	1,254,608	1,463,026
Total Material & Services:	$ 3,482,091	4,122,632	3,919,049	4,471,213
Capital Projects / Outlay				
9510 - Water System Maintenance				
710106 - Other Real Property	$ -	-	50,182	400,000
720106 - Field Equipment	-	7,043	-	-
720108 - Safety Equipment	10,000	4,052	8,056	-
720109 - Computers	3,629	-	-	-
730104 - Heavy Equipment	116,072	-	32,839	185,500
9511 - Water Treatment Plant				
710102 - Architecture / Eng	$ 1,123	-	-	25,000
710106 - Other Real Property	917,410	1,334,891	241,633	568,000
710107 - Other Property - Grants	626,828	-	-	-
720101 - Office Machines	-	9,418	-	-
720102 - Furniture & Fixtures	-	-	-	37,000
720106 - Field Equipment	-	21,136	-	100,000
720109 - Computers	2,419	10,475	-	-
730102 - Trucks	-	141,303	-	-
730104 - Heavy Equipment	-	117,499	-	-
9512 - Water Customer Service				
720101 - Office Machines	$ -	1,975	-	-
9516 - Administration - Water				
710104 - Land	$ -	-	75,888	-
710106 - Other Real Property	-	-	54,095	150,000
720101 - Office Machines	822	300	-	-
720102 - Furniture & Fixtures	-	835	1,033	-
720104 - Fixed Shop Equipment	4,950	-	-	-
720109 - Computers	3,257	2,372	4,798	-
720110 - Computer Software	36,430	40,971	52,103	55,000
Total Capital Projects / Outlay:	$ 1,722,940	1,692,270	520,627	1,520,500

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City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Water Enterprise Funds (Fund 501 / 511 / 513)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Debt Service				
9511 - Water Treatment Plant				
640114 - Principal - 2014A	$ 1,125,000	1,305,000	1,375,000	1,450,000
640114 - Principal - CIEDB	100,247	-	-	-
640110 - Interest - 2014A	$ 1,064,506	1,009,381	942,381	871,756
640110 - Interest - CIEDB	3,007	-	-	-
Total Debt Service:	$ 2,292,760	2,314,381	2,317,381	2,321,756
Total Water Enterprise Fund:	$ 9,960,495	10,772,861	9,428,141	11,209,057

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

WASTEWATER

FUNDS

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
Fiscal Year 2024-25 Revised Budget
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
470105 - Wastewater Fees	$ 9,828,973	9,749,836	9,769,142	9,800,000
470106 - Wastewater Connection Fees	16,190	11,076	11,934	11,500
470107 - Other Revenues	16,231	-	-	2,000
470121 - Interest Revenue	44,358	222,321	340,000	300,000
470121 - Interest Revenue - Fund 512 - Capacity	-	43,067	75,000	75,000
470121 - Interest Revenue - Fund 514 - Stabilization	8,639	42,031	60,000	60,000
480103 - Water Capacity Fees - Fund 512 - Capacity	-	988,856	799,686	650,000
Total:	$ 9,914,391	11,057,187	11,055,762	10,898,500
Expenditures:				
9520 - Wastewater System Maintenance				
Personnel Services	$ 562,372	609,027	574,323	674,345
Services and Supplies	112,978	131,957	111,675	148,104
Capital Projects / Outlay	135,502	339,494	553,176	1,085,000
9521 - Wastewater Treatment Plan				
Personnel Services	$ 1,361,942	1,391,464	1,418,537	1,602,893
Services and Supplies	1,547,163	1,776,085	1,873,229	1,942,880
Capital Projects / Outlay	113,143	1,621,340	2,620,200	8,660,000
Debt Service	2,333,911	2,332,952	2,248,619	2,248,813
9522 - Wastewater Customer Service				
Personnel Services	$ 117,436	141,472	126,126	136,917
Services and Supplies	176,094	187,438	133,479	253,683
Capital Projects / Outlay	-	846	-	-
9523 - Public Information Office				
Services and Supplies	$ 19,328	16,631	11,167	44,258
9525 - Environmental Compliance				
Personnel Services	$ 150,277	191,160	177,746	179,557
Services and Supplies	33,737	31,364	12,893	44,050
Capital Projects / Outlay	-	3,900	-	-
9528 - Administration - Wastewater				
Personnel Services	$ 298,367	324,052	380,853	506,380
Services and Supplies	129,684	170,999	131,875	92,150
Capital Projects / Outlay	45,456	44,478	187,836	205,000

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City of El Centro
Fiscal Year 2024-25 Revised Budget
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
9519 - Overhead - Wastewater					
Services and Supplies	$	985,785	725,555	1,199,762	1,399,068
Total:	$	8,123,175	10,040,214	11,761,496	19,223,098
Excess (deficit) of revenues over expenditures	$	1,791,216	1,016,973	(705,734)	(8,324,598)
Beginning Fund Balance	$	26,159,328	27,950,544	28,967,517	28,261,783
Less:					
Fund Balance - WW Capacity Fees (Fund 512)	$	57,165	1,089,089	1,926,686	2,651,686
Fund Balance - Rate Stabilization (Fund 514)		3,503,900	3,545,931	3,576,896	3,636,896
Fund Balance - Restricted for Debt Service		-	-	-	-
Ending Fund Balance / Working Capital	$	24,389,479	24,332,497	22,758,201	13,648,603

Capital Expenditure Detail

Capital Expenditures		ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Wastewater System Maintenance	$	135,502	339,494	553,176	1,085,000
Wastewater Treatment Plant		113,143	1,621,340	2,620,200	8,660,000
Wastewater Customer Service		-	846	-	-
Environmental Compliance		-	3,900	-	-
Administration		45,456	44,478	187,836	205,000
Total:	$	294,101	2,010,058	3,361,212	9,950,000

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City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
9520 - Wastewater System Maintenance				
510101 - Perm. Salaries	$ 358,873	369,067	360,159	416,928
510102 - Overtime	13,802	38,563	30,859	16,000
520101 - Retirement	30,421	30,428	31,542	37,966
520101 - Retirement - UAL	52,014	60,220	47,046	58,593
520104 - Health Insurance	52,546	49,709	47,296	74,137
520105 - Workers Compensation	36,491	36,247	34,498	42,300
520106 - Disability Insurance	1,802	1,725	1,621	2,412
520107 - Unemployment	10,317	16,476	15,681	19,227
520109 - Life Insurance	600	489	427	737
520110 - Medicare	5,506	6,103	5,194	6,045
9521 - Wastewater Treatment Plant				
510101 - Perm. Salaries	$ 831,303	810,301	829,924	961,457
510103 - Temp. Salaries	10,627	35,425	47,856	-
510102 - Overtime	34,047	40,626	34,204	45,000
520101 - Retirement	73,667	72,709	83,068	90,417
520101 - Retirement - UAL	136,508	150,218	113,970	139,541
520103 - Social Security	661	1,198	801	-
520104 - Health Insurance	142,435	134,293	158,919	198,774
520105 - Workers Compensation	88,904	88,928	91,246	100,738
520106 - Disability Insurance	4,014	3,814	3,812	5,667
520107 - Unemployment	25,506	40,422	41,476	45,790
520109 - Life Insurance	1,389	1,052	1,004	1,568
520110 - Medicare	12,881	12,478	12,257	13,941
9522 - Wastewater Customer Service				
510101 - Perm. Salaries	$ 68,015	87,383	69,743	71,944
510103 - Temp. Salaries	7,635	10,358	8,417	8,986
510102 - Overtime	182	249	164	600
520101 - Retirement	6,129	6,075	7,140	7,103
520101 - Retirement - UAL	10,268	11,408	8,912	10,962
520103 - Social Security	447	561	386	557
520104 - Health Insurance	13,189	12,302	17,468	22,022
520105 - Workers Compensation	7,614	7,733	8,455	8,902
520106 - Disability Insurance	367	359	382	444
520107 - Unemployment	2,267	3,815	3,843	4,046
520109 - Life Insurance	177	144	140	178
520110 - Medicare	1,146	1,085	1,076	1,173

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City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
9525 - Environmental Compliance				
510101 - Perm. Salaries	$ 83,833	120,341	106,698	105,628
510103 - Temp. Salaries	-	-	-	-
510102 - Overtime	855	1,700	2,282	2,000
520101 - Retirement	9,778	9,451	10,741	10,429
520101 - Retirement - UAL	15,976	17,680	13,464	16,094
520103 - Social Security	-	-	-	-
520104 - Health Insurance	22,413	23,504	25,757	26,054
520105 - Workers Compensation	11,770	11,503	11,737	11,619
520106 - Disability Insurance	590	565	573	718
520107 - Unemployment	3,364	5,228	5,335	5,281
520109 - Life Insurance	200	178	163	202
520110 - Medicare	1,498	1,010	996	1,532
9528 - Administration - Wastewater				
510101 - Perm. Salaries	$ 184,322	194,654	245,476	271,566
510103 - Temp. Salaries	6,640	496	-	-
510102 - Overtime	640	714	52	1,000
520101 - Retirement	15,154	18,694	24,272	26,620
520101 - Retirement - UAL	25,848	35,058	32,868	41,082
520103 - Social Security	420	31	-	-
520104 - Health Insurance	37,315	38,445	34,601	116,733
520105 - Workers Compensation	18,949	21,899	26,555	29,658
520106 - Disability Insurance	806	908	1,125	1,670
520107 - Unemployment	5,412	9,954	12,071	13,481
520109 - Life Insurance	356	334	374	632
520110 - Medicare	2,505	2,865	3,459	3,938
Total Personnel Services:	$ 2,490,394	2,657,175	2,677,585	3,100,092
Materials & Services				
9520 - Wastewater System Maintenance				
610101 - Electricity	$ 5,092	5,688	5,158	7,000
610103 - Telephone	5,844	7,639	4,415	7,500
610109 - Meeting & Travel	2,829	877	1,692	3,000
610111 - Equipment Rental	500	500	-	500
610113 - Professional Fees	3,367	15,885	5,849	5,000
610121 - Dues & Subscriptions	-	159	104	350
610123 - Training	355	849	2,564	4,000
610125 - Uniform Rental	942	892	1,348	2,000
610129 - Other Expense	1,528	1,803	1,974	3,000

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City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
620101 - Office Supplies	600	600	788	900
620103 - Printing	185	146	157	300
620105 - Computer Supplies	350	-	150	350
620108 - Flares / Batteries	-	-	-	-
620109 - First Aid Supplies	100	17	-	200
620112 - Protective Clothing	288	757	1,682	3,000
620114 - Other Safety Supplies	836	1,369	1,730	4,000
620128 - Janitorial Supplies	1,187	575	659	-
620132 - Construction Materials	10,184	13,043	15,157	15,000
620136 - Treatment Chemicals	2,000	1,000	26	2,000
620139 - Pipe Fittings	12,922	12,005	5,204	13,000
620140 - Small Tools	1,885	2,790	2,404	6,500
630101 - Building Maintenace	989	640	521	1,050
630106 - Office Machines Mtc	-	-	-	-
630107 - Comm. Eqpt. Mtc	1,586	2,415	1,440	2,100
630108 - Field / Shop Eqpt Mtc	355	655	1,127	4,000
630109 - Computer Eqpt Mtc	60	11	-	300
630112 - Gasoline / Oil	15,054	19,202	12,523	15,000
630115 - Outside Maintenance	1,500	-	282	1,500
630116 - Motor Vehicle Expense	42,440	42,440	44,721	46,554
9521 - Wastewater Treatment Plant				
610101 - Electricity	$ 444,585	447,311	498,490	560,000
610102 - Natrual Gas	1,806	34,747	28,528	30,000
610103 - Telephone	8,148	7,481	6,013	10,000
610104 - Water	832	1,563	2,028	1,000
610105 - Leaselines	-	-	-	-
610106 - Advertising	186	-	71	-
610107 - Books & Periodicals	618	159	170	1,000
610108 - Auto Reimbursement	93	-	-	300
610109 - Meeting & Travel	9,536	7,621	7,149	15,000
610111 - Equipment Rental	33,298	28,435	2,954	10,000
610113 - Professional Fees	125,974	196,618	263,705	300,000
610117 - Solid Waste Collections	-	-	-	-
610121 - Dues & Subscriptions	907	1,982	2,340	4,000
610123 - Training	2,264	3,442	70	4,000
610125 - Uniform Rental	4,011	3,249	3,620	5,000
610129 - Other Expense	2,960	6,786	5,994	6,000
610131 - Filing Fees	58,820	81,338	107,010	87,000
620101 - Office Supplies	3,853	4,503	2,318	5,000
620102 - Postage	15	27	-	-
620103 - Printing	-	-	-	-
620105 - Computer Supplies	1,353	-	1,141	1,500
620108 - Flares / Batteries / Film	893	248	18	-
620109 - First Aid Supplies	-	-	-	300

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City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
620112 - Protective Clothing	4,385	5,421	4,778	6,000
620114 - Other Safety Supplies	-	-	-	-
620122 - Grounds Landscaping	-	-	-	-
620125 - Chemicals / Fertilizers	-	-	-	-
620128 - Janitorial Supplies	10,948	14,471	16,104	11,500
620130 - Maintenance Supplies	8,405	2,989	1,508	5,000
620131 - Printing Supplies	11	100	471	1,500
620132 - Construction Materials	4,566	2,190	89	2,500
620135 - Other Supplies	-	-	-	-
620136 - Treatment Chemicals	310,952	340,499	240,260	310,000
620137 - Lab Tests & Supplies	78,403	66,071	105,033	95,000
620138 - Purchased Water	-	-	-	-
620139 - Pipe Fittings	-	-	-	-
620140 - Small Tools	1,931	1,304	1,507	1,500
630101 - Building Maintenace	2,988	2,543	5,444	2,000
630103 - Grounds / Landscaping	29,996	27,870	15,039	30,000
630106 - Office Machines Mtc	1,007	681	659	1,000
630107 - Comm. Eqpt. Mtc	12,082	11,962	14,494	16,000
630108 - Field / Shop Eqpt Mtc	302,465	389,613	457,954	325,000
630109 - Computer Eqpt Mtc	-	464	280	500
630111 - Other Facility Mtc	-	-	-	-
630112 - Gasoline / Oil	23,211	23,581	21,870	30,000
630113 - Tires & Batteries	158	125	1,135	2,000
630114 - Parts	-	22	-	-
630115 - Outside Maintenance	-	-	-	-
630116 - Motor Vehicle Expense	48,573	48,574	51,235	53,280
630117 - Meter Maintenance	-	-	-	-
630120 - Water Pumps Mtc	-	-	-	-
640112 - Bank Charges	6,930	12,095	3,750	10,000
9522 - Wastewater Customer Service				
610103 - Telephone	$ -	-	-	-
610109 - Meeting & Travel	-	-	-	1,500
610113 - Professional Fees	16,271	19,180	17,996	41,275
610129 - Other Expense	300	-	-	500
610138 - Online Fees	101,420	107,644	53,964	114,000
620101 - Office Supplies	951	783	876	1,500
620102 - Postage	20,152	23,655	23,580	26,078
620103 - Printing	5,272	5,394	4,557	8,700
620105 - Computer Supplies	861	1,047	1,591	930
630106 - Office Machines	540	622	669	500
640122 - Bank Charges	6,641	6,399	3,064	8,700
640116 - Bad Debt Expense	23,686	22,714	27,182	50,000

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City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
9523 - Public Information Office				
610113 - Professional Fees	$ 15,485	13,631	11,167	1,768
610115 - Prof. Fees - Lobby	3,000	3,000	-	40,000
620103 - Printing	843	-	-	2,490
9525 - Environmental Compliance				
610103 - Telephone	$ 946	949	766	1,000
610104 - Water	125	142	55	100
610106 - Advertising	-	1,588	1,591	800
610107 - Books & Periodicals	-	-	-	500
610108 - Auto Reimbursement	-	-	-	100
610109 - Meeting & Travel	83	1,194	300	2,000
610113 - Professional Fees	7,351	2,624	4,043	10,000
610121 - Dues & Subscriptions	192	298	545	400
610123 - Training	375	655	704	1,400
610129 - Other Expense	106	1,576	1,857	1,500
610131 - Filming Fees	19,404	17,666	-	22,000
620101 - Office Supplies	1,242	1,234	726	1,000
620105 - Computer Supplies	1,074	583	-	500
620108 - Flares / Batteries	81	-	-	-
620112 - Protective Clothing	437	463	381	500
630109 - Computer Mtc	87	-	-	250
630112 - Gasoline & Oil	2,234	2,392	1,925	2,000
9528 - Administration - Wastewater				
610103 - Telephone	$ 1,484	1,603	942	1,500
610106 - Advertisement	-	-	-	700
610107 - Books & Periodicals	-	10	2	-
610108 - Auto Reimbursement	-	26	11	100
610109 - Meeting & Travel	682	1,405	585	2,000
610113 - Professional Fees	49,778	63,480	35,112	62,000
610121 - Dues & Subscriptions	145	299	53	1,500
610123 - Training	500	1,158	626	1,500
610129 - Other Expense	74,467	88,310	92,101	17,000
620101 - Office Supplies	1,202	781	1,490	1,000
620102 - Postage	29	-	-	-
620103 - Printing	233	260	124	500
620105 - Computer Supplies	671	609	250	1,000
620109 - First Aid Supplies	-	-	-	100
620114 - Other Safety Supplies	-	100	100	250
620128 - Janitorial Supplies	-	-	-	1,000
630101 - Building Maintenance	-	-	-	1,000

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
630106 - Office Machines Mtc	17	134	393	250
630107 - Comm Eqpt Mtc	342	181	86	250
630109 - Computer Eqpt Mtc	134	12,643	-	500
630112 - Gasoline & Oil	-	-	-	-
9529 - Overhead - Wasteater				
810102 - Overhead	$ 985,785	725,555	1,199,762	1,399,068
Total Material & Services:	$ 3,004,769	3,040,029	3,474,080	3,924,193
Capital Projects / Outlay				
9520 - Wastewater System Maintenance				
710106 - Other Real Property	$ 61,873	329,974	512,529	900,000
720106 - Field Equipment	-	4,913	-	-
720108 - Safety Equipment	10,000	4,607	7,808	-
720109 - Computers	3,629	-	-	-
730104 - Heavy Equipment	60,000	-	32,839	185,000
9521 - Wastewater Treatment Plant				
710102 - Architecture / Eng	$ 15,248	-	-	350,000
710105 - Buildings	-	5,307	1,053	10,000
710106 - Other Real Property	73,746	1,305,978	2,379,349	8,300,000
710107 - Other Property - Grants	-	-	-	-
720101 - Office Machines	12,707	-	-	-
720102 - Furniture & Fixtures	-	-	73	-
720106 - Field Equipment	5,911	121,201	90,252	-
720108 - Safety Equipment	2,246	396	-	-
720109 - Computers	3,285	5,867	-	-
730102 - Trucks	-	42,068	-	-
730104 - Heavy Equipment	-	140,523	149,473	-
9522 - Wastewater Customer Service				
720101 - Office Machines	$ -	846	-	-
9525 - Environmental Compliance				
720102 - Furniture & Fixtures	$ -	977	-	-
720109 - Computers	-	2,923	-	-

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Wastewater Enterprise Funds (Fund 502 / 512 / 514)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
9528 - Administration - Wastewater				
710104 - Land	$ -	-	75,886	-
710106 - Other Real Property	-	-	54,095	150,000
720101 - Office Machines	822	300	-	-
720102 - Furniture & Fixtures	-	835	1,033	-
720104 - Fixed Shop Equipment	4,946	-	-	-
720109 - Computers	3,258	2,372	4,719	-
720110 - Computer Software	36,430	40,971	52,103	55,000
Total Capital Projects / Outlay:	$ 294,101	2,010,058	3,361,212	9,950,000
Debt Service				
9521 - Wastewater Treatment Plant				
640114 - Principal - 2014A	$ 635,000	665,000	900,000	940,000
640114 - Principal - 2012 RB	525,000	540,000	555,000	580,000
640114 - Principal - CIEDB	265,482	273,447	-	-
640110 - Interest - 2014A	$ 767,400	738,075	698,950	652,950
640114 - Interest - 2012 RB	128,843	112,328	94,669	75,863
640110 - Interest - CIEDB	12,186	4,102	-	-
Total Debt Service:	$ 2,333,911	2,332,952	2,248,619	2,248,813
Total Wastewater Enterprise Fund:	$ 8,123,175	10,040,214	11,761,496	19,223,098

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

MEASURE P

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Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
Fiscal Year 2024-25 Revised Budget
Measure P Fund (Fund 299)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
Revenues:				
420101 - Sales Tax	$ 7,519,268	7,989,105	7,506,000	7,618,590
470121 - Interest Earnings	40,159	221,013	350,000	350,000
470126 - Bond Proceeds	-	-	-	-
Total:	$ 7,559,427	8,210,118	7,856,000	7,968,590
Expenditures:				
1101 - City Council				
Materials & Services	$ -	-	45,000	45,000
1102 - City Clerk				
Materials & Services	$ -	9,860	650	7,500
1201 - City Manager				
Materials & Services	$ -	9,000	-	-
1304 - Information Technology				
Materials & Services	$ -	15,600	12,000	-
Capital Projects / Outlay	22,200	176,960	142,809	-
1801 - Facility Maintenance				
Capital Projects / Outlay	$ 11,215	70,889	1,518,411	622,825
1802 - Incubator Building				
Capital Projects / Outlay	$ -	-	-	76,620
1901 - Non-Departmental				
Materials & Services	$ 1,549	38,750	36,932	40,000
Capital Projects / Outlay	-	52,000	-	-
2101 - Police Services				
Capital Projects / Outlay	$ 2,170,971	1,254,384	179,619	4,260,000
2301 - Fire Services				
Capital Projects / Outlay	$ 1,398,989	126,981	244,946	148,198
3201 - Street Maintenance				
Capital Projects / Outlay	$ -	9,916	23,505	70,000
3406 - 7th Street Transfer Station				
Materials & Services	$ -	-	53,874	72,250
4101 - Building Regulation				
Materials & Services	$ 2,500	-	-	-
Capital Projects / Outlay	77,968	52,759	13,964	1,381,355

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
Fiscal Year 2024-25 Revised Budget
Measure P Fund (Fund 299)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
4301 - Engineering				
Materials & Services	$ -	-	-	200,000
Capital Projects / Outlay	-	33,584	343,616	650,000
4401 - Planning				
Materials & Services	$ -	13,821	18,901	17,471
Capital Projects / Outlay	-	-	32,266	-
5101 - Parks				
Materials & Services	$ 89,280	85,544	285,740	320,000
Capital Projects / Outlay	305,461	190,246	477,611	682,000
5102 - Bucklin Park				
Materials & Services	$ 46,500	-	-	-
Capital Projects / Outlay	8,936	123,913	-	450,000
5103 - McGee Park				
Capital Projects / Outlay	$ -	437,817	339,501	10,183
5105 - Swarthout Park				
Capital Projects / Outlay	$ 45,825	132,376	2,096,193	153,000
5106 - Dog Park Project				
Capital Projects / Outlay	$ -	-	490,458	61,500
5107 - Debbie Pittman Park				
Capital Projects / Outlay	$ -	47,698	1,074,179	30,000
5108 - Buena Vista Park				
Materials & Services	$ -	-	-	50,000
Capital Projects / Outlay	-	-	160,988	1,379,472
5202 - Community Center				
Capital Projects / Outlay	$ -	39,355	18,124	735,000
5204 - Youth Center				
Capital Projects / Outlay	$ -	25,850	14,206	21,925
5205 - Adult Center				
Materials & Services	$ 10,745	20,650	24,358	35,000
Capital Projects / Outlay	-	-	-	500,000
5206 - Aquatic Center				
Capital Projects / Outlay	$ -	36,271	-	-
5211 - MLK Sports Center				
Capital Projects / Outlay	$ -	36,969	13,206	63,543

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
Fiscal Year 2024-25 Revised Budget
Measure P Fund (Fund 299)

	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
5301 - Library - Main				
Materials & Services	$ -	46,103	-	-
Capital Projects / Outlay	-	-	-	7,994
6201 - Economic Development				
Materials & Services	$ 117,311	-	-	104,955
Capital Projects / Outlay	-	37,713	9,000	-
6202 - Blight Elimination				
Capital Projects / Outlay	$ -	-	-	17,500
6203 - Valley Center Point				
Capital Projects / Outlay	$ -	66,249	9,216	1,700,000
9115 - Transfers Out - Debt Service	$ 534,729	886,435	2,699,096	3,293,781
9115 - Transfers Out - Public Safety Mat/Svcs	-	-	-	2,128,020
Total:	$ 4,844,179	4,077,693	10,378,369	19,335,092
Excess (deficit) of revenues over expenditures	$ 2,715,248	4,132,425	(2,522,369)	(11,366,502)
Beginning Fund Balance	$ 14,681,443	17,396,691	21,529,116	19,006,747
Ending Fund Balance	$ 17,396,691	21,529,116	19,006,747	7,640,245

Capital Expenditure Detail

Capital Expenditures	ACTUAL FY 2021-22	ESTIMATED ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	REVISED BUDGET FY 2024-25
General Government	$ 33,415	299,849	1,661,220	699,445
Public Safety	3,569,960	1,381,365	424,565	4,408,198
Public Works	-	9,916	23,505	70,000
Community Development	77,968	86,343	389,846	2,031,355
Parks and Recreation	360,222	1,070,495	4,684,466	4,086,623
Library	-	-	-	7,994
Economic Development	-	37,713	9,000	17,500
Valley Center Point	-	66,249	9,216	1,700,000
Total:	$ 4,041,565	2,951,930	7,201,818	13,021,115

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Measure P Fund (Fund 299)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
Total Personnel Services:	$ -	-	-	-
Materials & Services				
1101 - City Council				
610129 - Other Expense	$ -	-	45,000	45,000
1102 - City Clerk				
610113 - Professional Fees	$ -	9,860	650	7,500
1201 - City Manager				
610113 - Professional Fees	$ -	9,000	-	-
1304 - Information Technology				
610113 - Professional Fees	$ -	15,600	12,000	-
1901 - Non-Departmental				
610113 - Professional Fees	$ 1,549	3,495	2,947	5,000
610121 - Dues & Subscriptions	-	35,255	33,985	35,000
3406 - 7th Street Trf Terminal				
610113 - Professional Fees	$ -	-	53,874	72,250
4101 - Building Regulation				
610113 - Professional Fees	$ 2,500	-	-	-
4301 - Engineering				
610113 - Professional Fees	$ -	-	-	200,000
4401 - Planning				
610113 - Professional Fees	$ -	13,821	18,901	17,471
5101 - Parks				
610113 - Professional Fees	$ -	-	190,643	200,000
610135 - Special Events	89,280	85,544	95,097	120,000
5102 - Bucklin Park				
610113 - Professional Fees	$ 46,500	-	-	-
5108 - Buena Vista Park				
610113 - Professional Fees	$ -	-	-	50,000

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Measure P Fund (Fund 299)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
5205 - Adult Center				
610113 - Professional Fees	$ 10,745	20,650	24,358	35,000
5301 - Library - Main				
610113 - Professional Fees	-	46,103	-	-
6201 - Economic Development				
640127 - Storefront Program	$ 117,311	-	-	104,955
Total Material & Services:	$ 267,885	239,328	477,455	892,176
Capital Projects / Outlay				
1304 - Information Technology				
710106 - Other Real Property	$ 4,800	7,260	54,471	-
720109 - Computers	-	109,178	88,338	-
720110 - Computer Software	17,400	60,522	-	-
1801 - Facility Maintenance				
710106 - Other Real Property	$ 11,215	70,889	1,465,163	622,825
720102 - Furtniture & Fixtures	-	-	313	-
730102 - Trucks	-	-	52,935	-
1802 - Incubator Building				
710105 - Buildings	$ -	-	-	76,620
1901 - Non-Departmental				
730101 - Passenger Vehicles	$ -	52,000	-	-
2101 - Police Services				
710102 - Architecture / Eng.	$ 1,555,971	277,860	-	-
710105 - Buildings	-	-	-	4,000,000
720108 - Safety Equipment	615,000	286,709	18,935	-
720109 - Computers	-	-	2,500	260,000
730101 - Passenger Vehicles	-	204,011	158,184	-
730103 - Public Safety Vehicles	-	485,804	-	-

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Measure P Fund (Fund 299)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
2301 - Fire Services				
710102 - Architecture / Eng.	$ -	36,730	-	-
710105 - Buildings	-	-	-	-
720102 - Furniture & Fixtures	-	-	23,609	14,024
720106 - Field Equipment	-	77,139	160,251	17,142
720108 - Safety Equipment	-	-	4,556	-
720109 - Computers	-	-	4,964	-
720111 - Communication Eqpt	-	13,112	51,566	19,032
730103 - Public Safety Vehicles	1,398,989	-	-	98,000
3201 - Street Maintenance				
720106 - Field Equipment	$ -	4,965	-	-
720108 - Safety Equipment	-	4,951	7,086	-
730104 - Heavy Equipment	-	-	16,419	70,000
4101 - Building Regulation				
710106 - Other Real Property	$ 77,968	52,759	8,348	1,316,355
720102 - Furniture & Fixtures	-	-	5,616	-
730102 - Trucks	-	-	-	65,000
4301 - Engineering				
710106 - Other Real Property	$ -	-	343,616	650,000
730102 - Trucks	-	33,584	-	-
4401 - Planning				
730101 - Passenger Vehicles	$ -	-	32,266	-
5101 - Parks				
710105 - Buildings	$ -	50,218	386,782	385,000
710106 - Other Real Property	114,257	9,778	90,829	-
720106 - Field Equipment	92,074	-	-	90,000
730102 - Trucks	-	130,250	-	75,000
730104 - Heavy Equipment	99,130	-	-	132,000
5102 - Bucklin Park				
710106 - Other Real Property	$ -	23,000	-	450,000
720107 - Parks & Rec Eqpt	$ 8,936	100,913	-	-
5103 - McGee Park				
710106 - Other Real Property	$ -	437,817	339,501	10,183
5105 - Swarthout Park				
710106 - Other Real Property	$ 45,825	132,376	2,096,193	153,000

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Measure P Fund (Fund 299)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
5106 - Dog Park Project				
710106 - Other Real Property	$ -	-	490,458	61,500
5107 - Debbie Pittman Park				
710106 - Other Real Property	$ -	47,698	1,074,179	30,000
5108 - Buena Vista Park				
710106 - Other Real Property	$ -	-	160,988	1,379,472
5202 - Community Center				
710106 - Other Real Property	$ -	-	-	735,000
720102 - Furniture & Fixtures	-	-	11,800	-
720109 - Computers	-	-	6,324	-
730102 - Trucks	-	39,355	-	-
5204 - Youth Center				
710106 - Other Real Property	$ -	25,850	14,206	-
720107 - Parks & Rec Eqpt	-	-	-	21,925
5205 - Adult Center				
710106 - Other Real Property	$ -	-	-	500,000
5206 - Aquatic Center				
730102 - Trucks	$ -	36,271	-	-
5211 - MLK Sports Center				
710106 - Other Real Property	$ -	36,969	13,206	-
720107 - Parks & Rec Eqpt	-	-	-	63,543
5301 - Library				
710106 - Other Real Property	$ -	-	-	7,994
6201 - Economic Develompment				
720101 - Office Machines	$ -	-	9,000	-
730102 - Trucks	-	37,713	-	-
6202 - Blight Elimination				
720106 - Field Equipment	$ -	-	-	17,500

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

City of El Centro
FY 2024-25 Revised Budget - Expenditure Detail
Measure P Fund (Fund 299)

Personnel Services	ACTUAL FY 2021-22	ACTUAL FY 2022-23	ESTIMATED ACTUAL FY 2023-24	PROPOSED BUDGET FY 2024-25
6203 - Valley Center Point				
710106 - Other Real Property	$ -	66,249	-	1,700,000
720106 - Field Equipment	-	-	9,216	-
Total Capital Projects / Outlay:	$ 4,041,565	2,951,930	7,201,818	13,021,115
Transfers Out				
9115 - Transfers Out - Debt Service				
820101 - T/O to 300 - Library	$ 534,729	886,435	900,169	898,269
820101 - T/O to 300 - Police Stn	-	-	1,798,927	2,395,512
9115 - Transfers Out - Pub Sfty Exp				
820101 - T/O to 100 - Pub Sfty	$ -	-	-	2,128,020
Total Transfers Out:	$ 534,729	886,435	2,699,096	5,421,801
Total Measure P Fund:	$ 4,844,179	4,077,693	10,378,369	19,335,092

Attachment: FY 2024-25 Revised Budget Schedules - 073124 (6479 : Annual Fiscal Year 2025 Budget (Revised))

RESOLUTION NO. 24-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA CORRECTING, AMENDING AND READOPTING CERTAIN FUNDS OF THE ANNUAL BUDGET FOR FISCAL YEAR 2024-2025

WHEREAS, on or about June 27, 2024, the Finance Director of the City prepared an initial budget for fiscal year 2024-2025 and presented it to the City Council; and

WHEREAS, the budget was presented with the expectation that it would be corrected, updated and amended at a future date; and

WHEREAS, at that meeting, the City Council raised a number of questions concerning the assumptions used for that budget; and

WHEREAS, since that time, the City Manager has engaged the services of a financial consultant and has appointed an Interim Finance Director, who now have prepared and submitted to the City Council of the City of El Centro the corrected selected funds and amended budgets for fiscal year 2024-2025 and have presented the budgets, specifically including the corrected numbers; and

WHEREAS, the Finance Ad Hoc Committee has reviewed the corrected and amended budgets for fiscal year 2024-2025 at length; and

WHEREAS, Resolution No. 24-56 is repealed in its entirety upon adoption of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of El Centro, California does hereby adopt the corrected and amended budgets for fiscal year 2024-2025 for the City of El Centro as prepared and submitted by the City Manager and as may be modified by the City Council.

PASSED AND ADOPTED at a special meeting of the City Council of the City of El Centro, California held on the 31st day of July, 2024.

CITY OF EL CENTRO

By_____
Sylvia Marroquin, Mayor

ATTEST:

By_____
Norma Wyles, City Clerk

Attachment: Resolution 24- Annual Budget (6479 : Annual Fiscal Year 2025 Budget (Revised))

APPROVED AS TO FORM:
Office of the City Attorney

By_____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California, do hereby certify that the foregoing Resolution No. 24- was duly and regularly adopted at a special meeting of the City Council of the City of El Centro, California, held on the 31st day of July, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By_____
Norma Wyles, City Clerk

Attachment: Resolution 24- Annual Budget (6479 : Annual Fiscal Year 2025 Budget (Revised))

Update and Any Necessary Action Regarding ARPA Funding Related to Public Works Department Activities

CITY MANAGER'S RECOMMENDATION:
Approve the revised list of ARPA projects as presented.

FISCAL IMPACT:
No impact to the General Fund. Existing ARPA funding for public works projects is proposed to be redistributed to reflect projected expenditures and create budget for the Water and Sewer Master Plan Update and Rate Study project.

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:
Goal #1 - Financial & Governance Stability & Sustainability
Action 1.8 - Pursue funding to improve and expand public infrastructure while reducing costs to the community.
Goal #2 - Environmental Sustainability & Infrastructure

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTORS LICENSE, REFERENCE CHECKS, INSURANCE, ETC:
NA

BACKGROUND:
ARPA funding has been allocated by the City Council to significant water and sewer projects, representing a strategic investment in infrastructure that results in enduring benefits for the community. This initiative addresses critical water and sewer infrastructure needs in El Centro, fostering economic expansion while mitigating the potential for future water and sewer rate increases.

The approved projects enhance system reliability and expand capacity, thereby strengthening the city's appeal for both commercial and residential development and stimulating economic growth. Moreover, the infusion of ARPA funding mitigates the strain on existing water and sewer enterprise funds, potentially minimizing any future increases in water and sewer rates.

DISCUSSION:
The Public Works Department has substantially completed its ongoing projects and is now proposing a new initiative to allocate funds for the update of the Water Sewer Master Plan and a rate study.

Please refer to the table below, which compares the original ARPA approval amounts with the proposed amended activity. This adjustment reflects actual or projected expenditures. Notably, a significant allocation has been earmarked for the Water and Sewer Master Plan and Rate Study. This funding has been made possible through cost savings realized in other ARPA activities and a reduction in funding originally

designated for the storm water improvement project. The latter project, focused on trash capture, will be proposed for funding through Measure D LTA funds in a subsequent request.

ARPA Category	APPROVED ACTIVITY	Activity Status	ORIGINAL ARPA approved amount	PROPOSED Amended Amount
Public Health Emergency Response				
	Cleaning Trailer	Completed	$30,000.00	$10,052.06
	Portable Pressure Washers (2)	Completed	$5,000.00	$4,692.64
	Temp Staff for Streets and Parks cleaning	On-going	$195,000.00	$145,000.00
Water				
	Gas Chlorine Conversion	Completed	$900,000.00	$871,128.40
	Raw Water Structure Electric Upgrades	Completed	$800,000.00	$626,598.00
Sewer				
	Southern Pump Station	Ready to Award	$5,000,000.00	$5,255,544.40
	Storm Water Improvements	On-going	$1,000,000.00	$116,984.50
	Water/Sewer Master Plan & Rate Study	NEW REQUEST	$0.00	$900,000.00
Totals			**$7,930,000.00**	**$7,930,000.00**

CONCLUSION:

Approve the revised list of ARPA projects as presented.

Discussion and Any Necessary Action Regarding the Approval of an Agreement with Dudek for Services Relating to the Water and Sewer Master Plan and Cost of Service Rate Study

CITY MANAGER'S RECOMMENDATION:
Approve Resolution No. 24- , RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING A CONSULTING AGREEMENT WITH DUDEK FOR DESIGN SERVICES RELATING TO THE WATER & SEWER MASTER PLAN AND COST OF SERVICE RATE STUDY.

FISCAL IMPACT:
No impact to the General Fund.

ARPA funding is proposed to be leveraged with water and wastewater funds for this major project, representing a strategic investment in infrastructure that results in enduring benefits for the community.

Project Budget Request

ARPA	$900,000
Wastewater Enterprise Fund	$170,000
Water Enterprise Fund	$169,186
TOTAL	$1,239,186

STRATEGIC PLANNING PROGRAM 2022-2027 RELATION:
Goal #1 - Financial & Governance Stability & Sustainability
Action 1.1 Review existing water, sewer, storm and solid waste rates to be sustainable and equitable.
Goal #2 - Environmental Sustainability & Infrastructure

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTORS LICENSE, REFERENCE CHECKS, INSURANCE, ETC:
The city has done successful projects with the Consultant. Consultant is part of the City On-Call list.

BACKGROUND:
The city's water and sewer master plan needs to be updated. The last El Centro water and sewer master plan was performed in 2008, over 16 years ago assuming conditions and growth projections that differ from today's needs. In addition, the city last approved a water and sewer fee rate schedule in 2012, twelve years ago. The schedule included rate adjustments through 2016, with no adjustments in the last eight years.

Unlike many cities outside of our region, El Centro operates and maintains our own

water and sewer treatment plants, together with over 100 miles of sewer collection mains and over 100 miles of water distribution mains. We do not rely on external water or sewer districts for this service. To do so, the city operates water and wastewater enterprise funds by charging residents for water and sewer services, which in turn funds the maintenance and operation of the treatment plants together with the distribution and collections systems previously described.

To fund the projected current needs and future growth projections, a Proposition 218 water and sewer rate study is proposed to be completed. The study performs a comprehensive analysis of the City's cost to operate and maintain the water and wastewater systems. The study considers factors such as the financial plan, revenue requirements, and funding for capital project by considering the recommendations in the water and sewer master plan.

A sewer and water master plan is a comprehensive document that outlines the current state, future needs, and strategies for managing the city's treatment, supply and collection of water and wastewater in our city. These plans help with infrastructure planning, regulatory compliance, and risk management. They also help ensure that future residents and businesses will have adequate services based on projected growth.

Master plans are roadmaps that consist of a series of programs for a utility, such as our city, to undertake in the short, medium, and long terms. The programs guide the city's capital improvement projects (CIP) with respect to the treatment, distribution and collection of water and wastewater systems.

On February 6, 2024, City Council approved a request for proposals to update the water sewer master plan and performance of a water and sewer rate study.

DISCUSSION:

City staff received proposals on April 5, 2024 for the project. Dudek Consultants was the sole RFP submitter and presented a robust Request for Proposal response documenting a robust portfolio of master plans performed by Dudek for various jurisdictions. In this case, they have teamed up with NV5, a second major civil firm, who has historical and current knowledge of our city water plants. For the financial aspect, Dudek has teamed up with Raftelis Financial Consultants, a firm with vast expertise in rate studies.

The scope further includes a review of the water and sewer capacity fees and its calculation, which staff proposes to simplify and streamline in an effort to further attract development.

City Public Works management staff, in collaboration with City finance staff, conducted interviews with the Dudek team and determined that the team is highly knowledgeable in the subject matter. To validate the proposal fee, the public works director did a search for other jurisdictions contracts and their cost for similar work and also reviewed the proposed hours and associated fee per scope activity. We find Dudek's comprehensive fee proposal reasonable, and thus recommend approval.

The comprehensive project will provide a roadmap to enhance system reliability and expand capacity, thereby strengthening the city's appeal for both commercial and residential development and stimulating economic growth. Moreover, the infusion of ARPA funding mitigates the strain on existing water and sewer enterprise funds, potentially minimizing any future increases in water and sewer rates.

CONCLUSION:

Approve Resolution No. 24- RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING A CONSULTING AGREEMENT WITH DUDEK FOR DESIGN SERVICES RELATING TO THE WATER & SEWER MASTER PLAN AND COST OF SERVICE RATE STUDY.

ATTACHMENTS:

- Resolution - Final (PDF)
- Agreement Final (not signed) (PDF)
- Agreement Exhibit A - Scope (PDF)
- Agreement Exhibit B - Fee Schedule (PDF)
- Agreement Exhibit F - Dudek - Proposal (PDF)

RESOLUTION NO. 24 -

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO APPROVING A CONSULTING AGREEMENT WITH DUDEK FOR DESIGN SERVICES RELATING TO THE WATER & SEWER MASTER PLAN AND COST OF SERVICE RATE STUDY

WHEREAS, the City Council approved, and staff issued an RFP for design services relating to the Water & Sewer Master Plan and Cost of Service Rate Study ("Project"); and

WHEREAS, after review of all submissions, staff recommends hiring Dudek; and

WHEREAS, it therefore is necessary for the City Council to approve a Consulting Agreement with Dudek, for Design Services relating to the Project (hereinafter referred to as "Agreement"); and

WHEREAS, the City Council finds that its approval of the Agreement is in the best interest of the City of El Centro, California.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted hereby.

2. That the City Council does hereby approve the Consulting Agreement between the City and Dudek, for Design Services relating to the Water & Sewer Master Plan and Cost of Service Rate Study.

3. That the City Manager or designee is hereby authorized to sign said Agreement, a copy of which is on file in the Office of the City Clerk, on behalf of the City of El Centro, California, and to take and all other necessary action to implement it.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California held on day of , 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

06/2024/cdz/A24-0113/Reso/Water&SewerMaster PlanSvcsRateStudy

Attachment: Resolution - Final (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By_____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California do hereby certify that the foregoing Resolution No. 24- was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California, held on the day of , 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAINED:

By_____
Norma Wyles, City Clerk

Attachment: Resolution - Final (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

CONSULTING AGREEMENT BETWEEN THE CITY OF EL CENTRO AND Dudek FOR DESIGN SERVICES RELATING TO Water & Sewer Master Plan and Cost of Service Rate Study

THIS AGREEMENT ("Agreement") is made and entered into by the City of El Centro, ("City") and Dudek, ("the Consultant") for the Consultant to provide design services ("Consulting Services") for the **Water & Sewer Master Plan and Cost of Service Rate Study** ("Project"). City and Consultant each may be referred to as a "Party" and collectively as the "Parties."

RECITALS

City wishes to retain the services of a professional firm to provide the Consulting Services and has carried out a Request for Proposal ("RFP") process to obtain such firm(s); and

As confirmed through the City's RFP process, Consultant has the expertise, experience and personnel necessary to provide the Consulting Services for the Project; and

City and the Consultant now wish to enter into an agreement whereby the City will retain the Consultant to provide, and the Consultant shall provide, the Consulting Services for the Project.

NOW, THEREFORE, in consideration of the above recitals and the mutual covenants and conditions set forth, herein, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby set forth their mutual covenants and understandings as follows:

ARTICLE I
CONSULTING SERVICES

1.0 The above-listed recitals are true and correct and are hereby incorporated by reference. As used here, "days" means calendar days unless otherwise specified

1.1 Scope of Services.

The scope of services will include design, studies, plans and documents related to the design services for a Water & Sewer Master Plan and Cost of Service Rate Study as further described in Exhibit A - Scope of Work. attached and incorporated as if fully set forth herein.

1.2 Contract Administrator.

The Public Works Department is the administrator for this Agreement. The Consultant shall provide the Consulting Services under the direction of the Public Works Director or designee ("Director"). The Director will communicate with the Consultant on all matters related to the administration of this Agreement and the Consultant's performance of the Consulting Services rendered hereunder. When this Agreement refers to communications to or with the City, those

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

communications will be with the Director unless the Director or the Agreement specifies otherwise in writing.

1.3 City Modification of Scope of Services.

The City may, without invalidating this Agreement, order changes in any task by altering, adding to or deducting from the Consulting Services to be performed. All such changes shall be in writing and shall be performed in accordance with the provisions of this Agreement. If any such changes cause an increase or decrease in the Consultant's cost of, or the time required for the performance of any of the Consulting Services, the Consultant shall so notify the City in writing within 15 days of that increase or decrease. If appropriate, an equitable adjustment to the Consultant's compensation may be made, provided that any adjustment must be pre-approved by the Parties in writing; the City's approval shall come from the City Council.

1.4 Written Authorization.

Prior to performing any Consulting Services in connection with the Project, the Consultant shall obtain from the City a written authorization to proceed. The Consultant shall advise the City in writing immediately of any anticipated change in any task, fee schedule or time schedule, and shall obtain the City's written consent to the change prior to making any changes. In no event shall the City's consent be construed to relieve the Consultant from its duty to render all Consulting Services in accordance with applicable laws and accepted industry standards.

1.5 Confidentiality of Services.

All Consulting Services performed by the Consultant, including but not limited to all drafts, data, correspondence, proposals, reports and estimates compiled or composed by the Consultant, pursuant to this Agreement, are for the sole use of the City, its agents and employees. Neither the documents nor their contents shall be released to any third party without the prior written consent of the City. This provision does not apply to information that (a) was publicly known, or otherwise known to the Consultant, at the time that it was disclosed to the Consultant by the City, (b) subsequently becomes publicly known through no act or omission by the Consultant, (c) otherwise becomes known to the Consultant other than through disclosure by the City as needed to establish a defense, (d) is already in the possession of Consultant at the time of disclosure by City as shown by Consultant's files and records immediately prior to the time of disclosure, (e) is obtained by Consultant from a third party without a breach of the third party's obligations of confidentiality; (f) is independently developed by Consultant without use of or reference to City's proprietary information, as shown by documents and other evidence in Consultant's possession; or (g) is required by law to be disclosed by Consultant, provided that Consultant gives City prompt written notice of the requirement prior to disclosure, if legally permissible. Except for Subcontractors (as that term is defined in section 4.4), neither the documents nor their contents shall be released to any third party without the prior written consent of the City.

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

ARTICLE II
DURATION OF AGREEMENT

2.1 Term of Agreement.

This Agreement shall be effective as of the last signature date in this agreement and will remain in effect until the Consulting Services are completed, but in no event later than two (2) years from the date of approval and may be extended for up to (3) one (1) year extensions by mutual agreement, unless sooner terminated pursuant to the provisions of this Agreement. All days set out in this Agreement are calendar days unless otherwise provided.

2.2 Time of Essence.

The Parties agree that time is of the essence for each provision of this Agreement, unless otherwise specified in this Agreement.

2.3 Notification of Delay.

The Consultant shall immediately notify the City in writing of any delay in completion of the Consulting Services. The written notice shall include an explanation of the cause for, and a reasonable estimate of the length of the delay. If the delay affects a material part of the Project, the City may exercise its rights under sections 2.5-2.9 of this Agreement.

2.4 Delay.

If delays in the performance of the Consulting Services are caused by unforeseen events beyond the control of the Parties, such delay may entitle the Consultant to a reasonable extension of time, but such delay shall not entitle the Consultant to damages or additional compensation. The following conditions may constitute such a delay: pandemic, epidemic, war, changes in law or government regulations, labor disputes, strikes, fires, floods, adverse weather or other similar condition of the elements necessitating cessation of the Consultant's work, inability to obtain materials, equipment or labor, required additional Consulting Services or other specific reasons agreed to between the City and the Consultant; provided, however, that (a) this provision shall not apply and the Consultant shall not be entitled to an extension of time for a delay caused by the acts or omissions of the Consultant; and (b) that a delay caused by the inability to obtain materials shall not entitle the Consultant to an extension of time unless the Consultant furnishes the City, in a timely manner, documentary proof, to the City's satisfaction, of the inability to obtain materials.

2.5 City's Right to Suspend for Convenience.

The City may, at its sole option and for its convenience, suspend all or any portion of the Consultant's performance of the Consulting Services, for a reasonable period of time not to exceed six (6) months. In accordance with the provisions of this Agreement, the City will give written notice to the Consultant of such suspension. In the event of such a suspension, in accordance with the provisions of Article III of this Agreement, the City shall pay to the Consultant a sum equivalent to the reasonable value of the Consulting Services the Consultant has performed up to the date of suspension. Thereafter, the City may rescind such suspension by giving written notice

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of rescission to the Consultant. The City may then require the Consultant to resume performance of the Consulting Services in compliance with the terms and conditions of this Agreement; provided, however, that the Consultant shall be entitled to an extension of time equal to the length of the suspension, unless otherwise agreed to in writing by the Parties.

2.6 City's Right to Terminate for Convenience.

The City may, at its sole option and for its convenience, terminate all or any portion of the Consulting Services agreed to pursuant to this Agreement by giving written notice of such termination to the Consultant. Such notice shall be delivered by certified mail with return receipt for delivery to the City. The termination of the Consulting Services shall be effective upon receipt of the notice by the Consultant. After termination of this Agreement, the Consultant shall complete any and all additional work necessary for the orderly filing of documents and closing of the Consultant's Consulting Services under this Agreement. For services rendered in completing the work, the Consultant shall be entitled to fair and reasonable compensation for the Consulting Services performed by the Consultant up to the effective date of termination. After filing of documents and completion of performance, the Consultant shall deliver to the City all drawings, plans, calculations, specifications and other documents or records related to both the Project and to the Consultant's Consulting Services on all task(s). By accepting payment for completion, filing and delivering documents as called for in this paragraph, the Consultant discharges the City of all of the City's payment obligations under this Agreement.

2.7 City's Right to Terminate for Default.

If the Consultant fails to adequately perform any obligation required by this Agreement, the Consultant's failure constitutes a default ("Default"). If the Consultant fails to satisfactorily cure a Default within ten (10) days of receiving written notice from the City specifying the nature of the Default, the City immediately may cancel and/or terminate this Agreement, and terminate each and every right of the Consultant, and any person claiming any rights by or through the Consultant under this Agreement. The rights and remedies of the City enumerated in this section 2.7 are cumulative and shall not limit, waive or deny any of the City's rights under any other provision of this Agreement, nor does this section 2.7 otherwise waive or deny any right or remedy, at law or in equity, existing as of the date of this Agreement or hereinafter enacted or established, that may be available to the City against the Consultant.

2.8 Consultant Right to Terminate for Default.

In the event the City materially defaults in the performance of any of its duties or obligations hereunder, which default is not substantially cured within thirty (30) calendar days after notice is given to the City specifying the default, then the Consultant may, upon giving notice thereof to the City, immediately terminate this Agreement for cause.

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2.9 City's Right to Terminate for Bankruptcy or Assignment for the Benefit of Creditors.

Subject to the provisions of applicable law, if the Consultant files a voluntary petition in bankruptcy, is adjudicated bankrupt or makes a general assignment for the benefit of creditors, the City may at its option and without further notice to or demand upon the Consultant, immediately cancel and/or terminate this Agreement and terminate each and every right of the Consultant and any person claiming any rights by or through the Consultant. The rights and remedies of the City enumerated in this section 2.8 are cumulative and shall not limit, waive or deny any of the City's rights under any other provision of this Agreement, nor does this section 2.8 otherwise waive or deny any right or remedy, at law or in equity, existing as of the date of this Agreement or hereinafter enacted or established, that may be available to the City against the Consultant.

ARTICLE III
COMPENSATION

3.1 General.

The City shall pay the Consultant for all the Consulting Services and all expenses related to performance under this Agreement in an amount not to exceed that set forth in the fee schedule attached hereto and incorporated herein as Exhibit "B." The Consultant shall be entitled to compensation for the Consulting Services under this Agreement, whether within the scope of work for any task, or as additional services, based on the fee schedule. City agrees to pay Consultant within approximately 30 days of invoice receipt.

3.2 Annual Rate Increase.

No sooner than 1-year from the date of contract execution, Consultant may request annual rate increases in line with the CPI-U for the nearest urban area per the Department of Labor Statistics to where the work is being completed, or by 3% annually, whichever is higher. Any such increase may be granted by City in its sole discretion.

3.3 Manner of Payment.

The Consultant shall complete all work required by this Agreement for a not to exceed sum of one million two hundred thirty-nine thousand and one-hundred eight-six dollars and 00/100 cents ($1,239,186.00).

3.3.1 Manner of Payment. The Consultant shall bill all fees and expenses incurred in accordance with this Agreement directly to the City on a monthly basis. Consultant shall further provide a report with each invoice that includes the total cumulative Agreement expenses.

3.4 Additional Services.

If the City requires additional Consulting Services ("Additional Services") beyond those set out in Exhibit "A", except for Additional Costs (as that term is defined in section 3.6), the

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Consultant will be paid an additional fee. Additional Services shall be in accordance with the rates provided in the fee schedule. The City and the Consultant must agree in writing upon such fee prior to the Consultant beginning the Additional Services.

3.5 Changed Conditions

Should City or Consultant determine there is a need to reconsider provisions of this Agreement in light of occurrences or discoveries that were not originally contemplated by or known to the Consultant or City that call for contract renegotiation, the City or Consultant shall identify the changed condition necessitating renegotiation and the Consultant and the City, shall promptly and in good faith enter into renegotiation of this agreement. If terms cannot be agreed to, the parties agree that either Party has the absolute right to terminate this agreement.

3.6 Additional Costs.

Additional costs are those costs that can be reasonably determined to be related to the Consultant's negligent errors or omissions, and may include Consultant, City or Subcontractor (as that term is defined in section 4.4) overhead, construction, materials, demolition and related costs ("Additional Costs"). The Consultant shall not be paid for the Consulting Services required due to the Consultant's negligent errors or omissions, and the Consultant shall be responsible for any direct damages associated with such negligent errors or omissions. These Additional Costs may be deducted from monies due, or that become due, to the Consultant. If, due to Consultant's error, any required item or component of the project is omitted from the Consultant's construction documents, the Consultant shall be responsible for paying the cost to add such item or component to the extent that such item or component would have otherwise been necessary to the project or otherwise adds value or betterment to the project. In no event will the Consultant be responsible for any cost or expense that provides betterment, upgrade or enhancement of the project.

ARTICLE IV
CONSULTANT'S OBLIGATIONS

4.1 Industry Standards.

In addition to the Consultant's covenants described in Article VI hereof, the Consultant agrees that the Consulting Services rendered under this Agreement shall be performed in accordance with the degree of care and skill customarily exercised by members of the same profession currently practicing under similar circumstances in the same or similar locality at the time of performance. Where approval by the City, the City Manager or other representatives of the City is required, it is understood to be general approval only and does not relieve the Consultant of responsibility for complying with applicable laws, codes and good consulting practices in effect at contract execution and as those may be modified from time to time.

4.2 Right to Audit.

4.2.1 Access. The City retains the right to review and audit, and the reasonable right of access to Consultant's and all Subcontractor's (as that term is defined in section 4.4)

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premises to review and audit the Consultant's compliance with the provisions of this Agreement ("City's Right"). The City's Right includes the right to inspect and photocopy same, and to retain copies, outside of the Consultant's premises, of any and all records with appropriate safeguards, if such retention is deemed necessary by City in its sole discretion. This information shall be kept by the City in strictest confidence allowed by law.

4.2.2 Audit. The City's Right includes the right to examine any and all books, records, documents and any other evidence of procedures and practices that the City determines are necessary to discover and verify that the Consultant is in compliance with all requirements under this Agreement.

4.2.2.1 Cost Audit. If there is a claim for additional compensation or for Additional Services, the City's Right includes the right to examine books, records, documents and any and all other evidence and accounting procedures and practices that the City determines are necessary to discover and verify all direct and indirect costs, of whatever nature, which are claimed to have been incurred or anticipated to be incurred.

4.2.2.1.1 Accounting Records. The Consultant shall maintain complete and accurate records in accordance with generally-accepted accounting practices in the industry. The Consultant shall make available to the City for review and audit all Project related accounting records and documents and any other financial data. Upon the City's request, the Consultant shall submit exact duplicates of originals of all requested records to the City.

4.2.2.1.2 Recovery of Audit Costs. The City may recover its costs of audit when the auditor shows that the Consultant has not been in compliance with the requirements of this Agreement.

4.2.3 City's Right--Binding on Subcontractors. The Consultant shall include the City's Right as described in section 4.2 (including its subsections), in any and all of their subcontracts, and shall ensure that these sections are binding upon all Subcontractors (as that term is defined in section 4.4).

4.3 Insurance.

The Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit "C" attached hereto and incorporated herein.

4.4 Subcontractors.

The Consultant's hiring of or retaining any third parties (singularly, "Subcontractor" in the plural, "Subcontractors") to perform services related to the Project ("Subcontractor Services") is subject to prior written approval by the City. The Consultant shall list on the subcontractors list all Subcontractors known to the Consultant at the time this Agreement is entered. If at any time after this Agreement is entered into the Consultant identifies a need for additional Subcontractor Services, the Consultant shall give written notice to the City of the need, at least forty-five (45) days before entering into a contract for such Subcontractor Services. The Consultant's notice shall

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include a justification, a description of the scope of work and an estimate of all costs for the Subcontractor Services. The Consultant may request that the City reduce the forty-five (45) day notice period. The City agrees to consider such requests in good faith.

4.4.1 Subcontractor Contract. All contracts entered into between the Consultant and a Subcontractor shall contain the information as described in sections 4.6, 4.7 and, 4.10.2 (as well as any other information, terms and conditions required elsewhere in this Agreement to be included in said agreements) and shall also provide as follows:

4.4.1.1 For each design professional Subcontractor, each Subcontractor shall disclose or obtain insurance policies which shall be kept in full force and effect during any and all work on this Project and for the duration of this Agreement. Each Subcontractor shall obtain, and the Consultant shall require the Subcontractor to obtain, all policies described in Exhibit C.

4.4.1.2 The Consultant is obligated to pay the Subcontractor out of amounts paid by the City to the Consultant, not later than fourteen (14) working days from the Consultant's receipt of payment from the City. Nothing in this paragraph shall be construed to impair the right of the Consultant and any Subcontractor to negotiate fair and reasonable pricing and payment provisions among themselves.

4.4.1.3 In the case of a deficiency in the performance of Subcontractor Services, the Consultant shall notify the City in writing of any withholding of payment to the Subcontractor, specifying: (a) the amount withheld, (b) the specific cause under the terms of the subcontract for withholding payment, (c) the connection between the cause for withholding payment and the amount withheld and (d) the remedial action the Subcontractor must take in order to receive the amount withheld. Once the Subcontractor corrects the deficiency, the Consultant shall pay the Subcontractor the amount withheld within fourteen (14) working days of the Consultant's receipt of the City's next payment.

4.4.1.4 In any dispute between the Consultant and a Subcontractor, the City shall not be made a party to any judicial or administrative proceeding to resolve the dispute. The Consultant shall defend and indemnify the City as described in Article VI of this Agreement in any dispute between the Consultant and a Subcontractor should the City be made a party to any judicial or administrative proceeding to resolve the dispute in violation of this position.

4.4.1.5 The Subcontractor is bound to the same requirements as the primary Consultant for assurances to the City regarding non-discrimination covenants set forth in section 4.6.

4.5 Contract Activity Report.

The Consultant shall submit statistical information to the City as requested in the City's contract activity report ("the Contract Activity Report"). The statistical information shall include the amount of subcontracting provided by firms during the period covered by the Contract Activity Report. With the Contract Activity Report, the Consultant shall provide an invoice from each Subcontractor listed in the report. The Consultant agrees to issue payment to each firm listed in

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the Report within fourteen (14) working days of receiving payment from the City for Subcontractor Services as described in section 4.4.1.

4.6 Non-Discrimination Requirements.

The Consultant shall not discriminate on the basis of race, gender, gender identity, gender expression, religious creed, national origin, color, sexual orientation, age, disability (mental and physical) including HIV and AIDS, ancestry, medical condition (cancer and genetic characteristics), genetic information, marital status, gender identity, military or veteran status or sex (which includes pregnancy, childbirth and medical conditions related thereto) in the solicitation, selection, hiring or treatment of Subcontractors, vendors or suppliers. The Consultant shall provide equal opportunity for Subcontractors to participate in subcontracting opportunities. The Consultant understands and agrees that violation of this clause shall be considered a material breach of this Agreement and may result in contract termination, debarment or other sanctions. This language shall be in contracts between the Consultant and any Subcontractors, vendors and suppliers.

4.7 Drug-Free Workplace.

The Consultant agrees to ensure a drug-free workplace. The Consultant shall certify to the City that it will provide a drug-free workplace by submitting a Consultant certification for a drug-free workplace form.

4.7.1 Consultant's Notice to Employees. The Consultant shall publish a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the work place, and specifying the actions that will be taken against employees for violations of the prohibition.

4.7.2 Drug-Free Awareness Program. The Consultant shall establish a drug-free awareness program to inform employees about all of the following:

4.7.2.1 The dangers of drug abuse in the work place.

4.7.2.2 The policy of maintaining a drug-free work place.

4.7.2.3 Available drug counseling, rehabilitation and employee assistance programs.

4.7.2.4 The penalties that may be imposed upon employees for drug abuse violations.

4.7.3 Posting the Statement. In addition to section 4.7.1 above, the Consultant shall post the drug-free policy in a prominent place.

4.7.4 Subcontractor's Agreements. The Consultant further certifies that each contract for Subcontractor Services for this Project shall contain language that binds the

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Subcontractor to comply with the provisions of section 4.7 of this Agreement. The Consultant and any Subcontractors shall be individually responsible for their own drug-free work place program.

4.8 Americans with Disabilities Act Statement.

The Consultant shall certify that any construction documents and specifications meet current Title 24 of the California Code of Regulations, known as the California Building Standards Code ("Title 24") requirements and the Americans with Disabilities Act Accessibility Guidelines ("ADAAG") and are in general compliance with the Americans with Disabilities Act of 1990. When a conflict exists between Title 24 and ADAAG, the most restrictive requirement shall be followed.

4.9 Product Endorsement.

The Consultant acknowledges and agrees that any advertisement identifying or referring to the City as the user of a product or service requires the prior written approval of the City. The Consultant may not use any City logo without prior written City approval.

4.10 Conflict of Interest.

The Consultant is subject to all Federal, State and local conflict of interest laws, regulations and policies applicable to public contracts and procurement practices, including but not limited to California Government Code sections 1090 *et seq*. and 81000 *et seq*. If required to do so by Exhibit "D", attached hereto and incorporated herein, and which may be amended from time-to-time by the City), the Consultant shall complete one (1) or more statements of economic interest disclosing relevant financial interests ("Consultant's Statement of Financial Interest") and submit that to the City Clerk in a timely manner.

4.10.1 The Consultant shall establish and make known to its employees and agents appropriate safeguards to prohibit employees from using their positions for a purpose that is, or that gives the appearance of being, motivated by the desire for private gain for themselves or others, particularly those with whom they have family, business or other relationships.

4.10.2 The Consultant's personnel shall not accept gratuities or any other favors from any Subcontractors or potential Subcontractors. The Consultant shall not recommend or specify any product, supplier or contractor with whom the Consultant has a direct or indirect financial or organizational interest or relationship that would violate conflict of interest laws, regulations or policies.

4.10.3 If the Consultant violates any conflict of interest laws or any of these provisions in section 4.10, the violation shall be grounds for immediate termination of this Agreement. Further, the violation subjects the Consultant to liability to the City for attorneys' fees and all damages sustained as a result of the violation.

4.10.4 Consultant's duties and services under this Agreement shall not include preparing or assisting the City with any portion of the City's preparation of a request for proposals, request for qualifications, or any other solicitation regarding a subsequent or additional contract

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with the City. The City shall at all times retain responsibility for public contracting, including with respect to any subsequent phase of this project. Consultant's participation in the planning, discussions, or drawing of project plans or specifications shall be limited to conceptual, preliminary, or initial plans or specifications. Consultant shall cooperate with the City to ensure that all bidders for a subsequent contract on any subsequent phase of this project have access to the same information, including all conceptual, preliminary, or initial plans or specifications prepared by Consultant pursuant to this Agreement."

4.11 Mandatory Assistance.

If a third-party dispute or litigation, or both, arises out of, or relates in any way to, the Consulting Services provided under this Agreement, upon the City's request, the Consultant and its agents, officers and employees agree to assist in resolving the dispute or litigation ("Mandatory Assistance"). The Mandatory Assistance includes, but is not limited to, providing professional consultations, attending mediations, arbitrations, depositions, trials or any event related to the dispute resolution and/or litigation.

4.12 Compensation for Mandatory Assistance.

The City will compensate the Consultant for fees incurred for providing Mandatory Assistance as Additional Services under section 3.3. If, however, the fees incurred for the Mandatory Assistance are determined, through resolution of the third-party dispute or litigation, or both, to be attributable in whole, or in part, to the negligent acts or omissions of the Consultant, its agents, officers or employees, the Consultant shall pay back the City. The City is then entitled to repayment of all fees paid to the Consultant, its agents, officers and employees for Mandatory Assistance.

4.13 Attorneys' Fees Related to Mandatory Assistance.

In providing the City with dispute or litigation assistance, the Consultant or its agents, officers and employees may incur expenses and/or costs. The Consultant agrees that any reasonable attorneys' fees it may incur as a result of assistance provided under section 4.11 are not reimbursable.

4.14 Retention of Records.

Consultant is required to keep all related accounting records and documents under this Agreement for a period of not less than five (5) calendar years after completion of all projects hereunder. Upon the City's request, the Consultant shall submit exact duplicates of originals of all requested records to the City.

4.15 Levine Act Statement Consultant shall execute and return the Levine Ac statement attached and incorporated as Exhibit "C"

ARTICLE V
CITY'S OBLIGATIONS

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

5.1 Ownership of Documents.

Whether or not the Consultant has received any compensation for the Consulting Services performed, all documents, including but not limited to, original plans, studies, sketches, drawings, computer printouts and disk files and specifications prepared in connection with or related to any task or Consulting Services shall be the property of the City. The City's ownership of these documents includes use of, reproduction or reuse of and all incidental rights, whether or not the work for which they were prepared has been performed. The City's ownership entitlement includes ownership of any and all work product completed. This section 5.1 shall apply whether the Consultant's Consulting Services are terminated by the completion of the Project or in accordance with other provisions of this Agreement. Notwithstanding any other provision of this paragraph or Agreement, the Consultant shall have the right to make copies of all such plans, studies, sketches, drawings, computer printouts and disk files and specifications at its sole expense.

The Consultant shall not be responsible for damage caused by subsequent changes to or uses of the plans or specifications. Any reuse or modification of the project documents by the City shall be at the City's sole risk.

5.2 Additional Consultants or Contractors.

The City reserves the right to employ, at its own expense, such additional Consultants or contractors as the City deems necessary to perform work or to provide the Consulting Services on the Project.

5.3 Employment of City Staff.

This Agreement may be unilaterally and immediately terminated by the City, at its sole discretion, if the Consultant employs an individual who, within the last twelve (12) months immediately preceding such employment did, in the individual's capacity as an officer or employee of the City, participate in, negotiate with or otherwise have an influence on the recommendation made to the City Council or City Manager in connection with the selection of the Consultant.

ARTICLE VI
INDEMNIFICATION AND DEFENSE

A. 6.1 Indemnity

To the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CITY and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including reasonable legal counsel's fees and costs, caused in whole or in part by the negligent or wrongful act, error or omission of CONSULTANT, its officers, agents, employees or subconsultants (or any City or individual that CONSULTANT shall bear the legal liability thereof) in the performance of services under this Agreement. CONSULTANT's duty to indemnify and hold harmless CITY shall not extend to the CITY's sole or active negligence.

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B. Duty to defend

In the event the CITY, its officers, employees, agents and/or volunteers are made a party to any action, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this AGREEMENT, and upon demand by CITY, CONSULTANT shall defend the CITY at CONSULTANT's cost or at CITY's option, to reimburse CITY for its costs of defense, including reasonable attorney's fees and costs incurred in the defense of such matters to the extent the matters arise from, relate to or are caused by CONSULTANT's negligent acts, errors or omissions. Payment by CITY is not a condition precedent to enforcement of this indemnity. In the event of any dispute between CONSULTANT and CITY, as to whether liability arises from the sole or active negligence of the CITY or its officers, employees, or agents, CONSULTANT will be obligated to pay for CITY's defense until such time as a final judgment has been entered adjudicating the CITY as solely or actively negligent. CONSULTANT will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation

ARTICLE VII
MISCELLANEOUS

7.1 Notices.

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To CITY:

City of El Centro
Attn: Public Works Director/City Engineer
1275 West Main Street
El Centro, CA 92243

Attention: City Clerk
Norma Wyles
1275 West Main Street
El Centro, CA 92243

To CONSULTANT:

Dudek
Bob Ohlund, PE
605 Third Street
Encinitas, CA 92024

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

7.2 Headings.

All article headings are for convenience only and shall not affect the interpretation of this Agreement.

7.3 Non-Assignment.

The Consultant shall not assign the obligations under this Agreement, whether by express assignment or by sale of the company, nor any monies due or to become due, without the City's prior written approval. Any assignment in violation of this paragraph shall constitute a Default and is grounds for immediate termination of this Agreement, at the sole discretion of the City. In no event shall any putative assignment create a contractual relationship between the City and any putative assignee.

7.4 Independent Contractors.

The Consultant and any Subcontractors employed by the Consultant shall be independent contractors and not employees or agents of the City. Any provisions of this Agreement that may appear to give the City any right to direct the Consultant concerning the details of performing the Consulting Services, or to exercise any control over such performance, shall mean only that the Consultant shall follow the direction of the City concerning the end results of the performance. Without receiving the Consultant's written permission, the City agrees not to hire, retain or contract with any employee of the Consultant who performs services for the City under this Agreement for one (1) year from the date this Agreement is terminated.

7.5 Consultant and Subcontractor Principals for Consulting Services.

It is understood that this Agreement is for unique Consulting Services. Retention of the Consultant is based on the particular professional expertise of the individuals rendering the services set forth in each task. Accordingly, portions of the described service may not be delegated to other members of the team or Subcontractors without prior written consent by the City. It is mutually agreed that CONSULTANT NAME is the principal person responsible for delivery of all Consulting Services and may not be removed from any tasks without the City's prior written approval. In the event CONSULTANT NAME becomes unavailable for any reason, the City must be consulted as to any replacements. Further, the City reserves the right, after consultation with the Consultant, to require removal of the Consultant's employees or agents.

7.6 Covenants and Conditions.

All provisions of this Agreement expressed as conditions on the part of the City or the Consultant shall be deemed to be covenants and conditions.

7.7 Compliance with Controlling Law.

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

The Consultant shall comply with laws, ordinances, regulations and policies of the Federal, State and local governments applicable to this Agreement in effect at execution of the contract as those may be modified from time to time. In addition, the Consultant shall comply immediately with all directives issued by the City or its authorized representatives under authority of any laws, statutes, ordinances, rules or regulations. The laws of the State of California shall govern and control the terms and conditions of this Agreement.

7.8 Jurisdiction, Venue and Attorneys' Fees.

The venue for any suit or proceeding concerning this Agreement, the interpretation or application of any of its terms or any related disputes shall be in the County of Imperial, State of California. If either Party brings an action to enforce the terms of this Agreement or declare rights under this Agreement, the prevailing Party in any such action, on trial or appeal, shall be entitled to its reasonable attorneys' fees and costs as fixed by the court to be paid by the losing Party.

7.9 Successors in Interest.

This Agreement and all rights and obligations created by this Agreement shall be in force and effect whether or not any Parties to the Agreement have been succeeded by another entity, and all rights and obligations created by this Agreement shall be vested and binding on any Party's successor in interest.

7.10 Integration.

This Agreement and the exhibits and references incorporated into this Agreement fully express all understandings of the Parties concerning the matters covered in this Agreement. No change, alteration or modification of the terms or conditions of this Agreement, and no verbal understanding of the Parties, their officers, agents or employees, shall be valid unless made in the form of a written change agreed to in writing by both Parties or an amendment to this Agreement agreed to by both Parties. All prior negotiations and agreements are merged into this Agreement.

7.11 Counterparts.

This Agreement may be executed in counterparts, which when taken together shall constitute a single signed original as though all Parties had executed the same page.

7.12 No Waiver.

No failure of either the City or the Consultant to insist upon the strict performance by the other of any covenant, term or condition of this Agreement, nor any failure to exercise any right or remedy consequent upon a breach of any covenant, term, or condition of this Agreement, shall constitute a waiver of any such breach of such covenant, term or condition. No waiver of any breach shall affect or alter this Agreement, and each and every covenant, condition and term hereof shall continue in full force and effect to any existing or subsequent breach.

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

7.13 Severability.

The unenforceability, invalidity or illegality of any provision of this Agreement shall not render any other provision of this Agreement unenforceable, invalid, or illegal and the City Council declares that it .

7.14 Municipal Powers.

Nothing contained in this Agreement shall be construed as a limitation upon the powers of the City as a charter city of the State of California.

7.15 Drafting Ambiguities.

The Parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms and conditions of this Agreement, and the decision of whether or not to seek advice of counsel with respect to this Agreement is a decision that is the sole responsibility of each Party. This Agreement shall not be construed in favor of or against either Party by reason of the extent to which each Party participated in the drafting of the Agreement.

7.16 Signing Authority.

The representative for each Party signing on behalf of a corporation, partnership, joint venture or governmental entity hereby declares that authority has been obtained to sign on behalf of the corporation, partnership, joint venture or entity and agrees to hold the other Party or Parties hereto harmless if it is later determined that such authority does not exist.

7.17 Conflicts between Terms.

If an apparent conflict or inconsistency exists between the main body of this Agreement and the exhibits, the main body of this Agreement shall control. If a conflict exists between an applicable Federal, State, or local law, rule, regulation, order or code and this Agreement, the law, rule, regulation, order or code shall control. Varying degrees of stringency among the main body of this Agreement, the exhibits, and laws, rules, regulations, orders or codes are not deemed conflicts, and the most stringent requirement shall control. Each Party shall notify the other immediately upon the identification of any apparent conflict or inconsistency concerning this Agreement.

7.18 Non-Appropriation.

This Agreement is based on the availability of public funding on the part of the City. In the event of unavailability or non-appropriation of funds, the City may either agree to make up the shortfall in a manner of its choosing or terminate the Agreement, without penalty, after written notice to the Consultant. Should the City elect to terminate the Agreement, it shall compensate the Consultant for the work it has performed up to the date of termination.

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

ARTICLE VIII
CONTENTS OF REQUEST FOR PROPOSAL AND PROPOSAL

Consultant is bound by the contents of City's Request for Proposal, Exhibit "F" hereto and incorporated herein by this reference, and the contents of the proposal submitted by the Consultant, Exhibit "A" hereto. In the event of conflict, the requirements of CITY's Request for Proposals and this Agreement shall take precedence over those contained in the Consultant's proposals. The incorporation of the Consultant's proposal shall be for the scope of services to be provided only, and any other terms and conditions included in such proposal shall have no force and effect on this Agreement or the relationship between Consultant and/or City, unless expressly agreed to in writing.

ARTICLE IX
AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

IN WITNESS WHEREOF, this Agreement is executed by the City Council of the City of El Centro, acting by and through the City Manager, authorizing such execution, and by the Consultant.

THE CITY OF EL CENTRO

Date: _____ By: _____
Cedric Ceseña, City Manager

ATTEST:

_____
Norma Wyles, City Clerk

I HEREBY CERTIFY I can legally bind CONSULTANT, and that I have read all of this Agreement, this day of , 20 .

Date: _____ By: _____
Joseph Monaco, President and CEO

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

I HEREBY APPROVE the form and legality of the foregoing Agreement this day of 20 .

APPROVED AS TO FORM
Office of the City Attorney

By _____
Elizabeth L. Martyn, City Attorney

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

EXHIBIT A – SCOPE OF WORK

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

EXHIBIT B – FEE SCHEDULE

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting CONSULTANT's indemnification of CITY, and prior to commencement of Work, CONSULTANT shall obtain, provide and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described below and in a form satisfactory to CITY.

General liability insurance. CONSULTANT shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than $1,000,000 per occurrence, $2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. CONSULTANT shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this AGREEMENT, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than $1,000,000 combined single limit for each accident.

Professional liability (errors & omissions) insurance. CONSULTANT shall maintain professional liability insurance that covers the Services to be performed in connection with this AGREEMENT, in the minimum amount of $1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this AGREEMENT and CONSULTANT agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this AGREEMENT.

Workers' compensation insurance. CONSULTANT shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least $1,000,000).

CONSULTANT shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees and volunteers.

Umbrella or excess liability insurance. CONSULTANT shall obtain and maintain an umbrella or excess liability insurance policy with limits that will provide bodily injury, personal injury and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability and employer's liability. Such policy or policies shall include the following terms and conditions:

- A drop down feature requiring the policy to respond if any primary insurance that would otherwise have applied proves to be uncollectible in whole or in part for any reason;

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- Pay on behalf of wording as opposed to reimbursement;
- Concurrency of effective dates with primary policies;
- Policies shall "follow form" to the underlying primary policies; and
- Insureds under primary policies shall also be insureds under the umbrella or excess policies.

Other provisions or requirements

Proof of insurance. CONSULTANT shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONSULTANT, his agents, representatives, employees or sub-Consultants.

Primary/noncontributing. Coverage provided by CONSULTANT shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before the CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.

CITY's rights of enforcement. In the event any policy of insurance required under this AGREEMENT does not comply with these specifications or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by CONSULTANT or CITY will withhold amounts sufficient to pay premium from CONSULTANT payments. In the alternative, CITY may cancel this AGREEMENT.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement, except for professional liability, shall be endorsed to waive subrogation against CITY, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow CONSULTANT or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. CONSULTANT hereby waives its

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own right of recovery against CITY, and shall require similar written express waivers and insurance clauses from each of its sub-Consultants.

Enforcement of contract provisions (non estoppel). CONSULTANT acknowledges and agrees that any actual or alleged failure on the part of the CITY to inform CONSULTANT of non-compliance with any requirement imposes no additional obligations on the CITY nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the CITY requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that CITY and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to CITY and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. CONSULTANT agrees to ensure that its sub-Consultants, sub-contractors, and any other party involved with the project who is brought onto or involved in the project by CONSULTANT, provide the same minimum insurance coverage and endorsements required of CONSULTANT. CONSULTANT agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. CONSULTANT agrees that upon request, all agreements with Consultants, subcontractors, and others engaged in the project will be submitted to CITY for review.

CITY's right to revise specifications. The CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the CONSULTANT ninety (90) days advance written notice of such change. If such change results in substantial

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additional cost to the CONSULTANT, the CITY and CONSULTANT may renegotiate CONSULTANT's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.

Timely notice of claims. CONSULTANT shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from CONSULTANT's performance under this AGREEMENT, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. CONSULTANT shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

Claims-made limitations. The following provisions shall apply if any of the required policies are written on a claims-made basis:

a. The Retroactive Date of the policy must be shown and must be before the date of the Agreement or the beginning of the contracted work.

b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the Agreement or the work.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a Retroactive Date that precedes the date of this Agreement, Consultant must provide extended reporting coverage for a minimum of five (5) years after completion of the Agreement or the work. The Public City shall have the right to exercise, at the Consultant's sole cost and expense, any extended reporting provisions of the policy, if the Consultant cancels or does not renew the coverage.

d. A copy of the claim reporting requirements must be submitted to the City prior to the commencement of any work under this Agreement.

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EXHIBIT D

CONSULTANT FINANCIAL DISCLOSURE STATEMENT [1]

Consultant will comply with all conflict of interest laws and regulations including, without limitations, City's Conflict of Interest Code (on file in the City Clerk's Office) as required by Section 4.10 of this Agreement. It is incumbent upon the Consultant to notify the City pursuant to Sections 7.1 and 7.5 of any staff changes relating to this Agreement. The City Manager has made the following determination and Consultant, by his/her signature, acknowledges said determination. [2]

A. In accomplishing the scope of services of this Agreement, all officers, employees and/or agents of Consultant will be performing a very limited and closely supervised function, and, therefore, unlikely to have a conflict of interest arise. No disclosures are required of any officers, employees, and/or agents of Consultant. Consultant duties are as follows:

_____ _____

Cedric Ceseña, City Manager Consultant Signature & Title

B. In accomplishing the scope of services of this Agreement, Consultant will be performing a specialized or general service for the City, and there is substantial likelihood that the Consultant may make or participate in making a governmental decision, which may have a foreseeable material effect on a financial interest. As a result, the Consultant shall be subject to the Disclosure Category "Consultant" of the City's Conflict of Interest Code.

_____ _____

Cedric Ceseña, City Manager Consultant Signature & Title

[1] Title 2, Division 6. California Code of Regulations Section 18701(a)(2). Pursuant to a contract with a local government City, a Consultant shall be required to file a Statement of Economic Interest if that Consultant will: "(A) Make a government decision whether to: (1) Approve a rate, rule or regulation; (2) Adopt or enforce a law; (3) Issue, deny, suspend or revoke any permit, license, application, certificate, approval, order or similar authorization or entitlement; (4) Authorize the City to enter into, modify or renew a contract provided it is the type of contract which requires City approval; (5) Grant City approval to a contract which requires City approval and which the City is the party or to the specifications for such contract; (6) Grant City approval to a plan, design, report, study or similar item; or (7) Adopt, or grant approval of policies, standards or guidelines for the City or for any subdivision thereof; or (B) Serves in a staff capacity with the City and in that capacity participates in making a governmental decision as defined in regulation 18702.2 or performs the same or substantially all the same duties for the City that would otherwise be performed by an individual holding a position specified in the City's Conflict of Interest Code, under Governmental Code Section 87302."

[2] Disclosure by Consultants: Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the City's adopted Conflict of Interest Code, subject to the following limitations: The City Manager may determine in writing that a particular Consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and closely supervised, and, thus, is not required to comply with the disclosure requirements in the City's adopted Conflict of Interest Code. Such written determination shall include a description of the Consultant's duties. The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as the City's adopted Conflict of Interest Code.

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EXHIBIT "E"
Levine Act Statement

California Government Code § 84308, commonly referred to as the "Levine Act," precludes an officer of a local government agency from participating in the award of a contract if he or she receives any political contributions totaling more than $250 in the 12 months preceding the pendency of the contract award, and for three months following the final decision, from the person or company awarded the contract. This prohibition applies to contributions to the officer, or received by the officer on behalf of any other officer, or on behalf of any candidate for office or on behalf of any committee.

City of El Centro Council Members as of the date of this RFP/Agreement:

Sylvia Marroquin
Martha Cardenas-Singh
Sonia Carter
Tomas Oliva
Edgard Garcia

1. Have you or your company, or any agent on behalf of you or your company, made any political contributions of more than $250 to any City of El Centro Council Member in the 12 months preceding the date of the issuance of this RFP? _____YES____NO
If yes, please identify the Council Member: _____

2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any political contributions of more than $250 to any City of El Centro Council Member in the three months following the award of the contract? _____YES____NO
If yes, please identify the Council Member:_____

Answering yes to either of the two questions above does not preclude City of El Centro from awarding a contract to your firm. It does, however, preclude the identified Council Member from participating in the contract award process for this contract.

_____ _____
DATE (SIGNATURE OF AUTHORIZED OFFICIAL)

_____
(TYPE OR WRITE APPROPRIATE NAME, TITLE)

_____
(TYPE OR WRITE NAME OF COMPANY)

01/2024

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EXHIBIT "F"
CONSULTANT'S PROPOSAL

Attachment: Agreement Final (not signed) (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Scope of Services

WATER MASTER PLAN

Task W1: Water Master Plan Project Management

Good project management and quality control are vital to completing any project, including kickoff meetings, monthly progress meetings, and City meetings. We will provide monthly progress reports at each meeting, including a schedule update.

Assumptions:

- There will be one in-person project kickoff meeting at City offices (both Water and Sewer).
- There will be 14 virtual bimonthly project status meetings for the Water Master Plan.
- There will be four virtual City staff meetings.
- There will be two in-person City Council presentations for the Water Master Plan document and Water Rate Study

Deliverables:

- Monthly progress reports
- Updated schedules
- Kickoff and status meeting agenda and minutes

Task W2: Review of Land Use and Previous Master Planning Documents

The project will commence with a data review task to understand the status of key resources used in this study. This task consists of collecting and reviewing relevant data provided by the City or obtained elsewhere for this project. Dudek will review and incorporate information from the City's prior Water Master Plan and 2020 Urban Water Management Plan to retain historical information. Anticipated data to collect includes the City's water infrastructure GIS, as-builts and construction drawings, reservoir information, General Plan, Strategic Plan, land use data, and other relevant planning documents and information.

Dudek will compile a data request list for information not provided during the proposal process and present it at the kickoff meeting. In addition, Dudek will prepare and maintain a list of items identified by the City or requested by Dudek indicating the item(s) requested, a person responsible for collecting the information, when it is needed, and when it was provided to Dudek.

Task W3: Water Regulatory and Policy Review

The project team will review federal and state water regulations as well as Chapter 28 of the City's municipal code. Technical Memorandum No. 3 will include discussion of relevant current and anticipated regulations and their implications on the City's water production. Emerging contaminants, like per- and polyfluoroalkyl substances (PFAS), will also be discussed along with recommendations for additional water quality sampling and treatment.

Assumptions:

- The City will make available to the Dudek team all permits related to the operation of the WTP and the distribution system.
- Raw and treated water quality will be available for review.

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Deliverables:

- Technical Memorandum No. 3 – Water Regulatory and Policy Review

Task W4: Water Treatment Plant Condition Assessment

Dudek will conduct visual assessments of major assets of the WTP to review their condition, integrity, and compliance with current code requirements. Field investigation and condition assessment of the WTP will be based on major WTP assets with major assets grouped together per treatment plant process. Major components of the electrical systems, including Service Entrance Section (SES), switchboards, panelboards, Automatic Transfer Switches (ATS), standby generators will be reviewed. Control system major components, including, Programmable Logic Control (PLC) local control panels, pump control panels, and telemetry antennas will also be inspected. Field evaluation at the original WTP will be limited to equipment that supports the raw water ponds, raw water lift station, and finished water distribution pump station, as the rest of the original WTP is no longer in service. Dudek will review the condition assessment reports performed on the original WTP and 21 mgd WTP. Evaluation of the original WTP pump stations, the La Brucherie Booster Pump Station and the 21 mgd WTP will include recommendations for upgrade and replacement of systems and capacities.

Dudek staff will meet with City operations and engineering staff prior to the inspections in a pre-inspection workshop to discuss known issues, improvement histories, and operator preferences. Based on this condition assessment and analysis, Dudek will document deficiencies and areas of concern to maintain operations. This condition assessment and evaluation of the WTP will include condition- and criticality-based asset scoring for all major assets. Dudek will develop recommended improvements to improve the service life of major assets at the WTP as well as improvements required to meet future capacity requirements and current state mandates and regulations. Budgetary cost estimates for recommended upgrades, replacements, and expansions will be provided. Each recommendation will be listed in priority order. This data will be used to recommend appropriate upgrades for each facility.

Assumptions:

- Dudek will receive City support for access to the three pump stations, original WTP, and 21 mgd WTP facilities, including electrical/telemetry panels, buildings and enclosures, WTP processes, and SCADA.
- Dudek will conduct one pre-inspection workshop with City operations and engineering staff prior to the site visits.
- Two days of inspection will be required.
- A list of major asset with installation dates will be provided by City staff in a consolidated electronic form. Condition assessment of WTP major assets will be determined by visual inspection and operational/repair/rehabilitation history provided by City staff.

Deliverables:

- Detailed improvement recommendations and prioritization technical memorandum summarizing the findings of the WTP field investigations, documentation of deficiencies, and our recommended improvements and associated cost estimates

Task W5: Water Storage Condition Assessment

We shall participate in a maximum of two site investigations (five reservoirs total at two different sites) to perform structural condition assessments of each reservoir. The assessment work is anticipated to be performed while the reservoirs are in operation. We shall complete field assessment forms, obtain field measurements and photograph structural elements of the reservoirs. Structural condition ratings shall be assigned to each structural

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element assessed. Structural elements to be assessed include steel shells, baseplate, roof plate, coatings, concrete ringwall foundation, stability, anchorage, equipment/pipe supports, appurtenances, handrailing, platforms/subframing, and equipment anchorage. Additionally, raw water pond assessments will include concrete slope and lining assessments. Investigation methods shall be nondestructive in nature and shall consist primarily of visual observations of the exterior and interior surfaces where possible through access/roof hatches. Investigations will be limited to the use of tools such as a ball-peen hammer for concrete sounding, a pit depth gauge to determine metallic and concrete cover loss, an ultrasonic thickness gauge, calipers, a tape measure, and similar hand tools. Rebar imaging and/or destructive testing such as concrete coring will not be performed as part of the assessment.

All investigations will be performed in accordance with current California Building Code recommendations for assessment work and will adhere to the suggested assessment approaches and techniques as detailed in the following code and standards documents:

- American Concrete Institute (ACI) 201.R-08, "Guide for Conducting a Visual Inspection of Concrete in Service"
- ACI 364.1R-19, "Guide for Assessment of Concrete Structures Before Rehabilitation"
- ACI 562-19, "Code Requirements for Assessment, Repair, and Rehabilitation of Existing Concrete Structures"
- American Petroleum Institute (API) 653, "Tank Inspection, Repair, Alteration, and Reconstruction"
- AWWA M42, "Steel Water Storage Tanks"

The site investigations shall be performed over 2 nonconsecutive days to allow adequate time for investigation preparation and compilation of field notes and photographs.

We will provide a technical memorandum that summarizes the findings and recommendations. overall structural condition rating, estimated remaining useful life, and improvement recommendations.

Assumptions:

- Confined-space entry requirements, oxygen monitoring, and similar mobilization elements required for assessment of the reservoirs will be provided and facilitated by the City.
- A complete seismic analysis of the reservoirs to determine current code compliance is not required.

Deliverables:

- Technical memorandum summarizing the findings and recommendations

Task W6: Water Distribution System Condition Assessment

Dudek will use AquaTwin Asset software by Aquanuity to perform risk analysis. AquaTwin Asset is discussed in more detail in the Project Approach section. Dudek will propose a risk model (LOF, COF, ROF) and present the model to the City for confirmation/revision. Once confirmed, Dudek will build the risk model in AquaTwin Asset and run the risk model to determine the overall risk for the pipelines. We will prepare a technical memorandum discussing the method of analyses, the factors used in the scoring, the results of the analysis, and the prioritized recommended projects.

Deliverables:

- Technical memorandum summarizing the findings and recommendations

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Task W7: Draft Capital Improvement Program

Based on the results of Tasks W3 through W6, Dudek will develop short-term (10-year) and long-term recommended CIP projects. We will prioritize and schedule CIP projects considering the results of the condition assessment and the risk-based scores. Dudek will propose a prioritization matrix to the City for concurrence and/or revision and modification. Once agreed upon, the matrix will be executed. Grouping projects will be incorporated into project planning. CIP project recommendations will be included for pipelines, reservoirs, treatment plants, pump stations, and electrical equipment.

Dudek will develop planning-level cost estimates for each CIP project recommendation, including design, construction, construction management (N), admin/legal, and other contingencies based on recent project bids, manufacturer quotes, and other data. Future projects will have escalated costs assuming inflation factors. The Master Plan report will include a discussion based on the cost estimates. As available, Dudek will obtain recent project costs from the City's Finance Department.

Deliverables:

- List of prioritized projects with cost estimates in 5-year increments (Microsoft Excel)
- Draft and final technical memorandum in electronic format (PDF and Microsoft Excel)

Task W8: Water Master Plan Report

Dudek will compile the technical memoranda developed through the progression of work, complete any missing chapters or sections (e.g., Executive Summary and Chapter 1, Introduction), and edit the complete report to produce a single, coherent document for draft submittal to the City. We will provide draft and final submittals summarizing the study and all work tasks, which will be provided to the City for review and comment. City comments on each submittal will be incorporated into the Final Master Plan report for delivery to the City.

Deliverables:

- Draft document and associated graphics, submitted in full color, delivered electronically (Microsoft Word and PDF) and in hard copy (four bound copies, one unbound)
- Final document and associated graphics and appendices, submitted in full color, delivered electronically (Microsoft Word and PDF) and in hard copy (five bound copies)

Optional Task W9: Reservoir Float Investigation

If this optional task is executed, we will perform an interior float investigation of each of the steel reservoirs as part of the site investigations of Task 3. These investigations will be performed using a 2-person inflatable dinghy disinfected following AWWA guidelines prior to entry.

Floating the interior of the reservoirs provides the best opportunity to assess the condition of the roof framing where, typically, corrosion and deterioration are the most severe. Due to the fluctuating water levels and oxygen in the vapor zone, steel reservoir deterioration is typically concentrated above the water line. As part of the float investigation, KS shall assess the condition of the interior surfaces of the roof plate and shell as well as roof framing, columns, connections, hardware and coatings. Brief observation of appurtenances shall also be performed.

Assumptions:

- Confined-space entry requirements, oxygen monitoring, and similar mobilization elements required for assessment of the reservoirs will be provided and facilitated by the City.
- Float investigation of the Raw Water Ponds is not included in this optional task.

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Deliverables:

- Technical memorandum summarizing the findings and recommendations will be included in Task W3.

SEWER MASTER PLAN

Task S1: Data Collection and Field Investigations

The extent of data sources associated with the project will be extensive and will benefit from an organized tracking system. This task consists of collecting and reviewing relevant data provided by the City or obtained elsewhere for this project. Data to be provided will include, but not be limited to, previously completed Master Plans, relevant planning documents, the City's General Plan, the Urban Water Management Plan, the latest SSMP, land use maps, as-built drawings, the sewer facilities GIS, the previous sewer model, if located, water billing data and the water meter shapefile, major facilities drawings, pump curves, operational and SCADA data, O&M logs, a list of assets/equipment for each facility/site, past improvements plans, facility plans, Developer Engineering Plans, the CCTV inspection database, past flow metering data, wet well level data (if available), maintenance records, other information listed in the RFP, and any other pertinent data. Dudek will compile a data request list for information not provided during the proposal process and present it at the kickoff meeting. In addition, Dudek will prepare and maintain a list of items identified by the City or requested by Dudek indicating the item(s) requested, a person responsible for collecting the information, when it is needed, and when it was provided to Dudek.

In Task S1, Dudek will also coordinate with the City to conduct site visits to specific sewer lift stations and the WWTP. Although Dudek will perform a desktop analysis and assessment/evaluation of all 14 lift stations, Dudek has determined that field investigations are only necessary for select older and critical lift stations. Table 2 identifies which lift stations will include supplemental field investigation to be performed by Dudek's staff.

Table 2. Summary of Lift Station Site Investigations and Requirements

Facility Name	Desktop Analysis, Evaluation, and Assessment Required?	Supplemental Site Investigation Required?	Type of Site Inspection Required	Optional Additional Task (S12)
Lift Station No. 3	Yes	Yes	Comprehensive	N/A
Alder Canal/Villa Avenue	Yes	Yes	Comprehensive	N/A
Main	Yes	Yes	Comprehensive	N/A
Eastside	Yes	No	N/A	Wet Well Inspection
Lift Station No. 1	Yes	Yes	Comprehensive	N/A
Lift Station No. 2	Yes	No	N/A	Wet Well Inspection
8th and Wake	Yes	No	N/A	Wet Well Inspection
Gios	Yes	Yes	Comprehensive	N/A
3rd and Ross	Yes	Yes	Comprehensive	N/A
Heil and Dogwood	Yes	No	N/A	Wet Well Inspection

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Table 2. Summary of Lift Station Site Investigations and Requirements

Facility Name	Desktop Analysis, Evaluation, and Assessment Required?	Supplemental Site Investigation Required?	Type of Site Inspection Required	Optional Additional Task (S12)
Buena Vista	Yes	No	N/A	Wet Well Inspection
Orange Avenue	Yes	No	Wet Well Inspection	N/A
Countryside South	Yes	No	Wet Well Inspection	N/A
4th and Wake*	Yes	Yes	Comprehensive	N/A

Notes:
N/A = not applicable.
* *4th and Wake Lift Station was not documented in the 2008 Sewer Master Plan. This lift station is assumed to be included in the lift station assessment.*

Table 2 also defines an optional task that Dudek can provide as additional scope at the City's request. The associated fees for this optional additional site inspection work is reflected in the Optional Task S12 below and in the cost proposal.

To accomplish the planned lift station site investigations, Dudek plans for 3 days of primary site investigation, with an additional 1 day included for as-needed follow up investigation if the Dudek team needs to revisit a site to collect additional information (i.e., if part of a station was inaccessible on the primary investigation day or if staff is not available to complete all of the planned investigations on a primary day). Table 3 summarizes our planned lift station site investigations.

Table 3. Summary of Planned Lift Station and WWTP Site Investigation Days and Durations

Site Investigation Day	Facilities Included	Combined Number of On-Site Hours for Inspection
Lift Stations Primary Site Visits Day 1	Lift Station No. 3, Main Lift Station, Gios Lift Station	5
Lift Stations Primary Site Visits Day 2	Alder Canal/Villa Lift Station, 3rd and Ross Lift Station, Countryside South Lift Station	4
Lift Stations Primary Site Visits Day 3	Lift Station No. 1, Orange Avenue Lift Station, 4th and Wake Lift Station	3.5
Lift Stations Follow-Up Site Visit Day 4	*To be determined following primary site visits*	*4 (as necessary)*
WWTP/WTP Primary Site Visit Day 5	WWTP, WTP	8

Notes: WWTP = Wastewater Treatment Plant; WTP = Water Treatment Plant.

Dudek's staff will coordinate with City operations staff to perform a field investigation of each lift station utilizing photographs, videos, and voice memos to document visual and sensory observations. Lift station field investigations will include condition assessment of mechanical, structural (all structural elements and buildings),

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electrical/controls, instrumentation, and telemetry equipment as described in the project RFP, as well as site features, site access, emergency access, emergency capability, safety access, and safety concerns. Major components of the electrical systems will be reviewed, including SES, switchboards, panelboards, ATS, and standby generators. Field evaluation will include age, a condition score based on visual inspection, criticality of equipment, and safety concerns. Lighting concerns will be noted if light levels are severely poor, general light fixture condition, and safety issues. Field evaluation of the control system major components, including, PLC local control panels, pump control panels, and telemetry antennas will identify age, a score based on visual inspection, and safety concerns. Note that field investigation and condition assessment of the WWTP will be based on major WWTP assets with major assets grouped together per treatment plant process. This data will be used to identify deficiencies and develop recommend appropriate upgrades for each facility as described in Task S7.

Dudek staff will meet with City operations and engineering staff prior to the site investigations in a pre-inspection workshop to discuss known issues, improvement histories, and operator preferences. This workshop is anticipated to be 3 hours in duration and is assumed to be held virtually.

Assumptions:

- Data is available and provided in a timely manner.
- Dudek will receive City support on site for access to lift station and WWTP facilities, including access to electrical/telemetry panels, valve vaults, wet wells, dry wells, and lift station buildings and enclosures, WWTP processes, and SCADA.
- Operations staff will be available on site during planned lift station site investigations to draw down the level in the wet well for inspection as necessary.
- Dudek will conduct one pre-inspection workshop with City operations and engineering staff prior to the site visits.
- Per Table 3, 3 days of inspection will be required with an additional 1 follow-up day as necessary.
- Dudek's team will provide our portable generator, forced air blower, $O_2/H_2S/CO$ monitor, tripod with recovery winch, harnesses, etc. for confined space entry as necessary.
- No heavy traffic control or preparation of traffic control plans will be needed to access the lift station facilities.
- On-site hours for site investigations on primary site visit days listed in Table 3 assume no confined space entry is required at any of the lift stations. If it is determined that confined space entry is required, the number of on-site hours is anticipated to increase on the primary site visit days (confined space entry requires more time on site). Dudek will require the use of the follow-up site visit day if any confined space entry is conducted at any of the lift station site investigations.
- Shut down of any equipment is not included.
- Force main assessment will be based on desktop analysis only due to limitations on physical force main inspection techniques.
- Dewatering of existing force mains, piping, tanks, or wet structures is not included.
- CCTV inspection or physical scanning of force mains is not included.
- No on-site flow monitoring or wet well fill/draw testing at the lift stations will be included as part of the assessment.
- Potholing to determine location of existing buried utilities including force mains is not included.
- Ring out or megger testing of conductors is not included.
- Wiring will not be traced to confirm as-built wiring drawings accuracy.

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Deliverables:

- Data request list
- Workshop agenda and minutes
- Field investigation field notes, observations, and assessment documentation will be included in the improvement recommendations and prioritization technical memorandum per Task S7.

Task S2: GIS Gap Analyses and Needs Assessment

Per the City's SSMP, the City's GIS is missing critical information. Dudek will obtain and review the City's sewer system GIS to evaluate the data gaps that would need to be filled into order to develop a sewer model that has sufficient accuracy of pipeline inverts, pipe slopes and diameters to produce accurate results. For the purposes of this proposal, a field survey of 100 manholes was assumed to facilitate development of the hydraulic model in Task S5. A technical memorandum will be developed that details the data gaps and a verification plan using field surveying to fill in the gaps. Depending on the level of data gaps, this project may be Phase 1 of a multiphase project to survey the City's sewer collection system and update the City's GIS and hydraulic model over time to develop an accurate model of the system.

Deliverables:

- Technical memorandum summarizing the data gaps and proposed survey plan to fill in the gaps

Task S3: Temporary Flow Monitoring

The City's 2008 Sewer Master Plan included flow metering at nine locations within the system. Dudek proposes to also monitor at nine locations, including several of the same locations metered in 2008 to evaluate the change in sewer flow in the system over time, to account for both the impacts of conservation as well as growth in the community.

ADS Environmental Services will provide flow monitoring and will validate the hydraulic model and any defect flow sensitivity.

Dudek's goal when developing the flow monitoring plan is two-fold:

1. Calibration of the Hydraulic Model – Placing several flow meters at the exact locations used in the past flow metering studies, if available, and a comparison of average flows will be used to calibrate the sewer model and assess the system-wide change in flows over the years.
2. Defect Flow Sensitivity – Defect flow consists of anything other than intended sanitary sewer flow, such as groundwater infiltration, inflow from the surface, or illegal connections from gutters. As a first step toward finding and fixing defect flows within the collection system, using flow meters in conjunction with a significant rain event will provide direction on where problems exist.

Dudek will develop a flow monitoring work plan with the City, prioritizing locations that:

- Were monitored as part of the 2008 Sewer Maser Plan
- Are suspected by operations staff to have high rainfall depended inflow and infiltration (RDII)
- Have high average flow rates for comparison of overall system growth over the past years
- Are fed by areas of consistent land use type (e.g., single-family residential) for use in updating unit flow factors

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Wet weather flow monitoring is anticipated to last 6 weeks with the primary goal of capturing a wet weather event.

Dudek will prepare a flow metering work plan for the monitoring program. A flow metering summary report will be prepared by ADS Environmental Services (ADS) that evaluates typical dry and wet weather diurnal patterns for weekdays and weekends. In addition, RDII will be included for estimating peak wet weather factors.

Assumptions:

- The fee estimate includes nine flow meters and one rain gauge for 6 weeks in winter 2024/2025.

Deliverables:

- Flow monitoring work plan by Dudek and ADS flow monitoring summary report with RDII analysis if rainfall event is captured
- Meeting agenda and minutes

Task S4: Establish Sewer Flow Criteria

Dudek will use the flow metering data, land use data, water billing data to evaluate sewer generation factors for the City. Diurnal flow patterns and sewer peaking factors will be developed using the flow metering data from Task S3 as well as WWTP influent flow data and historical rainfall data. These sewer generation factors along with the General Plan, known planned development data from the Planning Department, and State Housing Element requirements will be used to estimate buildout flow conditions for the City, to be utilized in the capacity analysis in Task S6.

Deliverables:

- Detailed technical memorandum summarizing the proposed sewer generation factors by land use type, peaking factors, and planning estimate for future sewer flows

Task S5: Hydraulic Sewer Model Development and Calibration

Using the survey plan developed in Task S2, Dudek will coordinate with NV5 for surveying of 100 manholes. Invert, ground surface, pipeline diameter, and flow routing data will be used to update the City's sewer collection system GIS, which will be in turn used to build the City's hydraulic model.

Unless an agency has dedicated modeling staff in-house that intend to perform hydraulic modeling regularly, Dudek does not recommend an agency purchase hydraulic modeling software. Modeling software purchases tend to be a financial loss for such agencies. A more cost-efficient strategy is to utilize a consultant's software. Dudek proposes using Aquanuity's AquaTwin Sewer hydraulic modeling software to develop the City's new sewer model. AquaTwin Sewer is a GIS Pro-based software package that utilizes the U.S. Environmental Protection Agency's Storm Water Management Model (SWMM) 5 engine to evaluate open channel flow hydraulics. Dudek will use the City's existing sewer GIS, WWTP flows, lift station on/off settings and water billing data from Task S1, manhole surveying data from Task S2, flow metering data from Task S3, and diurnal patterns and peaking factors from Task S4 to develop and calibrate the sewer model. Sewer loading will be allocated in the system using georeferenced water billing data. The existing dry weather flow condition in the model will be calibrated to within 10% of measured data. The dry weather flow model will be peaked to develop an Existing Peak Wet Weather Flow model for capacity analysis.

Assumptions:

- Water billing data is available with georeferenced water meter shapefile.
- The survey plan will include 100 manholes for surveying performed by NV5.

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Deliverables:

- Updated GIS with survey inverts included
- Technical memorandum documenting the model development and calibration process and results

Task S6: Hydraulic Sewer Model Analysis

The collection system capacity will be evaluated under existing and projected buildout conditions utilizing the calibrated model from Task S5 and the planning criteria from Task S4. Extended-period simulations will be used to evaluate the full range of flow conditions. Resulting peak wet weather flows, depth over diameter (d/D) values, and velocities will be compared to City criteria. Modeling results will be used to identify pipelines not meeting planning criteria, those with capacity constraints under dry and wet weather conditions, and areas of potentially high RDII. Results will be presented tabularly and graphically. Subsequent model runs will be used to recommend system improvements in the form of pipeline upsizing. The model will include user-defined fields documenting deficiencies and recommended upsizing projects for existing and projected buildout conditions.

Assumptions:

- Existing and buildout wet weather flow analyses will be performed. If insufficient data are available to estimate a wet weather peaking factor for the system, the capacity analysis will be performed on peak dry weather flows.

Deliverables:

- Sewer modeling files
- GIS files extracted from the sewer model
- Detailed technical memorandum for City review outlining the results of the modeling and a list of recommended pipeline upsizing projects to address existing and buildout capacity deficiencies

Task S7: Sewer Lift Station, Force Main, and WWTP Condition Assessment and Resiliency Analyses

Dudek will review the field investigation information, photos, videos, and observations from the lift stations site investigations. Dudek's lift stations and force mains desktop analysis will include a hydraulic analysis, a capacity evaluation, an emergency capability evaluation, a reliability evaluation, and an evaluation for feasibility of lift station elimination for all lift stations. Dudek's lift station desktop analysis will also analyze historical issues, current operational concerns, City preferences, operational nuances, and emergency capabilities at each lift station. Dudek will use this information, the data/information collected and reviewed in Task S1 for the desktop analysis, and the information provided from operations staff during the pre-inspection workshop to perform a condition assessment, evaluation, and resiliency analysis and analyze adequacy in case of emergency or failure for all 14 lift stations. This will be a comprehensive condition assessment that will document deficiencies of site features, as well as all mechanical, structural, electrical/controls, and telemetry equipment. Deficiencies for emergency capability, storage, maintenance/emergency access, safety, and odor control will also be documented for each lift station.

This condition assessment and evaluation of the lift stations will include condition- and criticality-based asset scoring for all major assets at each of the lift stations. Based on the condition assessment and analysis, Dudek will document deficiencies and develop recommended improvements (and in some cases recommended alternative improvements) to extend the useful life of the lift stations, provide resiliency upgrades, and recommend upgrades to ensure each lift station meets capacity requirements under current and buildout scenarios.

The WWTP condition assessment will be a more generalized structural, life span, and process assessment per process for major assets/facilities. Dudek will review the field investigation information, photos, videos, and

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observations from the WWTP site investigation. Dudek's lift station desktop analysis will also analyze historical issues, current operational concerns, City preferences, and operational nuances at the WWTP. Based on this condition assessment and analysis, Dudek will document deficiencies and areas of concern to maintain operations. Dudek will also identify growth or modifications required to address/filter for new potential state mandates and regulations, etc. This condition assessment and evaluation of the WWTP will include condition- and criticality-based asset scoring for all major assets grouped by WWTP process. Dudek will develop recommended improvements (and in some cases recommended alternative improvements) to improve the service life of major assets at the WWTP as well as improvements required to meet future capacity requirements and current state mandates and regulations.

The developed asset scoring will be used as a tool to help prioritize the recommended improvements for all lift stations and the WWTP for incorporation into the overall CIP. Budgetary cost estimates for recommended upgrades, replacements, and expansions will be provided. Each recommendation will be listed in priority order.

Task S7 includes QC review by NV5.

Assumptions:

- Force main assessment will be based on desktop analysis only due to limitations on physical force main inspection techniques.
- Force main dewatering and lift station shut down is not included.
- Field investigation notes will be summarized and included as an appendix to the technical memorandum.
- Asset scoring will be performed for major facility assets; smaller items such as pipe supports will be generally grouped together and provided a single assessment score. No asset database will be prepared for asset scoring. Asset scoring breakdowns per lift station will be organized into a spreadsheet table and attached as an appendix to the technical memorandum.
- Hydraulic evaluation/analysis of lift stations will be based on historical flow data (if available) for each lift station in combination with any information provided by operations staff.
- No on-site flow monitoring or wet well fill/draw testing at the lift stations will be included as part of the assessment.
- A list of major asset with installation dates will be provided by City staff in a consolidated electronic form. Condition assessment of WWTP major assets will be determined by visual inspection and operational/repair/rehabilitation history provided by City staff.

Deliverables:

- Detailed improvement recommendations and prioritization technical memorandum summarizing the findings of the lift station and WWTP field investigations, documentation of deficiencies, and our recommended improvements and associated cost estimates

Task S8: Update of Sanitary Sewer System Master Plan Report

Dudek always aims to develop a Master Plan report that is highly useful to multiple departments in an agency, including engineering, planning, operations, and finance. To succeed, the resulting deliverables must be clear and easy to read and enable quick retrieval of information. In addition to being functional, the reports must do the following:

- Provide a thorough system inventory of the collection system pipelines and facilities
- Contain clear explanations of design and evaluation criteria based on industry standards and the region's unique characteristics

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- Provide sufficient detail on the master planning process to give the reader an understanding and ability to replicate and/or update the process when the time arises
- Identify areas within the service areas with a substandard condition, performance, or capacity and present those tabularly and graphically
- Identify projects that improve performance and/or increase efficiency to improve system reliability and meet regulatory requirements
- Succinctly summarize the findings, results, and prioritized recommendations of the Master Plan (from Task S9) for easy implementation

Dudek will compile the technical memorandums developed through the progression of work, complete any missing chapters or sections (e.g., Executive Summary and Chapters 1, Introduction), and edit the complete report to produce a single coherent document for draft submittal to the City. Dudek will submit the draft report to the City for review and comment. Dudek will prepare the Final Sewer Master Plan Update documents addressing the City's comments on the Draft Sewer Master Plan submittal.

Assumptions:

- There will be one virtual draft Master Plan review meeting to discuss City comments.
- Dudek will address a single, consolidated set of comments for the Draft Sewer Master Plan Update report submittal.

Deliverables:

- Draft and Final Sewer Master Plan Update reports in PDF and Microsoft Word formats
- Three hard copies of the Final Master Plan Report
- Review meeting agenda and minutes
- Sewer hydraulic modeling files, Existing and Buildout Master Plan of Sewer exhibits (three hard copies of each)

Task S9: Capital Improvement Program

Using the results of Tasks S6 (Capacity Analysis), S7 (Lift Station and Force Main Condition Assessment) and S10 (Sewer Pipeline Condition Assessment), Dudek will develop short-term (10-year) and long-term recommended CIP projects to address the deficiencies identified. The development of the CIP will be based on the available condition assessment information and the useful life and value of the existing sewer collection system assets. We will establish asset values and recommend maintenance and aging infrastructure's year-to-year replacement/rehabilitation cost. Findings and recommendations from the 2008 Sewer Master Plan will be evaluated and incorporated into the recommendations for this project, if still viable.

Dudek will prioritize and schedule CIP projects considering the results of Tasks S6, S7, and S10, the severity of the deficiency, the criticality of the facility to system operations, potential I&I reduction from rehab, cost of facility failure, and other factors. Dudek will propose a prioritization matrix to the City for concurrence and/or revision and modification. Once agreed upon, the matrix will be executed. Grouping projects will be incorporated into project planning. CIP project recommendations will be included for gravity sewer pipelines, siphons, manholes, lift stations, and force mains.

Dudek will develop planning-level cost estimates for each CIP project recommendation, including design, construction, CM, admin/legal, and other contingencies based on recent project bids, manufacturer quotes, and other data. Future projects will have escalated costs assuming inflation factors. The Master Plan report will

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include a discussion based on the cost estimates. As available, Dudek will obtain recent project costs from the City's Finance Department. Task S9 includes QC review by NV5.

Assumptions:

- There will be one virtual CIP review meeting to discuss the results.
- Dudek will generate unit costs and factors for estimating construction and project-level soft costs.

Deliverables:

- Tabular cost estimates for each CIP project recommended will be placed in the draft and final sewer master plan reports.
- Review meeting agenda and minutes

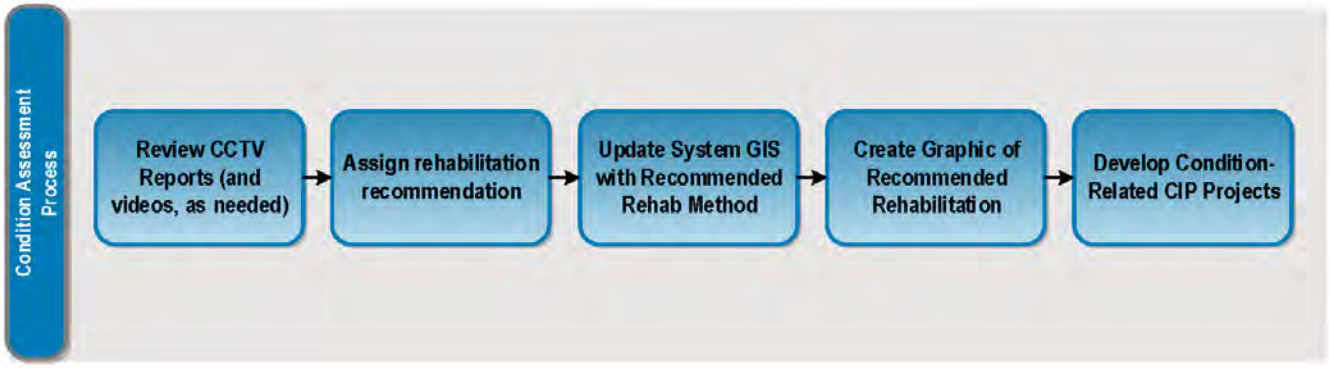
Task S10: Sewer Pipeline Condition Assessment

Consideration of condition, assessment of needs, and rehabilitation of facilities are critical to ensure continued reliability and economic feasibility of maintaining the City's collection system assets as well as to comply with the Reissued WDR. Given Dudek's support of the City's most recent SSMP Audit and Update, we understand that there is not a significant amount of CCTV inspection data at this time, though we know the City is currently underway in expanding these efforts. Dudek proposes this task toward the later portion of the project to give the City time to collect these data. This task will support the continuation of the City's efforts by incorporating identified deficiencies into the proposed CIP and identifying new weaknesses in larger diameter pipelines (12 inches and larger), particularly those pipelines with the highest identified risk and those in the vicinity of capacity improvements identified as part of Task S6.

Dudek will utilize the inspection reports primarily to evaluate pipeline conditions. We anticipate videos will be reviewed in the case of potential pipeline replacement project recommendations. Dudek will review the existing CCTV inspection reports for each pipeline reach; document defects, laterals, sags, debris, roots, grease, offset joints, cracks, or other noted problems; and identify infrastructure at risk of failure due to condition.

The steps associated with the condition assessment are shown graphically in Figure 5 below.

Figure 5. Condition Assessment Flow



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The specific rehabilitation method selected will be determined on a reach-by-reach basis and coordinated with the capacity improvement recommendations to minimize expensive and intrusive open cut construction. Dudek is highly experienced in evaluating defects and looks to balance the benefits of rehabilitation versus cost and useful life of the host pipeline. Full-length pipeline rehabilitation may not necessarily be recommended in all cases. For example, where the pipeline's structural integrity has been compromised due to collapse or other failure, point repairs of single pipe segments or connections at manholes may be the only rehabilitation means necessary. Depending on the nature, quantity, and severity of defects observed during the condition assessment review, methods of trenchless rehabilitation or repair to be considered include the following: specialty and heavy cleaning; in-situ point repair such as Weko Seal, Link-Pipe mechanical seal, or LMK Performance short liner; open trench point repairs such as short- or long-segment pipe replacement; in-situ lining with cured-in-place pipe (CIPP) liner cured with hot water or steam; complete open cut removal and replacement; and total replacement using a trenchless method such as pipe bursting.

Dudek completed a sewer rehabilitation program for the City of South Pasadena. CIPP was used to repair the sewer pipelines, reducing the impact to local residents and businesses.

Assumptions:

- The fee estimate includes 100 pipeline segments for this task.
- A manhole condition assessment will not be performed.
- CCTV inspection reports are readily available.

Deliverables:

- Tabular representation of recommendations and graphical map of project locations included in master plan report.

Task S11: Sewer Master Plan Project Management

Effective project management is key to the successful completion of any project. Dudek has a proven record of delivering projects on time and within budget. Please refer to the "Project Management Approach" section for our detailed project management and quality control approach.

Assumptions:

- There will be one in-person project kickoff meeting at City offices (both Water & Sewer).
- There will be 32 virtual bimonthly project status meetings for the Sewer Master Plan.
- There will be four virtual City staff meetings.
- There will be two in-person City Council presentations for the Sewer Master Plan document and Sewer Rate Study.

Deliverables:

- Monthly progress reports
- Updated schedules
- Kickoff and status meeting agenda and minutes

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Optional Task S12: Supplemental Wet Well Evaluations

Per Task S1 and Table 2 above, this optional task includes site investigation time for five (5) additional wet well inspections.

Deliverables:

- Field investigation field notes, observations, and assessment documentation will be included in the improvement recommendations and prioritization technical memorandum per Task S7.

Optional Task S13: WWTP and Select Lift Station Structural Review by Kelsey

Based on observations during the site visit by Dudek, it is recommended the City consider a more thorough structural evaluation of the structures within the WWTP and select lift stations by a structural engineer. This would include approximately 18 structures at the WWTP and nine (9) of the lift station wet well videos. Findings would be summarized in a single technical memorandum and included in the Sewer CIP.

WATER AND SEWER COST OF SERVICE RATE AND CAPACITY FEE STUDY

The scope of work provided below is based on the City's RFP and our experience completing successful water and sewer cost-of-service and capacity fee studies for utilities in California and throughout the United States.

Task 1: Project Initiation and Management

Task 1.1 Initial Data Request and Data Review

Immediately upon receiving the notice to proceed, Raftelis will submit a comprehensive data request to the City seeking information such as that listed below. To the extent possible, we will review the information provided prior to the project kickoff meeting.

- Customer billing data (Microsoft Excel)
- Current and proposed revenue and expenditure budgets (Microsoft Excel)
- CIP projections based on the Water and Sewer Master Plans and the City's long-term CIP plans (Microsoft Excel)
- WTP and WWTP production data (Microsoft Excel)
- 2020 Urban Water Management Plan (PDF)

Task 1.2 Project Management

Raftelis will provide timely identification of project issues/challenges as they arise during the project and ongoing model quality assurance/quality control (QA/QC) by the project manager and technical advisor/quality reviewer. Assumes the kick-off meeting will be held in person.

Deliverables:

- Pre-kickoff meeting data request

Attachment: Agreement Exhibit A - Scope (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Task 2: Analysis of Customer Water Consumption Characteristics and Demand Forecasting (Water and Sewer)

Task 2.1 Analysis of Customer Water Consumption Characteristics

The analysis of customer water consumption characteristics is critical for the development of the demand forecast that underlies the water and sewer financial plans, the allocation of costs to customer classes, and the development of rate structure alternatives. After obtaining the City's actual historical customer billing data for the period FY 2021–FY 2023, Raftelis will seek to analyze the following types of information for each major customer type/land use:

- Account growth by meter size
- Monthly, seasonal, and annual consumption
- Average day, maximum day, and maximum hour consumption
- Winter average consumption as a proxy for indoor consumption
- Estimates of indoor and outdoor consumption on a per account and gallons per capita day (gpcd) basis
- The correlation between water consumption and single-family residential gross lot sizes and irrigable areas
- Historical consumption declines during drought stage emergencies

Task 2.2 Demand Forecasting

Raftelis will prepare comprehensive demand forecasts for the water and sewer utilities for the 10-year period FY 2025–FY 2034. It will be developed using Microsoft Excel to allow for scenario modeling.

Deliverables:

- Detailed understanding of customer water consumption characteristics
- Comprehensive forecast of billed water and sewer demand for the 10-year period FY 2025–FY 2034
- Comprehensive estimate of billed sewer discharges for the 10-year period FY 2025–FY 2034

Task 3: Financial Planning and Revenue Requirement Forecasting (Water and Sewer)

Task 3.1 Raftelis Approach to the Financial Planning Process

Utility financial planning is an iterative process in which the "optimal" capital financing strategy must be identified. This requires achieving the correct balance between CIP financing provided by rate revenues, capacity fees, grants, and external debt financing. A comprehensive and correctly developed financial plan must be based on a realistic projection of customer water and sewer demand under normalized climate conditions and reasonable assumptions of customer account growth. The Microsoft Excel financial planning models developed by Raftelis will allow City staff to vary inputs for items such as customer account growth, average billed water consumption per account, average contributed sewer flow per account, CIP expenditures and financing strategies, operating expenses, inflation rates, etc.

Figure 6 illustrates the financial planning process that will be used by Raftelis for each of the City's utility services.

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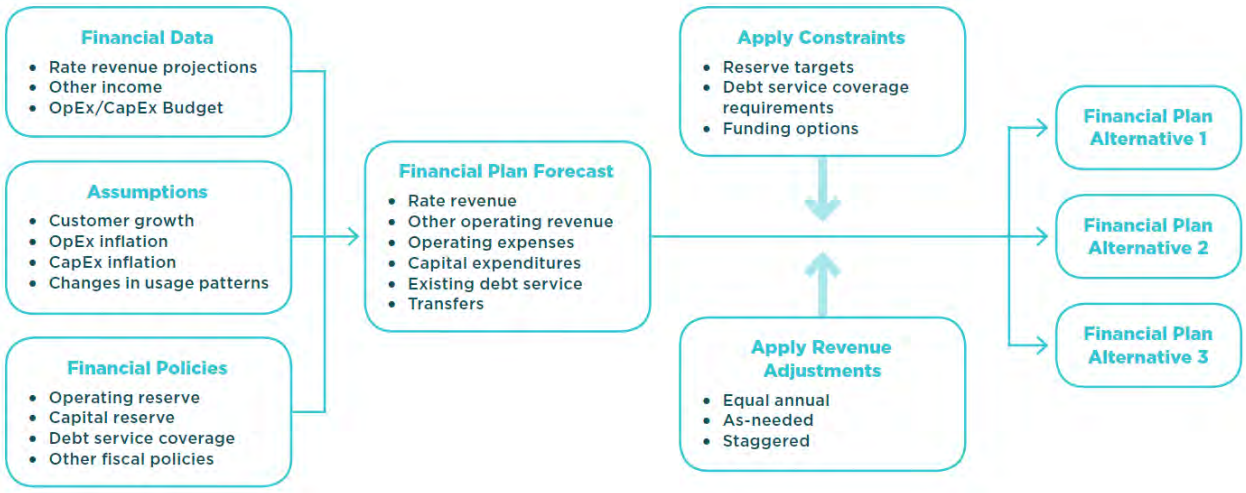
Figure 6. Financial Planning Process



Task 3.2 Review and Evaluation of City Financial Policies

Raftelis will review and, as appropriate, make recommendations regarding the City's financial policies. These policies will include items such as the minimum and maximum cash reserve targets, the use of external debt financing for repair and replacement versus growth-related CIP projects, and the appropriate target debt service coverage ratios for senior and subordinated debt.

Task 3.3 Comprehensive Cash Flow Projection and Revenue Requirement Forecasting

The City seeks the development of a financial plan for the 5-year period CY 2025–2029. The financial plan developed by Raftelis will be for the 10-year period CY 2025–2034. This will allow the City to assess its financial position in Years 6–10 of the projection period considering potential long-term changes in customer water consumption characteristics, water supply costs, regulatory requirements, etc. The comprehensive cash flow projection will include the following:

- Revenue Under Existing Rates: A projection of rate revenues generated under existing rates based on the updated demand forecast completed in Task 2; the projection will include billed water consumption across all tiers, customer types, and meter sizes
- O&M Expenses: O&M expenses including inflation adjustments and potential changes in the profile of out-year O&M caused by system technological changes
- Potential Pass-Through Costs: The identification of ongoing costs that are not under City control and thus potentially appropriate for recovery via a "pass-through" adjustment (e.g., water supply costs and electric power)
- Debt Service: Existing and projected debt service expenditures used for CIP funding, pension obligation funding, etc.
- CIP Expenditures: All CIP expenditures, regardless of funding source, developed as part of the water and sewer master planning process and the City's long-term CIP plan

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Task 3.4 Scenario Analysis – Financial Plan Optimization

Financial Planning Criteria Specified in the City's RFP: The City's RFP specifies that the water and sewer financial plans must meet the following minimum criteria while ensuring full funding for regulatory compliance costs, repair and replacement of existing infrastructure, and timely financing for all identified capital improvement needs:

- Debt coverage revenue requirements per City's bond covenants (net operating revenue including capacity fees must be 1.25 times debt service, and without capacity fees must be 1.00 times debt service)
- Maintain a minimum reserve of 2 months operating cash
- Maintain the water utility's current "A" credit rating
- Maintain rate stabilization reserves to deal with potential temporary revenue reductions from reduced water consumption due to drought, conservation, or the economy

Scenario Analysis: This involves the analysis of required rate increase under different utility sales for each service, CIP expenditure, and debt service alternatives. It includes the modeling of projected cash reserve and debt service coverage for each year of the planning horizon. As instructed in the City's RFP, a minimum of three financial planning scenarios will be developed.

- *"Do Nothing" Scenario:* Comprehensive financial plans that assume no rate increases over the 10-year financial planning horizon
- *"More of the Same" Scenario*: Comprehensive financial plans that assume annual rate revenue increases if the City was to replicate its previously approved historical rate increases over the 10-year planning horizon
- *Optimal Capital Financing Scenario*: Development of an "optimal" capital financing strategy that balances the projected mix of rate revenues, capacity fees, grants, and external debt funding to fund capital improvements
- *Drought Risk Assessment*: Assessment of the risk of water sales revenue shortfalls due to short- and long-term drought events

Task 3.5 Revenue Requirement Projection

Based on the optimal financial planning scenario developed in Task 3.4, Raftelis will project total system revenue requirement from rates for the 10-year period FY 2025–FY 2034 for water and sewer utility services.

Deliverables:

- Development of the optimal financial planning scenario in consultation with City staff
- Water and sewer financial plans and revenue requirement projections for the 10-year period FY 2025–FY 2034
- Potential recommendations for changes in financial policies

Task 4: Cost-of-Service Analysis (Water and Sewer)

Task 4.1 Raftelis Approach to the Cost-of-Service Process

The procedures used by Raftelis in water and sewer cost-of-service studies are based on industry standard methods presented in the AWWA publication, Manual of Water Supply Practices M1, Principles of Water, Rates, Fees, and Charges (AWWA Manual M1) and the Water Environment Federation publication, Manual of Practice No. 27, Financing and Charges for Wastewater Systems (WEF Manual 27). The use of industry-standard procedures

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corresponds to the cost-of-service mandate contained in California Proposition 218. Figure 7 illustrates the multistep cost allocation process used by Raftelis for a water cost-of-service study.

Figure 7. Water Cost-of-Service Process

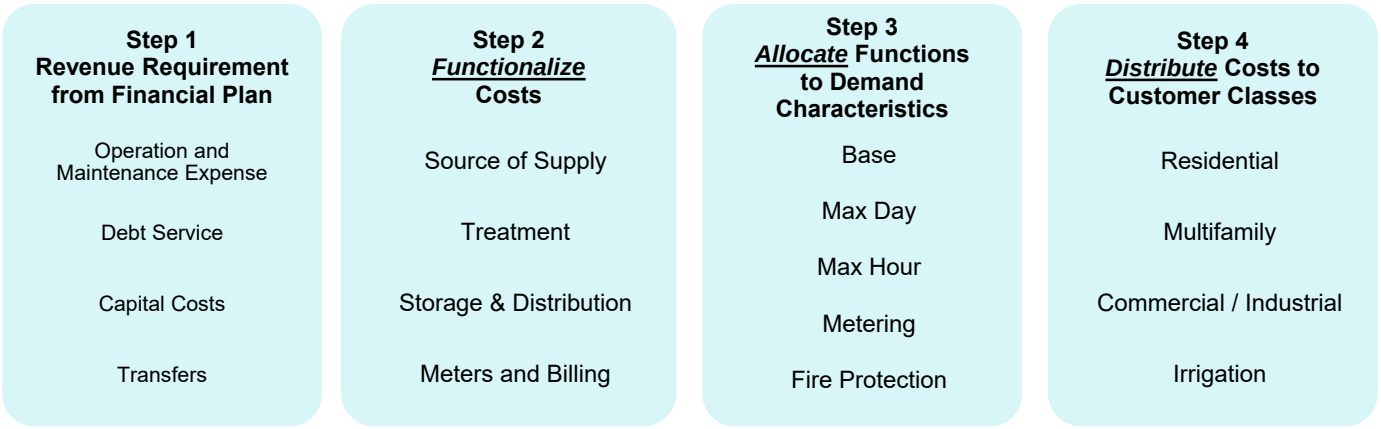
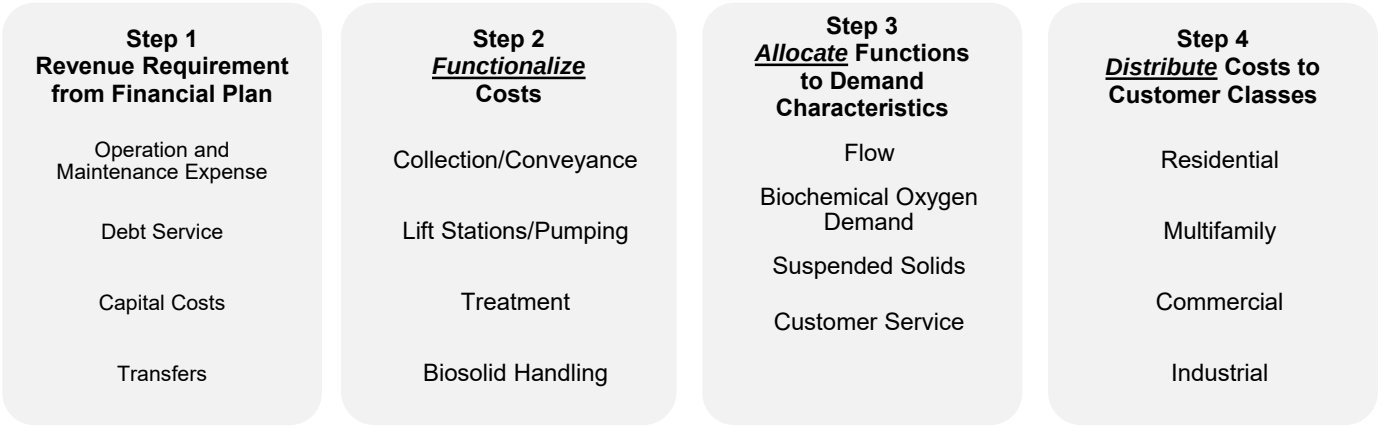


Figure 8 illustrates the multistep cost allocation process used by Raftelis for a sewer cost-of-service study.

Figure 8. Sewer Cost-of-Service Process



Task 4.2 Water and Sewer Cost-of-Service Analysis

- Test-Year Revenue Requirement: Determination of the test year revenue requirement based on the Task 3 financial planning process.
- Cost Functionalization: Determination of the net book value or replacement cost of existing utility infrastructure to the correct functional categories to allocate annual capital costs. Assignment of test-year capital costs (PAYGO financing and projected debt service), O&M expenses, and non-rate revenue offsets to the correct functional categories.
- Allocation to Cost Causation Components: Allocation of test-year capital costs, O&M expenses, and non-rate revenue offsets to the correct cost causation components. For a water utility, common cost causation components are water supply, base demand, maximum day demand, maximum hour demand, billing, and

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customer service. Common sewer utility cost causation components include flow, biochemical oxygen demand, and suspended solids.

- **Customer Class Units of Service**: Determination of the customer class units of service. For a water utility, units of service often include customer class average day demands, peak demands, number of bills, and number of 3/4-inch or 1-inch meter equivalents. For a sewer utility, units of service include volume of flows and pounds of biochemical oxygen demand and pounds of suspended solids.
- **Customer Class Cost-of-Service**: Distribution of the allocated test-year capital costs, O&M expenses, and non-rate revenue offsets to customer classes based on each of their proportionate share of demands, bills, and equivalent meters.

Deliverables:

- Water service customer class cost-of-service
- Sewer service customer class cost-of-service

Task 5: Rate Structure Design and Proposed Rates

Task 5.1 Current Water and Sewer Rates

As shown in Table 4, the City currently charges a $/thousand gallon volumetric rate for billed water consumption and fixed monthly charges based on meter size.

Table 4. Current Rates

Water Usage Charge (per 1,000 gallons)	
All Consumption	$3.75
Monthly Service Charge ($/meter size)	
5/8 inch and 3/4 inch	$3.56
1 inch	$4.33
2 inch	$6.03
3 inch	$19.20
4 inch	$22.23
6 inch	$32.71
8 inch	$44.68

A monthly flat sewer rate is paid by single-family residential and duplex customers (1 and 2 below), and a volumetric rate of $/thousand gallons is paid by all other customers (3 through 22 below). The current sewer rates are shown in Table 5.

Table 5. Current Sewer Rates

#	Land Use	Rate	Rate Structure / Billing
Residential			
1	Single Family	$58.79	Monthly Flat Rate
2	Duplex	$87.97	Monthly Flat Rate

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DUDEK

Table 5. Current Sewer Rates

#	Land Use	Rate	Rate Structure / Billing
3	Multiple Family, Condominium	$4.05	Volumetric Rate $/1,000 gallons
4	Mobile Home Park	$4.05	Volumetric Rate $/1,000 gallons
Commercial and Other			
5	Hotel, Motel, without dining facilities	$5.32	Volumetric Rate $/1,000 gallons
6	Laundromat	$4.23	Volumetric Rate $/1,000 gallons
7	Commercial Laundry, Dry Cleaner	$6.99	Volumetric Rate $/1,000 gallons
8	Market w/ Garbage Disposal, Butcher Shop, Mortuary	$12.82	Volumetric Rate $/1,000 gallons
9	Professional Office	$3.91	Volumetric Rate $/1,000 gallons
10	Repair Shop, Service Station	$5.51	Volumetric Rate $/1,000 gallons
11	Bar, Tavern	$5.13	Volumetric Rate $/1,000 gallons
12	Car Wash	$3.65	Volumetric Rate $/1,000 gallons
13	Soft Water Service	$2.94	Volumetric Rate $/1,000 gallons
14	Hospital, Convalescent Facility, Medical Office	$4.81	Volumetric Rate $/1,000 gallons
15	Hotel, Motel with Dining Facilities	$9.62	Volumetric Rate $/1,000 gallons
16	Restaurant, Bakery	$12.12	Volumetric Rate $/1,000 gallons
17	School, College, Church	$4.04	Volumetric Rate $/1,000 gallons
18	Retail Store	$4.49	Volumetric Rate $/1,000 gallons
19	Beauty Parlor	$4.49	Volumetric Rate $/1,000 gallons
20	Ice-making	$1.50	Volumetric Rate $/1,000 gallons
21	Movie Theatre	$4.49	Volumetric Rate $/1,000 gallons
22	Packing Shed	$1.50	Volumetric Rate $/1,000 gallons

Task 5.2 Development of Proposed Rates and Rate Structure Alternatives

After the completion of the cost-of-service analyses described in Task 4, Raftelis will work with the City staff to develop potential alternative water and sewer rate structures. Our proposed consulting fee assumes we will evaluate a maximum of two alternative water rate structures and two alternative sewer rate structures. In addition, we will evaluate the potential for the implementation of a water budget-based rate structure as discussed in the Evaluation of Water Budget Rate–Based Rate Structure section below.

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The alternative rate structures recommended by Raftelis will produce adequate revenues to maintain water and sewer utility financial sufficiency over short-, medium-, and long-term planning horizons. When considering potential alternative rate designs, Raftelis will perform the following analysis:

- City Rate Structure Objectives: Evaluation of the effectiveness of the current water and sewer rate structures in achieving the City's pricing and policy objectives
- Fixed vs. Volumetric Revenue Recovery: Impact of potential alternative rates on water and sewer fund revenue stability/volatility
- Customer Class Definitions: Appropriateness of the current water and sewer rate structures considering the customer class definitions identified in the water and sewer cost-of-service processes (Task 4)
- Proposition 218 Compliance: Ability of potential alternative rate structures to fully comply with Proposition 218 and other applicable California regulatory requirements
- Customer Bill Impacts: Impact of potential alternative rate structures on customer bills (monthly and annual) across a broad range of demand (i.e., very low consumption to very high consumption customers)
- Ease of Customer Understanding: Ability of customers to easily understand potential alternative rate structures and the ability of the City to administer such alternatives

Task 5.3 Evaluation of Water Budget Rate–Based Rate Structure

Our proposed consulting fee includes the evaluation of the potential implementation of a water budget–based rate structure for the City's water customers. Our analysis will include:

- Billing System Capabilities: An assessment of the City's customer information system to successfully bill customers under a water budget rate structure.
- GIS Data Availability: A review of the GIS data the City maintains regarding residential and landscape irrigation customer gross lot size and irrigable area.
- Definition of Essential Use, Efficient Use, and Inefficient Use: The allocation of customer water usage into specific categories. For example, essential indoor usage may be declined by the 47-gallon per capita per day requirements of Assembly Bill (AB) 1157. Efficient use pay be defined as a level of outdoor irrigation consumption based on the reference evapotranspiration rate and the evapotranspiration rate adjustment factor
- Determination of Water Budget Tier Thresholds: This is the level of water consumption associated with each water budget tier. An example appears below in Table 6.

Table 6. Example Tier Structure

Tier 1	0 – 100% Essential Allocation
Tier 2	100% Efficient Allocation
Tier 3	101 – 130% Above Efficient Allocation
Tier 4	131 – 160% Above Efficient Allocation
Tier 5	161% and Above Efficient Allocation

- Estimate of Water Budget Rates and Customer Bill Impacts: Based on our work in Task 2 (Analysis of Customer Water Consumption Characteristics) and Task 4 (Cost-of-Service Analysis), we will develop ***preliminary*** proposed rates for each water budget tier and estimated single-family residential bill impacts.

Attachment: Agreement Exhibit A - Scope (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Task 5.4 Overarching Awareness of Proposition 218 Requirements

From the initial kickoff meeting through the development of proposed rates, we stay focused on the need to comply with the intent and requirements of Proposition 218. Throughout the financial planning, cost allocation, and rate design process we will work with City staff and legal counsel to help achieve this objective. While we strive to comply with the intent and requirements of Proposition 218, it is important to note the Raftelis shall have no obligation to indemnify the City or any Indemnitee against liability for claims by a third party for failure to comply with its obligations under Article XIII D of the California Constitution (Proposition 218).

Task 5.5 Awareness of California Regulatory Requirement and Litigation

Raftelis is not a law firm, but we do closely follow litigation that may have bearing on the water rate structures implemented by our clients. For example, the California Court of Appeals is currently considering two cases related to the validity of tiered rate structures. Similarly, AB 1157, which become law in 2022, requires that indoor water use be a maximum of 47 gpcd in 2025 declining to 42 gpcd in 2030. Another example is the recently enacted AB 755, which requires utilities to quantify the cost of serving the top 10% of water users. Our awareness of litigation and changing regulatory requirements enhances our ability to serve the City.

Task 5.6 City Water Code Chapter 3.8 Water Usage Demand Analysis (AB 755)

Raftelis will prepare a water usage demand analysis as required by Chapter 3.8 of the Water Code, commencing with Water Code Section 390, to identify the cost of water service to the highest water users (as defined) and the average annual volume of water delivered to such high users. This information shall be included in and posted in the cost of service analysis.

Task 5.7 Comprehensive Bill Impact Calculations

Raftelis will calculate comprehensive bill impacts for the City's existing and proposed water and sewer rates. Bill impacts will be calculated for multiple customer land use types and across a wide distribution of monthly and annual consumption volumes. This will ensure that City staff is fully informed about potential customer bill ramifications.

Deliverables:

- Proposed 5-year water and sewer rates for the period FY 2025–FY 2029
- Consideration of alternative rate structures for water and sewer service
- Evaluation of a water budget-based rate structure
- Comprehensive customer bill impacts

Task 6: Capacity Fee Study (Water and Sewer)

Task 6.1 Current Capacity Fees

The City's current capacity fees are assessed on an Equivalent Residential Unit (ERU) basis. The City's current capacity fees are shown in Table 7.

Table 7. Current Capacity Fees

Water	$6,149 per ERU
Sewer	$7,174 per ERU

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Task 6.2 Project Initiation and Regulatory Compliance

To initiate the water and sewer capacity fee studies, we will consult with City staff to understand how capacity fees are currently assessed and what costs they recover. Based on the understanding gained from this discussion we will develop a proposed approach and provide the City with a comprehensive data request. We will then review all relevant documentation, including the water and sewer engineering Master Plans, the City's Urban Water Management Plan, and the City's rules/regulations for capacity fees.

The capacity fees we develop will be based on industry practices and in full compliance with California legal standards as contained in California Government Code Sections 66000–66025. This will include compliance with the requirements of California's Mitigation Fee Act and general legal principles related to impact fees. Under California law, "fees," as opposed to "taxes," can be adopted without the two-thirds vote of the public as required by Proposition 13. The State of California Mitigation Fee Act, also known as AB 1600 and codified in Sections 66000–66025 of the California Government Code, establishes a requirement for "nexus" in the establishment of a development fee. The nexus requirements are that (1) a development fee is directly related to the impacts of the development and (2) the fee is roughly proportional to the impacts of the project.

Task 6.3 Update of Equivalent Residential Unit Relationships

Raftelis will update the ERU factors for each land use type as contained in City Resolution 07-100. This analysis will require an analysis of customer water consumption characteristics by highly defined land use types as contained in Resolution 07-100.

Task 6.4 Selection of an Infrastructure Valuation Methodology

Raftelis will work with City staff to choose the appropriate methodology to be used in the City's water capacity fee study. There are three industry-standard methods for the calculation of capacity fees:

- Buy-In Approach: Appropriate for utilities with existing available infrastructure capacity to meet projected demand
- Incremental Approach: Appropriate for utilities with existing infrastructure capacity constraints that must construct significant new infrastructure to meet projected demand
- Hybrid Approach: Appropriate for utilities with some available existing infrastructure capacity but also a need to construct new infrastructure to meet projected demand

Task 6.5 Valuation of Water and Sewer Infrastructure

Informed by the chosen calculation methodology, Raftelis will develop a water capacity fee model that reflects either, or both, of the following:

- Existing Infrastructure: An infrastructure valuation for each major existing functional component of the water and sewer systems. For existing assets, the valuation will be based on "replacement cost less deprecation" (RCLD). The replacement cost will be developed using the construction cost inflation factors published in the Engineering News-Record (ENR CCI). The value of growth-related infrastructure will be based on present value as expressed in current year 2024 or 2025 dollars. If the City's fixed asset subsidiary ledger does not contain an adequate level of information to develop a replacement cost estimate using these construction cost inflation factors (for example, inadequate information on the function performed by major assets), then an alternative valuation method will be selected in consultation with City staff.
- Planned Infrastructure Expansion: The present value of projected water and sewer growth-related infrastructure expenditures contained in the City's current capital improvement plans.

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As part of the infrastructure valuation process, outstanding debt principal used to finance existing system water infrastructure will be subtracted from the RCLD valuation. Accumulated cash reserves will be added to the RCLD valuation.

Task 6.6 Determination of Customer ERU Demand and Projected ERU Growth

For the Buy-In Method, Raftelis will estimate the number of ERU currently served by the City's existing water and sewer system. For the Incremental Method, Raftelis will project the number of future ERUs that can be served by planned growth-related infrastructure additions. This estimate will be based on residential customer household density and gpcd water usage. As part of this process, Raftelis will analyze billing data for existing customers, consult your current Urban Water Management Plan, and the most recent engineering Master Plan.

Task 6.7 Calculation of the Water and Sewer Capacity Fees

Based on the work completed for the calculation methodology and customer demand analysis, Raftelis will calculate the following:

- The baseline water capacity fee expressed on a $/ERU basis (e.g., for a 3/4-inch equivalent connection)
- A baseline sewer capacity on a $/ERU basis

Task 6.8 10-Year Capacity Fee Fund Financial Plans

Based on the work completed in Tasks 6.1–6.7, Raftelis will prepare a 10-year projection of water and sewer Capacity Fee Fund revenues (sources of funds), expenditures (uses of funds), and beginning and ending cash balances. The purpose of this projection will be to determine the adequacy of projected capacity fee revenues as compared to projected growth-related capital improvement expenditures. It is important to note two things about this type of projection:

- Projections of this type are highly speculative because they assume an annual level of new connections (i.e., new development) that may not materialize as planned.
- Even if the new connections materialize as projected, the level of revenue generated by connection fees *may* be significantly less than actual level of planned growth-related capital expenditures.

Deliverables:

- Proposed water and sewer capacity fees

Task 7: Cost-of-Service Rate Study Reports

Our approach to the report development process is to work collaboratively with the City's legal counsel to ensure compliance with state law. Our approach includes:

- **Creation of a Detailed Administrative Record:** Raftelis prepares comprehensive rate study reports that fully document the assumptions, inputs, and analytical procedures used to develop proposed rates. Our reports provide clients with a detailed administrative record that can be referenced if rates are questioned or challenged in litigation.
- **Collaboration with Legal Counsel:** Maintaining a close partnership with City legal counsel throughout the rate study process is a priority. As complex, and potentially controversial, cost allocation or rate design cost recovery issues arise during the rate study process, we will request review and input from the City's legal counsel.
- **Review and Comment by the City:** Raftelis welcomes the comprehensive review and comment of preliminary/draft reports by City staff, City legal counsel, and the City Board.

Attachment: Agreement Exhibit A - Scope (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Deliverables:

- Draft cost-of-service rate study reports for review by City Staff and City Council
- Final cost-of-service rate study report

Task 8: Proposition 218 Notice and Hearings

The Raftelis Strategic Communications staff will prepare rate adjustment notices for mailing within the required 45-day notice period prior to holding the public hearing. While requirements of Proposition 218 notifications are easy to satisfy, many utilities miss the opportunity to strategically educate and inform ratepayers. Raftelis has designed countless Proposition 218 notifications that go beyond the minimum dictated by statute to deliver visually appealing pieces that customers want to read. The notices will outline the proposed rate changes, explain the right to challenge the rates, and will meet and comply with all notice requirements. Once these arrive in mailboxes, City customers will not only be properly notified, but will understand the City's need and be more likely to support rate adjustments. Raftelis will deliver final press-ready documents for the City to print and mail notices to all parcel owners and customers of record.

Our proposed consulting fee includes two in-person presentations to City Council for the Proposition 218 process. The first presentation will be a public meeting during which City Council authorizes the issuance of a Proposition 218 notice. The second presentation will be at the formal Proposition 218 hearing. All presentation material prepared by Raftelis will be provided to the City Leadership team for review prior to the City Council meetings.

Deliverables:

- Proposition 218 notice preparation
- Onsite attendance at two (2) Proposition 218 related City Council meetings

Attachment: Agreement Exhibit A - Scope (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Attachment: Agreement Exhibit B - Fee Schedule (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

FEE SCHEDULE

WATER AND SEWER MASTER PLANS AND COST OF SERVICE RATES STUDY

CITY OF EL CENTRO

APRIL 5, 2024

605 Third Street / Encinitas, CA 92024 / 760.942.5147

DUDEK

DUDEK

April 5, 2024

Abraham Campos, PE
City Engineer/Public Works Director
City of El Centro
307 West Brighton Avenue
El Centro, California 92243

Subject: Fee Schedule for Water and Sewer Master Plans and Cost of Service Rates Study

Dear Abraham Campos:

Our fee proposal includes an hourly rate for each classification of firm personnel and a not to exceed amount for each task. We are available to discuss this proposal and any changes in scope, approach, and commensurate fee that the City of El Centro requests.

Mr. Bob Ohlund has the authority to bind the firm. Please feel free to contact Project Manager Elizabeth Caliva at 760.479.4114 or ecaliva@dudek.com if you have questions regarding our proposal. We look forward to discussing our proposal with you and assisting the City with this endeavor.

Sincerely,

Elizabeth Caliva, PE
Project Manager

Bob Ohlund, PE
Vice President

This fee estimate is valid for 90 days from the date of this proposal; after 90 days, Dudek reserves the right to reassess the fee estimate, if necessary.

Attachment: Agreement Exhibit B - Fee Schedule (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

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Attachment: Agreement Exhibit B - Fee Schedule (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Dudek Labor Hours and Rates													Subconsultant Fees					
Project Team Role:		PIC - QA/ QC	Project Manager	Deputy Project Manager	Senior Task Lead	Task Lead	Senior Engineer/ GIS	Senior Engineer/ Modeling	Project Engineers	Admin	Total Dudek Hours	Dudek Labor Costs	Rate Study + Capacity Fees	Sewer Survey Analysis + QC Review	Flow Monitoring	Structural	Other Direct Costs	Total Fee
Team Member:		Bergholz	Caliva	Ripperger	Scheidel Schneider	Lacap Combs Guillen	Brown	Li Wang	Markle Bugala	Kinney			Raftelis	NV5	ADS	Kelsey		
Billable Rate :		$290	$265	$265	$280	$255	$240	$230	$200	$155			Fee	Fee	Fee	Fee		
Task W1. Water Master Plan Project Management																		
W1.1	Project Management and Coordination	16	24	40	20	–	–	–	–	–	100	$27,200	–	–	–	–	–	$27,200
W1.2	Water & Sewer Kickoff Meeting (In Person)	8	8	8	12	16	–	4	–	2	58	$15,230	–	–	–	–	$1,500	$16,730
W1.3	Bi-Monthly Progress Meetings (Virtual, 14 Assumed)	–	–	28	14	–	–	–	–	–	42	$11,340	–	–	–	–	–	$11,340
W1.4	City Staff meetings and City Council Meetings	8	–	16	8	8	–	–	–	–	40	$10,840	–	–	–	–	$1,000	$11,840
W1.5	Monthly Invoicing and Progress Reports	–	–	24	12	–	–	–	–	24	60	$13,440	–	–	–	–	–	$13,440
	Subtotal Task W1	*32*	*32*	*116*	*66*	*24*	–	*4*	–	*26*	*300*	*$78,050*	*$–*	*$–*	*$–*	*$–*	*$2,500*	*$80,550*
Task W2. Data Collection and Review																		
W2.1	Documents and Data Review	–	–	4	12	8	8	8	–	–	40	$10,220	–	–	–	–	–	$10,220
W2.2	Prepare TM	–	–	2	–	–	24	4	–	–	30	$7,210	–	–	–	–	–	$7,210
	Subtotal Task W2	–	–	6	*12*	*8*	*32*	*12*	–	–	70	*$17,430*	*$–*	*$–*	*$–*	*$–*	*$–*	*$17,430*
Task W3. Water Regulatory and Policy Review																		
W3.1	Regulatory and Policy Review	–	–	8	–	8	16	–	16	–	48	$11,200	–	–	–	–	–	$11,200
W3.2	Prepare TM	–	–	4	–	4	24	–	24	–	56	$12,640	–	–	–	–	–	$12,640
	Subtotal Task W3	–	–	*12*	–	*12*	*40*	–	*40*	–	*104*	*$23,840*	*$–*	*$–*	*$–*	*$–*	*$–*	*$23,840*
Task W4. Water Treatment Plant Condition Assessment																		
W4.1	Field Investigation Deficiency Summary.	–	–	8	40	16	–	–	16	–	80	$20,600	–	–	–	–	$1,400	$22,000
W4.2	Recommended improvements and budgetary estimate	2	–	8	24	16	–	–	24	–	74	$18,300	–	–	–	–	–	$18,300
W4.3	Recommended Improvements TM	2	–	8	8	16	–	–	40	–	74	$17,020	–	–	–	–	–	$17,020
	Subtotal Task W4	*4*	–	*24*	*72*	*48*	–	–	*80*	–	*228*	*$55,920*	*$–*	*$–*	*$–*	*$–*	*$1,400*	*$57,320*
Task W5. Water Storage Condition Assessment																		
W5.1	Data Collection + Review	–	–	2	16	–	4	–	8	–	30	$7,570	–	–	–	$43,758	–	$51,328
W5.2	Field Investigation, Deficiency Summary	–	–	16	24	16	16	–	16	–	88	$22,080	–	–	–	–	$1,200	$23,280
W5.3	Recommended Improvements and Budgetary Estimate	2	–	4	10	16	20	–	40	–	92	$21,320	–	–	–	–	–	$21,320
W5.4	Recommended Improvements TM	2	–	–	16	16	–	–	40	–	74	$17,140	–	–	–	–	–	$17,140
	Subtotal Task W5	*4*	–	*22*	*66*	*48*	*40*	–	*104*	–	*284*	*$68,110*	*$–*	*$–*	*$–*	*$43,758*	*$1,200*	*$113,068*
Task W6. Water Distribution System Condition Assessment																		
W6.1	Develop Risk Model (LOF, COF, ROF) for Pipelines & Manholes	–	–	8	–	–	16	–	–	–	24	$5,960	–	–	–	–	–	$5,960

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Dudek Labor Hours and Rates													Subconsultant Fees					
Project Team Role:		PIC - QA/ QC	Project Manager	Deputy Project Manager	Senior Task Lead	Task Lead	Senior Engineer/ GIS	Senior Engineer/ Modeling	Project Engineers	Admin	Total Dudek Hours	Dudek Labor Costs	Rate Study + Capacity Fees	Sewer Survey Analysis + QC Review	Flow Monitoring	Structural	Other Direct Costs	Total Fee
Team Member:		Bergholz	Caliva	Ripperger	Scheidel Schneider	Lacap Combs Guillen	Brown	Li Wang	Markle Bugala	Kinney			Raftelis	NV5	ADS	Kelsey		
Billable Rate :		$290	$265	$265	$280	$255	$240	$230	$200	$155			Fee	Fee	Fee	Fee		
W6.2	Build Risk Model in AquaTwin Asset	–	–	8	–	–	24	–	40	–	72	$15,880	–	–	–	–	–	$15,880
W6.3	Run Risk Model, Tabulate & Present Results	4	–	16	–	–	16	–	24	–	60	$14,040	–	–	–	–	–	$14,040
W6.4	Recommended Improvements TM	2	–	8	–	–	16	–	40	–	66	$14,540	–	–	–	–	–	$14,540
	Subtotal Task W6	*6*	–	*40*	–	–	*72*	–	*104*	–	*222*	*$50,420*	$–	$–	$–	$–	$–	*$50,420*
Task W7. Draft Capital Improvement Program																		
W7.1	Prioritize and Rank CIP Projects (Pipeline, Reservoirs, WTP)	–	–	8	8	24	24	–	–	–	64	$16,240	–	–	–	–	–	$16,240
W7.2	Develop Cost Estimates	–	–	4	4	8	16	–	40	–	72	$16,060	–	–	–	–	–	$16,060
W7.3	Project Descriptions and CIP Schedule	2	–	4	4	4	8	–	16	–	38	$8,900	–	–	–	–	–	$8,900
W7.4	CIP Review Workshop	2	–	4	2	4	4	–	–	–	16	$4,180	–	–	–	–	–	$4,180
	Subtotal Task W7	*4*	–	*20*	*18*	*40*	*52*	–	*56*	–	*190*	*$45,380*	$–	$–	$–	$–	$–	*$45,380*
Task W8. Water Master Plan Report																		
W8.1	Draft Water Master Plan Report	8	–	24	16	16	40	–	40	4	148	$35,460	–	–	–	–	–	$35,460
W8.2	Draft Report Review Workshop	–	–	4	4	4	4	–	–	–	16	$4,160	–	–	–	–	–	$4,160
W8.3	Final Water Master Plan Report	2	–	12	8	8	20	–	20	4	74	$17,460	–	–	–	–	$500	$17,960
	Subtotal Task W8	*10*	–	*40*	*28*	*28*	*64*	–	*60*	*8*	*238*	*$57,080*	$–	$–	$–	$–	*$500*	*$57,580*
Task S1. Data Collection and Field Investigations																		
S1.1	Data Collection + Review	2	8	–	24	23	–	24	30	–	111	$26,805	–	–	–	–	–	$26,805
S1.2	Lift Station Field Investigations (9 Locations) + Pre-Inspection Workshop	–	2	–	35	41	–	–	41	–	119	$28,985	–	–	–	–	$2,000	$30,985
S1.3	WWTP Field Investigation	–	2	–	31	4	–	–	4	–	41	$11,030	–	–	–	–	$2,000	$13,030
S1.4	TM Summarizing Field Investigations	2	4	–	16	4	–	–	9	–	35	$8,940	–	–	–	–	–	$8,940
	Subtotal Task S1	*4*	*16*	–	*106*	*72*	–	*24*	*84*	–	*306*	*$75,760*	$–	$–	$–	$–	*$4,000*	*$79,760*
Task S2. GIS Gap Analyses & Needs Assessment																		
S2.1	Review GIS Data	–	2	–	–	–	8	4	–	–	14	$3,370	–	–	–	–	–	$3,370
S2.2	Needs Assessment	2	4	–	–	–	4	12	–	–	22	$5,360	–	–	–	–	–	$5,360
S2.3	Survey Plan	2	4	–	–	–	–	8	–	–	14	$3,480	–	–	–	–	–	$3,480
S2.4	Gaps Analysis TM	–	2	–	–	–	4	2	–	–	8	$1,950	–	–	–	–	–	$1,950
	Subtotal Task S2	*4*	*12*	–	–	–	*16*	*26*	–	–	*58*	*$14,160*	$–	$–	$–	$–	$–	*$14,160*
Task S3. Temporary Flow Monitoring																		
S3.1	Develop Flow Monitoring Plan	–	4	–	–	–	–	16	–	–	20	$4,740	–	–	–	–	–	$4,740
S3.2	Conduct Flow Monitoring (9 FMs, 6 weeks)	–	4	–	–	–	–	4	–	–	8	$1,980	–	–	$76,000	–	–	$77,980

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Dudek Labor Hours and Rates													Subconsultant Fees					
Project Team Role:		PIC - QA/ QC	Project Manager	Deputy Project Manager	Senior Task Lead	Task Lead	Senior Engineer/ GIS	Senior Engineer/ Modeling	Project Engineers	Admin	Total Dudek Hours	Dudek Labor Costs	Rate Study + Capacity Fees	Sewer Survey Analysis + QC Review	Flow Monitoring	Structural	Other Direct Costs	Total Fee
Team Member:		Bergholz	Caliva	Ripperger	Scheidel Schneider	Lacap Combs Guillen	Brown	Li Wang	Markle Bugala	Kinney			Raftelis	NV5	ADS	Kelsey		
Billable Rate :		$290	$265	$265	$280	$255	$240	$230	$200	$155			Fee	Fee	Fee	Fee		
S3.3	Process Flow Metering Results	–	2	–	–	–	–	4	–	–	6	$1,450	–	–	–	–	–	$1,450
	Subtotal Task S3	–	*10*	–	–	–	–	*24*	–	–	*34*	*$8,170*	*$–*	*$–*	*$76,000*	*$–*	*$–*	*$84,170*
Task S4. Establish Flow Criteria																		
S4.1	Develop Sewer Generation Factors by LU Type	2	4	–	–	–	–	16	–	–	22	$5,320	–	–	–	–	–	$5,320
S4.2	Develop Diurnal Patterns	–	4	–	–	–	–	8	–	–	12	$2,900	–	–	–	–	–	$2,900
S4.3	Develop Dry and Wet Weather Peaking Factors	–	2	–	–	–	–	4	–	–	6	$1,450	–	–	–	–	–	$1,450
S4.4	Develop Sewer Design and Evaluation Criteria	–	2	–	–	–	–	4	–	–	6	$1,450	–	–	–	–	–	$1,450
S4.5	Develop Buildout Sewer Flow Projections	–	8	–	–	–	–	16	–	–	24	$5,800	–	–	–	–	–	$5,800
S4.6	Sewer Flow Criteria TM	2	4	–	–	–	–	8	–	–	14	$3,480	–	–	–	–	–	$3,480
	Subtotal Task S4	*4*	*24*	–	–	–	–	*56*	–	–	*84*	*$20,400*	*$–*	*$–*	*$–*	*$–*	*$–*	*$20,400*
Task S5. Hydraulic Sewer Model Development + Calibration																		
S5.1	Survey Plan	2	4	–	–	–	–	8	–	–	14	$3,480	–	–	–	–	–	$3,480
S5.2	Manhole Surveys	–	2	–	–	–	–	4	–	–	6	$1,450	–	$45,100	–	–	–	$46,550
S5.3	Build Hydraulic Model	–	8	–	–	–	8	24	–	–	40	$9,560	–	–	–	–	–	$9,560
S5.4	Calibrate Sewer Model	–	8	–	–	–	–	36	–	–	44	$10,400	–	–	–	–	–	$10,400
S5.5	Sewer Model Development + Calibration TM	2	8	–	–	–	–	16	–	–	26	$6,380	–	–	–	–	–	$6,380
	Subtotal Task S5	*4*	*30*	–	–	–	*8*	*88*	–	–	*130*	*$31,270*	*$–*	*$45,100*	*$–*	*$–*	*$–*	*$76,370*
Task S6. Hydraulic Sewer Model Analysis																		
S6.1	Existing Capacity Analysis	–	4	–	–	–	–	16	–	–	20	$4,740	–	–	–	–	–	$4,740
S6.2	Buildout Scenario Development + Capacity Analysis	–	6	–	–	–	–	24	–	–	30	$7,110	–	–	–	–	–	$7,110
S6.3	List of Pipeline Capacity Deficient Pipes (Ex + Buildout)	–	4	–	–	–	–	8	–	–	12	$2,900	–	–	–	–	–	$2,900
S6.4	Hydraulic Analysis to Confirm Pipeline Improvements (Ex + BO)	–	8	–	–	–	–	12	–	–	20	$4,880	–	–	–	–	–	$4,880
S6.5	TM with Capacity Analysis Results + Graphics	2	4	–	–	–	–	16	–	–	22	$5,320	–	–	–	–	–	$5,320
	Subtotal Task S6	*2*	*26*	–	–	–	–	*76*	–	–	*104*	*$24,950*	*$–*	*$–*	*$–*	*$–*	*$–*	*$24,950*

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DUDEK

Dudek Labor Hours and Rates													Subconsultant Fees					
Project Team Role:		PIC - QA/ QC	Project Manager	Deputy Project Manager	Senior Task Lead	Task Lead	Senior Engineer/ GIS	Senior Engineer/ Modeling	Project Engineers	Admin	Total Dudek Hours	Dudek Labor Costs	Rate Study + Capacity Fees	Sewer Survey Analysis + QC Review	Flow Monitoring	Structural	Other Direct Costs	Total Fee
Team Member:		Bergholz	Caliva	Ripperger	Scheidel Schneider	Lacap Combs Guillen	Brown	Li Wang	Markle Bugala	Kinney			Raftelis	NV5	ADS	Kelsey		
Billable Rate :		$290	$265	$265	$280	$255	$240	$230	$200	$155			Fee	Fee	Fee	Fee		
Task S7. Sewer LS, Forcemain and WWTP Assessment & Resiliency Anlayses																		
S7.1	Lift Stations/Forcemain Desktop Analysis (Hydraulic/Capacity Ex + Buildout, Emergency Capability, Reliability, Resiliency, & Safety Analyses)	–	2	–	–	16	–	–	24	–	42	$9,410	–	–	–	–	–	$9,410
S7.2	Lift Stations Electrical, Instrumentation/Controls Assessment and Evaluation + Asset Scoring	2	–	–	16	–	–	–	2	–	20	$5,460	–	–	–	–	–	$5,460
S7.3	Lift Stations Mechanical, Structural, Site/Civil, Odor/Ventilation Assessment, Evaluation + Asset Scoring	–	–	–	–	4	–	–	28	–	32	$6,620	–	–	–	–	$400	$7,020
S7.4	Lift Stations Deficiencies Identification + Develop Recommendations	–	–	–	4	8	–	–	8	–	20	$4,760	–	–	–	–	–	$4,760
S7.5	Lift Stations Capital Cost Estimates	2	–	–	4	8	–	–	16	–	30	$6,940	–	–	–	–	–	$6,940
S7.6	Lift Stations Recommended Improvements TM	2	2	–	4	4	–	–	24	–	36	$8,050	–	$10,000	–	–	–	$18,050
S7.7	WWTP General Structural, Lifespan, and Process Assessment + Capacity Analysis	2	–	–	16	24	–	–	16	–	58	$14,380	–	–	–	–	–	$14,380
S7.8	WWTP Deficiencies Identification + Develop Recommendations	–	–	–	8	8	–	–	16	–	32	$7,480	–	–	–	–	–	$7,480
S7.9	WWTP Capital Cost Estimates	4	–	–	4	4	–	–	16	–	28	$6,500	–	–	–	–	–	$6,500
S7.10	WWTP Recommended Improvements TM	2	2	–	8	8	–	–	40	–	60	$13,390	–	$10,000	–	–	–	$23,390
	Subtotal Task S7	*14*	6	–	*64*	*84*	–	–	*190*	–	*358*	*$82,990*	$–	*$20,000*	$–	$–	*$400*	*$103,390*
Task S8. Sanitary Sewer Master Plan Report Update																		
S8.1	Draft Sewer Master Plan Report + Graphics	8	24	–	8	16	16	40	40	4	156	$36,660	–	–	–	–	–	$36,660
S8.2	Draft Report Review Workshop	–	4	–	2	2	–	4	–	–	12	$3,050	–	–	–	–	–	$3,050
S8.3	Final Sewer Master Plan Report + Graphics	4	12	–	4	8	8	24	24	4	88	$20,360	–	–	–	–	$500	$20,860
	Subtotal Task S8	*12*	*40*	–	*14*	*26*	*24*	*68*	*64*	*8*	*256*	*$60,070*	$–	$–	$–	$–	*$500*	*$60,570*
Task S9. Capital Improvement Program																		
S9.1	Prioritize and Rank CIP Projects (Pipeline, LS, WWTP)	2	8	–	16	16	–	16	–	–	58	$14,940	–	$10,000	–	–	–	$24,940
S9.2	Develop Cost Estimates	4	8	–	8	8	–	16	24	–	68	$16,040	–	–	–	–	–	$16,040
S9.3	Project Descriptions and CIP Schedule	2	2	–	4	4	–	8	16	–	36	$8,290	–	–	–	–	–	$8,290

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Dudek Labor Hours and Rates													Subconsultant Fees					
Project Team Role:		PIC - QA/ QC	Project Manager	Deputy Project Manager	Senior Task Lead	Task Lead	Senior Engineer/ GIS	Senior Engineer/ Modeling	Project Engineers	Admin	Total Dudek Hours	Dudek Labor Costs	Rate Study + Capacity Fees	Sewer Survey Analysis + QC Review	Flow Monitoring	Structural	Other Direct Costs	Total Fee
Team Member:		Bergholz	Caliva	Ripperger	Scheidel Schneider	Lacap Combs Guillen	Brown	Li Wang	Markle Bugala	Kinney			Raftelis	NV5	ADS	Kelsey		
Billable Rate :		$290	$265	$265	$280	$255	$240	$230	$200	$155			Fee	Fee	Fee	Fee		
S9.4	CIP Review Workshop	2	4	–	2	2	–	4	–	–	14	$3,630	–	–	–	–	–	$3,630
	Subtotal Task S9	*10*	*22*	*–*	*30*	*30*	*–*	*44*	*40*	*–*	*176*	*$42,900*	*$–*	*$10,000*	*$–*	*$–*	*$–*	*$52,900*
Task S10. Sewer Pipeline Condition Assessment																		
S10.1	Condition Assessment (Assumes 100 segments)	–	2	–	–	4	–	8	30	–	44	$9,390	–	–	–	–	–	$9,390
S10.2	Condition Assessment Summary Report	2	2	–	–	4	–	4	8	–	20	$4,650	–	–	–	–	–	$4,650
	Subtotal Task S10	*2*	*4*	*–*	*–*	*8*	*–*	*12*	*38*	*–*	*64*	*$14,040*	*$–*	*$–*	*$–*	*$–*	*$–*	*$14,040*
Task S11. Sewer Master Plan Project Management																		
S5.1	Project Management and Coordination	–	48	–	8	8	–	–	–	–	64	$17,000	–	–	–	–	–	$17,000
S5.2	Kickoff Meeting (In-Person) (Included in W1.2)	–	–	–	–	–	–	–	–	–	–	$–	–	–	–	–	–	$–
S5.3	Bi-Monthly Progress Meetings (Virtual, 32 Assumed)	–	128	–	32	32	–	32	–	–	224	$58,400	–	–	–	–	–	$58,400
S5.4	City Staff Meetings (4) and City Council Meetings (2 In-Person)	8	24	–	8	8	–	8	–	4	60	$15,420	–	–	–	–	–	$15,420
S5.5	Monthly Invoicing and Progress Reports	–	24	–	8	8	–	–	–	24	64	$14,360	–	–	–	–	–	$14,360
	Subtotal Task S11	*2*	*224*	*–*	*56*	*56*	*–*	*40*	*–*	*28*	*412*	*$105,180*	*$–*	*$–*	*$–*	*$–*	*$–*	*$105,180*
Task R1. Water Cost of Service Rate & Capacity Fee Study																		
R1.1	Project Management and Coordination	–	–	40	–	–	–	–	–	–	40	$10,600	$5,866	–	–	–	–	$16,466
R1.2	Analysis of Customer Water Consumption and Demand Forecasting	–	–	–	–	–	–	–	–	–	–	$–	$7,183	–	–	–	–	$7,183
R1.3	Financial Planning and Revenue Requirement Forecasting	–	–	–	–	–	–	–	–	–	–	$–	$7,689	–	–	–	–	$7,689
R1.4	Cost-of-Service Analysis	–	–	–	–	–	–	–	–	–	–	$–	$7,128	–	–	–	–	$7,128
R1.5	Rate Structure Design and Proposed Rates	–	–	–	–	–	–	–	–	–	–	$–	$12,573	–	–	–	–	$12,573
R1.6	Capacity Fee Study (Water and Sewer)	–	–	–	–	–	–	–	–	–	–	$–	$8,701	–	–	–	–	$8,701
R1.7	Cost-of-Service Rate Study Reports	–	–	–	–	–	–	–	–	–	–	$–	$11,671	–	–	–	–	$11,671
R1.8	Proposition 218 Notice and Hearings	–	–	–	–	–	–	–	–	–	–	$–	$8,807	–	–	–	–	$8,807
R1.9	Total Expenses	–	–	–	–	–	–	–	–	–	–	$–	$4,631	–	–	–	–	$4,631
	Subtotal R1.1	*–*	*–*	*40*	*–*	*–*	*–*	*–*	*–*	*–*	*40*	*$10,600*	*$74,249*	*$–*	*$–*	*$–*	*$–*	*$84,849*
Task R2. Sewer Cost of Service Rate & Capacity Fee Study																		
R2.1	Project Management and Coordination	–	40	–	–	–	–	–	–	–	40	$10,600	$5,866	–	–	–	–	$16,466
R2.2	Analysis of Customer Water Consumption and Demand Forecasting	–	–	–	–	–	–	–	–	–	–	$–	$4,576	–	–	–	–	$4,576

Attachment: Agreement Exhibit B - Fee Schedule (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

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Dudek Labor Hours and Rates													Subconsultant Fees					
Project Team Role:		PIC - QA/ QC	Project Manager	Deputy Project Manager	Senior Task Lead	Task Lead	Senior Engineer/ GIS	Senior Engineer/ Modeling	Project Engineers	Admin	Total Dudek Hours	Dudek Labor Costs	Rate Study + Capacity Fees	Sewer Survey Analysis + QC Review	Flow Monitoring	Structural	Other Direct Costs	Total Fee
Team Member:		Bergholz	Caliva	Ripperger	Scheidel Schneider	Lacap Combs Guillen	Brown	Li Wang	Markle Bugala	Kinney			Raftelis	NV5	ADS	Kelsey		
Billable Rate :		$290	$265	$265	$280	$255	$240	$230	$200	$155			Fee	Fee	Fee	Fee		
R2.3	Financial Planning and Revenue Requirement Forecasting	–	–	–	–	–	–	–	–	–	–	$–	$6,677	–	–	–	–	$6,677
R2.4	Cost-of-Service Analysis	–	–	–	–	–	–	–	–	–	–	$–	$7,128	–	–	–	–	$7,128
R2.5	Rate Structure Design and Proposed Rates	–	–	–	–	–	–	–	–	–	–	$–	$7,183	–	–	–	–	$7,183
R2.6	Capacity Fee Study (Water and Sewer)	–	–	–	–	–	–	–	–	–	–	$–	$7,689	–	–	–	–	$7,689
R2.7	Cost-of-Service Rate Study Reports	–	–	–	–	–	–	–	–	–	–	$–	$9,933	–	–	–	–	$9,933
R2.8	Proposition 218 Notice and Hearings	–	–	–	–	–	–	–	–	–	–	$–	$8,807	–	–	–	–	$8,807
R2.9	Total Expenses	–	–	–	–	–	–	–	–	–	–	$–	$4,400	–	–	–	–	$4,400
	Subtotal Task R2	–	*40*	–	–	–	–	–	–	–	*40*	*$10,600*	*$62,259*	*$–*	*$–*	*$–*	*$–*	*$72,859*
	Total Non-Optional Hours and Fee	**124**	**486**	**320**	**532**	**484**	**348**	**474**	**860**	**70**	**3698**	**$897,320**	**$136,508**	**$75,100**	**$76,000**	**$43,758**	**$10,500**	**$1,239,186**
	Percent of Hours:	*3%*	*13%*	*9%*	*14%*	*13%*	*9%*	*13%*	*23%*	*2%*	*100%*	–	–	–	–	–	–	–
Optional Services																		
Task W9. Reservoir Float Investigation																		
W9.1	Reservoir Float Investigation	–	–	–	16	–	–	–	32	–	48	$10,880	–	–	–	$7,260	$2,500	$20,640
	Subtotal Task W9	–	–	–	*16*	–	–	–	*32*	–	*48*	*$10,880*	*$–*	*$–*	*$–*	*$7,260*	*$2,500*	*$20,640*
Task S12. Supplemental Wet Well Inspections																		
S12.1	Supplemental Wet Well Inspections	–	–	–	–	16	–	–	24	–	40	$8,880	–	–	–	–	–	$8,880
	Subtotal Task S12	–	–	–	–	*16*	–	–	*24*	–	*40*	*$8,880*	*$–*	*$–*	*$–*	*$–*	*$–*	*$8,880*
Task S13. WW Structural Review by Kelsey																		
S13.1	WWTP Condition Assessment	–	–	–	–	8	–	–	16	–	24	$5,240	–	–	–	$30,448	–	$35,688
S13.2	Lift Station Condition Assessment	–	–	–	–	8	–	–	–	–	8	$2,040	–	–	–	$7,260	–	$9,300
	Subtotal Task S13	–	–	–	–	*16*	–	–	*16*	–	*32*	*$7,280*	*$–*	*$–*	*$–*	*$37,708*	*$–*	*$44,988*

Attachment: Agreement Exhibit B - Fee Schedule (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

DUDEK 2024 Standard Schedule of Charges

Engineering Services

Project Director	$335.00/hr
Principal Engineer III	$310.00/hr
Principal Engineer II	$290.00/hr
Principal Engineer I	$280.00/hr
Program Manager	$265.00/hr
Senior Project Manager	$265.00/hr
Project Manager	$255.00/hr
Senior Engineer III	$250.00/hr
Senior Engineer II	$240.00/hr
Senior Engineer I	$230.00/hr
Project Engineer IV/Technician IV	$220.00/hr
Project Engineer III/Technician III	$210.00/hr
Project Engineer II/Technician II	$200.00/hr
Project Engineer I/Technician I	$180.00/hr
3D Production Manager	$210.00/hr
Senior Designer II	$200.00/hr
Senior Designer I	$195.00/hr
Designer	$185.00/hr
Assistant Designer	$180.00/hr
CADD Operator III	$175.00/hr
CADD Operator II	$165.00/hr
CADD Operator I	$145.00/hr
CADD Drafter	$135.00/hr
CADD Technician	$120.00/hr
Project Coordinator	$155.00/hr
Engineering Assistant	$125.00/hr

Environmental Services

Senior Project Director	$330.00/hr
Project Director	$285.00/hr
Senior Specialist V	$260.00/hr
Senior Specialist IV	$245.00/hr
Senior Specialist III	$235.00/hr
Senior Specialist II	$225.00/hr
Senior Specialist I	$210.00/hr
Specialist V	$195.00/hr
Specialist IV	$185.00/hr
Specialist III	$175.00/hr
Specialist II	$165.00/hr
Specialist I	$155.00/hr
Analyst V	$145.00/hr
Analyst IV	$135.00/hr
Analyst III	$125.00/hr
Analyst II	$115.00/hr
Analyst I	$105.00/hr
Technician III	$90.00/hr
Technician II	$80.00/hr
Technician I	$70.00/hr

Mapping and Surveying Services

Application Developer II	$220.00/hr
Application Developer I	$155.00/hr
GIS Analyst V	$205.00/hr
GIS Analyst IV	$170.00/hr
GIS Analyst III	$150.00/hr
GIS Analyst II	$135.00/hr
GIS Analyst I	$125.00/hr
UAS Pilot	$145.00/hr
Survey Lead	$235.00/hr
Survey Manager	$210.00/hr
Survey Crew Chief	$165.00/hr
Survey Rod Person	$120.00/hr
Survey Mapping Technician	$95.00/hr

Construction Management Services

Principal/Manager	$195.00/hr
Senior Construction Manager	$185.00/hr
Senior Project Manager	$180.00/hr
Construction Manager	$175.00/hr
Project Manager	$170.00/hr
Resident Engineer	$175.00/hr
Construction Engineer	$170.00/hr
On-site Owner's Representative	$160.00/hr
Prevailing Wage Inspector	$155.00/hr
Construction Inspector	$145.00/hr
Administrator/Labor Compliance	$120.00/hr

Hydrogeology/HazWaste Services

Project Director	$335.00/hr
Principal Hydrogeologist/Engineer III	$310.00/hr
Principal Hydrogeologist/Engineer II	$300.00/hr
Principal Hydrogeologist/Engineer I	$290.00/hr
Senior Hydrogeologist V/Engineer V	$265.00/hr
Senior Hydrogeologist IV/Engineer IV	$255.00/hr
Senior Hydrogeologist III/Engineer III	$245.00/hr
Senior Hydrogeologist II/Engineer II	$235.00/hr
Senior Hydrogeologist I/Engineer I	$225.00/hr
Project Hydrogeologist V/Engineer V	$215.00/hr
Project Hydrogeologist IV/Engineer IV	$205.00/hr
Project Hydrogeologist III/Engineer III	$195.00/hr
Project Hydrogeologist II/Engineer II	$185.00/hr
Project Hydrogeologist I/Engineer I	$175.00/hr
Hydrogeologist/Engineering Assistant	$140.00/hr
HazMat Field Technician	$125.00/hr

District Management & Operations

District General Manager	$230.00/hr
District Engineer	$215.00/hr
Operations Manager	$165.00/hr
District Secretary/Accountant	$145.00/hr
Collections System Manager	$145.00/hr
Grade V Operator	$135.00/hr
Grade IV Operator	$115.00/hr
Grade III Operator	$110.00/hr
Grade II Operator	$90.00/hr
Grade I Operator	$80.00/hr
Operator in Training	$75.00/hr
Collection Maintenance Worker	$80.00/hr

Creative Services

Creative Services IV	$175.00/hr
Creative Services III	$150.00/hr
Creative Services II	$140.00/hr
Creative Services I	$125.00/hr

Publications Services

Technical Editor IV	$175.00/hr
Technical Editor III	$150.00/hr
Technical Editor II	$140.00/hr
Technical Editor I	$125.00/hr
Publications Specialist IV	$130.00/hr
Publications Specialist III	$115.00/hr
Publications Specialist II	$110.00/hr
Publications Specialist I	$100.00/hr
Clerical Administration	$90.00/hr

Expert Witness – Court appearances, depositions, and interrogatories as expert witness will be billed at 2.00 times normal rates.

Emergency and Holidays – Minimum charge of two hours will be billed at 1.75 times the normal rate.

Material and Outside Services – Subcontractors, rental of special equipment, special reproductions and blueprinting, outside data processing and computer services, etc., are charged at 1.15 times the direct cost.

Travel Expenses – Mileage at current IRS allowable rates. Per diem where overnight stay is involved is charged at cost

Invoices, Late Charges – All fees will be billed to Client monthly and shall be due and payable upon receipt. Invoices are delinquent if not paid within 30 days from the date of the invoice. Client agrees to pay interest at a 10% annual rate for amounts unpaid greater than 30 days after the date of the invoice.

Annual Increases – Unless identified otherwise, these standard rates will increase in line with the CPI-U for the nearest urban area per the Department of Labor Statistics to where the work is being completed) or by 3% annually, whichever is higher.

Prevailing Wage – The rates listed above assume prevailing wage rates do not apply. If this assumption is incorrect Dudek reserves the right to adjust its rates accordingly.

Attachment: Agreement Exhibit B - Fee Schedule (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

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DUDEK.COM

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

PROPOSAL

WATER AND SEWER MASTER PLANS AND COST OF SERVICE RATES STUDY

CITY OF EL CENTRO

APRIL 5, 2024

605 Third Street / Encinitas, CA 92024 / 760.942.5147

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Cover Letter

April 5, 2024

Abraham Campos, PE
City Engineer/Public Works Director
City of El Centro
307 West Brighton Avenue
El Centro, California 92243

Subject: Proposal for Water and Sewer Master Plans and Cost of Service Rates Study

Dear Abraham Campos:

Dudek appreciates the opportunity to provide the following proposal to the City of El Centro (City) for the Water and Sewer Master Plans and Cost of Service Rates Study project. Dudek recognizes that the City desires to take a comprehensive review of its water and sewer systems and rates, including understanding current and future water supplies, water demand, and conservation; assessing current system conditions and impacts of future development; and analyzing system capacities. We believe our qualifications and experience demonstrate our capability to meet the City's goals for this project.

We have teamed with Raftelis Inc. (Raftelis) to provide rate study services and financial analysis. Raftelis has experience developing pricing objectives that deliver rate structures that best meet strategic and operational goals, considering water conservation, affordability concerns, economic development, and other City-defined objectives. They have developed thousands of customized rate structures and fees to meet specific client goals and can assist in gaining buy-in and adoption, if necessary. Dudek has successfully teamed with Raftelis on several recent projects and considers the firm a trusted partner.

DUDEK AT A GLANCE

- *Multidisciplinary engineering and environmental services*
- *Founded in 1980*
- *19 offices nationwide, 13 in California*
- *800+ employees*
- *100% employee-owned*
- *Financially strong*
- *2020 Small Project (under $10M) Award of Merit on the U.S. Best of the Best List (Engineering News-Record, 2020)*
- *Silver medal in sustainability achievement (EcoVadis, 2021)*
- *Top 110 U.S. Environmental Firms (Engineering News-Record, 2023)*
- *Top 55 California Design Firms (Engineering News-Record, 2022)*
- *Top 50 Trenchless Design Firms (Trenchless Technology, 2022)*

Our project managers, Elizabeth Caliva and Greg Ripperger, and their teams are experts in master planning and rate studies and have assisted many Southern California municipalities with the services requested in your Request for Proposals (RFP). We are currently working on two similar master plans for other cities in Southern California, including model development, condition assessment, and capital improvement program (CIP) development. We have carefully and thoroughly reviewed the RFP and believe our team will provide valuable assistance to the City in your master planning efforts.

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

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Dudek acknowledges receipt of Addendum No. 1 on March 15, 2024. We have carefully reviewed the sample agreement and insurance requirements and can meet the requirements outlined in Exhibit C. A sample insurance certificate is included in our proposal. Signed Levine Act Statements for Dudek and all subconsultants are provided in Appendix B.

Thank you for your time and attention to our proposal; we look forward to discussing it soon. Should you require further information, please contact Project Manager Elizabeth Caliva at 760.479.4114 or ecaliva@dudek.com.

Sincerely,

Bob Ohlund, PE
Vice President

Elizabeth Caliva, PE
Project Manager

Bob Ohlund is authorized to sign on behalf of Dudek.

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

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APPENDICES

A Resumes

B Required Forms

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Proposed Approach

Project Understanding

The following outlines our understanding of the City of El Centro's (City) Water and Sewer Master Plans and Rate Studies project.

WATER MASTER PLAN

As requested in the Request for Proposals (RFP), our proposed Water Master Plan will primarily focus on condition assessment. We will conduct field inspections of the City's major assets, rating each of the assets based on multiple applicable factors. We will use a condition- and criticality-based scoring system to rank each of the major assets, which will be combined and used in the prioritization of the recommended improvements. We will conduct condition assessments for the following assets:

Water Treatment Plant

The City's Water Treatment Plant (WTP) is permitted to treat up to 21 million gallons per day (mgd) of raw canal water and consists of two upflow clarifiers, two gravity dual media filters, and chlorine disinfection. The WTP currently produces 5 mgd and 11 mgd during peak winter and summer demand conditions, respectively.

The WTP produces excellent quality potable water and was observed to be in good condition. The filter media was recently replaced, and the disinfection process was recently converted from gaseous chlorine to liquid sodium hypochlorite. Several potential improvements to WTP operations were noted during the Dudek site visit on March 26, including modifications to the filter drains to allow for complete removal of water during maintenance activities, replacement of leaking filter-to-waste valves, and an increase in filter capacity to meet summer demands.

The original WTP was constructed in the mid-1960s. The raw water pump stations, located at the raw water ponds, are powered and controlled from the original WTP. The plant staff is currently in the process of replacing the raw water pump variable frequency drives (VFDs) and re-powering them from an existing motor control center in the original WTP. The finished water distribution pump station, which distributes finished water from the 21 mgd WTP, is located at the original WTP and is powered and controlled from the original WTP. The control and telemetry system appears to have been upgraded over the years. Although the distribution pump VFDs and upstream switchboard appear to have been upgraded, both pump stations are powered by electrical equipment, including the original plant's main switchboard, which is estimated to be over 50 years old.

Our approach to performing the condition assessment of the WTP will include an approach similar to the steps outlined in Figure 2 on Page 6. Each major process area (e.g., clarifiers, filters, chemical feed systems) will be evaluated with input from WTP operations staff. A workshop will be held at which City operations staff and the

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Dudek team will discuss the condition of major process areas. The workshop will be followed by a site walk to document and photograph areas of concern. The site walk condition assessment will be scheduled in conjunction with a site walk at the Wastewater Treatment Plant (WWTP).

Reservoirs

The City has four aboveground water storage reservoirs in operation and two ponds. Three of the four reservoirs and the ponds are located at the WTP. The reservoirs and ponds include the following:

1. WTP Steel Raw Water Reservoir – 5.0 million gallons (MG) (above ground)
2. WTP Steel Raw Water Reservoir – 2.5 MG (above ground)
3. WTP Steel Raw Water Reservoir – 2.5 MG (above ground)
4. La Brucherie Steel Raw Water Reservoir – 4.0 MG (above ground)
5. WTP raw water ponds (2)

According to the RFP, the City resurfaced the WTP tanks in 2015 and the La Brucherie reservoir in 2011.

Dudek will perform structural condition assessments of each reservoir. The assessment work is anticipated to be performed while the reservoirs are in operation. Site investigations will consist of an exterior assessment of the reservoirs and limited interior assessment view through the reservoir roof hatches (no entry), where possible. We will also review internal inspection reports provided by the City. If additional interior assessment is necessary, we have provided an optional task to conduct an interior float investigation of each of the steel reservoirs. These investigations will be performed using a two-person inflatable dinghy disinfected following American Water Works Association (AWWA) guidelines prior to entry. Floating the interior of the reservoirs provides the best opportunity to assess the condition of the roof framing where, typically, corrosion and deterioration are the most severe. Due to the fluctuating water levels and oxygen in the vapor zone, steel reservoir deterioration is typically concentrated above the water line.

Raw water ponds assessments will include concrete slope and lining assessments. Investigation methods shall be nondestructive in nature and shall consist primarily of visual observations of the exterior and interior surfaces where possible through access/roof hatches.

Distribution System

Dudek has begun incorporating risk-based condition assessment for our water and sewer Master Plans, just as described in the RFP. We are currently conducting them for two other clients as part of their capital improvement program (CIP) development and agree that it is currently the best method for prioritizing pipeline replacements. Risk-based scoring considers the consequences of poor condition, increased likelihood of failure (LOF), and safety. It combines the typical LOF and consequence of failure (COF) approach to assessing risk to prioritize pipeline replacement based on the scoring of individual assets.

For the risk-based condition assessment of the linear infrastructure, Dudek proposed to use asset management software by Aquanuity (AquaTwin Asset) to perform risk analysis. AquaTwin Asset is a geographic information system (GIS) software package that allows for pipeline condition assessment ratings to be combined with age and material of pipe, maintenance records, locations of other utilities, roadways, railroads, storm channels, or other waterways, and any number of additional factors. Dudek will propose a risk model (LOF, COF, and risk of failure [ROF]) and present the model to the City for confirmation/revision. Once confirmed, Dudek will build the risk model

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in AquaTwin Asset and run the risk model to determine the overall risk for the pipelines, draft recommendations, and grouping of the projects. These recommendations will be used in the CIP development.

SEWER MASTER PLAN

With a current population of approximately 45,000, the City of El Centro's 2020 Urban Water Management Plan projects the City will increase its population by approximately 13,000 by 2045, a growth of 29% from current population estimates. This continued growth potential puts the City in a unique position among more built-out cities by needing to focus on both condition assessment of aging sewer system assets and capacity analysis to accommodate for future growth. This approach is also consistent with the reissued 2022 Statewide Waste Discharge Requirements (WDR), which now requires a condition assessment as part of the System Evaluation and Capacity Assurance Plan component of the Sewer System Management Plan (SSMP), for which an agency's sewer Master Plan is typically used.

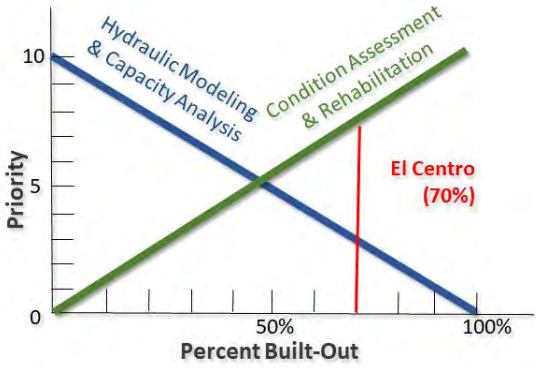

Figure 1. Priority vs. Build-Out

The City's sewer collection system consists of over 125 miles of gravity pipeline ranging from 4 to 36 inches in diameter, 14 lift stations, and the WWTP. The collection system pipelines are aging, with some pipelines constructed 100 years ago and average pipeline age of 70 years. The soils beneath the City are unstable in many areas, leading to sags in several areas of the collection system. Several of the City's lift stations are aging, two of which are 36 years and 49 years old, and another which still includes assets over 90 years in age. The City WWTP facilities are showing significant signs of aging as well, with many facilities beyond their useful life and assets that are no longer operational as noted during a site visit by Dudek on March 26, 2024.

The following subsections provide more detail on the approach for the sewer collection system, lift stations, and WWTP.

Sewer Collection System

The hydraulic model utilized for the 2008 Sewer Master Plan is not available. Following the GIS Gap analysis of the sewer collection system GIS (Task S2), Dudek will develop a plan to survey and collect accurate invert elevations of approximately 100 strategically located manholes to support the construction of a skeletonized sewer hydraulic model for collection system capacity analysis. We propose 6 weeks of sewer flow monitoring at nine locations to support the accurate representation of flows in the system and ideally collect a significant wet weather event for wet weather model calibration. As a modification to the RFP, Dudek proposes condition assessment of 100 sewer segments to provide sewer pipeline condition assessment for inclusion in the Sewer CIP to comply with the Reissued WDR. Both capacity- and condition-related deficiencies identified in the work will be included in the sewer CIP.

Dudek anticipates a multiphase, multiyear approach to survey the full collection system and update the GIS with sufficient accurate invert and ground surface information to eventually build a complete sewer collection system model. Dudek will include future phases of sewer collection system GIS and model development as CIP project recommendations.

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Lift Stations

Several of the older lift stations have undergone improvements in the past 20 years, while a number of the smaller capacity stations still require rehabilitation to address aging assets. Table 1 summarizes our initial understanding of the approximate age, capacity, and improvements history of the City's existing lift stations. This table was developed based on information included in the 2008 Sewer Master Plan, as well as recent discussions with City operations staff.

Table 1. Summary of Existing Lift Stations

Facility Name	Current age based on 2008 SMP (years)	Firm Capacity based on 2008 SMP (gpm)	Future Capacity Upgrade Required per 2008 SMP	Force Main Diameter (in)	Comments from Operations Staff
Lift Station No. 3	18	18,000	Yes	24	▪ Pumps equipped with VFDs, but recently modified to switch to constant speed with soft starters as the VFDs fail ▪ Facility does not receive constant flow ▪ Wet well access is limited to a single hatch, wet well never inspected due to limited access/visibility from grade
Alder Canal/Villa Avenue	19	3,820	Yes	20	▪ Lift station is oversized; originally sized for future commercial development that was never constructed ▪ Pumps operate on VFDs ▪ Force main diameter is too large for low influent flows; sewage turns septic due to time in force main, major source of foul odor issues downstream
Main	91	5,070	No	30	▪ Improvements constructed in 2006; new pumps, suction discharge piping, valves, replacement of all access stairs and landings ▪ Operator indicated there are still older/original assets at facility ▪ Station receives constant flow, runs all day on VFDs.
Eastside	(Recently rebuilt)	1,000	No	10	▪ This station was rebuilt recently and is in good condition
Lift Station No. 1	49	400	No	6	▪ Most assets are from original lift station construction

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Table 1. Summary of Existing Lift Stations

Facility Name	Current age based on 2008 SMP (years)	Firm Capacity based on 2008 SMP (gpm)	Future Capacity Upgrade Required per 2008 SMP	Force Main Diameter (in)	Comments from Operations Staff
					▪ Pumps were switched out recently for Gorman Rupp eradicators
Lift Station No. 2	(Recently rebuilt)	420	Yes	8	▪ Facility was replaced 4 years ago and is in good condition
8th and Wake	18	200	No	6	▪ Facility is still in good condition
Gios	21	250	No	4	▪ Facility is in fair condition
3rd and Ross	36	325	No	4	▪ Very minimal emergency storage capacity at this station ▪ Operations staff concerned with high risk of sewer overflow due to lack of emergency features ▪ Concrete in wet well is in fair to poor condition
Heil and Dogwood	26	250	No	6	▪ This station receives minimal influent flow ▪ Operations staff suggests exploring the feasibility of eliminating this station and redirecting flow elsewhere if possible
Buena Vista	18	N/A	No	8	▪ Facility has undergone some improvements since original construction
Orange Avenue	19	280	Yes	4	▪ Wet well liner is failing and peeling away from interior concrete
Countryside South	21	70	No	6	▪ Wet well liner is failing and peeling away from interior concrete
4th and Wake*	N/A	N/A	N/A	N/A	▪ This station was not documented in the 2008 SMP ▪ Wet well is older and requires inspection

Notes:
SMP = Sewer Master Plan; gpm = gallons per minute; in = inch; VFD = variable frequency drive; N/A = not applicable.
* *4th and Wake Lift Station was not documented in the 2008 Sewer Master Plan. This lift station is assumed to be included in the lift station assessment.*

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Dudek understands that a condition assessment and resiliency analysis is required to analyze whether existing lift stations and force mains are adequate in case of emergency work or failure. When performing a lift station condition assessment, Dudek performs a comprehensive assessment to identify specific site civil, mechanical, structural, electrical, and controls improvements to extend the useful life and provide increased reliability of each facility. Additionally, evaluation of safety, emergency features, and access reduce the risk of injury, reduce risk of sewer spill, and prevent negative impacts to the environment and surrounding community. Dudek's approach to lift station condition assessment focuses on the following:

- Direct communication and discussions with City operations staff to understand specific lift station nuances and staff preferences
- Developing a thorough understanding of each lift station's historical issues and maintenance history prior to performing the field inspections
- Application of our technical design and condition assessment knowledge to develop practical and economical improvement recommendations with associated budgetary project cost estimates

As such, Dudek will implement the following workflow (**Figure 2**) to optimize the condition assessment, resiliency analysis, and evaluation of the City's existing lift stations.

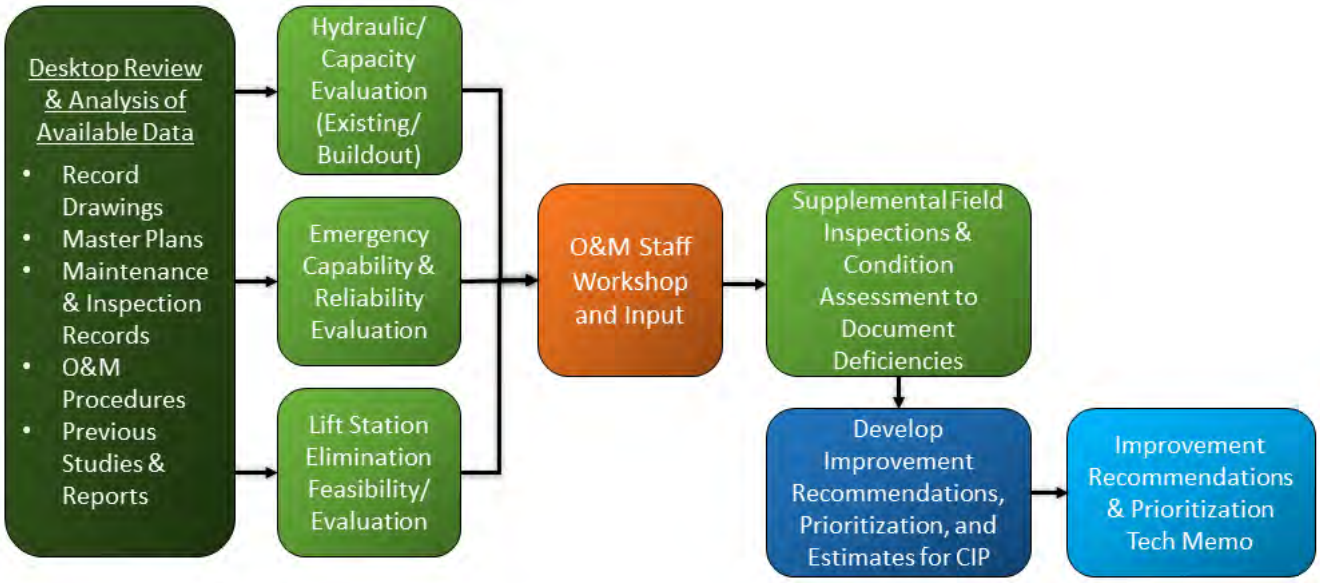

Figure 2. Lift Stations Condition Assessment Flow Chart

Dudek's initial examination of the age, capacity, and improvement history of the City's existing lift stations works in part towards our approach to lift station condition assessment and evaluation. Understanding the differences in age and improvement history from facility to facility, Dudek's approach to this condition assessment involves allocating more evaluation time to lift stations that are older in age, lift stations that are more critical to overall system operation, and lift stations that have not undergone improvements in the past 20 years. These lift stations in theory are more

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susceptible to failing assets and require a comprehensive condition assessment to develop improvement recommendations to extend the useful life and improve the operation and reliability of the station.

As defined in Task W7 of our scope of services, Dudek will perform a desktop analysis including a hydraulic analysis, a capacity evaluation, an emergency capability evaluation, a reliability evaluation, and an evaluation for feasibility of lift station elimination for all lift stations. We will also conduct a workshop with operations and maintenance (O&M) staff to understand historical issues, current concerns, preferences, operational nuances, and emergency capabilities at each lift station. This desktop evaluation in combination with the lift station workshop will assist Dudek in developing recommended improvements and operational planning for the younger and more recently rehabilitated lift stations. For the older and more critical lift stations, Dudek will supplement the desktop analysis and workshop with a field investigation. These supplemental field investigations will document the physical condition of major assets to help develop recommendations for either rehabilitation or replacement.

The selected field investigations will include video documentation of the existing wet wells. Dudek will utilize a 360 GoPro camera attached to a telescoping pole (with a 25-foot extendable length) with auxiliary LED lighting to provide full high-quality, 360-degree video documentation of the interior of the wet wells. Figure 3 includes examples from recent wet well inspections performed by Dudek using out pole-mounted 360 GoPro inspection equipment.

Figure 3. Wet Well Inspection Video Screen Captures from the Elsinore Valley Municipal Water District B-Series Lift Stations Condition Assessment Project

Following the field investigations, Dudek will then use a condition- and criticality-based scoring system to score each of the major lift station assets, which is used as a tool to assist us in prioritization of the recommended improvements. Dudek has also recently implemented this same successful streamlined approach as part of the Wastewater Master Plant Update for Olivenhain Municipal Water District in 2023.

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Wastewater Treatment Plant

The City's Wastewater Treatment Plant (WWTP) is permitted to discharge up to 8.0 mgd and consists of a headworks with a Parkson Aqua Guard screen, two primary clarifiers, six aeration basins with activated sludge treatment, four secondary clarifiers, UV disinfection, anaerobic digestion, and waste sludge dewatering. Treated effluent is discharged to the Central Main, which is a tributary to the Alamo River. Primary sludge and thickened waste-activated sludge are anaerobically digested in a two-stage digestion process. Digester gas or natural gas can be used to run a boiler for digester heating. Digested sludge is stored in a sludge storage tank prior to dewatering by two belt filter presses. Dewatered cake is spread on site for further drying before it is hauled off and land-applied out of state.

The WWTP currently treats around 3.6 mgd and appears to have adequate capacity to meet its current discharge permit. The City has recently installed a bar screen upstream of Lift Station 3, replaced two aeration basin blowers, installed a blower master control panel, and replaced both standby diesel generators with standby natural gas generators; and the City is also in the process of improving the UV disinfection system. Several locations within the WWTP are in need of rehabilitation. Severe corrosion of the primary splitter box, likely due to high hydrogen sulfide concentrations in plant influent, were observed during the Dudek site walk. The failing concrete and grating create unsafe conditions for operators. Concrete spalling was also observed at the aeration basins. The poor condition of aeration basin concrete has caused step feed and isolation slide gates to become inoperable in addition to safety concerns associated with poorly anchored handrails and grating. Isolation valves at the secondary clarifiers no longer work, and operators must manually plug lines to perform maintenance on the clarifiers and return activated sludge/waste activated sludge (RAS/WAS) pumps. The anaerobic digestion system suffers from poor concrete structure condition, lack of access for maintenance and cleaning of digesters, and struvite clogging on much of the sludge lines. With exception of the generators, the rest of the electrical system is of varying ages, assumed to be approximately 30 to 50 years old. Plant controls vary by plant area. For example, the primary sludge pumps are operated in auto mode by timers in the local control panel at the primary clarifiers, the RAS and WAS pump speeds are manually controlled by the operators, and the newer blowers are automatically controlled by the master blower control panel. Only the master blower control panel reports to the Supervisory Control and Data Acquisition (SCADA) system in the administration building from the plant. An auto-dialer provides alarm messages to staff via phone or text.

Our approach to performing the condition assessment of the WWTP will include a similar approach to the steps outlined in Figure 2. Each major process area (e.g., headworks, primary clarifiers, aeration basins, secondary clarifiers and RAS/WAS pumps, disinfection, digestion, and sludge processing) will be evaluated with input from WWTP operations staff. A workshop will be held at which City operations staff and the Dudek team will discuss the condition of major process areas. The workshop will be followed by a site walk to document and photograph areas of concern. The site walk condition assessment will be scheduled in conjunction with a site walk at the WTP.

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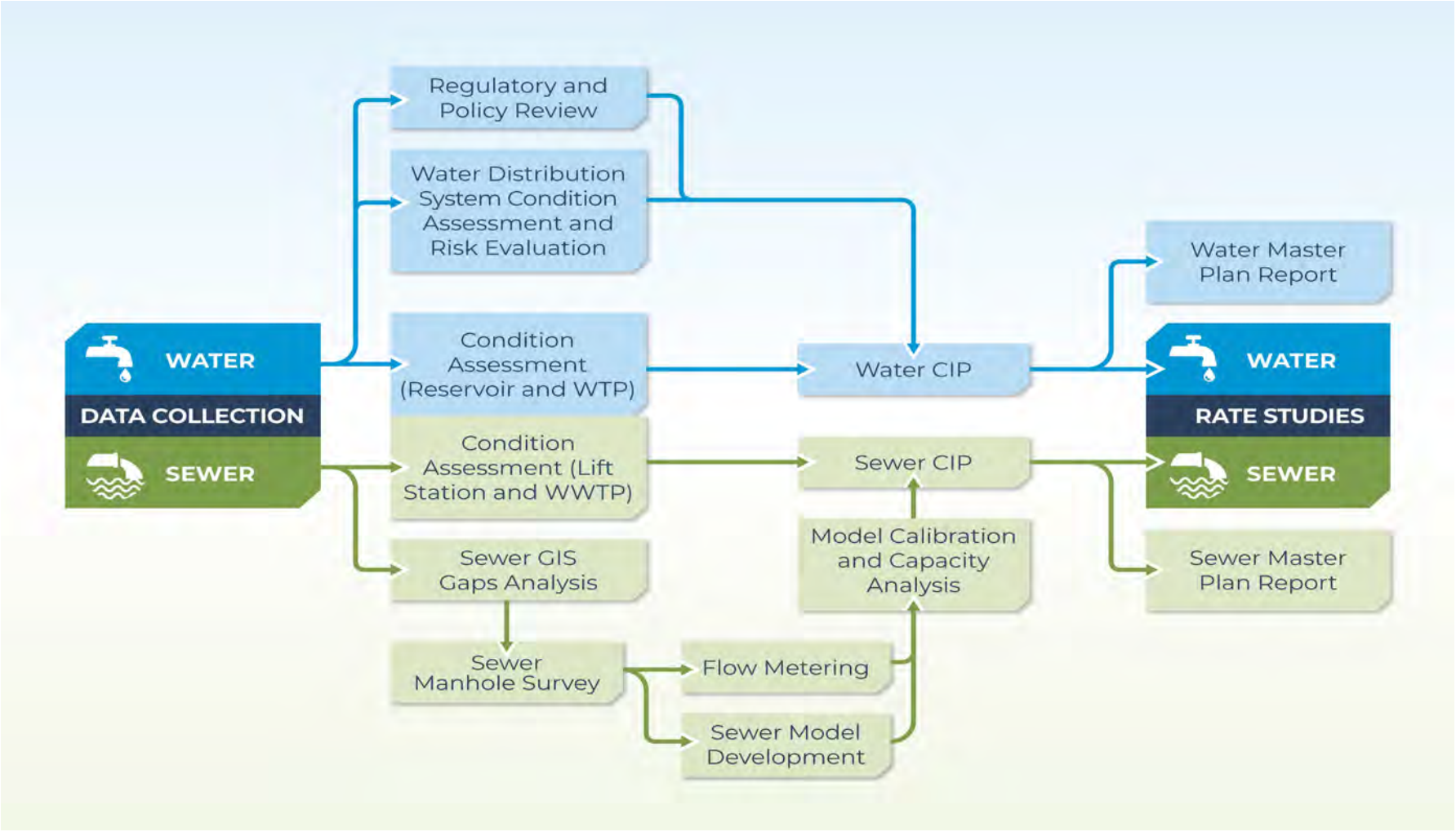
Implementation Work Plan

The Implementation Work Plan provides a roadmap for how significant elements of the scope of work relate to each other and lead to the preparation of project deliverables. For example, **Figure 4** illustrates how we propose progressing the City's Water and Sewer Master Plans.

Figure 4. Work Plan Approach



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Scope of Services

WATER MASTER PLAN

Task W1: Water Master Plan Project Management

Good project management and quality control are vital to completing any project, including kickoff meetings, monthly progress meetings, and City meetings. We will provide monthly progress reports at each meeting, including a schedule update.

Assumptions:

- There will be one in-person project kickoff meeting at City offices (both Water and Sewer).
- There will be 14 virtual bimonthly project status meetings for the Water Master Plan.
- There will be four virtual City staff meetings.
- There will be two in-person City Council presentations for the Water Master Plan document and Water Rate Study

Deliverables:

- Monthly progress reports
- Updated schedules
- Kickoff and status meeting agenda and minutes

Task W2: Review of Land Use and Previous Master Planning Documents

The project will commence with a data review task to understand the status of key resources used in this study. This task consists of collecting and reviewing relevant data provided by the City or obtained elsewhere for this project. Dudek will review and incorporate information from the City's prior Water Master Plan and 2020 Urban Water Management Plan to retain historical information. Anticipated data to collect includes the City's water infrastructure GIS, as-builts and construction drawings, reservoir information, General Plan, Strategic Plan, land use data, and other relevant planning documents and information.

Dudek will compile a data request list for information not provided during the proposal process and present it at the kickoff meeting. In addition, Dudek will prepare and maintain a list of items identified by the City or requested by Dudek indicating the item(s) requested, a person responsible for collecting the information, when it is needed, and when it was provided to Dudek.

Task W3: Water Regulatory and Policy Review

The project team will review federal and state water regulations as well as Chapter 28 of the City's municipal code. Technical Memorandum No. 3 will include discussion of relevant current and anticipated regulations and their implications on the City's water production. Emerging contaminants, like per- and polyfluoroalkyl substances (PFAS), will also be discussed along with recommendations for additional water quality sampling and treatment.

Assumptions:

- The City will make available to the Dudek team all permits related to the operation of the WTP and the distribution system.
- Raw and treated water quality will be available for review.

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Deliverables:

- Technical Memorandum No. 3 – Water Regulatory and Policy Review

Task W4: Water Treatment Plant Condition Assessment

Dudek will conduct visual assessments of major assets of the WTP to review their condition, integrity, and compliance with current code requirements. Field investigation and condition assessment of the WTP will be based on major WTP assets with major assets grouped together per treatment plant process. Major components of the electrical systems, including Service Entrance Section (SES), switchboards, panelboards, Automatic Transfer Switches (ATS), standby generators will be reviewed. Control system major components, including, Programmable Logic Control (PLC) local control panels, pump control panels, and telemetry antennas will also be inspected. Field evaluation at the original WTP will be limited to equipment that supports the raw water ponds, raw water lift station, and finished water distribution pump station, as the rest of the original WTP is no longer in service. Dudek will review the condition assessment reports performed on the original WTP and 21 mgd WTP. Evaluation of the original WTP pump stations, the La Brucherie Booster Pump Station and the 21 mgd WTP will include recommendations for upgrade and replacement of systems and capacities.

Dudek staff will meet with City operations and engineering staff prior to the inspections in a pre-inspection workshop to discuss known issues, improvement histories, and operator preferences. Based on this condition assessment and analysis, Dudek will document deficiencies and areas of concern to maintain operations. This condition assessment and evaluation of the WTP will include condition- and criticality-based asset scoring for all major assets. Dudek will develop recommended improvements to improve the service life of major assets at the WTP as well as improvements required to meet future capacity requirements and current state mandates and regulations. Budgetary cost estimates for recommended upgrades, replacements, and expansions will be provided. Each recommendation will be listed in priority order. This data will be used to recommend appropriate upgrades for each facility.

Assumptions:

- Dudek will receive City support for access to the three pump stations, original WTP, and 21 mgd WTP facilities, including electrical/telemetry panels, buildings and enclosures, WTP processes, and SCADA.
- Dudek will conduct one pre-inspection workshop with City operations and engineering staff prior to the site visits.
- Two days of inspection will be required.
- A list of major asset with installation dates will be provided by City staff in a consolidated electronic form. Condition assessment of WTP major assets will be determined by visual inspection and operational/repair/rehabilitation history provided by City staff.

Deliverables:

- Detailed improvement recommendations and prioritization technical memorandum summarizing the findings of the WTP field investigations, documentation of deficiencies, and our recommended improvements and associated cost estimates

Task W5: Water Storage Condition Assessment

We shall participate in a maximum of two site investigations (five reservoirs total at two different sites) to perform structural condition assessments of each reservoir. The assessment work is anticipated to be performed while the reservoirs are in operation. We shall complete field assessment forms, obtain field measurements and photograph structural elements of the reservoirs. Structural condition ratings shall be assigned to each structural

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element assessed. Structural elements to be assessed include steel shells, baseplate, roof plate, coatings, concrete ringwall foundation, stability, anchorage, equipment/pipe supports, appurtenances, handrailing, platforms/subframing, and equipment anchorage. Additionally, raw water pond assessments will include concrete slope and lining assessments. Investigation methods shall be nondestructive in nature and shall consist primarily of visual observations of the exterior and interior surfaces where possible through access/roof hatches. Investigations will be limited to the use of tools such as a ball-peen hammer for concrete sounding, a pit depth gauge to determine metallic and concrete cover loss, an ultrasonic thickness gauge, calipers, a tape measure, and similar hand tools. Rebar imaging and/or destructive testing such as concrete coring will not be performed as part of the assessment.

All investigations will be performed in accordance with current California Building Code recommendations for assessment work and will adhere to the suggested assessment approaches and techniques as detailed in the following code and standards documents:

- American Concrete Institute (ACI) 201.R-08, "Guide for Conducting a Visual Inspection of Concrete in Service"
- ACI 364.1R-19, "Guide for Assessment of Concrete Structures Before Rehabilitation"
- ACI 562-19, "Code Requirements for Assessment, Repair, and Rehabilitation of Existing Concrete Structures"
- American Petroleum Institute (API) 653, "Tank Inspection, Repair, Alteration, and Reconstruction"
- AWWA M42, "Steel Water Storage Tanks"

The site investigations shall be performed over 2 nonconsecutive days to allow adequate time for investigation preparation and compilation of field notes and photographs.

We will provide a technical memorandum that summarizes the findings and recommendations. overall structural condition rating, estimated remaining useful life, and improvement recommendations.

Assumptions:

- Confined-space entry requirements, oxygen monitoring, and similar mobilization elements required for assessment of the reservoirs will be provided and facilitated by the City.
- A complete seismic analysis of the reservoirs to determine current code compliance is not required.

Deliverables:

- Technical memorandum summarizing the findings and recommendations

Task W6: Water Distribution System Condition Assessment

Dudek will use AquaTwin Asset software by Aquanuity to perform risk analysis. AquaTwin Asset is discussed in more detail in the Project Approach section. Dudek will propose a risk model (LOF, COF, ROF) and present the model to the City for confirmation/revision. Once confirmed, Dudek will build the risk model in AquaTwin Asset and run the risk model to determine the overall risk for the pipelines. We will prepare a technical memorandum discussing the method of analyses, the factors used in the scoring, the results of the analysis, and the prioritized recommended projects.

Deliverables:

- Technical memorandum summarizing the findings and recommendations

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Task W7: Draft Capital Improvement Program

Based on the results of Tasks W3 through W6, Dudek will develop short-term (10-year) and long-term recommended CIP projects. We will prioritize and schedule CIP projects considering the results of the condition assessment and the risk-based scores. Dudek will propose a prioritization matrix to the City for concurrence and/or revision and modification. Once agreed upon, the matrix will be executed. Grouping projects will be incorporated into project planning. CIP project recommendations will be included for pipelines, reservoirs, treatment plants, pump stations, and electrical equipment.

Dudek will develop planning-level cost estimates for each CIP project recommendation, including design, construction, construction management (N), admin/legal, and other contingencies based on recent project bids, manufacturer quotes, and other data. Future projects will have escalated costs assuming inflation factors. The Master Plan report will include a discussion based on the cost estimates. As available, Dudek will obtain recent project costs from the City's Finance Department.

Deliverables:

- List of prioritized projects with cost estimates in 5-year increments (Microsoft Excel)
- Draft and final technical memorandum in electronic format (PDF and Microsoft Excel)

Task W8: Water Master Plan Report

Dudek will compile the technical memoranda developed through the progression of work, complete any missing chapters or sections (e.g., Executive Summary and Chapter 1, Introduction), and edit the complete report to produce a single, coherent document for draft submittal to the City. We will provide draft and final submittals summarizing the study and all work tasks, which will be provided to the City for review and comment. City comments on each submittal will be incorporated into the Final Master Plan report for delivery to the City.

Deliverables:

- Draft document and associated graphics, submitted in full color, delivered electronically (Microsoft Word and PDF) and in hard copy (four bound copies, one unbound)
- Final document and associated graphics and appendices, submitted in full color, delivered electronically (Microsoft Word and PDF) and in hard copy (five bound copies)

Optional Task W9: Reservoir Float Investigation

If this optional task is executed, we will perform an interior float investigation of each of the steel reservoirs as part of the site investigations of Task 3. These investigations will be performed using a 2-person inflatable dinghy disinfected following AWWA guidelines prior to entry.

Floating the interior of the reservoirs provides the best opportunity to assess the condition of the roof framing where, typically, corrosion and deterioration are the most severe. Due to the fluctuating water levels and oxygen in the vapor zone, steel reservoir deterioration is typically concentrated above the water line. As part of the float investigation, KS shall assess the condition of the interior surfaces of the roof plate and shell as well as roof framing, columns, connections, hardware and coatings. Brief observation of appurtenances shall also be performed.

Assumptions:

- Confined-space entry requirements, oxygen monitoring, and similar mobilization elements required for assessment of the reservoirs will be provided and facilitated by the City.
- Float investigation of the Raw Water Ponds is not included in this optional task.

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Deliverables:

- Technical memorandum summarizing the findings and recommendations will be included in Task W3.

SEWER MASTER PLAN

Task S1: Data Collection and Field Investigations

The extent of data sources associated with the project will be extensive and will benefit from an organized tracking system. This task consists of collecting and reviewing relevant data provided by the City or obtained elsewhere for this project. Data to be provided will include, but not be limited to, previously completed Master Plans, relevant planning documents, the City's General Plan, the Urban Water Management Plan, the latest SSMP, land use maps, as-built drawings, the sewer facilities GIS, the previous sewer model, if located, water billing data and the water meter shapefile, major facilities drawings, pump curves, operational and SCADA data, O&M logs, a list of assets/equipment for each facility/site, past improvements plans, facility plans, Developer Engineering Plans, the CCTV inspection database, past flow metering data, wet well level data (if available), maintenance records, other information listed in the RFP, and any other pertinent data. Dudek will compile a data request list for information not provided during the proposal process and present it at the kickoff meeting. In addition, Dudek will prepare and maintain a list of items identified by the City or requested by Dudek indicating the item(s) requested, a person responsible for collecting the information, when it is needed, and when it was provided to Dudek.

In Task S1, Dudek will also coordinate with the City to conduct site visits to specific sewer lift stations and the WWTP. Although Dudek will perform a desktop analysis and assessment/evaluation of all 14 lift stations, Dudek has determined that field investigations are only necessary for select older and critical lift stations. Table 2 identifies which lift stations will include supplemental field investigation to be performed by Dudek's staff.

Table 2. Summary of Lift Station Site Investigations and Requirements

Facility Name	Desktop Analysis, Evaluation, and Assessment Required?	Supplemental Site Investigation Required?	Type of Site Inspection Required	Optional Additional Task (S12)
Lift Station No. 3	Yes	Yes	Comprehensive	N/A
Alder Canal/Villa Avenue	Yes	Yes	Comprehensive	N/A
Main	Yes	Yes	Comprehensive	N/A
Eastside	Yes	No	N/A	Wet Well Inspection
Lift Station No. 1	Yes	Yes	Comprehensive	N/A
Lift Station No. 2	Yes	No	N/A	Wet Well Inspection
8th and Wake	Yes	No	N/A	Wet Well Inspection
Gios	Yes	Yes	Comprehensive	N/A
3rd and Ross	Yes	Yes	Comprehensive	N/A
Heil and Dogwood	Yes	No	N/A	Wet Well Inspection

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Table 2. Summary of Lift Station Site Investigations and Requirements

Facility Name	Desktop Analysis, Evaluation, and Assessment Required?	Supplemental Site Investigation Required?	Type of Site Inspection Required	Optional Additional Task (S12)
Buena Vista	Yes	No	N/A	Wet Well Inspection
Orange Avenue	Yes	No	Wet Well Inspection	N/A
Countryside South	Yes	No	Wet Well Inspection	N/A
4th and Wake*	Yes	Yes	Comprehensive	N/A

Notes:
N/A = not applicable.
* *4th and Wake Lift Station was not documented in the 2008 Sewer Master Plan. This lift station is assumed to be included in the lift station assessment.*

Table 2 also defines an optional task that Dudek can provide as additional scope at the City's request. The associated fees for this optional additional site inspection work is reflected in the Optional Task S12 below and in the cost proposal.

To accomplish the planned lift station site investigations, Dudek plans for 3 days of primary site investigation, with an additional 1 day included for as-needed follow up investigation if the Dudek team needs to revisit a site to collect additional information (i.e., if part of a station was inaccessible on the primary investigation day or if staff is not available to complete all of the planned investigations on a primary day). Table 3 summarizes our planned lift station site investigations.

Table 3. Summary of Planned Lift Station and WWTP Site Investigation Days and Durations

Site Investigation Day	Facilities Included	Combined Number of On-Site Hours for Inspection
Lift Stations Primary Site Visits Day 1	Lift Station No. 3, Main Lift Station, Gios Lift Station	5
Lift Stations Primary Site Visits Day 2	Alder Canal/Villa Lift Station, 3rd and Ross Lift Station, Countryside South Lift Station	4
Lift Stations Primary Site Visits Day 3	Lift Station No. 1, Orange Avenue Lift Station, 4th and Wake Lift Station	3.5
Lift Stations Follow-Up Site Visit Day 4	*To be determined following primary site visits*	*4 (as necessary)*
WWTP/WTP Primary Site Visit Day 5	WWTP, WTP	8

Notes: WWTP = Wastewater Treatment Plant; WTP = Water Treatment Plant.

Dudek's staff will coordinate with City operations staff to perform a field investigation of each lift station utilizing photographs, videos, and voice memos to document visual and sensory observations. Lift station field investigations will include condition assessment of mechanical, structural (all structural elements and buildings),

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electrical/controls, instrumentation, and telemetry equipment as described in the project RFP, as well as site features, site access, emergency access, emergency capability, safety access, and safety concerns. Major components of the electrical systems will be reviewed, including SES, switchboards, panelboards, ATS, and standby generators. Field evaluation will include age, a condition score based on visual inspection, criticality of equipment, and safety concerns. Lighting concerns will be noted if light levels are severely poor, general light fixture condition, and safety issues. Field evaluation of the control system major components, including, PLC local control panels, pump control panels, and telemetry antennas will identify age, a score based on visual inspection, and safety concerns. Note that field investigation and condition assessment of the WWTP will be based on major WWTP assets with major assets grouped together per treatment plant process. This data will be used to identify deficiencies and develop recommend appropriate upgrades for each facility as described in Task S7.

Dudek staff will meet with City operations and engineering staff prior to the site investigations in a pre-inspection workshop to discuss known issues, improvement histories, and operator preferences. This workshop is anticipated to be 3 hours in duration and is assumed to be held virtually.

Assumptions:

- Data is available and provided in a timely manner.
- Dudek will receive City support on site for access to lift station and WWTP facilities, including access to electrical/telemetry panels, valve vaults, wet wells, dry wells, and lift station buildings and enclosures, WWTP processes, and SCADA.
- Operations staff will be available on site during planned lift station site investigations to draw down the level in the wet well for inspection as necessary.
- Dudek will conduct one pre-inspection workshop with City operations and engineering staff prior to the site visits.
- Per Table 3, 3 days of inspection will be required with an additional 1 follow-up day as necessary.
- Dudek's team will provide our portable generator, forced air blower, O_2/H_2S/CO monitor, tripod with recovery winch, harnesses, etc. for confined space entry as necessary.
- No heavy traffic control or preparation of traffic control plans will be needed to access the lift station facilities.
- On-site hours for site investigations on primary site visit days listed in Table 3 assume no confined space entry is required at any of the lift stations. If it is determined that confined space entry is required, the number of on-site hours is anticipated to increase on the primary site visit days (confined space entry requires more time on site). Dudek will require the use of the follow-up site visit day if any confined space entry is conducted at any of the lift station site investigations.
- Shut down of any equipment is not included.
- Force main assessment will be based on desktop analysis only due to limitations on physical force main inspection techniques.
- Dewatering of existing force mains, piping, tanks, or wet structures is not included.
- CCTV inspection or physical scanning of force mains is not included.
- No on-site flow monitoring or wet well fill/draw testing at the lift stations will be included as part of the assessment.
- Potholing to determine location of existing buried utilities including force mains is not included.
- Ring out or megger testing of conductors is not included.
- Wiring will not be traced to confirm as-built wiring drawings accuracy.

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Deliverables:

- Data request list
- Workshop agenda and minutes
- Field investigation field notes, observations, and assessment documentation will be included in the improvement recommendations and prioritization technical memorandum per Task S7.

Task S2: GIS Gap Analyses and Needs Assessment

Per the City's SSMP, the City's GIS is missing critical information. Dudek will obtain and review the City's sewer system GIS to evaluate the data gaps that would need to be filled into order to develop a sewer model that has sufficient accuracy of pipeline inverts, pipe slopes and diameters to produce accurate results. For the purposes of this proposal, a field survey of 100 manholes was assumed to facilitate development of the hydraulic model in Task S5. A technical memorandum will be developed that details the data gaps and a verification plan using field surveying to fill in the gaps. Depending on the level of data gaps, this project may be Phase 1 of a multiphase project to survey the City's sewer collection system and update the City's GIS and hydraulic model over time to develop an accurate model of the system.

Deliverables:

- Technical memorandum summarizing the data gaps and proposed survey plan to fill in the gaps

Task S3: Temporary Flow Monitoring

The City's 2008 Sewer Master Plan included flow metering at nine locations within the system. Dudek proposes to also monitor at nine locations, including several of the same locations metered in 2008 to evaluate the change in sewer flow in the system over time, to account for both the impacts of conservation as well as growth in the community.

ADS Environmental Services will provide flow monitoring and will validate the hydraulic model and any defect flow sensitivity.

Dudek's goal when developing the flow monitoring plan is two-fold:

1. Calibration of the Hydraulic Model – Placing several flow meters at the exact locations used in the past flow metering studies, if available, and a comparison of average flows will be used to calibrate the sewer model and assess the system-wide change in flows over the years.
2. Defect Flow Sensitivity – Defect flow consists of anything other than intended sanitary sewer flow, such as groundwater infiltration, inflow from the surface, or illegal connections from gutters. As a first step toward finding and fixing defect flows within the collection system, using flow meters in conjunction with a significant rain event will provide direction on where problems exist.

Dudek will develop a flow monitoring work plan with the City, prioritizing locations that:

- Were monitored as part of the 2008 Sewer Maser Plan
- Are suspected by operations staff to have high rainfall depended inflow and infiltration (RDII)
- Have high average flow rates for comparison of overall system growth over the past years
- Are fed by areas of consistent land use type (e.g., single-family residential) for use in updating unit flow factors

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Wet weather flow monitoring is anticipated to last 6 weeks with the primary goal of capturing a wet weather event.

Dudek will prepare a flow metering work plan for the monitoring program. A flow metering summary report will be prepared by ADS Environmental Services (ADS) that evaluates typical dry and wet weather diurnal patterns for weekdays and weekends. In addition, RDII will be included for estimating peak wet weather factors.

Assumptions:

- The fee estimate includes nine flow meters and one rain gauge for 6 weeks in winter 2024/2025.

Deliverables:

- Flow monitoring work plan by Dudek and ADS flow monitoring summary report with RDII analysis if rainfall event is captured
- Meeting agenda and minutes

Task S4: Establish Sewer Flow Criteria

Dudek will use the flow metering data, land use data, water billing data to evaluate sewer generation factors for the City. Diurnal flow patterns and sewer peaking factors will be developed using the flow metering data from Task S3 as well as WWTP influent flow data and historical rainfall data. These sewer generation factors along with the General Plan, known planned development data from the Planning Department, and State Housing Element requirements will be used to estimate buildout flow conditions for the City, to be utilized in the capacity analysis in Task S6.

Deliverables:

- Detailed technical memorandum summarizing the proposed sewer generation factors by land use type, peaking factors, and planning estimate for future sewer flows

Task S5: Hydraulic Sewer Model Development and Calibration

Using the survey plan developed in Task S2, Dudek will coordinate with NV5 for surveying of 100 manholes. Invert, ground surface, pipeline diameter, and flow routing data will be used to update the City's sewer collection system GIS, which will be in turn used to build the City's hydraulic model.

Unless an agency has dedicated modeling staff in-house that intend to perform hydraulic modeling regularly, Dudek does not recommend an agency purchase hydraulic modeling software. Modeling software purchases tend to be a financial loss for such agencies. A more cost-efficient strategy is to utilize a consultant's software. Dudek proposes using Aquanuity's AquaTwin Sewer hydraulic modeling software to develop the City's new sewer model. AquaTwin Sewer is a GIS Pro-based software package that utilizes the U.S. Environmental Protection Agency's Storm Water Management Model (SWMM) 5 engine to evaluate open channel flow hydraulics. Dudek will use the City's existing sewer GIS, WWTP flows, lift station on/off settings and water billing data from Task S1, manhole surveying data from Task S2, flow metering data from Task S3, and diurnal patterns and peaking factors from Task S4 to develop and calibrate the sewer model. Sewer loading will be allocated in the system using georeferenced water billing data. The existing dry weather flow condition in the model will be calibrated to within 10% of measured data. The dry weather flow model will be peaked to develop an Existing Peak Wet Weather Flow model for capacity analysis.

Assumptions:

- Water billing data is available with georeferenced water meter shapefile.
- The survey plan will include 100 manholes for surveying performed by NV5.

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Deliverables:

- Updated GIS with survey inverts included
- Technical memorandum documenting the model development and calibration process and results

Task S6: Hydraulic Sewer Model Analysis

The collection system capacity will be evaluated under existing and projected buildout conditions utilizing the calibrated model from Task S5 and the planning criteria from Task S4. Extended-period simulations will be used to evaluate the full range of flow conditions. Resulting peak wet weather flows, depth over diameter (d/D) values, and velocities will be compared to City criteria. Modeling results will be used to identify pipelines not meeting planning criteria, those with capacity constraints under dry and wet weather conditions, and areas of potentially high RDII. Results will be presented tabularly and graphically. Subsequent model runs will be used to recommend system improvements in the form of pipeline upsizing. The model will include user-defined fields documenting deficiencies and recommended upsizing projects for existing and projected buildout conditions.

Assumptions:

- Existing and buildout wet weather flow analyses will be performed. If insufficient data are available to estimate a wet weather peaking factor for the system, the capacity analysis will be performed on peak dry weather flows.

Deliverables:

- Sewer modeling files
- GIS files extracted from the sewer model
- Detailed technical memorandum for City review outlining the results of the modeling and a list of recommended pipeline upsizing projects to address existing and buildout capacity deficiencies

Task S7: Sewer Lift Station, Force Main, and WWTP Condition Assessment and Resiliency Analyses

Dudek will review the field investigation information, photos, videos, and observations from the lift stations site investigations. Dudek's lift stations and force mains desktop analysis will include a hydraulic analysis, a capacity evaluation, an emergency capability evaluation, a reliability evaluation, and an evaluation for feasibility of lift station elimination for all lift stations. Dudek's lift station desktop analysis will also analyze historical issues, current operational concerns, City preferences, operational nuances, and emergency capabilities at each lift station. Dudek will use this information, the data/information collected and reviewed in Task S1 for the desktop analysis, and the information provided from operations staff during the pre-inspection workshop to perform a condition assessment, evaluation, and resiliency analysis and analyze adequacy in case of emergency or failure for all 14 lift stations. This will be a comprehensive condition assessment that will document deficiencies of site features, as well as all mechanical, structural, electrical/controls, and telemetry equipment. Deficiencies for emergency capability, storage, maintenance/emergency access, safety, and odor control will also be documented for each lift station.

This condition assessment and evaluation of the lift stations will include condition- and criticality-based asset scoring for all major assets at each of the lift stations. Based on the condition assessment and analysis, Dudek will document deficiencies and develop recommended improvements (and in some cases recommended alternative improvements) to extend the useful life of the lift stations, provide resiliency upgrades, and recommend upgrades to ensure each lift station meets capacity requirements under current and buildout scenarios.

The WWTP condition assessment will be a more generalized structural, life span, and process assessment per process for major assets/facilities. Dudek will review the field investigation information, photos, videos, and

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observations from the WWTP site investigation. Dudek's lift station desktop analysis will also analyze historical issues, current operational concerns, City preferences, and operational nuances at the WWTP. Based on this condition assessment and analysis, Dudek will document deficiencies and areas of concern to maintain operations. Dudek will also identify growth or modifications required to address/filter for new potential state mandates and regulations, etc. This condition assessment and evaluation of the WWTP will include condition- and criticality-based asset scoring for all major assets grouped by WWTP process. Dudek will develop recommended improvements (and in some cases recommended alternative improvements) to improve the service life of major assets at the WWTP as well as improvements required to meet future capacity requirements and current state mandates and regulations.

The developed asset scoring will be used as a tool to help prioritize the recommended improvements for all lift stations and the WWTP for incorporation into the overall CIP. Budgetary cost estimates for recommended upgrades, replacements, and expansions will be provided. Each recommendation will be listed in priority order.

Task S7 includes QC review by NV5.

Assumptions:

- Force main assessment will be based on desktop analysis only due to limitations on physical force main inspection techniques.
- Force main dewatering and lift station shut down is not included.
- Field investigation notes will be summarized and included as an appendix to the technical memorandum.
- Asset scoring will be performed for major facility assets; smaller items such as pipe supports will be generally grouped together and provided a single assessment score. No asset database will be prepared for asset scoring. Asset scoring breakdowns per lift station will be organized into a spreadsheet table and attached as an appendix to the technical memorandum.
- Hydraulic evaluation/analysis of lift stations will be based on historical flow data (if available) for each lift station in combination with any information provided by operations staff.
- No on-site flow monitoring or wet well fill/draw testing at the lift stations will be included as part of the assessment.
- A list of major asset with installation dates will be provided by City staff in a consolidated electronic form. Condition assessment of WWTP major assets will be determined by visual inspection and operational/repair/rehabilitation history provided by City staff.

Deliverables:

- Detailed improvement recommendations and prioritization technical memorandum summarizing the findings of the lift station and WWTP field investigations, documentation of deficiencies, and our recommended improvements and associated cost estimates

Task S8: Update of Sanitary Sewer System Master Plan Report

Dudek always aims to develop a Master Plan report that is highly useful to multiple departments in an agency, including engineering, planning, operations, and finance. To succeed, the resulting deliverables must be clear and easy to read and enable quick retrieval of information. In addition to being functional, the reports must do the following:

- Provide a thorough system inventory of the collection system pipelines and facilities
- Contain clear explanations of design and evaluation criteria based on industry standards and the region's unique characteristics

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- Provide sufficient detail on the master planning process to give the reader an understanding and ability to replicate and/or update the process when the time arises
- Identify areas within the service areas with a substandard condition, performance, or capacity and present those tabularly and graphically
- Identify projects that improve performance and/or increase efficiency to improve system reliability and meet regulatory requirements
- Succinctly summarize the findings, results, and prioritized recommendations of the Master Plan (from Task S9) for easy implementation

Dudek will compile the technical memorandums developed through the progression of work, complete any missing chapters or sections (e.g., Executive Summary and Chapters 1, Introduction), and edit the complete report to produce a single coherent document for draft submittal to the City. Dudek will submit the draft report to the City for review and comment. Dudek will prepare the Final Sewer Master Plan Update documents addressing the City's comments on the Draft Sewer Master Plan submittal.

Assumptions:

- There will be one virtual draft Master Plan review meeting to discuss City comments.
- Dudek will address a single, consolidated set of comments for the Draft Sewer Master Plan Update report submittal.

Deliverables:

- Draft and Final Sewer Master Plan Update reports in PDF and Microsoft Word formats
- Three hard copies of the Final Master Plan Report
- Review meeting agenda and minutes
- Sewer hydraulic modeling files, Existing and Buildout Master Plan of Sewer exhibits (three hard copies of each)

Task S9: Capital Improvement Program

Using the results of Tasks S6 (Capacity Analysis), S7 (Lift Station and Force Main Condition Assessment) and S10 (Sewer Pipeline Condition Assessment), Dudek will develop short-term (10-year) and long-term recommended CIP projects to address the deficiencies identified. The development of the CIP will be based on the available condition assessment information and the useful life and value of the existing sewer collection system assets. We will establish asset values and recommend maintenance and aging infrastructure's year-to-year replacement/rehabilitation cost. Findings and recommendations from the 2008 Sewer Master Plan will be evaluated and incorporated into the recommendations for this project, if still viable.

Dudek will prioritize and schedule CIP projects considering the results of Tasks S6, S7, and S10, the severity of the deficiency, the criticality of the facility to system operations, potential I&I reduction from rehab, cost of facility failure, and other factors. Dudek will propose a prioritization matrix to the City for concurrence and/or revision and modification. Once agreed upon, the matrix will be executed. Grouping projects will be incorporated into project planning. CIP project recommendations will be included for gravity sewer pipelines, siphons, manholes, lift stations, and force mains.

Dudek will develop planning-level cost estimates for each CIP project recommendation, including design, construction, CM, admin/legal, and other contingencies based on recent project bids, manufacturer quotes, and other data. Future projects will have escalated costs assuming inflation factors. The Master Plan report will

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include a discussion based on the cost estimates. As available, Dudek will obtain recent project costs from the City's Finance Department. Task S9 includes QC review by NV5.

Assumptions:

- There will be one virtual CIP review meeting to discuss the results.
- Dudek will generate unit costs and factors for estimating construction and project-level soft costs.

Deliverables:

- Tabular cost estimates for each CIP project recommended will be placed in the draft and final sewer master plan reports.
- Review meeting agenda and minutes

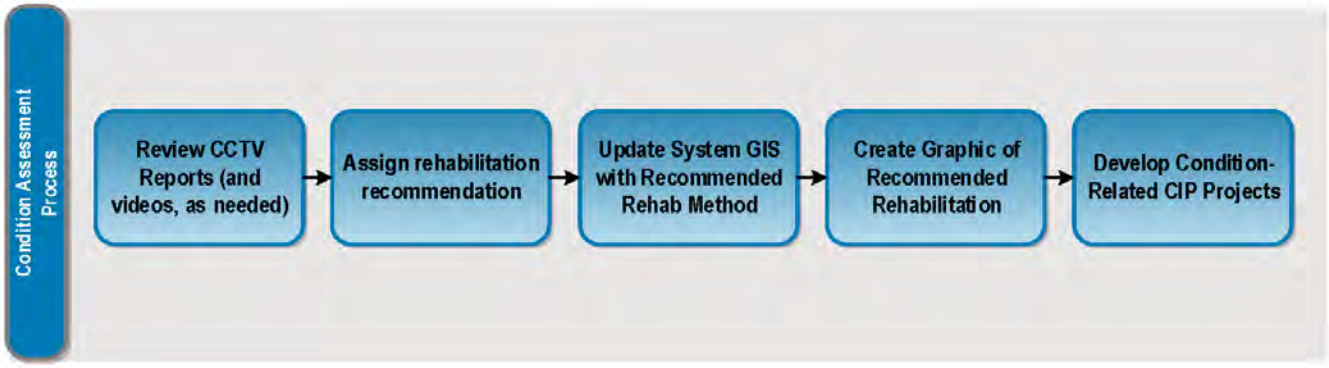
Task S10: Sewer Pipeline Condition Assessment

Consideration of condition, assessment of needs, and rehabilitation of facilities are critical to ensure continued reliability and economic feasibility of maintaining the City's collection system assets as well as to comply with the Reissued WDR. Given Dudek's support of the City's most recent SSMP Audit and Update, we understand that there is not a significant amount of CCTV inspection data at this time, though we know the City is currently underway in expanding these efforts. Dudek proposes this task toward the later portion of the project to give the City time to collect these data. This task will support the continuation of the City's efforts by incorporating identified deficiencies into the proposed CIP and identifying new weaknesses in larger diameter pipelines (12 inches and larger), particularly those pipelines with the highest identified risk and those in the vicinity of capacity improvements identified as part of Task S6.

Dudek will utilize the inspection reports primarily to evaluate pipeline conditions. We anticipate videos will be reviewed in the case of potential pipeline replacement project recommendations. Dudek will review the existing CCTV inspection reports for each pipeline reach; document defects, laterals, sags, debris, roots, grease, offset joints, cracks, or other noted problems; and identify infrastructure at risk of failure due to condition.

The steps associated with the condition assessment are shown graphically in Figure 5 below.

Figure 5. Condition Assessment Flow



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The specific rehabilitation method selected will be determined on a reach-by-reach basis and coordinated with the capacity improvement recommendations to minimize expensive and intrusive open cut construction. Dudek is highly experienced in evaluating defects and looks to balance the benefits of rehabilitation versus cost and useful life of the host pipeline. Full-length pipeline rehabilitation may not necessarily be recommended in all cases. For example, where the pipeline's structural integrity has been compromised due to collapse or other failure, point repairs of single pipe segments or connections at manholes may be the only rehabilitation means necessary. Depending on the nature, quantity, and severity of defects observed during the condition assessment review, methods of trenchless rehabilitation or repair to be considered include the following: specialty and heavy cleaning; in-situ point repair such as Weko Seal, Link-Pipe mechanical seal, or LMK Performance short liner; open trench point repairs such as short- or long-segment pipe replacement; in-situ lining with cured-in-place pipe (CIPP) liner cured with hot water or steam; complete open cut removal and replacement; and total replacement using a trenchless method such as pipe bursting.

Dudek completed a sewer rehabilitation program for the City of South Pasadena. CIPP was used to repair the sewer pipelines, reducing the impact to local residents and businesses.

Assumptions:

- The fee estimate includes 100 pipeline segments for this task.
- A manhole condition assessment will not be performed.
- CCTV inspection reports are readily available.

Deliverables:

- Tabular representation of recommendations and graphical map of project locations included in master plan report.

Task S11: Sewer Master Plan Project Management

Effective project management is key to the successful completion of any project. Dudek has a proven record of delivering projects on time and within budget. Please refer to the "Project Management Approach" section for our detailed project management and quality control approach.

Assumptions:

- There will be one in-person project kickoff meeting at City offices (both Water & Sewer).
- There will be 32 virtual bimonthly project status meetings for the Sewer Master Plan.
- There will be four virtual City staff meetings.
- There will be two in-person City Council presentations for the Sewer Master Plan document and Sewer Rate Study.

Deliverables:

- Monthly progress reports
- Updated schedules
- Kickoff and status meeting agenda and minutes

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Optional Task S12: Supplemental Wet Well Evaluations

Per Task S1 and Table 2 above, this optional task includes site investigation time for five (5) additional wet well inspections.

Deliverables:

- Field investigation field notes, observations, and assessment documentation will be included in the improvement recommendations and prioritization technical memorandum per Task S7.

Optional Task S13: WWTP and Select Lift Station Structural Review by Kelsey

Based on observations during the site visit by Dudek, it is recommended the City consider a more thorough structural evaluation of the structures within the WWTP and select lift stations by a structural engineer. This would include approximately 18 structures at the WWTP and nine (9) of the lift station wet well videos. Findings would be summarized in a single technical memorandum and included in the Sewer CIP.

WATER AND SEWER COST OF SERVICE RATE AND CAPACITY FEE STUDY

The scope of work provided below is based on the City's RFP and our experience completing successful water and sewer cost-of-service and capacity fee studies for utilities in California and throughout the United States.

Task 1: Project Initiation and Management

Task 1.1 Initial Data Request and Data Review

Immediately upon receiving the notice to proceed, Raftelis will submit a comprehensive data request to the City seeking information such as that listed below. To the extent possible, we will review the information provided prior to the project kickoff meeting.

- Customer billing data (Microsoft Excel)
- Current and proposed revenue and expenditure budgets (Microsoft Excel)
- CIP projections based on the Water and Sewer Master Plans and the City's long-term CIP plans (Microsoft Excel)
- WTP and WWTP production data (Microsoft Excel)
- 2020 Urban Water Management Plan (PDF)

Task 1.2 Project Management

Raftelis will provide timely identification of project issues/challenges as they arise during the project and ongoing model quality assurance/quality control (QA/QC) by the project manager and technical advisor/quality reviewer. Assumes the kick-off meeting will be held in person.

Deliverables:

- Pre-kickoff meeting data request

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Task 2: Analysis of Customer Water Consumption Characteristics and Demand Forecasting (Water and Sewer)

Task 2.1 Analysis of Customer Water Consumption Characteristics

The analysis of customer water consumption characteristics is critical for the development of the demand forecast that underlies the water and sewer financial plans, the allocation of costs to customer classes, and the development of rate structure alternatives. After obtaining the City's actual historical customer billing data for the period FY 2021–FY 2023, Raftelis will seek to analyze the following types of information for each major customer type/land use:

- Account growth by meter size
- Monthly, seasonal, and annual consumption
- Average day, maximum day, and maximum hour consumption
- Winter average consumption as a proxy for indoor consumption
- Estimates of indoor and outdoor consumption on a per account and gallons per capita day (gpcd) basis
- The correlation between water consumption and single-family residential gross lot sizes and irrigable areas
- Historical consumption declines during drought stage emergencies

Task 2.2 Demand Forecasting

Raftelis will prepare comprehensive demand forecasts for the water and sewer utilities for the 10-year period FY 2025–FY 2034. It will be developed using Microsoft Excel to allow for scenario modeling.

Deliverables:

- Detailed understanding of customer water consumption characteristics
- Comprehensive forecast of billed water and sewer demand for the 10-year period FY 2025–FY 2034
- Comprehensive estimate of billed sewer discharges for the 10-year period FY 2025–FY 2034

Task 3: Financial Planning and Revenue Requirement Forecasting (Water and Sewer)

Task 3.1 Raftelis Approach to the Financial Planning Process

Utility financial planning is an iterative process in which the "optimal" capital financing strategy must be identified. This requires achieving the correct balance between CIP financing provided by rate revenues, capacity fees, grants, and external debt financing. A comprehensive and correctly developed financial plan must be based on a realistic projection of customer water and sewer demand under normalized climate conditions and reasonable assumptions of customer account growth. The Microsoft Excel financial planning models developed by Raftelis will allow City staff to vary inputs for items such as customer account growth, average billed water consumption per account, average contributed sewer flow per account, CIP expenditures and financing strategies, operating expenses, inflation rates, etc.

Figure 6 illustrates the financial planning process that will be used by Raftelis for each of the City's utility services.

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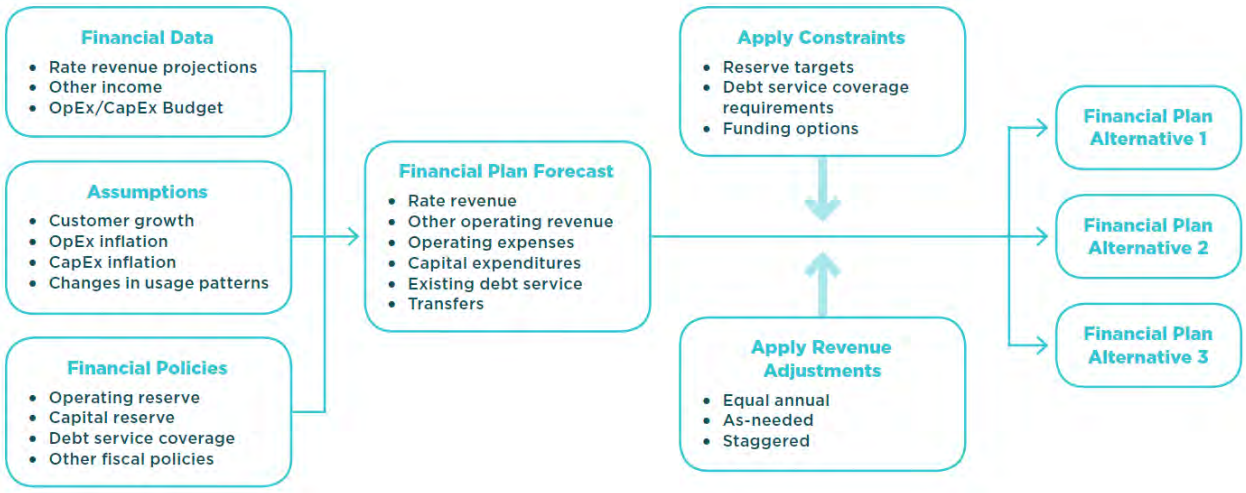
Figure 6. Financial Planning Process



Task 3.2 Review and Evaluation of City Financial Policies

Raftelis will review and, as appropriate, make recommendations regarding the City's financial policies. These policies will include items such as the minimum and maximum cash reserve targets, the use of external debt financing for repair and replacement versus growth-related CIP projects, and the appropriate target debt service coverage ratios for senior and subordinated debt.

Task 3.3 Comprehensive Cash Flow Projection and Revenue Requirement Forecasting

The City seeks the development of a financial plan for the 5-year period CY 2025–2029. The financial plan developed by Raftelis will be for the 10-year period CY 2025–2034. This will allow the City to assess its financial position in Years 6–10 of the projection period considering potential long-term changes in customer water consumption characteristics, water supply costs, regulatory requirements, etc. The comprehensive cash flow projection will include the following:

- Revenue Under Existing Rates: A projection of rate revenues generated under existing rates based on the updated demand forecast completed in Task 2; the projection will include billed water consumption across all tiers, customer types, and meter sizes
- O&M Expenses: O&M expenses including inflation adjustments and potential changes in the profile of out-year O&M caused by system technological changes
- Potential Pass-Through Costs: The identification of ongoing costs that are not under City control and thus potentially appropriate for recovery via a "pass-through" adjustment (e.g., water supply costs and electric power)
- Debt Service: Existing and projected debt service expenditures used for CIP funding, pension obligation funding, etc.
- CIP Expenditures: All CIP expenditures, regardless of funding source, developed as part of the water and sewer master planning process and the City's long-term CIP plan

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Task 3.4 Scenario Analysis – Financial Plan Optimization

Financial Planning Criteria Specified in the City's RFP: The City's RFP specifies that the water and sewer financial plans must meet the following minimum criteria while ensuring full funding for regulatory compliance costs, repair and replacement of existing infrastructure, and timely financing for all identified capital improvement needs:

- Debt coverage revenue requirements per City's bond covenants (net operating revenue including capacity fees must be 1.25 times debt service, and without capacity fees must be 1.00 times debt service)
- Maintain a minimum reserve of 2 months operating cash
- Maintain the water utility's current "A" credit rating
- Maintain rate stabilization reserves to deal with potential temporary revenue reductions from reduced water consumption due to drought, conservation, or the economy

Scenario Analysis: This involves the analysis of required rate increase under different utility sales for each service, CIP expenditure, and debt service alternatives. It includes the modeling of projected cash reserve and debt service coverage for each year of the planning horizon. As instructed in the City's RFP, a minimum of three financial planning scenarios will be developed.

- *"Do Nothing" Scenario:* Comprehensive financial plans that assume no rate increases over the 10-year financial planning horizon
- *"More of the Same" Scenario*: Comprehensive financial plans that assume annual rate revenue increases if the City was to replicate its previously approved historical rate increases over the 10-year planning horizon
- *Optimal Capital Financing Scenario*: Development of an "optimal" capital financing strategy that balances the projected mix of rate revenues, capacity fees, grants, and external debt funding to fund capital improvements
- *Drought Risk Assessment*: Assessment of the risk of water sales revenue shortfalls due to short- and long-term drought events

Task 3.5 Revenue Requirement Projection

Based on the optimal financial planning scenario developed in Task 3.4, Raftelis will project total system revenue requirement from rates for the 10-year period FY 2025–FY 2034 for water and sewer utility services.

Deliverables:

- Development of the optimal financial planning scenario in consultation with City staff
- Water and sewer financial plans and revenue requirement projections for the 10-year period FY 2025–FY 2034
- Potential recommendations for changes in financial policies

Task 4: Cost-of-Service Analysis (Water and Sewer)

Task 4.1 Raftelis Approach to the Cost-of-Service Process

The procedures used by Raftelis in water and sewer cost-of-service studies are based on industry standard methods presented in the AWWA publication, Manual of Water Supply Practices M1, Principles of Water, Rates, Fees, and Charges (AWWA Manual M1) and the Water Environment Federation publication, Manual of Practice No. 27, Financing and Charges for Wastewater Systems (WEF Manual 27). The use of industry-standard procedures

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corresponds to the cost-of-service mandate contained in California Proposition 218. Figure 7 illustrates the multistep cost allocation process used by Raftelis for a water cost-of-service study.

Figure 7. Water Cost-of-Service Process

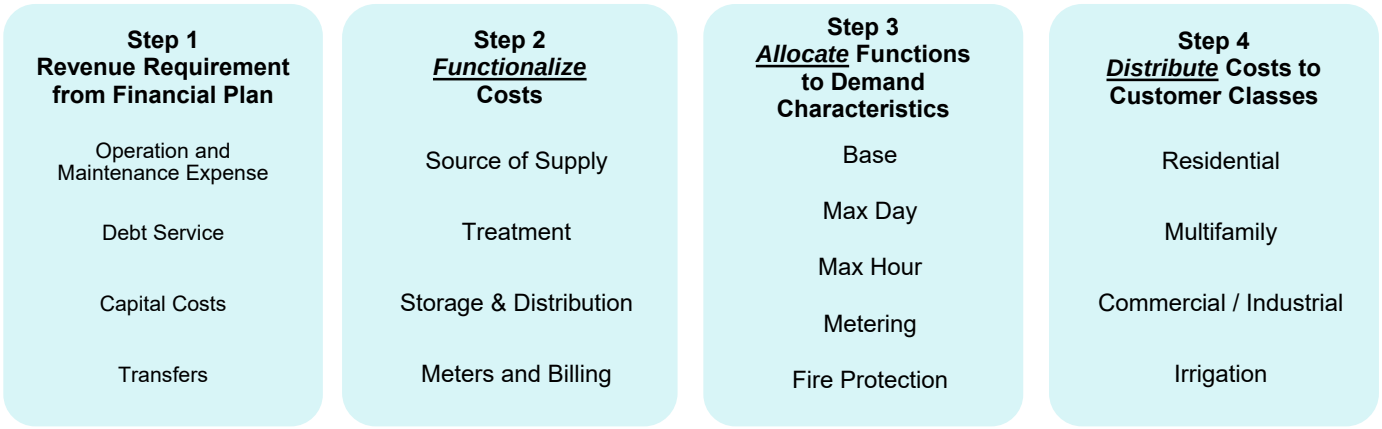
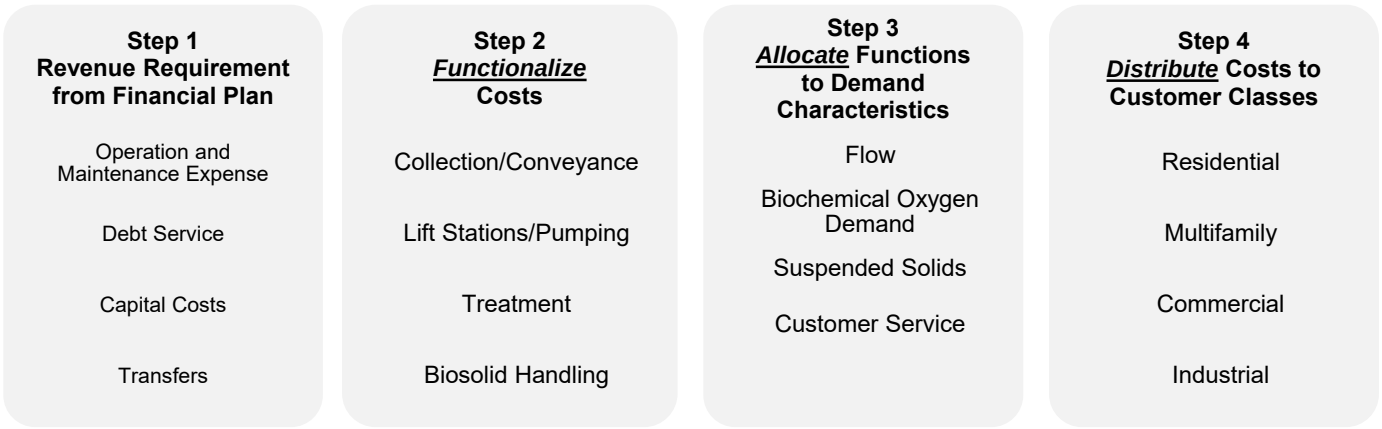


Figure 8 illustrates the multistep cost allocation process used by Raftelis for a sewer cost-of-service study.

Figure 8. Sewer Cost-of-Service Process



Task 4.2 Water and Sewer Cost-of-Service Analysis

- Test-Year Revenue Requirement: Determination of the test year revenue requirement based on the Task 3 financial planning process.
- Cost Functionalization: Determination of the net book value or replacement cost of existing utility infrastructure to the correct functional categories to allocate annual capital costs. Assignment of test-year capital costs (PAYGO financing and projected debt service), O&M expenses, and non-rate revenue offsets to the correct functional categories.
- Allocation to Cost Causation Components: Allocation of test-year capital costs, O&M expenses, and non-rate revenue offsets to the correct cost causation components. For a water utility, common cost causation components are water supply, base demand, maximum day demand, maximum hour demand, billing, and

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customer service. Common sewer utility cost causation components include flow, biochemical oxygen demand, and suspended solids.

- **Customer Class Units of Service**: Determination of the customer class units of service. For a water utility, units of service often include customer class average day demands, peak demands, number of bills, and number of 3/4-inch or 1-inch meter equivalents. For a sewer utility, units of service include volume of flows and pounds of biochemical oxygen demand and pounds of suspended solids.
- **Customer Class Cost-of-Service**: Distribution of the allocated test-year capital costs, O&M expenses, and non-rate revenue offsets to customer classes based on each of their proportionate share of demands, bills, and equivalent meters.

Deliverables:

- Water service customer class cost-of-service
- Sewer service customer class cost-of-service

Task 5: Rate Structure Design and Proposed Rates

Task 5.1 Current Water and Sewer Rates

As shown in Table 4, the City currently charges a $/thousand gallon volumetric rate for billed water consumption and fixed monthly charges based on meter size.

Table 4. Current Rates

Water Usage Charge (per 1,000 gallons)	
All Consumption	$3.75
Monthly Service Charge ($/meter size)	
5/8 inch and 3/4 inch	$3.56
1 inch	$4.33
2 inch	$6.03
3 inch	$19.20
4 inch	$22.23
6 inch	$32.71
8 inch	$44.68

A monthly flat sewer rate is paid by single-family residential and duplex customers (1 and 2 below), and a volumetric rate of $/thousand gallons is paid by all other customers (3 through 22 below). The current sewer rates are shown in Table 5.

Table 5. Current Sewer Rates

#	Land Use	Rate	Rate Structure / Billing
Residential			
1	Single Family	$58.79	Monthly Flat Rate
2	Duplex	$87.97	Monthly Flat Rate

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Table 5. Current Sewer Rates

#	Land Use	Rate	Rate Structure / Billing
3	Multiple Family, Condominium	$4.05	Volumetric Rate $/1,000 gallons
4	Mobile Home Park	$4.05	Volumetric Rate $/1,000 gallons
Commercial and Other			
5	Hotel, Motel, without dining facilities	$5.32	Volumetric Rate $/1,000 gallons
6	Laundromat	$4.23	Volumetric Rate $/1,000 gallons
7	Commercial Laundry, Dry Cleaner	$6.99	Volumetric Rate $/1,000 gallons
8	Market w/ Garbage Disposal, Butcher Shop, Mortuary	$12.82	Volumetric Rate $/1,000 gallons
9	Professional Office	$3.91	Volumetric Rate $/1,000 gallons
10	Repair Shop, Service Station	$5.51	Volumetric Rate $/1,000 gallons
11	Bar, Tavern	$5.13	Volumetric Rate $/1,000 gallons
12	Car Wash	$3.65	Volumetric Rate $/1,000 gallons
13	Soft Water Service	$2.94	Volumetric Rate $/1,000 gallons
14	Hospital, Convalescent Facility, Medical Office	$4.81	Volumetric Rate $/1,000 gallons
15	Hotel, Motel with Dining Facilities	$9.62	Volumetric Rate $/1,000 gallons
16	Restaurant, Bakery	$12.12	Volumetric Rate $/1,000 gallons
17	School, College, Church	$4.04	Volumetric Rate $/1,000 gallons
18	Retail Store	$4.49	Volumetric Rate $/1,000 gallons
19	Beauty Parlor	$4.49	Volumetric Rate $/1,000 gallons
20	Ice-making	$1.50	Volumetric Rate $/1,000 gallons
21	Movie Theatre	$4.49	Volumetric Rate $/1,000 gallons
22	Packing Shed	$1.50	Volumetric Rate $/1,000 gallons

Task 5.2 Development of Proposed Rates and Rate Structure Alternatives

After the completion of the cost-of-service analyses described in Task 4, Raftelis will work with the City staff to develop potential alternative water and sewer rate structures. Our proposed consulting fee assumes we will evaluate a maximum of two alternative water rate structures and two alternative sewer rate structures. In addition, we will evaluate the potential for the implementation of a water budget-based rate structure as discussed in the Evaluation of Water Budget Rate–Based Rate Structure section below.

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The alternative rate structures recommended by Raftelis will produce adequate revenues to maintain water and sewer utility financial sufficiency over short-, medium-, and long-term planning horizons. When considering potential alternative rate designs, Raftelis will perform the following analysis:

- **City Rate Structure Objectives**: Evaluation of the effectiveness of the current water and sewer rate structures in achieving the City's pricing and policy objectives
- **Fixed vs. Volumetric Revenue Recovery**: Impact of potential alternative rates on water and sewer fund revenue stability/volatility
- **Customer Class Definitions**: Appropriateness of the current water and sewer rate structures considering the customer class definitions identified in the water and sewer cost-of-service processes (Task 4)
- **Proposition 218 Compliance**: Ability of potential alternative rate structures to fully comply with Proposition 218 and other applicable California regulatory requirements
- **Customer Bill Impacts**: Impact of potential alternative rate structures on customer bills (monthly and annual) across a broad range of demand (i.e., very low consumption to very high consumption customers)
- **Ease of Customer Understanding**: Ability of customers to easily understand potential alternative rate structures and the ability of the City to administer such alternatives

Task 5.3 Evaluation of Water Budget Rate–Based Rate Structure

Our proposed consulting fee includes the evaluation of the potential implementation of a water budget–based rate structure for the City's water customers. Our analysis will include:

- **Billing System Capabilities**: An assessment of the City's customer information system to successfully bill customers under a water budget rate structure.
- **GIS Data Availability**: A review of the GIS data the City maintains regarding residential and landscape irrigation customer gross lot size and irrigable area.
- **Definition of Essential Use, Efficient Use, and Inefficient Use**: The allocation of customer water usage into specific categories. For example, essential indoor usage may be declined by the 47-gallon per capita per day requirements of Assembly Bill (AB) 1157. Efficient use pay be defined as a level of outdoor irrigation consumption based on the reference evapotranspiration rate and the evapotranspiration rate adjustment factor
- **Determination of Water Budget Tier Thresholds**: This is the level of water consumption associated with each water budget tier. An example appears below in **Table 6**.

Table 6. Example Tier Structure

Tier 1	0 – 100% Essential Allocation
Tier 2	100% Efficient Allocation
Tier 3	101 – 130% Above Efficient Allocation
Tier 4	131 – 160% Above Efficient Allocation
Tier 5	161% and Above Efficient Allocation

- **Estimate of Water Budget Rates and Customer Bill Impacts**: Based on our work in Task 2 (Analysis of Customer Water Consumption Characteristics) and Task 4 (Cost-of-Service Analysis), we will develop ***preliminary*** proposed rates for each water budget tier and estimated single-family residential bill impacts.

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Task 5.4 Overarching Awareness of Proposition 218 Requirements

From the initial kickoff meeting through the development of proposed rates, we stay focused on the need to comply with the intent and requirements of Proposition 218. Throughout the financial planning, cost allocation, and rate design process we will work with City staff and legal counsel to help achieve this objective. While we strive to comply with the intent and requirements of Proposition 218, it is important to note the Raftelis shall have no obligation to indemnify the City or any Indemnitee against liability for claims by a third party for failure to comply with its obligations under Article XIII D of the California Constitution (Proposition 218).

Task 5.5 Awareness of California Regulatory Requirement and Litigation

Raftelis is not a law firm, but we do closely follow litigation that may have bearing on the water rate structures implemented by our clients. For example, the California Court of Appeals is currently considering two cases related to the validity of tiered rate structures. Similarly, AB 1157, which become law in 2022, requires that indoor water use be a maximum of 47 gpcd in 2025 declining to 42 gpcd in 2030. Another example is the recently enacted AB 755, which requires utilities to quantify the cost of serving the top 10% of water users. Our awareness of litigation and changing regulatory requirements enhances our ability to serve the City.

Task 5.6 City Water Code Chapter 3.8 Water Usage Demand Analysis (AB 755)

Raftelis will prepare a water usage demand analysis as required by Chapter 3.8 of the Water Code, commencing with Water Code Section 390, to identify the cost of water service to the highest water users (as defined) and the average annual volume of water delivered to such high users. This information shall be included in and posted in the cost of service analysis.

Task 5.7 Comprehensive Bill Impact Calculations

Raftelis will calculate comprehensive bill impacts for the City's existing and proposed water and sewer rates. Bill impacts will be calculated for multiple customer land use types and across a wide distribution of monthly and annual consumption volumes. This will ensure that City staff is fully informed about potential customer bill ramifications.

Deliverables:

- Proposed 5-year water and sewer rates for the period FY 2025–FY 2029
- Consideration of alternative rate structures for water and sewer service
- Evaluation of a water budget-based rate structure
- Comprehensive customer bill impacts

Task 6: Capacity Fee Study (Water and Sewer)

Task 6.1 Current Capacity Fees

The City's current capacity fees are assessed on an Equivalent Residential Unit (ERU) basis. The City's current capacity fees are shown in Table 7.

Table 7. Current Capacity Fees

Water	$6,149 per ERU
Sewer	$7,174 per ERU

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Task 6.2 Project Initiation and Regulatory Compliance

To initiate the water and sewer capacity fee studies, we will consult with City staff to understand how capacity fees are currently assessed and what costs they recover. Based on the understanding gained from this discussion we will develop a proposed approach and provide the City with a comprehensive data request. We will then review all relevant documentation, including the water and sewer engineering Master Plans, the City's Urban Water Management Plan, and the City's rules/regulations for capacity fees.

The capacity fees we develop will be based on industry practices and in full compliance with California legal standards as contained in California Government Code Sections 66000–66025. This will include compliance with the requirements of California's Mitigation Fee Act and general legal principles related to impact fees. Under California law, "fees," as opposed to "taxes," can be adopted without the two-thirds vote of the public as required by Proposition 13. The State of California Mitigation Fee Act, also known as AB 1600 and codified in Sections 66000–66025 of the California Government Code, establishes a requirement for "nexus" in the establishment of a development fee. The nexus requirements are that (1) a development fee is directly related to the impacts of the development and (2) the fee is roughly proportional to the impacts of the project.

Task 6.3 Update of Equivalent Residential Unit Relationships

Raftelis will update the ERU factors for each land use type as contained in City Resolution 07-100. This analysis will require an analysis of customer water consumption characteristics by highly defined land use types as contained in Resolution 07-100.

Task 6.4 Selection of an Infrastructure Valuation Methodology

Raftelis will work with City staff to choose the appropriate methodology to be used in the City's water capacity fee study. There are three industry-standard methods for the calculation of capacity fees:

- Buy-In Approach: Appropriate for utilities with existing available infrastructure capacity to meet projected demand
- Incremental Approach: Appropriate for utilities with existing infrastructure capacity constraints that must construct significant new infrastructure to meet projected demand
- Hybrid Approach: Appropriate for utilities with some available existing infrastructure capacity but also a need to construct new infrastructure to meet projected demand

Task 6.5 Valuation of Water and Sewer Infrastructure

Informed by the chosen calculation methodology, Raftelis will develop a water capacity fee model that reflects either, or both, of the following:

- Existing Infrastructure: An infrastructure valuation for each major existing functional component of the water and sewer systems. For existing assets, the valuation will be based on "replacement cost less deprecation" (RCLD). The replacement cost will be developed using the construction cost inflation factors published in the Engineering News-Record (ENR CCI). The value of growth-related infrastructure will be based on present value as expressed in current year 2024 or 2025 dollars. If the City's fixed asset subsidiary ledger does not contain an adequate level of information to develop a replacement cost estimate using these construction cost inflation factors (for example, inadequate information on the function performed by major assets), then an alternative valuation method will be selected in consultation with City staff.
- Planned Infrastructure Expansion: The present value of projected water and sewer growth-related infrastructure expenditures contained in the City's current capital improvement plans.

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As part of the infrastructure valuation process, outstanding debt principal used to finance existing system water infrastructure will be subtracted from the RCLD valuation. Accumulated cash reserves will be added to the RCLD valuation.

Task 6.6 Determination of Customer ERU Demand and Projected ERU Growth

For the Buy-In Method, Raftelis will estimate the number of ERU currently served by the City's existing water and sewer system. For the Incremental Method, Raftelis will project the number of future ERUs that can be served by planned growth-related infrastructure additions. This estimate will be based on residential customer household density and gpcd water usage. As part of this process, Raftelis will analyze billing data for existing customers, consult your current Urban Water Management Plan, and the most recent engineering Master Plan.

Task 6.7 Calculation of the Water and Sewer Capacity Fees

Based on the work completed for the calculation methodology and customer demand analysis, Raftelis will calculate the following:

- The baseline water capacity fee expressed on a $/ERU basis (e.g., for a 3/4-inch equivalent connection)
- A baseline sewer capacity on a $/ERU basis

Task 6.8 10-Year Capacity Fee Fund Financial Plans

Based on the work completed in Tasks 6.1–6.7, Raftelis will prepare a 10-year projection of water and sewer Capacity Fee Fund revenues (sources of funds), expenditures (uses of funds), and beginning and ending cash balances. The purpose of this projection will be to determine the adequacy of projected capacity fee revenues as compared to projected growth-related capital improvement expenditures. It is important to note two things about this type of projection:

- Projections of this type are highly speculative because they assume an annual level of new connections (i.e., new development) that may not materialize as planned.
- Even if the new connections materialize as projected, the level of revenue generated by connection fees *may* be significantly less than actual level of planned growth-related capital expenditures.

Deliverables:

- Proposed water and sewer capacity fees

Task 7: Cost-of-Service Rate Study Reports

Our approach to the report development process is to work collaboratively with the City's legal counsel to ensure compliance with state law. Our approach includes:

- **Creation of a Detailed Administrative Record:** Raftelis prepares comprehensive rate study reports that fully document the assumptions, inputs, and analytical procedures used to develop proposed rates. Our reports provide clients with a detailed administrative record that can be referenced if rates are questioned or challenged in litigation.
- **Collaboration with Legal Counsel:** Maintaining a close partnership with City legal counsel throughout the rate study process is a priority. As complex, and potentially controversial, cost allocation or rate design cost recovery issues arise during the rate study process, we will request review and input from the City's legal counsel.
- **Review and Comment by the City:** Raftelis welcomes the comprehensive review and comment of preliminary/draft reports by City staff, City legal counsel, and the City Board.

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Deliverables:

- Draft cost-of-service rate study reports for review by City Staff and City Council
- Final cost-of-service rate study report

Task 8: Proposition 218 Notice and Hearings

The Raftelis Strategic Communications staff will prepare rate adjustment notices for mailing within the required 45-day notice period prior to holding the public hearing. While requirements of Proposition 218 notifications are easy to satisfy, many utilities miss the opportunity to strategically educate and inform ratepayers. Raftelis has designed countless Proposition 218 notifications that go beyond the minimum dictated by statute to deliver visually appealing pieces that customers want to read. The notices will outline the proposed rate changes, explain the right to challenge the rates, and will meet and comply with all notice requirements. Once these arrive in mailboxes, City customers will not only be properly notified, but will understand the City's need and be more likely to support rate adjustments. Raftelis will deliver final press-ready documents for the City to print and mail notices to all parcel owners and customers of record.

Our proposed consulting fee includes two in-person presentations to City Council for the Proposition 218 process. The first presentation will be a public meeting during which City Council authorizes the issuance of a Proposition 218 notice. The second presentation will be at the formal Proposition 218 hearing. All presentation material prepared by Raftelis will be provided to the City Leadership team for review prior to the City Council meetings.

Deliverables:

- Proposition 218 notice preparation
- Onsite attendance at two (2) Proposition 218 related City Council meetings

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

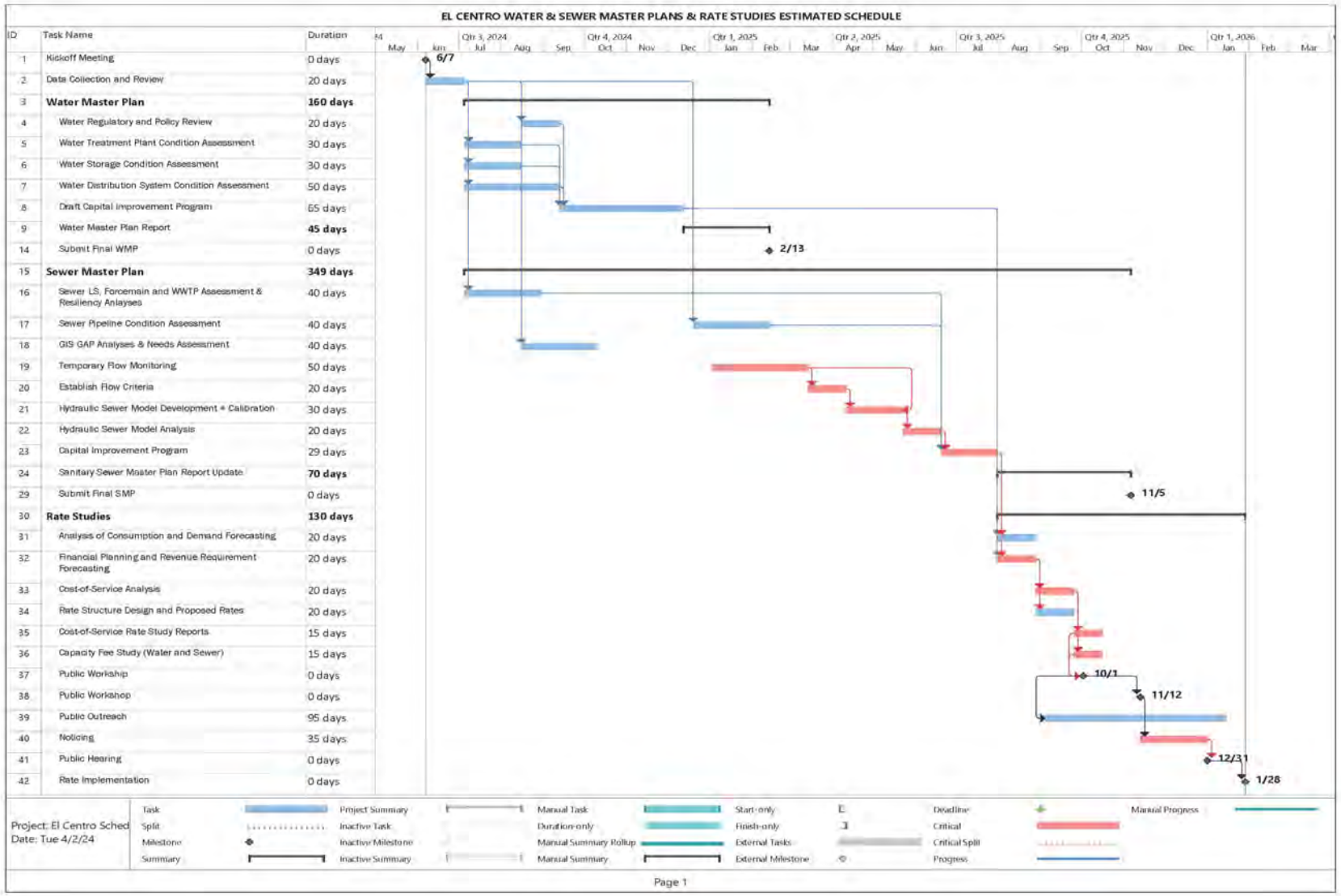
Schedule

The City requested that the rate study be completed by July 2025. However, the Sewer Master Plan scope also includes wet weather flow monitoring and inflow and infiltration analysis. In order to complete those items it will be necessary to conduct flow monitoring during the rainy season, which is December to March. The flow monitoring delays the completion of the Sewer Master Plan and will not allow enough time to complete the Sewer CIP and the Rate Study by the requested deadline. Our proposed schedule, shown in Figure 9 on the following page, includes wet weather flow monitoring and has the approval of the rate study at the end of 2025 with rate implementation in early 2026.

There are other options to complete the rate study by July 2025. Some potential options include, but are not limited to, 1) Removing the wet weather flow monitoring or 2) Separating the water and sewer rate studies and completing the water rate study by the deadline.

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Figure 9. Proposed Project Schedule



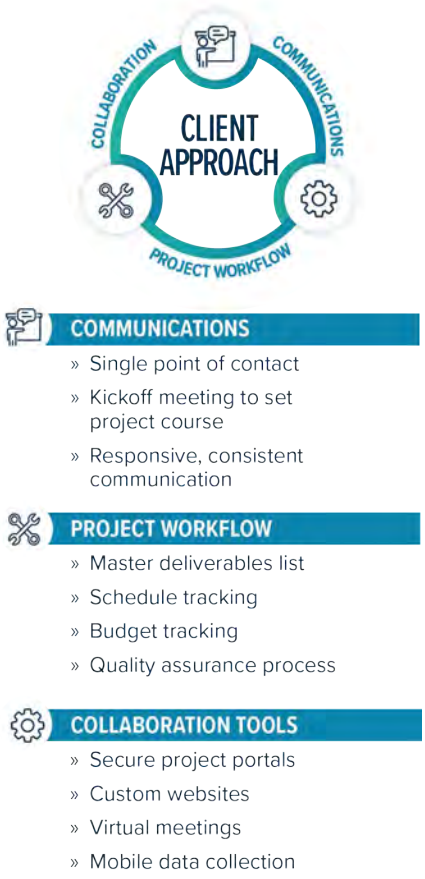
Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan

DUDEK

Project Management Approach

Every project involving a multifaceted team benefits from strong, consistent leadership and proactive communication. Our project manager serves as a single point of contact, assuring quality deliverables and budget and schedule monitoring and reporting. In addition, Dudek offers the City dynamic and diligent project managers in Elizabeth Caliva, PE, and Greg Ripperger, PE, and with an experienced project team to support them. Our management approach to your projects emphasizes the following key elements:

- Senior technical oversight and daily administrative management
- Continuous and clear communication
- Schedule and cost monitoring and reporting
- Quality assurance/quality control
- Virtual collaboration and technology
- Peer-to-peer collaboration
- Technical Oversight and Administrative Management



Dudek focuses on regular communication and coordination with our clients and sub-consultants. We hold regular face-to-face meetings or teleconferences and prepare agendas, minutes, and notes to ensure a clear understanding of critical issues, allowing work to proceed in a unified manner. Our check-in meetings allocate resources per client schedules and constraints. Dudek identifies areas where information sharing reduces the schedule, budget, or effort needed to produce quality deliverables.

COST AND SCHEDULE CONTROL

Dudek uses a variety of computerized project management systems to assure cost and schedule control. We use regular team meetings to maintain communication, monitor cost, and schedule performance. In addition, Dudek includes required City invoice information to facilitate smooth processing and approval. Dudek will work with the City staff to further customize invoicing.

CONTINUOUS AND CLEAR COMMUNICATION

Effective project managers facilitate information, data, instruction, and guidance communication. We expend resources efficiently, preventing wasteful rework. We achieve effective communication by:

- Holding regular project meetings to coordinate work effort, monitor task completion, and review budget performance
- Updating project information, schedule, and progress reports, so staff are aware of information affecting their work products and schedule
- Meeting with City staff at milestones and other strategic junctures
- Documenting issues, action items, and critical decisions

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

VIRTUAL COLLABORATION AND TECHNOLOGY

Dudek uses several tools and technologies for efficient, productive virtual collaboration, including:

- File Sharing/Storage via ShareFile, allowing Dudek to store, share, exchange, and track information by providing a centralized location for documents and data
- Document Co-Authoring simultaneously through SharePoint via Client Portal
- Client Portals is custom-built for access via www.dudek.com, set up according to client specifications
- Mobile Data Collection, allowing field data capture solutions for efficient analysis
- Virtual Meetings via Zoom Meeting or Other Platform to conduct real-time online meetings
- GIS-based mapping, research, and alternatives evaluation
- Drones to document site conditions and assist with field data collection

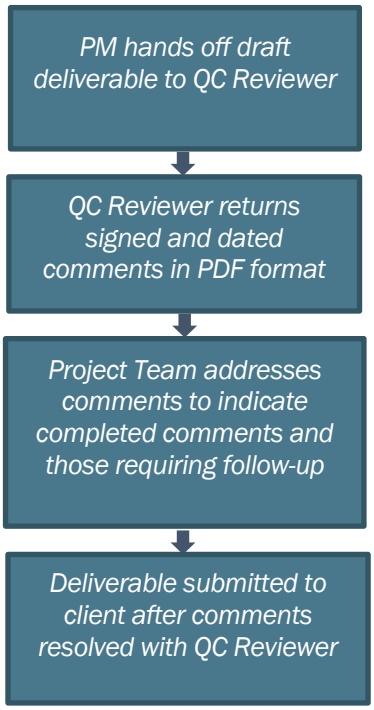
COORDINATION WITH SUBCONSULTANTS

Effective subconsultant coordination is critical to the success of this and other multidisciplinary engineering projects. Our subconsultants depend on us for information to provide their services efficiently and accurately. Occasionally, subconsultants can receive direction or necessary data late for an upcoming deliverable, negatively impacting the project schedule and quality. Therefore, the Dudek philosophy is to coordinate with our subconsultants early and often.

QA/QC PROGRAM OVERVIEW

The project manager prepares our QA/QC approach in collaboration with the Quality Control Team before the kickoff meeting. Key elements of our QA/QC approach include:

- Defined quality responsibilities of the project manager, principal in charge, project engineers, and quality control reviewers
- Detailed deliverables list with scheduled submittal dates and reviews
- Defined quality control review process/documentation requirements
- Complete sub-consultant submittal review/validation procedures



Quality Control Protocol

Our independent quality control reviewers perform quality reviews of deliverables before submitting them, working closely with Ms. Caliva to execute Dudek's proven QC review protocol (at right). Quality control measures related to cost estimating include identifying high-quality sources of past contract bidding values and validating their application to the subject project. Dudek is committed to training project managers in proven project management and control methods. Our Quality Management approach focuses on continually improving quality by identifying and correcting problems, so they do not reoccur. Team members habitually check in with peers or senior engineers for every critical decision, creating a continuous quality control check that reduces the potential for rework. In addition, we view subconsultants as an extension of our staff. As such, we review their work under our QA/QC program for interdisciplinary coordination and require that they conduct independent technical reviews of all deliverables.

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Proposed Staffing Plan

Our proposed team works together on similar master planning projects throughout southern California. Elizabeth Caliva, PE, will serve as Project Manager with Greg Ripperger, PE, serving as Deputy Project Manager, both overseeing the development and execution of the projects, tracking the budget and schedule, and serving as the main points of contact for the City's project manager. Ms. Caliva has 19 years of experience in master planning and is an expert in hydraulic modeling and analysis. For over 15 years, Mr. Ripperger has specialized in the management of master planning, water/wastewater system design, construction management, and hydraulic modeling. Both understand the importance of honest communication, being solution-oriented, and efficient multitasking.

DUDEK BENEFITS TO THE CITY

- *Proven partnerships and ability to perform*
- *Knowledge and understanding of the surrounding areas*
- *Strong master planning experience*
- *Unique ability to find practical, cost-effective solutions to planning challenges*

Russ Bergholz, PE, PMP, will support Ms. Caliva and Mr. Ripperger as Principal in Charge and will provide Quality Control leadership. Mr. Bergholz leads Dudek's Water Infrastructure Group and brings 29 years' experience in planning and engineering design. Elizabet, Greg and Russ will facilitate the flow of information and deliverables amongst the team and with the City's project manager.

The Dudek team includes a concise array of professionals who built their careers designing, permitting, managing, maintaining, and constructing water, wastewater, and recycled water facilities. The team members provide the indispensable expertise in master planning and GIS analysis essential to deliver effective and efficient services to the City.

Raftelis, Inc. (Raftelis) is a Registered Municipal Advisor and will assist Dudek by providing rate study and financial analysis services. Raftelis has conducted thousands of rate studies across the US and hundreds in California. Recent engagements in southern California include the San Bernardino Municipal Water Department, the Long Beach Water Department, the cities of Lakewood, Orange, Chino, Redlands, Pomona, El Monte, Industry, Santa Fe Springs, and Yorba Linda, and the El Toro Water District. While financial planning and rate setting constitute most of Raftelis' engagements, what sets them apart is that they offer stakeholder communications, organizational assessment, and other strategic planning and technology support for local government.

KEY PERSONNEL AVAILABILITY STATEMENT

We understand the City is considering the Dudek team in its entirety; therefore, key personnel will be available to the extent proposed for the duration of the project, acknowledging that no person designated as key to the contract shall be removed or replaced without the prior written concurrence of the City. All team members are committed to the extent of the project.

Figure 10 on the following page outlines proposed lines of communication for this contract, followed by brief biographies for key personnel. Focused resumes for all staff are provided in Appendix A.

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Figure 10. Dudek Team Organization

Proposed Lines of Communication

The most effective project manager facilitates the continuous flow of information, data, instructions, and guidance between the City and Dudek team members. When maintaining this flow, we utilize resources efficiently and minimize wasteful rework. We achieve constant communication through the following:

- Regularly calling or emailing the City's key contact staff person to discuss project milestones, activities, and potential issues
- Holding regular project management meetings with key project staff to coordinate work efforts, monitor task completion, and review budget conformance
- Updating, as necessary, the project description, schedule, work progress reports, and inventories of available data so that all team members are aware of information that may affect their work products and schedules
- Meeting with City staff at design milestones and other strategic junctures
- Diligent documentation of issues, action items, and decisions

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Elizabeth Caliva, PE

PROJECT MANAGER AND SEWER LEAD

Elizabeth Caliva is a professional engineer with over 19 years' experience specializing in water, wastewater, and recycled water planning projects. Ms. Caliva has extensive master planning and hydraulic modeling experience and is proficient in several modeling software packages, including InfoWater, InfoSewer, and InfoSWMM by Innovyze. In addition to planning studies and Master Plan projects, her background includes SSMPs and SSMP audits, treatment plant design, pump station design and sewer pipeline design.

Relevant Projects/Experience

- 2023 SSMP Update and Audit | **CITY OF EI CENTRO**
- Sewer Master Plan Update | **CITY OF FULLERTON**
- Sewer Master Plan and GIS Update | **CITY OF CHINO**
- Citywide Wastewater System Master Plan | **CITY OF REDLANDS**
- Sewer Master Plan and Condition Assessment | **CITY OF PASADENA**

Education

MS, Water Resources and Water Quality Engineering

BS, Environmental Engineering

Certifications

PE, CA No. 64331

Greg Ripperger, PE

DEPUTY PROJECT MANAGER AND WATER LEAD

Greg Ripperger is a senior project manager with 15 years' professional experience as a water engineer specializing in master planning, water system design, construction management, and hydraulic modeling. Mr. Ripperger has worked as a project manager for Civiltec Engineering and a project engineer for the U.S. Army Corps of Engineers. Mr. Ripperger collaborates with clients to quickly understand and solve their water/wastewater issues throughout various projects. He thrives in managing complex projects with unique solutions.

Relevant Projects/Experience

- Water System and CIP Master Plan | **SANTA FE IRRIGATION DISTRICT**
- Riverside Facilities Master Plan | **WESTERN MUNICIPAL WATER DISTRICT**
- Water Master Plan and Rate Study | **CITY OF COVINA**
- Water Master Plan Update | **CITY OF BREA**
- Water Master Plan | **SAN ANTONIO WATER COMPANY, UPLAND**

Education

BS, Civil Engineering Cum Laude, Honors

Certifications

Professional Engineer (PE), CA No. 79499; AZ No. 67991

Water Audit Validator, American Water Works Association

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

DUDEK

Russ Bergholz, PE, PMP

PRINCIPAL IN CHARGE AND QA/QC

Russ Bergholz is a principal engineer with 29 years' experience. Mr. Bergholz leads Dudek's Water Infrastructure Group and manages engineering water-/recycled water system Master Plans and design projects. His experience includes developing numerous water and recycled water projects, sewer Master Plans, pipeline design projects (including trenchless technology), and infrastructure rehabilitation projects throughout Southern California.

Education

BS, Civil Engineering

Certifications

CA PE No. 59395

Project Management Institute PMP No. 1472209

Relevant Projects/Experience

- Riverside Facilities Master Plan | **WESTERN MUNICIPAL WATER DISTRICT**
- Citywide Wastewater System Master Plan | **CITY OF REDLANDS**
- Water and Sewer Master Plans | **CITY OF CARLSBAD**
- Water System Master Plan Development | **INDIO WATER AUTHORITY**
- Stormwater and Sewer Master Plans | **CITY OF SAN MARINO**

Table 8. Key Personnel Qualifications and Experience

Name/Roll/Education and Certifications	Experience Summary and Benefits to the Team	Project Experience
Shannon Brown, PE, QSD *Risk Analysis/GIS* MS, Environmental Engineering BS, Environmental and Resource Science PE, CA No. 92771 Qualified Stormwater Developer (QSD)	Shannon Brown has 13 years' experience specializing in stormwater and water regulatory permit compliance, hydrology and hydraulics modeling, and geospatial analysis. He has a background in state and federal environmental compliance, including environmental impact documentation, special studies, and field data collection.	▪ City of El Centro, Water Quality Monitoring Plan City of Chino, Sewer Master Plan ▪ City of Redlands, Sewer Master Plan ▪ City of Fullerton, Sewer Master Plan ▪ City of Temecula, Citywide Drainage Master Plan
Joe Schneider, PE, EE *Electrical/I&C* BSE, Electrical Engineering MBA, Project Management Registered Electrical Engineer, CA 19636	Joe Schneider is a principal electrical engineer with 25 years' professional experience as an electrical, instrumentation, and controls engineer and 17 years' experience specializing in instrumentation and control system design and electrical distribution system design for water treatment, wastewater treatment, water distribution facilities, and wastewater collection facilities.	▪ Deer Valley Water Treatment Plant Rehabilitation, City of Phoenix ▪ Jomax Water Reclamation Facility Phase 2B Expansion, Peoria, Arizona ▪ Vistancia Community Facilities District Zone 7/8/9 Reservoir Pump Station, Peoria, Arizona

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Table 8. Key Personnel Qualifications and Experience

Name/Roll/Education and Certifications	Experience Summary and Benefits to the Team	Project Experience
Greg Guillen, PhD, PE *Process Treatment/ Regulatory Lead* PhD, Civil Engineering MS, Civil Engineering BS, Environmental Engineering	Gregory Guillen is a chemical and environmental engineer with 15 years' experience focusing on water and wastewater treatment. Dr. Guillen's education covered the fundamentals of chemical and environmental engineering, with an emphasis on water and wastewater treatment. His graduate work focused on advanced membrane materials and processes for separations, including those found in water and wastewater treatment.	▪ Water System and Capital Improvement Program Master Plan, Santa Fe Irrigation District ▪ Urban Water Management Plan Update, Ramona MWD ▪ Wastewater Treatment and Collection System Master Plan, Crestline Sanitation District ▪ Well Rehabilitation Master Plans, Goleta Water District
Zoey Wang, PE *Hydraulic Modeling and Analysis* M.S., Civil and Environmental Engineering B.S., Hydrology and Water Resources Engineering PE, CA No. C87599	Zoey Wang is a senior engineer with 8 years' professional experience specializing in water, wastewater, and recycled water master planning. Ms. Wang has extensive hydraulic modeling experience and is proficient in several modeling software packages, the most used being InfoWater Pro by Innovyze and AquaTwin Sewer by Aquanuity.	▪ Riverside Facilities Master Plan, Western Municipal Water District ▪ Water Master Plan and Rate Study, City of Signal Hill ▪ Ramona Municipal Water District, Sewer Model Development and Calibration ▪ City of Compton, Sewer Master Plan Update
Amanda Combs, PE *Condition Assessment* MS, Environmental Engineering BS, Civil/Environmental Engineering PE, CA No. 67287	Amanda Combs has 21 years of experience leading water and wastewater projects. She provides condition assessment, identifies rehabilitation needs, quantifies specific repair methods, groups improvement by region, and, most importantly, prioritizes recommended improvements to address the most critical issues first.	▪ City of Pasadena, Sewer Master Plan Update ▪ City of Encinitas, Citywide Sewer Replacement and Repair ▪ City of South Pasadena, State Revolving Loan Fund Assistance (to rehabilitate and replace the city's aging sewer collection system) ▪ City of South Pasadena, Sewer Rehabilitation and Replacement Program, Phase 1 and Phase 2
Brandon Lacap, PE *Condition Assessment* BS, Civil Engineering PE, CA No. 87211	Brandon Lacap has 14 years' of experience managing lift station condition assessment, prioritization, and design projects. Experience includes hydraulic analysis, CoFA, sewer conveyance modeling, field inspection, preparation of comprehensive condition assessment and prioritization reports, and designing of lift station rehabilitation and replacement projects of all types and sizes.	▪ Condition Assessment and Prioritization of 5 Sewer Lift Stations, Elsinore Valley MWD ▪ Wastewater Master Plan Update (Condition Assessment of 14 Sewer Lift Stations), Olivenhain MWD District Moonlight Beach SPS Pump Replacement Evaluation, San Elijo Joint Powers Authority

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Table 8. Key Personnel Qualifications and Experience

Name/Roll/Education and Certifications	Experience Summary and Benefits to the Team	Project Experience
Justin Scheidel, PE *Condition Assessment* MS, Civil Engineering BS, Civil Engineering PE, CA No. 82058	Justin Scheidel is a project manager with 17 years' experience specializing in water infrastructure design, wastewater treatment design, and construction management. Mr. Scheidel is responsible for detailed design and layout, civil/mechanical calculations and analysis, equipment selection, cost estimation, and development of plans and specifications. He is experienced in all phases of engineering, including planning, design, and construction.	▪ Lift Station Condition Assessment (5 sewer lift stations), Elsinore Valley Municipal Water District ▪ Reservoir Condition Assessment (7 potable and 1 non-potable storage reservoir), Elsinore Valley Municipal Water District ▪ Pipeline Alignment Evaluation to Abandon Lift Stations, City of Carlsbad
John Wright, CPA **Raftelis** *Water and Sewer Rate Studies and Financial Analysis* MS, Finance BS, Accounting Certified Public Accountant, CO No. 11959 Series 50 Municipal Advisor Representative	John Wright has over 25 years of utility industry financial management and economic analysis experience – 14 years as a utility consultant with Raftelis and 7 years as a utility staff member with Denver Water (CO) and the City of Portland Bureau of Environmental Services (OR). Mr. Wright's expertise includes water, recycled water, and wastewater cost-of-service, financial planning, and capacity fee studies.	▪ Water and Wastewater Rate Study, San Francisco Public Utilities Commission ▪ Comprehensive Cost-of-Services and Rate Structure Update, San Bernardino Municipal Water Department ▪ Water and Wastewater Cost-of-Service Studies, City of San Diego
Paul Mitchell, PE **ADS Environmental Services** *Flow Monitoring* MS, Civil, Environmental and Chemical Engineering BS, Civil, Environmental and Chemical Engineering PE, CA No. 049435	Mr. Mitchell has 28 years of experience emphasizing wastewater collection systems and municipal waste. His experience includes long-term flow monitoring services, model verification, pump stations, critical sewer segments, I&I analysis and prioritization studies, sewer system evaluation, and technical reporting and presentation.	▪ Sewer Master Plan and GIS Update, City of Chino ▪ City of Pasadena Sewer Master Plan Update ▪ Crestline Sanitation District Wastewater Treatment and Collection System Master Plan ▪ Encina Wastewater Authority Flow Monitoring ▪ City of Los Angeles Comprehensive Flow Monitoring (saved $498 million and eliminated capital projects)
Matt Stone, PE, SE **Kelsey Structural** *Structural* MS, Structural Engineering BS, Structural Engineering PE, CA No. 78488 SE, CA No. 6183	Matt Stone has over 14 years of project management and structural design work encompassing commercial, infrastructure, water, wastewater, and military projects. He has performed many complex structural and seismic designs for new and existing buildings utilizing the latest design standards and philosophies. He specializes in the assessment, design and retrofit of water and wastewater treatment, storage, and conveyance facilities.	▪ Rice Canyon and Ortega Reservoirs Rehabilitation, Elsinore Valley MWD ▪ Ellis Tank Assessment and Repair, Eastern Municipal Water District ▪ Reservoir Condition Assessments, EVMWD ▪ Grossmont Tank Rehabilitation, Padre Dam MWD

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Previous Experience

Dudek and Master Planning

Master planning is vital to organized and fiscally responsible water, sewer, and recycled water infrastructure development. Our engineers have 30+ years of experience leveraging GIS-based computerized hydraulic models to replicate existing system performance and simulate growth, allowing our clients to plan strategically for significant infrastructure improvements in their CIP. Our engineers can assist with planning level studies to:

- Validate system-wide performance and/or identify existing system deficiencies
- Determine future system demands, supply requirements, and flow generation
- Test and evaluation alternative analysis
- Create a roadmap to implement new improvements sized and scaled for cost-effective ultimate buildout

An accurate and calibrated computerized GIS-based hydraulic model is the primary tool in achieving these goals. Once developed, the hydraulic model provides the ideal tool for evaluation options to address capacity issues, identify means of redundancy, quantify the level of service, simulate fire flow emergencies, assess risk management, and numerous other scenarios.

A properly prepared Master Plan will meet several objectives for maintaining and managing water, wastewater, and recycled water facilities. By utilizing state-of-the-art GIS and hydraulic models, Dudek has completed over 45 similar comprehensive Master Plans that assist agencies with planning appropriately for improvements, meeting regulatory requirements, and enhancing operations for increased reliability and efficiency.

RECENT MASTER PLANNING EFFORTS

With 500+ available southern California staff, Dudek is ready to provide the City with the services required to complete your Master Plans successfully. **Table 9** presents examples of our past 5 years of master planning experience. *** indicates complete project description on the following pages.*

Table 9. Dudek Master Planning Experience (Past 5 Years)

Client	Project / Reference	Start	Complete
City of Alhambra	Citywide Sewer System Repair and Lining Thomas Amare, Project Manager, 626.300.1562, tamare@cityofalhambra.org	10/2018	5/2020
**City of Chino	Sewer Master Plan and GIS Update Natalie Avila, Associate Engineer, 909.334.3406, navila@cityofchino.org	10/2020	5/2022
City of Compton	Sewer Master Plan Update Kofi Sefa-Boakye, PhD, Public Works Department 310.605.5500, kboakye@compproncity.com	1/2023	Ongoing

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Table 9. Dudek Master Planning Experience (Past 5 Years)

Client	Project / Reference	Start	Complete
City of Encinitas	2019–2020 Citywide Sewer Rehabilitation 2016–2018 Citywide Sewer Rehabilitation Matt Widelski, Principal Engineer, 760.633.2862, mwidelski@encinitasca.gov	5/2019 6/2016	Ongoing 2022
City of Fullerton	Sewer Master Plan Update Jose Medina, Associate Engineer, 714.738.6863, jose.medina@cityoffullerton.com	1/2023	Ongoing
City of Lomita	Water Master Plan and Model Update Rachel Bucklew, 310.325.7110 x155, r.bucklew@homitacity.com	7/2021	1/2022
City of Oceanside	Citywide Recycled Water Conveyance System Project Philip Tunnell, Senior Civil Engineer, 760.435.5848, ptunnell@cioceanside.ca.us	8/2016	6/2021
**City of Pasadena	Sewer System Master Plan Update Brent Maue, Assistant City Engineer, 626.744.4307, bmaue@cityofpasadena.net	9/2018	3/2020
City of Placentia	Sanitary Sewer Management Plan Audit and Update Sewer Master Plan Luis Estevez, Director of Public Works, 714.993.8120, lestevez@placentia.org	7/2019 7/2016	4/2020 2/2018
Rainbow Municipal Water District	Recycled Water Master Plan Updates to Water and Wastewater Master Plans Tom Kennedy, General Manager, 760.728.1178 x130, tkennedy@rainbowmwd.com	1/2016 2/2015	8/2016 6/2015
**City of Redlands	Citywide Wastewater System Master Plan Update Veronica Medina, Project Manager, 909.798.7584 x6, vmedina@cityofredlands.org	8/2020	4/2022
City of San Marino	Wastewater System Condition Assessment and Sewer System Master Plan Stormwater Master Plan Update Amber Shah, City Engineer, 626.300.0787, ashah@cityofsanmarino.org	3/2018 7/2019	9/2019 6/2021
** Santa Fe Irrigation District	Water System and CIP Master Plan Marissa Potter, 858.756.2424, mpotter@sfidwater.org	2/2021	9/2021
City of Signal Hill	Water Master Plan and Rate Study Margarita Beltran, 562.989.7300, mbeltran@cityofsignalhill.org	12/2023	Ongoing

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Table 9. Dudek Master Planning Experience (Past 5 Years)

Client	Project / Reference	Start	Complete
Temescal Valley Water District	Water, Sewer and Non-Potable Master Plan Updates Jeff Pape, General Manager, 951.277.1414, jeffp@temescalvwd.com	7/2017	3/2023
** Western Municipal Water District	2023 Riverside Facilities Master Plan Update (Water, Sewer, Recycled Water) Derek Kawaii, Director of Engineering, 951.571.7230, dkawaii@wmwd.com	11/2021	Ongoing
Raftelis Projects			
**City of Covina	Water Master Plan and Rate Study Andy Bullington, Director of Public Works, 626.384.5490		2021
**San Bernardino Municipal Water Department	Comprehensive Water and Wastewater Rate Study Cindy Mouser, Director of Finance, 909.453.6010, cindy.mouser@sbmwd.org		Ongoing
Las Virgenes Municipal Water District	Capacity Fee Study Donald Patterson, Director of Finance and Administration, 818.251.2133, dpatterson@lvmwd.com		2023
**City of Ventura	Water, Wastewater and Recycled Water Rate Services Gina Dorrington, General Manager, 805.677.4131		2023

DUDEK PROJECTS

WATER SYSTEM AND CIP MASTER PLAN

Client: Santa Fe Irrigation District
Client Reference: Marissa Potter, Engineering Services Manager; 858.414.9120, mpotter@sfidwater.org
Project Dates: 2/2021–9/2021
Key Team Members: Greg Ripperger; Russ Bergholz; Elizabeth Caliva; Shannon Brown; Greg Guillen

The district needed an update to its 2009 Asset Management Master Plan (AMMP) and the 2012 Joint Facilities Master Plan (JFMP). Since the completion of these two documents, further studies and evaluations have been performed, such as the 2020 Distribution System Condition Assessment and Operational Evaluation, as well as changing conditions and drivers that needed to be incorporated into an updated CIP. Dudek compiled, reviewed, and evaluated all relevant information to establish a preliminary list of potential projects based on the findings of the prior studies. Dudek updated the district's existing water model using SCADA data to enhance the model's ability to evaluate water age, residual management, and other water issues. The updated model was then used for evaluating project alternatives. Dudek also performed a condition assessment of significant infrastructure. The updated condition assessment, preliminary project list, and hydraulic evaluation were combined to develop recommended projects. Using a

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scoring matrix, projects were prioritized, and project descriptions, key project components, and accurate cost estimates were developed for the final CIP deliverable. The SFID potable water system includes 13 pressure zones and 150 miles of pipeline.

SEWER MASTER PLAN UPDATE AND CONDITION ASSESSMENT (WITH RAFTELIS)

Client: City of Pasadena
Client Reference: Brent Maue, Assistant City Engineer, 626.744.4307 bmaue@cityofpasadena.net
Project Dates: 9/2018–3/2020
Key Team Members: Elizabeth Caliva; Russ Bergholz; Shannon Brown; Amanda Combs; Brandon Lacap; ADS Environmental; Raftelis

The City of Pasadena had last completed a sewer Master Plan more than 10 years prior and experienced a significant change in public works staff over the years. The City needed a full evaluation of the 700-mile sewer collection systems condition, operational issues, capacity analysis and rehabilitant needs. Dudek proposed a comprehensive evaluation of hydraulic capacity through updated flow monitoring and hydraulic modeling, as well as condition assessment and identification of improvements needed for system operation and reliability.

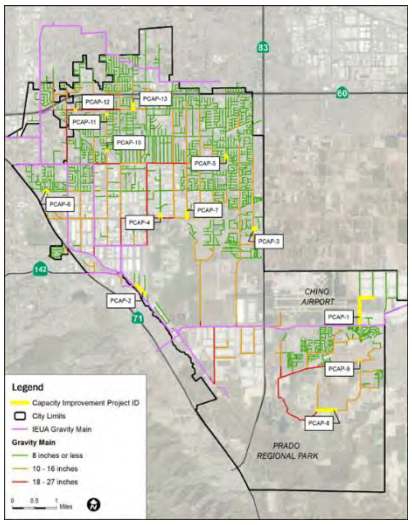
As the City is 99% built out and historically has not experienced significant capacity issues, Dudek proposed to focus efforts on identifying rehabilitation needs, quantifying specific repair methods, grouping improvement by region, and most importantly, applying prioritization of recommended improvements to address the most critical issues first. Taking a system wide perspective and focusing on key improvement areas that mitigate high risk, City staff will have confidence that the collection system will continue to operate and be maintained cost effectively.

Dudek worked with Raftelis to develop a wastewater cost of service and rate study for the City. The Raftelis study included a comprehensive review of the City's current wastewater rate structure, financial position and cost requirements. The main objectives of the study included adequately recovering costs to maintain fiscal sufficiency for the City's wastewater utility, gradually building up operating and capital reserves for prudent fiscal management, analyzing alternative rate structures to increase revenue stability, and developing fair and equitable rates for the City's customers.

SEWER MASTER PLAN, CONDITION ASSESSMENT, AND GIS UPDATE PROJECTS

Client: City of Chino
Client Reference: Natalie Avila, Project Manager; 909.364.2770, navila@cityofchino.org
Project Dates: 10/2020–Ongoing
Key Team Members: Elizabeth Caliva; Russ Bergholz; Shannon Brown; Amanda Combs; Brandon Lacap; Jenny Li; ADS Environmental

Dudek recently completed the City of Chino's Sewer Master Plan and GIS Update. The overall goal was twofold: (1) evaluating existing and future sewer system capacity and existing sewer asset condition for the development of a phased approach for the City's sewer CIP with capacity and condition-related projects and (2) creating a dynamic GIS database that can be leveraged for multiple operational and project planning purposes, including integration into an asset management system to streamline data collection.



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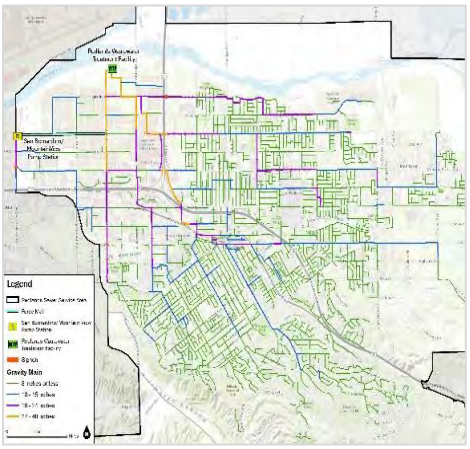
The project includes a comprehensive GIS update, sewer flow monitoring using ADS Environmental, manhole survey, condition assessment, developing and calibrating a new InfoSWMM hydraulic model, capacity analysis of existing and future conditions, and developing a 10-year CIP.

CITYWIDE WASTEWATER SYSTEM MASTER PLAN UPDATE

Client: City of Redlands
Client Reference: Veronica Medina, Project Manager, 909.798.7584 x6; vmedina@cityofredlands.org
Project Dates: 8/2020–4/2022
Key Team Members: Elizabeth Caliva; Russ Bergholz; Jenny Li

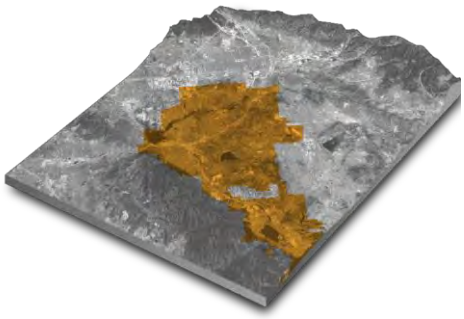


Dudek assisted the City of Redlands in an update to their previous 1998 Sewer Master Plan. The City's wastewater collection system includes 240 miles of sewer and one sewer lift station. Wastewater is treated at a city-owned 9.5 mgd WWTP that utilizes two parallel treatment systems—a 6.0 mgd membrane bioreactor treatment process and a 3.5 mgd conventional process.

This Master Plan update resulted in a new hydraulic model, an updated capacity analysis of the City's collection system, a process evaluation of the WWTP, and a list of recommended CIP projects for the long-term reliability of the City's wastewater system.

2020 RIVERSIDE FACILITIES MASTER PLAN

Client: Western Municipal Water District
Client Reference: Derek Kawaii, Director of Engineering; 951.571.7230, dkawaii@wmwd.com
Project Dates: 11/2021–Ongoing
Key Team Members: Russ Bergholz; Elizabeth Caliva; Greg Ripperger; Shannon Brown; Zoey Wang; Jenny Li



Dudek provided the Western Municipal Water District with its 2020 Riverside Facilities Master Plan, including potable water, sewer, and recycled water systems. The goal of the projects was to develop a clear and usable document that addresses the short- and long-term needs associated with the district's potable water, sewer, and recycled water systems within their Riverside Service Area. Western is currently working with Dudek to further update the report to address additional growth anticipated in the region. The additional updates are anticipated to be completed by end of 2024.

The project includes reviewing and validating the District's water and recycled water hydraulic models, constructing and calibrating a sewer hydraulic model, and developing short- and long-term CIP for the District's potable water, recycled water, and wastewater collection systems. The District's potable water system includes 21 pressure zones, 565 miles of pipeline ranging from 4 to 60 inches in diameter, 12 potable water booster stations, 16 storage reservoirs, and 8 interconnections with other agencies, including 3 primary supply sources. The Riverside service area is only approximately 60% built out; therefore, the focus of the Master Plan has been on identifying necessary improvements to accommodate future growth, water quality, and fire flow. CIP projects from the different systems will be integrated where possible, and growth projections triggered their timing.

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DUDEK

B-SERIES LIFT STATION CONDITION ASSESSMENT

Client: Elsinore Valley Municipal Water District
Client Reference: Vanessa Hinger PE, Senior Engineer; 951.674.3146, vpaneto@evmwd.net
Project Dates: 3/2023–Ongoing
Key Team Members: Brandon Lacap; Justin Scheidel; Kelsey Structural

Dudek provided a comprehensive condition assessment of the existing civil, mechanical, structural, and electrical assets for five of the District's aging sewer lift stations (40 years old) and associated force mains. A record data review, hydraulic analysis, and field inspection were required for each lift station to determine deficiencies and develop recommendations for a prioritized list of capital improvement plan projects to rehabilitate/replace the evaluated stations. Dudek developed and used a condition and criticality/risk-based scoring analysis to prioritize improvement projects for each station. The improvement projects were developed to address the observed safety risks, operational risks (that can lead to sewer spill), equipment failures, and code violations and are anticipated to be carried out over the next 10 years. Planning level cost estimates were developed for each improvement project to provide EVMWD with anticipated CIP project budgets over the next 10 years.

WASTEWATER MASTER PLAN UPDATE

Client: Olivenhain Municipal Water District
Client Reference: Kimberly Thorner, General Manager; 760.733.6466; kthorner@olivenhain.com
Project Dates: 7/2023–Ongoing
Key Team Members: Brandon Lacap; Greg Guillen

Dudek provided the condition assessment and analysis of both of the District's sewer collection systems: the Rancho Cielo Sewer Collection System and the 4S Ranch Sewer Collection System. These two collection systems combine to approximately 66 miles of gravity mains, 1,215 manholes, 14 sewer lift stations ranging from 60 gpm to 1,700 gpm, and approximately 12 miles of force mains. Dudek managed the comprehensive condition assessment of the District's three largest lift stations including the hydraulic evaluation and field inspection of all mechanical, structural, electrical, and site/civil assets. The remaining 11 lift stations included a hydraulic evaluation, review of the previous improvement recommendations from the 2015 Sewer Master Plan, and Workshop discussions with operators to develop improvement projects to incorporate into the overall CIP. Dudek prepared a Condition Assessment and Prioritization Technical Memorandum for all of the 14 lift stations which included descriptions of the recommended improvement projects and planning level project costs, which were then prioritized and incorporated into a 10-year CIP budget to be documented in the District's Wastewater Master Plan Update Report.

In addition to the sewer collection system condition assessment, Dudek provided 1) a process evaluation for the District's 2-mgd 4S Ranch Water Reclamation Facility (WRF), 2) an electrical infrastructure evaluation, 3) an evaluation of the WRF's operation and maintenance procedures, and 4) a risk-based prioritization of capital improvement projects. Findings and recommendations from these evaluations helped inform the creation and budgeting for the District's updated 10-year CIP. The risk-based approach to prioritizing capital projects allows the District to rationally and proactively minimize risk while improving WRF infrastructure and operations.

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CONCEPT-LEVEL FACILITY AND PROCESS REVIEW FOR THE 3A WWTP

Client: Moulton Niguel Water District
Client Reference: David Larson, Engineering Manager, 949.425.3525, dlarsen@mnwd.com
Project Dates: 1/2020–8/2020
Key Team Members: Greg Guillen

The District assumed operation of 3A WWTP from Santa Margarita Water District and requested Dudek to prepare a concept-level facility and process review report for the plant to define the current and future capacity and process capabilities for the facility. Scope of work includes the review and consolidation of previous reports and studies, review and comments on the waste discharge requirements, and treatment process evaluation and facility constraints analysis.

RAFTELIS PROJECTS

WATER MASTER PLAN AND RATE STUDY

Client: City of Covina
Reference: Andy Bullington, Director of Public Works; 626.384.5490
Completion Date: 2/2021

In 2020, Raftelis and their teaming partner, Civiltec Engineering, Inc. (Greg Ripperger, Dudek), were retained to complete a Water Master Plan and Rate Study, which included a full asset condition assessment, system analysis, water model update, and water rate study. A detailed capital improvement plan was compiled based on analyses performed, evaluation of operational issues, and condition assessment results. This included prioritized projects, cost estimates, and individual project descriptions for the capital improvement plan. The capital improvement plan was input into the financial model and utilized in the rate study. For the rate study, Raftelis reviewed revenue requirements, the City's user classifications and usage patterns, cost of service analyses, and developed connection fees and rate design for water rates. The studies included presentations to City management staff, a City Council workshop, and a public City Council meeting. The final Master Plan and rate study were completed in December 2020 and rates were adopted in February 2021.

COMPREHENSIVE WATER AND WASTEWATER RATE STUDY

Client: San Bernardino Municipal Water Department
Reference: Cindy Mouser, Director of Finance; 909.453.6010; cindy.mouser@sbmwd.org
Completion Date: Ongoing

The San Bernardino Municipal Water Department has a water service area encompasses approximately 45-square miles of the City's 62 square miles and serves water to roughly 200,000 people throughout both the City of San Bernardino and the unincorporated areas of San Bernardino County. John Wright was the project manager for a comprehensive water and wastewater rate study for the City of San Bernardino (Department). The study included the development of 10-year financial plans, cost-of-service studies using industry-standard principles, and the development of wholly revised water and wastewater rate structures that were implemented by the Department's Board of Water Commissioners. In addition, Raftelis also developed drought surcharges for the Department. The outcome of the study was the development of Proposition 218-compliant water and wastewater rates for the period FY 2022–FY 2026. The Department provides wholesale wastewater service to the City of Loma Linda and the East Valley Water District. In 2022, the East Valley Water District began using its own Water

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Reclamation Facility and will no longer be a wholesale wastewater customer of the Department. As part of the rate study, Raftelis has assisted the Department's plan for this significant loss of revenue.

WATER, WASTERWATER, AND RECYCLED WATER RATE SERVICES

Client: City of Ventura
Reference: Gina Dorrington, General Manager; 805.677.4131
Completion Date: Ongoing

The City of Ventura (City) is under a federal Consent Decree order that requires the City to change the process and point of discharge for wastewater effluent currently discharged to the local estuary. The improvements necessary, when coupled with a required advanced WTP, are estimated at more than $280 million.

The most recent 5-year rate study was conducted throughout 2020 and 2021. The goal of the study was to develop a 10-year financial plan to sustainably fund the City's capital program, including the $280 million indirect potable reuse (IPR) project, as well as to revise the water and wastewater rate structures to incentivize conservation, maximize affordability for essential water use, and maintain revenue stability. The study included a comprehensive review of the City's revenue requirements and allocation methodology, a review of the City's user classifications, water demand patterns, cost of service analyses for three utility services, and rate design for City users. Through a collaborative process, buy-in was achieved for a recommendation providing five years of rates, revised rate structures, and reasonable cost allocations between the City's utility enterprise funds. The recommended rates were implemented in July 2021.

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Agreement Exclusions

Dudek respectfully requests the City's consideration of the following contractual exceptions.

2.7, City's Right to Terminate for Default: we request to add a section after 2.7 to state "Consultant Right to Terminate for Default. In the event the City materially defaults in the performance of any of its duties or obligations hereunder, which default is not substantially cured within ten (10) calendar days after notice is given to the City specifying the default, then the Consultant may, upon giving notice thereof to the City, immediately terminate this Agreement for cause."

6.1B, Duty to Defend: we request to add the following to the end of the paragraph: "Notwithstanding the foregoing, with respect to any professional liability claim or lawsuit, this indemnity does not include providing the primary defense of City, provided, however, Consultant shall be responsible for City's defense costs to the extent such costs are incurred as a result of Consultant's negligence, recklessness or willful misconduct."

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Modified Scope of Work

Water Master Plan Modifications:

1. We have proposed to use Aquanuity's AquaTwin Asset software instead of Fracta.
2. Addendum 1, Question #16 and #18 discusses building a water model. We have not included any model construction or analysis in the proposal. The City's GIS will be used with AquaTwin Asset to complete the condition assessment for the water distribution system.

Sewer Master Plan Modifications:

1. Consistent with Addendum 1, Question #5, Dudek is not recommending the City purchase the sewer modeling software; therefore, we also removed the training for City staff on running the model. Dudek has found that for most agencies, contracting modeling services with consultants is typically the most cost effective.
2. To the Sewer Master Plan scope of work, Dudek added two tasks including Task S10, Sewer Pipeline Condition Assessment and Task S11,G Sewer Master Plan Project Management (Task S11). Task S10 assumes the City will have sufficient CCTV performed for Dudek to have at least 100 pipeline segments to include in the task. We thought for the purposes of SSMP compliance, this would be very helpful for the City to demonstrate the work noted in the SSMP audit and update is, in fact, being performed.

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Lawsuit History

To the best of our knowledge, a 10-year summary of Dudek's legal claims and/or litigation involving Professional Consulting Services is provided in Table 10.

Table 10. Summary of Legal Claims in Last 10 Years

Client/Project	Summary of Legal Claims and/or Litigation
Native American Tribe Settlement	In July 2015, Dudek entered into a confidential settlement agreement with a Native American tribe. Dudek had provided an environmental assessment and related consulting services to the client. At the conclusion of the project the client expressed dissatisfaction and in order to resolve the matter in an expeditious manner, Dudek agreed to pay the client $75,000 without any admission of liability. Notably, this client has continued to do business with Dudek subsequent to this settlement.
Terra Lago Community Association v. Indo Land Ventures, LLC, et al.	On November 12, 2015, Terra Lago Community Association sued Indio Land Ventures for alleged construction defects arising out of the construction of a residential development complex located in Indio, California. Dudek was named as one of many cross-defendants for its role in preparing the lake-liner design; the other parties were involved in various construction aspects of the lake. Dudek did not participate in any supervision or other construction management activities. Plaintiff initially demanded $25,275 to settle the claims against Dudek, and their claims ultimately resolved in full for $10,000. The parties executed a settlement and release agreement which the Court approved and the case was dismissed in 2019.
City of Carlsbad vs. Ledcor Construction Inc.	On June 13, 2016, the City of Carlsbad filed a civil complaint in California Superior Court, County of San Diego, against Ledcor Construction Inc. Dudek was named as a co-defendant. The project architect, RRM Design Group, was also later named as a defendant. The suit was related to construction of the City's First Responder Training Center. Dudek served as construction manager for the City on the project. Dudek denied any liability in the matter. The matter has been resolved between the City and Dudek and was dismissed in August 2019.
Elsinore Valley Municipal Water District v. Water Works Engineers, LLC, et al.	On November 12, 2021, Elsinore Valley Municipal Water District (the "District") filed a civil complaint against Water Works Engineers, LLC (WWE) in California Superior Court, County of Riverside, for alleged design defects in a water reclamation facility. The District filed a first amended complaint against WWE on September 26, 2022, for breach of contract and professional negligence. WWE subsequently cross-claimed against the construction firm as well as Dudek (and other firms) for its role as construction manager. Dudek was not involved in the design of the project, denies any liability, and intends to defend itself vigorously.

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Insurance

ACORD

CERTIFICATE OF LIABILITY INSURANCE

8/28/2024

DATE (MM/DD/YYYY)
8/23/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000 keasu@lockton.com	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:
INSURED 1476302 DUDEK 605 THIRD STREET ENCINITAS CA 92024	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : American Guarantee and Liab. Ins. Co. — 26247 INSURER B : Zurich American Insurance Company — 16535 INSURER C : Continental Casualty Company — 20443 INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 19870840 **REVISION NUMBER:** XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:	N	N	GLO0146311	8/28/2023	8/28/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 100,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
B	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY	N	N	BAP0146329	8/28/2023	8/28/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ XXXXXXX $ XXXXXXX $ XXXXXXX $ XXXXXXX
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $	N	N	AUC0146407	8/28/2023	8/28/2024	EACH OCCURRENCE AGGREGATE $	$ 5,000,000 $ 5,000,000 $ XXXXXXX
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	WC0146330	8/28/2023	8/28/2024	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
C	PROFESSIONAL LIABILITY	N	N	EEI1591932835 INCL POLL	8/28/2023	8/28/2024	PER CLAIM $2,000,000 AGGREGATE $2,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

19870840
EVIDENCE OF COVERAGE

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Joseph M Agnello

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Appendix A

Resumes

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

DUDEK

Elizabeth Caliva, PE

PROJECT MANAGER

Elizabeth Caliva (*uh-LIH-zuh-beth cuh-LEE-vuh)* is a professional engineer with 19 years' experience specializing in water, wastewater, and recycled water planning projects. Ms. Caliva has extensive hydraulic modeling experience and is proficient in several modeling sofware packages, the most commonly used being InfoWater, InfoSewer, and InfoSWMM by Innovyze and Aquanuity's AquaTwin Sewer and AquaTwin Asset. In addition to planning studies and master plan projects, her background includes Sanitary Sewer Management Plans (SSMPs) and SSMP audits, treatment plant design, pump station design, sewer pipe line design, urban stormwater compliance, and federal environmental cleanup.

Education

University of California, Berkeley
MS, Water Resources and Water Quality Engineering, 2003
BS, Environmental Engineering, 1999

Certifications

Professional Civil Engineer (PE), CA No. 64331

Professional Affiliations

WateReuse Association

Project Experience

Sewer Master Plan Update, City of Fullerton, California. Project Manager. In 2023, Dudek contracted with the City of Fullerton to complete their 2023 Sewer Master Plan Update. The City is approximately 75% built out; therefore, both capacity evaluation and condition assessment are essential for their system, as well as to comply with the Reissued SSSWDR. The City's sewer collection system consists of more than 330 miles of gravity pipeline and 36 sewer siphons. There are no lift stations in the City's system as the collection system discharges to the OC San trunk system for final conveyance and treatment. Flow monitoring was performed in winter 2023, consisting of 30 flow meters for 6 weeks. The City's InfoSWMM model was updated and calibration is currently underway. Once calibration is complete, Dudek will evaluate capacity, perform condition assessment and develop a 5- and 20-year CIP for the City to achieve the goal of the project, which is to provide the City with a comprehensive report to confirm the current state of the sewer collection system and provide a clear road map as development continues across the City.

Sewer Master Plan and GIS Update, City of Chino, California. Project Manager. Dudek is in the process of updating the City of Chino's Sanitary Sewer Master Plan and providing a comprehensive geographic information system (GIS) update. The City's sewer collection system consists of more than 220 miles of gravity pipeline; 4,200 manholes; one sewer lift station (with one more currently in construction); and approximately 2,500 feet of sewer force main. With anticipated growth projected at over 20% by 2035, the City is in a unique position among more built-out cities in the region: It needs to focus heavily on both condition assessment of aging sewer system assets and capacity analysis to accommodate for future growth. Included in the study is hydraulic model development, flow monitoring, and manhole surveys. Dudek will be evaluating existing and future sewer system capacity and condition assessment for development of a phase capital improvement program (CIP). Additionally, Dudek's GIS department will be creating a dynamic GIS database to be leveraged for multiple operational and project-planning purposes, including integration into an asset management system.

Citywide Wastewater System Master Plan, City of Redlands, California. Project Manager. Dudek is supporting the City of Redlands in an update to its 1998 Sewer Master Plan. The City's wastewater collection system includes 240 miles of sewer pipeline and one sewer lift station. Wastewater is treated at a City-owned 9.5 million gallons per day (mgd) wastewater treatment plant that utilizes two parallel treatment systems: a 6.0 mgd membrane bioreactor treatment process and a 3.5 mgd conventional process. This master plan update will result in a new

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hydraulic model, an updated capacity analysis of the City's collection system, a process evaluation of the wastewater treatment plant, and a list of recommended CIP projects for long-term reliability of the City's wastewater system.

2020 Riverside Facilities Master Plan, Western Municipal Water District, California. Water/Recycled Systems Task Lead. Dudek's goal for the project is to develop a clear and usable document that addresses the short- and long-term needs associated with the District's potable water, sewer, and recycled water systems within its Riverside service area. The project includes review and validation of the District's water and recycled water hydraulic models, construction and calibration of a sewer hydraulic model, review and evaluation of the capacity of the District's treatment facilities, and development of a program environmental impact report and financial strategy to update connection and capacity charges. Potable water, recycled water, and wastewater collection system CIP projects will be integrated, and their timing will be based on growth projections. Dudek is developing a browser-based tool to track the CIP and evaluate project triggers to forecast and update project timing.

Sewer Master Plan, City of Pasadena, California. Served as senior engineer. Dudek provided a comprehensive evaluation of hydraulic capacity through updated flow monitoring and hydraulic modeling, condition assessment, and identification of improvements needed for system operation and reliability. As the City is 99% built out and historically has not experienced significant capacity issues, Dudek's approach focused efforts on identifying rehabilitation needs, quantifying specific repair methods, grouping improvements by region, and, most importantly, applying prioritization of recommended improvements to address the most critical issues first. Taking a system-wide perspective and focusing on key improvement areas that mitigate high risk, City staff will have confidence that the collection system will continue to operate and be maintained in a cost-effective way.

Wastewater Master Plan and Condition Assessment, City of San Marino, California. Served as project manager. The City of San Marino needed assistance understanding its sewer collection system needs and establishing its first sewer master plan. The City is completely built out; therefore, Dudek's work focused on condition assessment of pipelines and lift stations rather than on capacity analysis. The pipeline condition assessment work included review of approximately 20 miles of pipeline (40% of the system) and identification of areas needing rehabilitation work, primarily consisting of cured-in-place pipe lining of aging sewer pipelines. The lift station condition assessment work included site visits and inspections of three lift stations. Redundancy and bypass improvements, as well as a frequent maintenance schedule, were recommended in the sewer master plan. An updated SSMP was developed as part of this project and focused on improving procedures for reducing sanitary sewer overflows in the collection system.

Wastewater Treatment and Collection System Master Plan, Crestline Sanitation District, California. Served as task lead, leading the development and analysis of the District's wastewater collection for the project. A hydraulic model for the District's 73 miles of gravity sewer and two lift stations was developed in InfoSewer. Flow monitoring was performed, and the resultant data was used to calibrate the model within 5% of field conditions. Project build-out loading was estimated using flow generation factors and District development data. The model analyzed both current and build-out peak dry and peak wet weather (25-year storm) loading conditions to assess current and future capacity limitations in the system. A master plan report was developed, which presented findings and provided recommendations for CIP development.

Water Master Plan Update, Lee Lake Water District, Corona, California. Served as project engineer responsible for updating the existing demands and demand projections for 2025 and system build-out; creating the water model; confirming peaking factors and fire flow requirements; modeling existing, future (2025), and ultimate build-out scenarios; and drafting the report along with all associated graphics. The District is in the process of planning for future water supplies. A target of this master plan update—last updated in 2004—was to confirm whether the District had sufficient supply from its source, given the known and potential development anticipated for the area. Supply was confirmed, providing the District with confidence moving forward in its planning process.

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DUDEK

Greg Ripperger, PE

DEPUTY PROJECT MANAGER

Greg Ripperger (*GREG RIP-er-ger; he/him*) is a project manager with 15 years' professional experience as a water engineer specializing in master planning, water system design, construction management, and hydraulic modeling.

Mr. Ripperger has worked as a project manager for Civiltec Engineering and as a project engineer for the U.S. Army Corps of Engineers. Mr. Ripperger works with clients to quickly understand and solve their water/wastewater issues throughout a wide range of projects. He thrives in managing complex projects with unique solutions.

Education

Oklahoma State University
BS, Civil Engineering, 2008
Cum Laude, Honors

Certifications

Professional Engineer, CA No. 79499; AZ No. 67991

Water Audit Validator, American Water Works Association

Professional Affiliations

American Water Works Association

Southern California Water Utilities Association

Relevant Previous Experience

2020 Riverside Facilities Master Plan, Western Municipal Water District, Riverside, California. Water Systems Task Lead. Dudek is providing Western Municipal Water District with its 2020 Riverside Facilities Master Plan. The goal of the project is to develop a clear and usable document that addresses the short- and long-term needs associated with the district's potable water, sewer, and recycled water systems within their Riverside Service Area. The project includes review and validation of the district's water and recycled water hydraulic models, construction and calibration of a sewer hydraulic model, and review and evaluation of the capacity of the district's treatment facilities. Potable water, recycled water, and wastewater collection system Capital Improvement Program (CIP) projects will be integrated, and their timing will be based on growth projections. Dudek is developing a browser-based tool to track the CIP and evaluate project triggers to forecast and update project timing. The project also includes development of a program environmental impact report and financial strategy to update connection and capacity charges.

2020 Water Master Plan and Rate Study, City of Covina, California. Served as project manager. Completed a full review of the City of Covina's water system, including a full asset condition assessment, system analysis, water model update, and water rate study (conducted in coordination with Raftelis). Compiled and prioritized the projects identified to establish a 5-year capital improvement plan. Presented the recommendations of the Water Master Plan and Rate Study to the Covina City Council for adoption. The Water Master Plan was finalized in July 2020, and the Rate Study was finalized and implemented in February 2021.

2020 Water Master Plan Update, City of Brea, California. Served as project manager. Completed a thorough update of the City of Brea's 2009 Water Master Plan, which included updating supply and demand projections, reviewing buildout projections, and re-analyzing all the system's assets. Worked with Psomas to rebuild the City's geographic information system database and water model based on existing as-builts. Compiled a detailed capital improvement plan based on analyses performed, evaluation of operational issues, and review of previous Master Plan capital improvement programs. Prioritized projects, created cost estimates, and developed individual project descriptions for the capital improvement plan. The draft report was completed in December 2020.

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2017 Water Master Plan, San Antonio Water Company, Upland, California. Served as project manager. Performed analysis on the San Antonio Water Company's two separate distribution systems: retail potable water to San Antonio Heights and wholesale irrigation water. The irrigation system is a complex system that sells water to other water agencies through direct connections and groundwater basin recharge. The purpose of the Water Master Plan was to analyze both systems to identify necessary infrastructure improvements. It also included facilitating and implementing a strategic plan within the organization to provide a company-wide vision for the future. The Company is a stakeholder-owned water mutual company that includes the City of Upland, Inland Empire Utilities Agency, several water agencies, and the residential and commercial customers on the retail side. The Water Master Plan was published in December 2017.

Catalina Island Drought Plan, California. In conjunction with USBR, Mr. Ripperger worked with Southern California Edison (water purveyor), the City of Avalon, Catalina Conservancy, and other stakeholders to develop the Island's DCP. The island experienced severe water rationing requirements during the 2012-2016 drought due to multiple dry years that reduced available water supplies. The island has a desalination plant, but the plant is not capable of meeting the island's full water demand. The plan considered the island's vulnerabilities, current drought monitoring practices, and water conservation triggers to assist in developing a comprehensive drought monitoring and response plan to preserve water supplies for future droughts. The plan is still under development.

Design of New Supply Recycled Water and Potable Water Pipelines on the Reservation, Barona Band of Mission Indians, Lakeside, California. Project Manager for the design services for new supply pipelines for potable and recycled water from Ramona Municipal Water District. Dudek recently completed a preliminary design report detailing the alignment and design requirements for the pipeline. The potable water pipeline will be 12-inch and require a small pump station and a pressure reducing station. It will connect to Ramona's 16-inch pipeline in San Vicente Road and will run approximately 39,000 LF to the intersection of Barona Road and Dump Road. Due to the elevation difference from the connection point to the high point of the pipeline, it will be necessary to construct a small booster station near the reservation boundary. The pipeline will then descend to the Reservation's lower pressure zone where a Pressure Reducing Station will be constructed at the lower pressure zone boundary to decrease the pressure as it enters the zone. The project is currently under design by Dudek.

Infrastructure Pilot Toolkit, San Bernardino County Transportation Authority, San Bernardino County. Served as project manager. The project seeks to provide a guideline, or toolkit, to provide clarity for how unincorporated areas of the County will be served water, sewer and other infrastructure in order to support anticipated long term growth. The project included compiling utility information for water and sewer districts that serve unincorporated areas, comparing the current infrastructure to areas of potential development. The project included analysis of water, sewer, solid waste, electrical, gas, and telecommunication. The long-term growth capacity of each area was then used to identify the combination of both population increasing and the physical feasibility of servicing that population growth.

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DUDEK

Russ Bergholz, PE, PMP

PRINCIPAL IN CHARGE

Russ Bergholz is a principal engineer with 29 years of experience. Mr. Bergholz manages Dudek's Water Infrastructure Group and is responsible for engineering water-/recycled water-related system master plans and design projects. His experience includes developing numerous water, recycled water, sewer master plans, pipeline design projects (including trenchless technology), and infrastructure rehabilitation projects for many Southern California cities and special districts. Mr. Bergholz has a documented record of accomplishment in keeping projects within scope and budget while maintaining quality control and addressing the critical success factors of his client's projects. As a project manager, he is responsible for the tracking, monitoring, team delegation, deliverable quality assurance, engineering guidance, accounting, and client and subconsultant coordination associated with each project, including the final stamp and signature of project plans and specifications.

Education

University of California, Davis
BS, Civil Engineering, 1995

Licenses and Certifications

Professional Civil Engineer
CA No. 59395

Project Management Institute PMP
No. 1472209

Professional Affiliations

American Public Works Association

California Water Environment Association

Water Environment Federation

Project Experience

2020 Riverside Facilities Master Plan, Western Municipal Water District, Riverside, California. Principal in charge and quality control. Dudek provides Western Municipal Water District with its 2020 Riverside Facilities Master Plan. The project aims to develop a clear and usable document that addresses the short- and long-term needs associated with the district's potable water, sewer, and recycled water systems within their Riverside Service Area. The project includes review and validation of the district's water and recycled water hydraulic models, construction and calibration of a sewer hydraulic model, and review and evaluation of the capacity of the district's treatment facilities. Potable water, recycled water, and wastewater collection system Capital Improvement Program (CIP) projects will be integrated, and their timing will be based on growth projections. Dudek is developing a browser-based tool to track the CIP and evaluate project triggers to forecast and update project timing. The project also includes the development of a program environmental impact report and financial strategy to update connection and capacity charges.

Citywide Wastewater System Master Plan, City of Redlands, California. Principal engineer. Dudek is supporting the City of Redlands in an update to their previous 1998 SMP. The City of Redlands' wastewater collection system includes 240 miles of sewer pipeline and one sewer lift station. Wastewater is treated at a city-owned 9.5-million-gallon-per-day wastewater treatment plant that utilizes two parallel treatment systems—a 6-million-gallon-per-day membrane bioreactor treatment process and a 3.5-million-gallon-per-day conventional process. This master plan update will result in a new hydraulic model, an updated capacity analysis of the city's collection system, a process evaluation of the wastewater treatment plant, and a list of recommended Capital Improvement Program projects for the long-term reliability of the city's wastewater system.

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Sewer Master Plan, City of Pasadena, California. Served as project manager. Dudek provided a comprehensive evaluation of hydraulic capacity through updated flow monitoring and hydraulic modeling, as well as condition assessment and identification of improvements needed for system operation and reliability. As the City of Pasadena is 99% built out and historically has not experienced significant capacity issues, Dudek's approach focused on identifying rehabilitation needs, quantifying specific repair methods, grouping improvement by region, and prioritizing recommended improvements to address the most critical issues first. Taking a systemwide perspective and focusing on key improvement areas that mitigate high risk, city staff will have confidence that the collection system will continue to operate and be maintained cost-effectively.

Wastewater Collection System Master Plan, City of San Marino, California. Served as principal engineer. The City of San Marino needed assistance understanding its sewer collection system needs and establishing its first SMP. The city is completely built out; therefore, work focused on condition assessment of pipelines and lift stations rather than capacity analysis. The pipeline condition assessment included a review of approximately 20 miles of pipeline (40% of the system) and identifying needed rehabilitation work, primarily consisting of CIPP lining of aging sewer pipelines. The lift station condition assessment work included site visits and inspections of three lift stations. Redundancy and bypass improvements and a frequent maintenance schedule will be recommended in the SMP. An updated Sanitary Sewer Management Plan will also be developed as part of this project and will focus on improving procedures for reducing sanitary sewer overflows in the collection system.

Sewer Master Plan Update, City of Encinitas, California. Served as project manager. The project created the Cardiff and Encinitas Sanitary Division SMP and supporting documents. The master planning effort included evaluating the Encinitas and Cardiff sewer service areas and separate sewer outfalls. The work also included a CCTV review and condition assessment of the existing Olivenhain Trunk Sewer manholes and an evaluation of multiple alternatives for improving the capacity and performance of this vital trunk sewer within the Cardiff Sanitation District. A detailed two-phase long-term Capital Improvement Program was developed for both sewer service districts.

Water System Master Plan Development, Indio Water Authority, Indio, California. Served as project manager. The master planning effort included rezoning the water system to improve water circulation and pressure challenges. A new set of operational programs, standard details, and document management system were also developed. Managed the year-long project and assisted in the development of the full capital improvement program.

Water and Sewer Master Plans, City of Carlsbad, California. Served as project manager and lead water engineer. In 2003, served as lead engineer for the water portion of the water master plan project. A water system hydraulic model was created using H2ONET to simulate existing, future, fire flow, and emergency conditions. Model results were analyzed and used to develop the updated capital improvement plan. Once the modeling and capital improvement plan were finalized, prepared the water master plan update.

Wastewater and Stormwater GIS Mapping, City of Vista, Served as project manager. The SMP included the development of a fully calibrated hydraulic model of the sewer collection system for capacity evaluation. The stormwater master plan included a highly detailed and thorough evaluation of existing stormwater facilities, an inventory of existing stormwater structures, the creation of a GIS layer containing geometry, condition, and capacity information, and the creation of a stormwater hydraulic model for capacity analysis. Stormwater runoff calculations were performed using the San Diego modified rational and typical rational methods for comparison. Watersheds were limited to no larger than 2 acres to improve accuracy.

Wastewater Master Plan Update with Integrated GIS, Valley Sanitary District, Indio, California. Served as project manager. Developed the sewer GIS, hydraulic model, sewer collection system master plan, and capital improvement program. The project included the complete development of the system GIS (over 800,000 linear feet of pipelines), a hydraulic model of the entire collection system (HYDRA) with parcel-based flow calibration, and the development of an extensive capital improvement plan to take Valley Sanitary District from current to ultimate build-out conditions.

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DUDEK

Shannon Brown, PE, QSD

RISK ANALYSIS/GIS

Shannon Brown (*SHA-nin BROWN; he/him*) is a civil engineer with 12 years' experience as a consultant specializing in stormwater, water, and sewer management and infrastructure project design. Mr. Brown is experienced in a broad range of disciplines, including regulatory permit compliance, preparation of design drawings and specifications, hydrology, hydraulics and risk assessment modeling, and geospatial analysis. Mr. Brown has a background in state and federal environmental compliance, including environmental impact documentation, special studies, and field data collection.

Education

California State University, Fullerton
MS, Environmental Engineering, 2017

University of California, Davis
BS, Environmental and Resource Science, 2009

Certifications

Professional Civil Engineer (PE), California No. 92771

Qualified Stormwater Developer (QSD) No. 92771

OSHA 30-Hour Construction Safety

Project Experience

Municipal Waterways Maintenance Plan, City of San Diego, California. Served as project engineer. The Municipal Waterways Maintenance Plan supports the findings of a programmatic environmental impact statement for maintenance of more than 60 earthen and concrete-lined channels throughout the City. Project work included preparation of hydrologic and hydraulic assessments, associated technical reporting, and planning and construction-level channel maintenance plans. The hydraulic studies include Hydrologic Engineering Center – River Analysis System analysis to determine the extent of maintenance required to restore each channel's flood control function while minimizing the impacts to sensitive environmental resources in the area.

Brine Line Criticality Assessment, Santa Ana Watershed Project Authority (SAWPA), Inland Empire, California. Served as project engineer. SAWPA owns, operates, and manages the Inland Empire Brine Line with capacity rights of 30 million gallons per day. Dudek supported SAWPA in undertaking a project to review the financial basis of its reserve funding and hired Dudek to perform a risk analysis on the Brine Line system. The risk analysis included both COF and LOF analyses, ranked the Brine Line segments on overall risk. Rankings were translated into reserve funding and results used to support prioritization of future CIP projects.

Terminals Action Plan, Port of San Diego, California. Served as project engineer. Dudek prepared and managed development of an action plan for Small Municipal Separate Storm Sewer System permit compliance at three of the Port's marine terminals. The action plan consists of a tenant best management practice (BMP) plan, stormwater monitoring program, program assessment plan, long-term BMP plan, and tenant outreach plan. Ongoing responsibilities include implementation of program assessment goals, which consists of evaluation of tenant BMP inspection and audit results, comparison of monitoring results to structural and nonstructural BMP installations, and assessment of tenant and terminal user stormwater pollution prevention knowledge.

Trash Amendments Planning, City of Carlsbad, California. Served as project engineer. Dudek prepared a regulatory compliance implementation plan and internal action plan. The implementation plan detailed installation of structural and nonstructural stormwater trash control BMPs throughout the City under a Track 2 compliance

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pathway and a citywide On-Land Visual Trash Assessment control monitoring program. Dudek also prepared an action plan that serves as a framework for internal implementation of the trash amendments, documenting annual steps for a multidepartment, collaborative effort to ensure compliance within the allotted 10-year time frame. In December 2018, the final implementation plan was submitted for approval to the San Diego Regional Water Quality Control Board, and an internal action plan was developed in 2019.

Santa Maria Wastewater Reclamation Plant Headworks Design, Ramona Municipal Water District, Ramona, California. Served as project engineer. Dudek led a team of civil, mechanical, structural, and electrical engineers through the design process for a new 5-million-gallons-per-day headworks facility. Project work included design and coordination with vendors for Archimedian screw pumps, mechanical bar screens, screenings handling equipment, grit handling equipment, and associated hydraulic calculations. Design work included process–flow diagrams, hydraulic profiles, and piping and instrumentation diagrams. Overall project design included the new headworks facility, influent and effluent sewers, yard piping for potable and non-potable hookups, and civil site design.

Park Drive Drainage Improvements, City of Carlsbad, California. Served as project engineer. The project scope includes addressing retaining wall degradation, slope failures, and drainage issues along Park Drive to alleviate safety concerns and reduce maintenance efforts. In addition to standard engineering solutions, the team evaluated bioengineering solutions to improve erosive conditions. Dudek is preparing final engineering documents.

Small Municipal Separate Storm Sewer System Permit Compliance Program, City of Goleta, California. Served as technical reviewer and project engineer. Dudek is currently supporting the City of Goleta through technical project implementation and extension of staff services. Dudek has played a key role in overhauling and redeveloping Goleta's Phase II stormwater program to ensure all municipal operations and new development requirements meet or exceed the Small Municipal Separate Storm Sewer System permit provisions. Dudek combined local and regional stormwater expertise to develop a list of prioritized action items designed to address stormwater program needs based on each item's relative threat to water quality, operational feasibility, and budget. Ongoing program support activities include preparation of technical reports and analyses, development of stormwater training materials and jurisdictional program procedures, regulatory audit preparation, drafting and issuance of notice of violations to City stakeholders, illicit connection/illicit discharge investigations, new development stormwater plan review, stormwater pollution prevention plan development, and post-construction BMP inspection.

As-Needed Project Support, City of Monterey, California. Served as project engineer. Dudek has supported City stormwater program tasks since 2018, including a stormwater fee study and development of the City's trash amendment compliance plan. The fee study included analysis of the cost of City implementation of stormwater requirements associated with the Small Municipal Separate Storm Sewer System general permit. The analysis was intended to provide City decision-makers with information on current program costs, revenues, and options for fee-based cost-recovery scenarios for City compliance activities. For trash amendment compliance, Mr. Brown assisted in preparation of the City's Track 2 Implementation Plan as well as development of internal planning documents for use by planning, engineering, and operations staff.

Saratoga Creek Hazard Tree Removal and Restoration Project: Hydrology and Hydraulics Analysis and Stormwater Pollution Prevention Plan, Santa Clara Valley Water District, San Jose, California. Served as project engineer. This project involves revegetation of a half-mile of stream bank after hazard tree removal activities. Mr. Brown developed a Hydrologic Engineering Center – River Analysis System model of the project area to assess potential impacts to bank stability following tree removal and restoration. Following the design phase, Mr. Brown assisted in the development of a multiyear stormwater pollution prevention plan for the restoration construction activities.

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DUDEK

Ken Muntz, EIT

RISK ANALYSIS/GIS

Ken Muntz has 8 years of experience as a project/design engineer on a variety of conveyance, collection, storage, pumping, and rehabilitation projects. His main expertise is the design of water and sewer pipelines ranging in diameter from 6 to 48 inches for a variety of materials, including cement-mortar lined and coated (CML&C) steel, PVC, and high-density polyethylene pipe. His design experience focuses on developing technical reports, construction plans, and specifications. Mr. Muntz's technical skills include a variety of AutoCAD products (AutoCAD, Civil 3D, MEP, Storm and Sanitary Sewers), geographic information systems, and Flowmaster.

Education

California State University, Long Beach
BS, Civil Engineering, 2014

Certifications

Engineer-in-Training (EIT), No. 14-612-66

Project Experience

Crescent Drive Sewer Improvements, City of Vista, Vista, CA. Served as project engineer for relocation design of approximately 1,000 feet of existing 6-inch sewer pipeline. The existing sewer line existed within an easement along private properties and has been relocated to public ROW.

Fairview Trunk Rehabilitation, Orange County Sanitation District, Costa Mesa, California. Served as a project engineer aiding in the authorship of design memorandums for the lining of the Fairview Trunk Sewer and Fairview Relief Sewer. Primarily focused on sewage bypassing methods for the implementation plan to be submitted to Orange County Sanitation District. Tasks involved coordinating with sewer bypassing contractors, analyzing flows, preparing detailed plans for various scenarios, proposing bypass recommendations, and proposing optional bypass solutions to the recommendations.

Previous Experience

Orangewood Avenue and Dale Street Water Improvements Project, City of Garden Grove, Garden Grove and Stanton, California. Served as project engineer for approximately 7,000 linear feet of 8-inch and 12-inch water distribution mains. The project included the replacement of an existing water distribution main with upsized pipe; installation of new fire hydrants, laterals, and meters; application of governing agency standards and requirements for the County of Orange, City of Stanton, and City of Garden Grove; and preparation of drawings, specifications, and a cost estimate. Also served as the main client contact between the City of Garden Grove and the consultant, offering support that included general coordination, site investigations, preparing meeting agendas, delivering meeting presentations, preparing agency review comment responses, and bid phase services.

World Logistics Center, Highland Fairview, Perris, California. Served as project engineer, technical lead, and design lead for 16 miles of 12-inch to 24-inch water transmission lines, one 2.5-million-gallon-per-day booster pump station, and a 3-million-gallon reservoir. Also served as project engineer and design lead for 5 miles of 8-inch to 15-inch diameter gravity mains, two 500-gallon-per-minute lift stations, and 1 mile of force mains. Main tasks included coordinating new public rights-of-way, site grading, and features among various consulting groups; managing the team of designers for sewer and water facilities; quality assurance reviews; and investigations of

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existing facilities and features. Overall role was to coordinate and manage the design packages to be approved by the local water and sewer services provider, Eastern Municipal Water District.

Murrieta Road Transmission Main, Eastern Municipal Water District, Menifee, California. As pipeline engineer, prepared design documents for the proposed 36-inch and 42-inch CML&C steel pipeline along Murrieta Road per agency standards and requirements. The 6,800-foot-long proposed pipeline had an expedited schedule to coordinate with the adjacent Perris II Desalination facility completion schedule. This project included the crossing of the Salt Creek channel using micro-tunneling, narrow streets with congested utility corridors, easement acquisition, and coordination with the City of Menifee for multiple future city projects and safeguards near the Salt Creek crossing. Primary tasks included authorship of technical memorandums and the preliminary design report; preparation of drawings, specifications, and a cost estimate; coordination with subconsultants, Riverside County Flood Control and Water Conservation District, and other relevant agencies; direct communication with the client; site visits; and attendance at client meetings.

Palos Verdes Golf Club Recycled Water Lateral and Lago Seco Pump Station, West Basin Municipal Water District, Lakewood, California. Served as project engineer for the 8-inch- and 10-inch-diameter recycled water mains and 1.7-million-gallon-per-day pump station. Provided existing utility data, provided pipeline alignments and profiles design, selected pumps, and developed design plans with correct agency standards and requirements. The scope for the 17,000+ feet of pipelines included trenchless areas, a California Department of Transportation crossing, and alignment evaluation. Prepared design plans for proposed recycled-water lines and pump station while managing the coordination to ensure consistency between the separate teams.

As-Needed Pipeline Replacement, Vista Irrigation District, Vista, California. Served as project engineer responsible for replacement of approximately 10,170 feet of pipelines. Performed pipeline design, verified fieldwork, coordinated design document production, and coordinated with the client.

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DUDEK

Joseph A. Schneider, PE

PRINICPAL ELECTRICAL ENGINEER

Joe Schneider is a principal electrical engineer with 25 years' professional experience as an electrical, instrumentation, and controls engineer and 17 years' experience specializing in instrumentation and control system design and electrical distribution system design for water treatment, wastewater treatment, water distribution facilities, and wastewater collection facilities.

Mr. Schneider's instrumentation and control system design experience consists of the design of programmable logic controllers (PLC) based plant control systems and instrumentation, specification creation, and construction administration duties. His electrical design experience includes evaluation of site-wide electrical systems and medium and low-voltage electrical distribution system design up to 12.47 kilovolts (kV). These designs include redundant power options and emergency generators, lighting design, grounding system design, specification creation, construction administration duties, and start-up.

Mr. Schneider is experienced in managing multiple concurrent projects and meeting multiple deadlines. He utilizes his experience as an electrical system owner to understand client operations and concerns and provide design solutions to meet their needs.

Education

Arizona State University, BSE, Electrical Engineering, 1999

Keller Graduate School of Management of DeVry University, MBA, Project Management, 2005

Certifications

Registered Electrical Engineer, CA E19636

Registered Electrical Engineer, AZ No. 43868

Registered Electrical Engineer, FL No. 96087

Registered Electrical Engineer, IN No. PE12300407

Registered Electrical Engineer, KY No. 38810

Registered Electrical Engineer, NV No. 031135

Registered Electrical Engineer, TX No. 108126 (Inactive)

Project Experience

Water Treatment

Deer Valley Water Treatment Plant Rehabilitation 2019, City of Phoenix, Arizona. Served as the lead electrical and controls engineer for rehabilitation of the 5 kV plant electrical distribution system and solids handling facilities for an 80 million-gallon-per-day (MGD) water treatment plant. Evaluated the existing plant electrical distribution system and identified load issues and equipment condition concerns, proposed design concept options for replacement and upgrade of the majority of the existing 5 kV electrical system and recommended which option to proceed with. Detailed design included replacement of major portions of the plant's 5 kV system, including replacing all radial daisy-chained substations and switchgear with new main-tie-main 5 kV switchgear that provide redundant 12 kV feeds in separate manholes to new and existing substation transformers. Design also included replacement of 5 kV motor control centers and 480-volt (V) draw-out switchgear. Design, including drawings and specifications, was completed up to the agency review design submittal.

Wastewater Treatment

Jomax Water Reclamation Facility Phase 2B Expansion (2.25 to 3 MGD), Vistancia Development LLC, Peoria, Arizona. Served as the lead electrical and controls engineer in the design of electrical, instrumentation, and

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controls to expand the wastewater plant capacity from 2.25 MGD to 3 MGD. The existing 12 kV electrical distribution system and standby generator system was analyzed and modified to accommodate the expansion. The existing Modicon PLC control system was modified to accommodate the expansion. Phase 2B expansion design included the addition of new process facilities to increase plant capacity from 2.25 MGD to 3 MGD. Electrical, LED lighting, ground, and controls design added the expanded plant processes to the existing electrical system at the 480 V level and to the existing plant control system. Processes included modification of the existing influent pump station; replacement of existing bar screen; and addition of new bar screen, grit classifier, grit pump, aeration basin, sludge holding tank, and dewatering centrifuge and conveyors. Design included drawings, specifications, and engineer's estimate of probable construction cost.

Water Production, Reservoirs, and Distribution

Water Master Plan and Rate Study Services, City of Signal Hill, California. Served as the lead electrical and controls engineer in the condition assessment of the City's water treatment and distribution system, which included three reservoirs, three booster pump stations, 3 well sites, and two ground water treatment facilities. Assessed each site's electrical system age and condition. Evaluated the existing sites' control system and telemetry system age and condition. Discussed concerns and issues with City staff. Recommended upgrades with priority rankings.

Vistancia Community Facilities District Zone 7/8/9 Reservoir Pump Station, Vistancia Development LLC, Peoria, Arizona. Served as the lead electrical and controls engineer in the design for a new water distribution facility that includes two reservoirs on Zone 7 with mixers, Zone 8 booster pump station (five pumps), Zone 9 booster pump station (five pumps), chlorination facility with chlorine residual analyzers to maintain disinfection, two hydropneumatic tanks, ATS, standby diesel generator, 2000 amp (A) SES, motor control center, power quality meter, surge protection, two electrical buildings, VFD driven pumps, Modicon PLC control panel, fiber optic communication, radio communication backup, interior and site exterior LED lighting, and grounding system. Design included drawings and specifications up to the 90% design submittal.

Gilbert Reclaimed Reservoir No. 1 Rehabilitation, Town of Gilbert, Arizona. Served as the lead electrical and controls engineer for the design and construction administration to rehabilitate two existing metal reclaimed water reservoirs and replace the existing dilapidated and water damaged SES and motor control center with new 480 V, 400 A SES and MCC. The existing site PLC control panel was also replaced with an Allen-Bradley PLC control panel. The existing site booster pump station was re-powered from the new MCC and controlled by the new PLC. Radio communication was upgraded back to SCADA due to existing issues with radio communication at the site. Design included drawings and specifications. Construction administration included reviewing shop drawings and responding to RFIs.

Pump Stations and Collection Systems

Verdin Lift Station (LS80), Taylor-Morrison Homes, Phoenix, Arizona. Served as the lead electrical and controls engineer for a new wastewater lift station for the City of Phoenix, Arizona. Electrical design included a 480 V, 800 A electrical service, power distribution, automatic transfer switch, standby diesel generator, motor control center, two soft start motor controller-driven 135 HP submersible pumps, 20 HP biofilter odor control fan, uninterruptible power supply (UPS), automatic gate operators, LED canopy and exterior site lighting, and grounding system. Controls design included instrumentation, Modicon M580 PLC control panel, calcium nitrate chemical system, network communication rack, security cabinet, Radwin ethernet broadband radio, and pump control panel. Design, including drawings and specifications, was completed up to the 90% design review submittal.

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DUDEK

Gregory Guillen, PhD, PE

PROCESS TREATMENT/REGULATORY LEAD

Gregory Guillen is a chemical and environmental engineer with 15 years' experience focusing on water and wastewater treatment. Dr. Guillen's education covered the fundamentals of chemical and environmental engineering, with an emphasis on water and wastewater treatment. His graduate work focused on advanced membrane materials and processes for separations, including those found in water and wastewater treatment. Dr. Guillen has authored several peer-reviewed papers in the field of desalination and membrane filtration, holds multiple patents for membrane formation, and has lectured in the Department of Civil and Environmental Engineering at University of California, Los Angeles.

Education

University of California, Los Angeles
PhD, Civil Engineering
MS, Civil Engineering

University of California, Riverside
BS, Environmental Engineering

Certifications

Professional Civil Engineer, CA No. 83897

Professional Affiliations

California Water Environment Association

WateReuse Association

Project Experience

Water System and Capital Improvement Program Master Plan, Santa Fe Irrigation District, Rancho Santa Fe, California. Dr. Guillen provided technical assistance in the evaluation of raw water facilities and the 40 MGD R.E. Badger Water Filtration Plant. Dr. Guillen assisted the planning team on asset condition assessments and provided input on future projects relating to water supply and treatment technologies.

2016 Urban Water Management Plan Update, Ramona MWD, California. Dr. Guillen developed Ramona MWD's 2016 Urban Water Management Plan. Water use and population data provided by Ramona were assembled into a state-mandated document for demonstrating adequate and reliable water supply for today and the future.

Well Rehabilitation Master Plans, Goleta Water District, California. Dr. Guillen helped develop master plans for the Goleta Water District for the rehabilitation of several drinking water wells. Dr. Guillen led the evaluation of the iron and manganese treatment systems and provided operational and capital improvement recommendations to the District.

Wastewater Treatment and Collection System Master Plan, Crestline Sanitation District, California. Dr. Guillen served as lead treatment engineer for the Wastewater Master Plan for the Crestline Sanitation District. Utilized a series of workshops to facilitate a COFA to identify the most critical and high-risk failure scenarios at all three of the District's WWTPs and two lift stations, as well as the root cause of those failures. Additionally, Dr. Guillen performed a thorough process evaluation on each unit process of all three of the District's WWTPs to determine individual process capacity and performance in comparison to design criteria and industry standard ranges. The project culminated in a comprehensive list of capital improvement projects, prioritized by risk and paired with available funding opportunities.

Consequence of Failure Analyses, South Orange County Wastewater Authority (SOCWA), California. Dr. Guillen served as lead treatment engineer for the Consequence of Failure Analyses (COFAs) conducted at SOCWA's Coastal, Regional, and J.B. Latham WWTPs. The COFAs utilized site visits and workshops to identify the most critical and high-

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risk failure scenarios at the SOCWA WWTPs, as well as the root causes of those failures. SOCWA was provided with a list of critical process equipment. The team scored the probability and consequence of each failure mode for each piece of critical process equipment. SOCWA was provided a list of O&M and capital improvements prioritized by risk level. SOCWA is moving forward with the rehabilitation/replacement of identified equipment.

Oxnard WWTP Thickener Structural Evaluation, City of Oxnard, California. Dr. Guillen served as project manager on the condition assessment and structural and seismic evaluation of Primary Sludge Thickener #1 at the Oxnard WWTP. Dr. Guillen coordinated site visits and structural evaluations with the City and a structural engineer subconsultant. The project resulted in a technical memorandum that documented the existing condition of the structure and recommended improvements to bring the thickener back into service.

Solids Handling Study at Western Water Recycling Facility, Western Municipal Water District, Riverside, California. Dr. Guillen served as project manager for the production of a biosolids management study at Western's Western Water Recycling Facility. The existing facility's sludge drying beds suffer rewetting during wet weather events, which causes a bottleneck for solids processing. This study evaluated the remaining capacity of the existing sludge drying beds and compared several alternative solids-handling projects. The study ultimately recommended the construction of a dewatering facility to house a screw press and truck loading bay to be operated during winter months. The District would continue to use its drying beds during dry summer months.

Rams Hill Wastewater Treatment Facility Capacity Analysis and Expansion Cost Estimates, Borrego Water District, Borrego Springs, California. Dr. Guillen served as project manager and lead technical advisor for the capacity analysis of Borrego Water District's Wastewater Treatment Facility. Each unit process at the facility was evaluated for total capacity and remaining capacity. Identified key capacity bottlenecks in the overall treatment facility and developed cost estimates for plant expansion and bottleneck removal for increasing connections. The District now has a planning document that allows it to determine required plant expansions and the associated costs based on the number of new connections.

Consequence of Failure Analysis, City of San Juan Bautista, California. Dr. Guillen served as lead treatment engineer for the COFA. The COFAs utilized a site visit and workshops to identify the most critical and high-risk failure scenarios at the City's WWTP, as well as the root causes of those failures. The City was provided with a list of critical process equipment. The team scored the probability and consequence of each failure mode for each piece of critical process equipment. The City was provided a list of O&M and capital improvements prioritized by risk level. The City is moving forward with the rehabilitation/replacement of identified equipment.

Ventura Water Reclamation Facility Process Evaluation and Capital Improvement Plan, City of San Buenaventura, California. Dr. Guillen assisted in the Failure Mode and Effects Analysis workshops with Ventura Water Reclamation Facility staff. The workshops identified unit processes within the water reclamation facility, identified their modes of failure, and scored the criticality of those failures. The Failure Mode and Effects Analysis process, in conjunction with the water reclamation facility treatment process analysis, identified constraints within the facility and helped develop the City's Capital Improvement Plan.

Recycled Water Feasibility Engineering Study, The Claremont Colleges, Pasadena, California. Dr. Guillen led the development of a recycled water feasibility study, evaluating several different alternatives for bringing recycled water to The Claremont Colleges. It was determined that the most feasible source of recycled water would be from an on-campus water reclamation facility drawing wastewater from the local sewer. Local wastewater availability, campus irrigation demands, and irrigation water quality requirements were evaluated. Stakeholders, a conceptual treatment plant design, and funding opportunities were identified in the final feasibility report.

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DUDEK

Zilu (Zoey) Wang, PE

HYDRAULIC MODELING AND ANALYSIS

Zoey Wang (*ZOH-ee WONG; she/her*) is a senior engineer with 8 years' professional experience specializing in water, wastewater, and recycled water master planning. Ms. Wang has extensive hydraulic modeling experience and is proficient in several modeling software packages, the most used being InfoWater Pro by Innovyze and AquaTwin Sewer by Aquanuity. In addition to planning studies and master plan projects, her background also includes pump station design.

Education

Stanford University, Stanford, M.S., Civil and Environmental Engineering

Hohai University, Nanjing, China, B.S., Hydrology and Water Resources Engineering

Certifications

Professional Civil Engineer (PE), CA No. C87599

Dudek Project Experience

Riverside Facilities Master Plan, Western Municipal Water District, California. Main modeler of the District's water, sewer and recycled water hydraulic models. Model update and calibration, system analysis, storage analysis, Capital Improvement Projects (CIP) recommendations.

Water Master Plan and Rate Study, City of Signal Hill, California. Project Engineer. The City desired to take a comprehensive review of their water system and rates. Main responsibility includes supply and demand analysis, fire flow analysis, model development and calibration,

Sewer Master Plan, City of Compton, California. Project Engineer. Dudek was retained by the City to develop a sewer master plan to assess, refine and define a 10-year CIP to rehabilitate the existing sewer collection system. Main responsibility includes using survey data to develop City's first hydraulic model of their sewer collection system with AquaTwin Sewer software.

Water Transfer to Laguna Beach Modeling, South Coast Water District, Dana Point, California. Used InfoWater model to evaluate feasibility of different scenarios to transfer desalination water to Laguna Beach through the South Coast Water District's system.

Sewer Model Development, Ramona Water District, Ramona, California. Developed and calibrated sewer model using AquaTwin Sewer.

1900R Pressure Zone Conversion, Eastern Municipal Water District, Perris, California. Used InfoWater model to find alternatives to absorb the existing Zone 1900R to adjacent pressure zones; compared system performance to the district's criteria and recommended improvement projects.

Relevant Previous Experience

Planning and Hydraulic Modeling

Hydraulic Model Development, Camrosa Water District, Camrosa, California. Update of the district's potable and non-potable water models (InfoWater) with demand allocation. Calibrated and identified system deficiencies to support near-term Capital Improvement Plan (CIP); completed storage analysis.

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Water System Master Plan, Marin Municipal Water District, Marin County, California. Evaluated Smith Saddle tanks and analyzed alternatives; developed a pressure zone metrics tool including storage analysis and risk assessment of the facilities in the district's 137 pressure zones to assist with CIP decision making.

Water System Master Plan, City of Groveland, Florida. Built the city's potable water model, worked with junior staff to identify system deficiencies to support CIP, and documented findings.

Headworks DPR Demo Facility Project, Los Angeles Department of Water and Power, California. Assessed source water availability.

West Basin Municipal Water District - Recycled Water Retrofits, City of San Clemente, California. Performed field inspection and developed construction plans in GIS or CAD for parks and school sites.

Design and Construction

Lago Santa Margarita Improvement, Rancho Santa Margarita Landscape and Recreation Corporation, California. Assisted with design of a small pump station to use lake water for irrigation and to improve water quality in lake.

Arroyo Booster Pump Station Design, Pasadena Water and Power, California. Supported design of a booster station for upgrading aging pumps to three new 100-horsepower vertical turbine pumping units; wrote preliminary design report, including engineering cost estimate; reviewed contractor's submittals and requests for information during construction.

Ellis Pump Station Evaluation, Eastern Municipal Water District, Perris, California. As project engineer, performed condition assessment, hydraulic evaluation, and alternative analysis for the improvement of two pump stations.

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DUDEK

Jenny Li, EIT

HYDRAULIC MODELING AND ANALYSIS

Jenny Li (*je-NEE LEE; she/her*) is a project engineer specializing in water, wastewater, and recycled water planning projects. Ms. Li has 5 years' hydraulic modeling experience and is proficient in several modeling sofware packages, including InfoWater, InfoSewer, and InfoSWMM by Innovyze.

Education

University of California, Los Angeles
BS, Civil and Environmental Engineering

Certifications

EIT California No. 174111

Relevant Project Experience

Citywide Wastewater Master Plan Update, City of Redlands, California. Served as project engineer. In 2021 Dudek supported the City of Redlands in updating its 1998 Sewer Master Plan. The City's wastewater collection system consists of 240 miles of sewer pipeline and one sewer lift station. Wastewater is treated at a 9.5-million-gallon per-day (mgd) wastewater treatment plant owned by the City that uses two parallel treatment systems: a 6.0 mgd membrane bioreactor treatment process and a 3.5 mgd conventional process. This Master Plan Update resulted in a new hydraulic model, an updated capacity analysis of the City's collection system, a process evaluation of the wastewater treatment plant, and a list of recommended Capital Improvement Program (CIP) projects for long-term reliability of the City's wastewater system.

Sewer Master Plan and GIS Update, City of Chino, California. Served as project engineer. Dudek delivered a comprehensive Sanitary Sewer Master Plan for the City of Chino in 2022. The City's sewer collection system consists of more than 220 miles of gravity pipeline, 4,200 manholes, one sewer lift station (with one more currently in construction), and approximately 2,500 feet of sewer force main. With anticipated growth projected at over 20% by 2035, the City is in a unique position among other, more developed cities in the region and must focus on both condition assessment of older sewer system assets and capacity analysis to accommodate for future growth. Included in the scope of the Sanitary Sewer Master Plan were hydraulic model development, flow monitoring, and manhole surveys. Dudek evaluated existing and future sewer system capacity and condition assessment for development of a phased CIP program.

Sewer Master Plan Update, City of Fullerton, California. Serving as project engineer. Dudek is in the process of updating the City of Fullerton's Sewer Master Plan, last completed in 2009. The City's sewer collection system features approximately 330 miles of gravity pipeline with several outfalls to the Orange County Sanitation District (OCSD) trunk system. Dudek is updating the City's existing sewer model to reflect recent as-builts and GIS data, calibrating the model to current flow data, and performing existing and future system capacity analyses to develop a phased CIP program for the City to implement as growth continues.

Sewer Master Plan, City of Compton, California. Serving as project engineer. Dudek is in the process of creating a hydraulic sewer model for the City of Compton using manhole survey data. The City's wastewater collection system features over 100 outfalls to the Los Angeles County Sanitation District (LACSD) trunk system. In addition to creating and calibrating the sewer model, Dudek is performing condition assessment on approximately 20% of the City's system with the goal of developing an accelerated, prioritized CIP project list.

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DUDEK

Amanda Combs, PE

CONDITION ASSESSMENT

Amanda Combs (*uh-MAN-duh KOHMZ; she/her*) is a project manager with 21 years' experience leading high-quality water and wastewater projects, from conceptual planning, preliminary design, and final design, to construction-phase services for pipelines, pump stations, water storage, and treatment plants.

Education

Virginia Polytechnic Institute and State University
MS, Environmental Engineering, 2001

Virginia Polytechnic Institute and State University
BS, Civil/Environmental Engineering, 1998

Certifications

Professional Civil Engineer, CA No. 67287

Project Experience

Sewer Master Plan, City of Pasadena, California. Project engineer. Dudek provided a comprehensive evaluation of hydraulic capacity through updated flow monitoring and hydraulic modeling, as well as condition assessment and identification of improvements needed for system operation and reliability. As the city is 99% built out and historically has not experienced significant capacity issues, Dudek's approach focused efforts on identifying rehabilitation needs, quantifying specific repair methods, grouping improvement by region, and, most importantly, applying prioritization of recommended improvements to address the most critical issues first. Taking a system-wide perspective and focusing on key improvement areas that mitigate high risk, city staff will have confidence that the collection system will continue to operate and be maintained cost effectively.

2016–2017 Citywide Sewer Rehabilitation Project, City of Encinitas, California. Lead project engineer for the first phase of a citywide sewer rehabilitation program. The project included reviewing CCTV inspection videos for 99 sewer segments to determine each pipe's recommended rehabilitation or repair strategy. The resulting improvements included CIPP lining of approximately 28,600 LF of pipe ranging in diameter from 6 inches to 14 inches, open trench replacement of approximately 500 LF of 6-inch and 8-inch pipe, numerous in situ and open trench point repairs of short defects, and rehabilitation of 20 manholes using CIPP liners and cementitious materials.

Miramar Service Area Water Master Plan, City of San Diego, California. Project engineer for the compilation of the Miramar Service Area Water Master Plan document.

State Revolving Loan Fund Assistance, City of South Pasadena, California. Project manager responsible for securing and managing an $11 million State Revolving Fund loan to rehabilitate and replace the city's aging sewer collection system. Planned improvements include trenchless CIPP rehabilitation of approximately 28 miles of pipe and open trench replacement of approximately 2.7 miles. Responsibilities included coordinating with the City of South Pasadena and preparing the financial assistance application, including all required attachments and CEQA-Plus environmental documentation.

Sewer Rehabilitation & Replacement Program, Phase 1 and Phase 2, City of South Pasadena, Pasadena, California. Project manager for the design of both phases of the city's sewer rehabilitation and replacement program. The project included reviewing CCTV inspection videos for over 500 sewer segments to determine each pipe's recommended rehabilitation or repair strategy. The resulting improvements included CIPP lining of approximately 160,000 LF of pipe ranging in diameter from 6 inches to 18 inches, open trench replacement of

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approximately 6,000 LF of 6-inch and 8-inch pipe, numerous in situ and open trench point repairs of short defects, and other minor repairs to lateral connections and manholes. The work included an analysis of constructability and access constraints for pipes outside the street right-of-way so that costs could be appropriately accounted for in contractor bids.

East Mission Gorge Pump Station Force Main Rehabilitation Evaluation, Padre Dam Municipal Water District, Santee, California. Project manager for a study to evaluate alternatives for rehabilitating an approximately 8-mile-long 48-inch-diameter concrete cylinder pipe force main that is currently owned by the City of San Diego and used to convey up to 20 mgd of peak wet weather flow. The pipe will be purchased by the East County Advanced Water Purification Joint Powers Authority and used in the future to convey a combination of up to 6 mgd of peak wet weather flow and 14 mgd of flow from the Ray Stoyer Water Reclamation Facility as an emergency failsafe facility. Alternatives included various sliplining materials and techniques, CIPP lining, and spray on lining. Based on costs, reliability, and environmental considerations, the selected alternative was sliplining with a 34-inch outside diameter HDPE pipe, with an approximately 3,000 LF segment of the pipeline being relocated to the public-right-of way to avoid impacts to sensitive environmental resources.

Sewer System Inflow and Infiltration Study, City of Chula Vista, California. Engineer of an inflow and infiltration study involving 750,000 LF of sewer mains in three major sewer basins to identify and develop a prioritized list of recommended capital-improvement-program-level improvements with budgetary cost estimates.

Citywide Sewer Spot Repair and Lining, City of Alhambra, California. Project manager for design of the fiscal year 2018/2019 Citywide Sewer Spot Repair and Lining Project, addressing the 106 sewer segments (approximately 29,000 LF) with the highest repair priority from the city's 2009 Sewer System Rehabilitation Plan. Dudek's review of the inspection videos of these pipes determined that 86 segments, totaling about 22,500 LF of pipe, ranging in diameter from 6 inches to 20 inches could be rehabilitated with cured-in-place pipe lining, and about 720 LF of 6-and 8-inch pipe required open trench replacement. Improvements also included numerous cured-in-place pipe (CIPP) and open trench point repairs. For open trench construction, special construction constraints for surrounding schools, narrow alleyways, and concrete pavement replacement were included in the bid documents. Dudek prepared bid documents for two construction phases to meet budget requirements and increase bidding competition.

Sewer Rehabilitation & Replacement Program, Phase 1 and Phase 2, City of South Pasadena, Pasadena, California. Project manager for the design of both phases of the city's sewer rehabilitation and replacement program. The project included reviewing CCTV inspection videos for over 500 sewer segments to determine the recommended rehabilitation or repair strategy for each pipe. The resulting improvements included CIPP lining of approximately 160,000 LF of pipe ranging in diameter from 6 inches to 18 inches, open trench replacement of approximately 6,000 LF of 6-inch and 8-inch pipe, numerous in situ and open trench point repairs of short defects, and other minor repairs to lateral connections and manholes. The work included analysis of constructability and access constraints for pipes located outside of the street right-of-way so that costs could be appropriately accounted for in contractor bids.

Age- and Condition-Related Sewer Rehabilitation Project, City of Vista, California. Assistant project manager providing design services for an extensive multi-year program to rehabilitate the city's Vista sewer basin. The first phase of rehabilitation consisted of approximately 115,000 LF of 8-inch- to 12-inch-diameter CIPP lining and rehabilitation of over 600 manholes on residential and collector streets and within easements.

Fanita Terrace Recycled Water Reservoir Structural Analysis, Padre Dam Municipal Water District, Santee, California. Project manager for a seismic analysis and condition assessment of an existing 1.5 MG welded steel reservoir. The assessment included cost estimates and life cycle cost calculations for four rehabilitation and replacement alternatives, including repair or replacement of the existing roof due to corrosion of the rafters.

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DUDEK

Brandon Lacap, PE

CONDITION ASSESSMENT

Brandon Lacap is a professional civil engineer with 14 years' experience in condition assessment, engineering design, and managing of wastewater infrastructure and capital improvements projects. Mr. Lacap specializes in the comprehensive condition assessment of sewer lift stations and gravity collection systems, consequence of failure analysis, preparation of condition assessment and CIP prioritization reports, coordination of field inspections and confined space entry, and hydraulic modeling/analysis of sewer conveyance systems. Mr. Lacap also specializes in sewer lift station rehabilitation/replacement design, and mechanical piping design.

Education

San Diego State University BS, Civil Engineering, 2009

Certifications

Professional Civil Engineer (PE), CA No. 87211

Project Experience

Lift Station Assessment and Prioritization, Elsinore Valley Municipal Water District, Lake Elsinore, California. Project Manager for the comprehensive condition assessment of five (5) of the District's aging sewer lift stations (20 to 49 years old) and associated force mains along the "A-Train" of their sewer conveyance system. A record data review, hydraulic analysis, and field inspection were required for each lift station to determine deficiencies and develop recommendations for a prioritized list of capital improvement projects to rehabilitate/replace the evaluated stations. Dudek developed and used a condition and criticality/risk-based scoring analysis to prioritize short-term and long-term improvement projects for each station. The short-term improvement projects were developed to address the highest safety risks, operational risks (that can lead to sewer spill), and code violations in the next 12 to 24 months.

Wastewater Master Plan Update, Olivenhain Municipal Water District, 4S Ranch, California. Task Lead for the condition assessment and analysis task of both of the District's sewer collection systems: the Rancho Cielo Sewer Collection System and the 4S Ranch Sewer Collection System. These two collection systems combine to approximately 66 miles of gravity mains, 1,215 manholes, 14 sewer lift stations ranging from 60 gpm to 1,700 gpm, and approximately 12 miles of forcemains. Mr. Lacap managed the comprehensive condition assessment of the District's three (3) largest lift stations including the hydraulic evaluation and field inspection of all mechanical, structural, electrical, and site/civil assets. The remaining 11 lift stations included a hydraulic evaluation, review of the previous improvement recommendations from the 2015 Sewer Master Plan, and Workshop discussions with operators to develop improvement projects to incorporate into the overall CIP. Dudek prepared a Condition Assessment and Prioritization Technical Memorandum for all of the 14 lift stations which included descriptions of the recommended improvement projects and planning level project costs, which were then prioritized and incorporated into a 10-year CIP budget to be documented in the District's Wastewater Master Plan Update Report.

B-Series Lift Stations Condition Assessment, Elsinore Valley Municipal Water District, Lake Elsinore, California. Project Manager for the comprehensive condition assessment of five (5) of the District's aging sewer lift stations (20 to 49 years old) within the "B-train" of their sewer conveyance system. A record data review, hydraulic analysis, and field inspection were required for each lift station to determine deficiencies and develop recommendations for a prioritized list of capital improvement projects to rehabilitate or replace the evaluated

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stations. Dudek used the condition and criticality/risk-based scoring analysis which was developed during assessment of the A-Train grouping of lift stations to prioritize short-term and long-term improvement projects for each B-series station. The short-term improvement projects were developed to address the highest safety risks, operational risks (that can lead to sewer spill), and code violations in the next 12 to 24 months, while the long-term improvement projects were strategically incorporated into the District's CIP over the next 3 to 10 years.

Moonlight Beach Sewer Pump Station Pump Replacement Evaluation, San Elijo Joint Powers Authority, Encinitas, California. Served as senior engineer for evaluation and alternative analysis for rehabilitation of the 1.1 million gallons per day Moonlight Beach Sewer Pump Station. The evaluation and analysis included recommendations for retrofit of solids handling dry-pit submersible pumps to replace the existing vertical (extended drive shaft) centrifugal pumps and in-line sewage grinders, analysis of forced air ventilation system, recommendations on suction and discharge piping re-design, heat rejection analysis of existing versus proposed equipment, and a life cycle cost analysis for the alternative improvements.

Consequence of Failure Analysis, Lake Arrowhead Community Services District, California. Lead Engineer for the preparation of a risk assessment for Lake Arrowhead CSD's two (2) wastewater treatment facilities (3.75 MGD) and five (5) major sewer lift stations. The risk assessment utilized multiple workshops with Operations and Maintenance staff, engineering, and management staff, and the Dudek project team to assess failure consequences and probabilities. The workshops allowed Dudek's team to fully understand known issues with each of the facilities, history of maintenance of assets, history of emergency events, and nuances of each facility as it affects the surrounding environment. The project identified and prioritized risk within the facility to guide strategic planning and investments for the facility in the short- and long-term future.

Lift Station 80-03 Condition Assessment and Upgrades Project, Coachella Valley Water District, Palm Desert, California. Served as senior engineer. Due to much of the equipment at this lift station nearing the end of its useful life, CVWD requested that Dudek provide a comprehensive condition assessment of the lift station facility. As a part of the comprehensive condition assessment, Dudek's team performed an on-site inspection of all electrical, instrumentation, mechanical, structural assets. In addition, Dudek performed a detailed maintenance records and planning documents review, hydraulic evaluation, emergency storage analysis, and station bypass capability analysis. Dudek used this collected inspection and analysis information to determine various deficiencies and develop recommendations for a prioritized list of capital improvement projects to rehabilitate/ replace the various assets of the aging lift station. The recommended list of prioritized improvements included estimated construction costs which helped CVWD plan for near-term, mid-term, and long-term improvements for the lift station.

Benson Avenue Temporary and Permanent Sewer Pump Stations and Force Main, City of Chino, California. Served as Project Manager. Dudek was hired to design a two-phase pump station and force main project that diverts sewer flows to a nearby Inland Empire Utilities Agency interceptor sewer manhole. The two-phase approach required the feasibility analysis and design of an 80-gpm temporary submersible sewer lift station with two, 3-horsepower grinder pumping units as well as the feasibility and design of an additional 120-gpm permanent pump station with 5-horsepower chopper pumping units and overflow structure within the public right-of-way for long-term operation. The permanent pump station design involved coordination and approval for new 3-phase power supply from Southern California Edison (SCE), coordination and permit approval from the State Water Resources Control Board Division of Drinking Water (DDW) for sewer main crossing of existing water pipelines, and redirection of upstream sewer flow from three (3) gravity sewer mains located in both public and private right-of-way.

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DUDEK

Justin Scheidel, PE

CONDITION ASSESSMENT

Justin Scheidel is a project manager with 20 years' experience specializing in water infrastructure design, wastewater treatment design, and construction management. Mr. Scheidel is responsible for detailed design and layout, civil/mechanical calculations and analysis, equipment selection, cost estimation, and development of plans and specifications. He is experienced in all phases of engineering, including planning, design, and construction. As a project manager, Mr. Scheidel is responsible for the tracking, monitoring, team delegation, deliverable quality assurance, engineering guidance, accounting, and client and subconsultant coordination associated with each project, including final stamp and signature of project plans and specifications.

Education

San Diego State University
MS, Civil Engineering
BS, Civil Engineering

Certifications

Professional Civil Engineer (PE), CA No. 82058

Professional Affiliations

American Society of Civil Engineers

California Water Environment Association

Water Reuse Association

Project Experience

Temescal Valley Water District Sewer System Master Plan, the Temescal Valley Water District, Corona, California. Served as project manager for the development of the district's first sewer master plan. Development included creating a hydraulic model based on the geographic information system (GIS) information of the sewer system, fixing GIS-based geometry errors, assigning wastewater loads for residential and commercial customers, and verifying flows through historical flow gathering data around the district. The results of the modeling effort, existing wastewater production, and future and ultimate wastewater production were summarized in the Master Plan. The Master Plan will be used to develop a capital improvements plan to improve and rehabilitate the district's facilities.

Temescal Valley Water District Potable Water System Master Plan, the Temescal Valley Water District, Corona, California. Served as project manager for the update of the district's potable water master plan. Development included updating the existing hydraulic model based on the improvements made to the district's system and updated demands based on updated water usage. The results of the modeling effort were summarized the Master Plan. The Master Plan will be used to develop a capital improvements plan to improve and rehabilitate the district's facilities.

Temescal Valley Water District Non-Potable Water System Master Plan, the Temescal Valley Water District, Corona, California. Served as project manager for the update of the district's Non-Potable Water Master Plan. Development included updating the existing hydraulic model based on the improvements made to the district's system and updated demands based on updated non-potable water usage. The results of the modeling effort were summarized the Master Plan. The Master Plan will be used to develop a capital improvements plan to improve and rehabilitate the district's facilities.

Lift Station Condition Assessment, Elsinore Valley Municipal Water District, Elsinore Valley, California. Quality control reviewer for a comprehensive condition assessment of five of the district's aging sewer lift stations (20–49 years old) and associated force mains. A record data review, hydraulic analysis, and field inspection were required

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for each lift station to determine deficiencies and develop recommendations for a prioritized list of capital improvement projects to rehabilitate/replace the evaluated stations. Dudek recommended and strategically prioritized long-term improvement projects to stagger the full replacement of lift stations and force mains over the next 3–7 years.

Reservoir Condition Assessment, Elsinore Valley Municipal Water District, Elsinore Valley, California. Project manager for a condition assessment of seven potable and one non-potable storage reservoir for the district. The evaluation included structural, seismic, mechanical, cathodic protection, hydraulic, and hazardous materials assessment of these reservoirs. Based on the acquired information and assessment results, these reservoirs were ranked based on current condition. The reservoir ranking was used to assign a rehabilitation priority and recommended schedule of improvements. These recommended improvements were divided into immediate concerns, short-term concerns, and long-term concerns to help the district allocate resources to ensure immediate and long-term reliability of the water systems.

Lift Station 55-14 Decommissioning, Coachella Valley Water District, California. Served as project engineer. As part of the master planning process, the district identified the opportunity to eliminate an aging sewer pump station by extending the gravity influent pipeline to a newly constructed pipeline approximately 1 mile away. Dudek prepared both the phase one fast-track existing force main relocation to accommodate nearby Caltrans improvements and the phase two new 4,900 linear feet of 12-inch PVC gravity pipeline to facilitate the pump station demolition. The new design took into account significant dewatering requirements and trench construction details to mitigate unfavorable soil conditions. The final project allowed the district to reduce operational load and risk associated with the lift station. It was also the district's first installation of PVC pipe, which now provides more cost-effective material options for future pipeline construction projects.

Simsbury Sewer Extension – Lift Station Abandonment Study and Design, City of Carlsbad, California. Project included development of an adjoining lot, which prompted the evaluation of potential re-alignment of the existing sewer and abandonment of the existing pump station, creating a complete gravity sewer system. The preliminary evaluation of the project determined that the conversion was feasible by re-directing the sewer through the development. Drastic changes in elevations between the two sites prompted installation of the connection piping through the trenchless jack and bore method. Completion of the project eliminated the need for a pump station, reducing energy and maintenance costs.

Pipeline Alignment Evaluation to Abandon Lift Stations, City of Carlsbad, California. Served as project engineer. The project included the evaluation of construction feasibility and preliminary alignment of the proposed new sewer pipelines, which required a detailed engineering analysis and an initial biological survey and summary analysis. These new pipelines would allow the abandonment of the city's existing Villas and Vancouver Lift Stations. The new pipeline will be installed utilizing horizontal directional drilling, selected because of the tight alignment and crossing of environmentally sensitive lands.

Sewer Rehabilitation and Replacement Project, the Ramona Municipal Water District, California. Project manager for the rehabilitation and replacement of deteriorated vitrified clay sewer lines with diameters ranging from 6 inches to 24 inches throughout the district. Rehabilitation efforts included spot and lateral repair of sewer lines using trenchless CIPP to limit construction and shutdown duration while limiting public impact.

As-Needed Engineering Services, Joshua Basin Water District, Joshua Tree, California. Served as project engineer. Assisted with construction inspection, coordination, plan checking, and engineering design services when required. This included various capital improvements projects vital for continuing water supply and the institution of emergency water supply alternatives.

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EXPERIENCE SUMMARY

Paul has over 31 years of technical and engineering experience with an emphasis in wastewater collection systems, municipal waste, and environmental assessment/site remediation. He currently serves as Senior Region Engineer and Project Manager. His background includes work with long-term flow monitoring services for model verification, capacity studies for siphons, pump stations, and critical sewer segments, infiltration and inflow (I/I) analysis and prioritization studies, sewer system evaluation surveys such as physical inspections, smoke testing, as well as technical reporting and presentation.

Assignment
Sr. Project Engineer/Manager

Education
B.S., Chemical Engineering - Cal State Polytechnic University Pomona, 1986

M.S. Program Core Courses, Civil/Environmental Engineering – Cal State University Long Beach, 1991

Registration
Professional Engineer, California, No 049435

Professional Engineer, Nevada, No 016878

Professional Engineer, Utah, No 8972209-2202

Experience
32 Years

Joined Firm
2000

Relevant Experience

- ✓ Managed over 300 Temporary Sewer Flow Monitoring Projects
- ✓ Expertise in Rain Dependent Inflow and Infiltration
- ✓ Critical Site Flow verification and Capacity Evaluation Expertise

TEMPORAY SEWER FLOW MONITORING & RAINFALL DEPENDENT INFLOW & INFILTRATION STUDIES

East Bay Municipal Utility District, Wet Weather Sewer Flow Monitoring Study, Oakland, California

Sr. Project Manager. Had primary responsibility for running this 109 meter, 9 rain gauge, 3 year project to identify basins with substantial I/I issues. Responsibilities for the project included cost control, ensuring deliverables were met, and oversight of all field and data analysis activities. Also prepared the final data report that was included as a deliverable to Cal EPA.

City of San Jose, Numerous Sewer Flow Monitoring Studies, San Jose, California

Sr. Project Manager. Fifty-two sanitary flow monitoring sites and 16 rain gauges on a continuous basis and provide daily updates of flow and hydraulic performance via wireless telemetry to a web based data delivery platform called Flowview™. Weekly service summaries and monthly uptime performance metrics are provided along with monthly data analysis and finalization / certification of data. Deliverables also include seasonal flow metering (up to 100 meters at a time) and Rainfall Dependent Infiltration and Inflow (RDII) performance reports that provide trend analysis of dry and wet weather performance.
Additions of up to 85 storm system flow monitoring locations and 9 more temporary rain gauging stations will enable the City to get a better handle on their storm system model.

City of Los Angeles, Wet Weather Sewer Flow Monitoring Study, Los Angeles, California

Sr. Project Manager. ADS was awarded a 2-year comprehensive sewer system performance evaluation for the City of Los Angeles, CA. This included deployment of 93 wireless flow monitors in lines ranging in size from 12-inch to 99-inch, flow and map verification, capacity evaluation, preparing an Web-based master database of flow data and capacity performance data. Rainfall Dependent Infiltration & Inflow (RDII) performance evaluations were conducted in metered tributary zones using Sliicer software to assist in the preparation and calibration of their wet weather performance model.

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Orange County Sanitation District, Rain Dependent Inflow and Infiltration Study, Fountain Valley, California
Sr. Project Manager. ADS was awarded a 4-year - $6,200,000 project. The project involved delineation of 120 master basins and deployment of 150 wireless flow monitors to support the Cooperative Projects Program wherein RDII was targeted for reduction within the 24 Member Agencies comprising the District service area. This was the foundation project for all future RDII reduction efforts District wide.

San Francisco Public Utilities Commission, Wet Weather Sewer Flow Monitoring Study, San Francisco, California
Technical Advisor. Scope includes temporary sewer flow monitoring at 109 sites for 112 days for year 1, and 32 sites for 120 days for year 2.

City of San Bernardino, Temporary Sewer Flow Monitoring Study, San Bernardino, California
Sr. Project Manager. ADS was sub-contracted by AKM Consulting Engineers to conduct temporary sewer flow monitoring at 25 gravity locations for a period of 14 days for dry weather model calibration.

Santa Cruz Count, Temporary Sewer Flow Monitoring Study, Santa Cruz, California
Sr. Project Manager. ADS was sub-contracted by ARCADIS to perform turn-key sewer and rainfall monitoring for a period of 60 days at 10 flow metering stations and 3 rain gauge stations for a Wet Season Study and 30 day monitoring period at 10 sites for the Dry Season Study

City of Santa Barbara, Rain Dependent Inflow and Infiltration Study, Santa Barbara, California
Sr. Project Manager. The project involved delineation of 40 master basins and deployment of 45 wireless flow monitors and 8 rain gauges, RDII analysis, reporting, and future SSES recommendations. The technical report became a foundational reference for the City for future sewer system evaluations.

City of Burbank, Burbank, Rain Dependent Inflow and Infiltration Study, California
Sr. Project Manager. ADS was sub-contracted by Kennedy Jenks Consultants, the project involved delineation of 15 master basins and deployment of 20 wireless flow monitors and 3 rain gauges, RDII analysis, reporting, and future SSES recommendations.

City of Fullerton, Rain Dependent Inflow and Infiltration Study, Fullerton, California
Sr. Project Manager. The project involved delineation of 18 master basins and deployment of 27 wireless flow monitors and 3 rain gauges, RDII analysis, reporting, and SSES recommendations resulting in ADS performing smoke testing of 125,000 linear feet.

Midway Sanitary District, Rain Dependent Inflow and Infiltration Study, Westminster, California
Sr. Project Manager. The project involved delineation of 16 master basins and deployment of 28 wireless flow monitors and 3 rain gauges, RDII analysis, reporting, and SSES recommendations.

PUBLICATION AND PRESENTATIONS

Mitchell, P.S., Enfinger, K.L., "Scattergraph Principles and Practice – Evaluating Self-Cleansing in Existing Sewers Using the Tractive Force Method" Proceedings of the World Environmental & Water Resources Congress 2010; Providence, RI; American Society of Civil Engineers: Reston, VA

Mitchell, P.S., Stevens, P.L., "Gated Cross Correlation Velocity – A Breakthrough Technology for Wastewater Flow Management" WEF Specialty Conference, Louisville, KY, 2009.

Mitchell, P.S., Stevens, P.L., Nazaroff, A., "Demystifying Base Infiltration in Sewers." WEF Specialty Conference, Detroit, MI, 2006.

Mitchell, P.S., Stevens, P.L., "How to Maximize the Value of Sewer Flow Information." ASCE Pipelines Technical Conference, Houston, TX. 2005.

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Matt Stone, PE, SE

Senior Project Manager

Education/Professional Registration
BS, Structural Engineering, 2008, UCSD
MS, Structural Engineering, 2009, UCSD
Civil Engineer in California, 2011, No. 78488
Structural Engineer in California, 2014, No. 6183

Mr. Stone is a currently licensed California Structural Engineer with over 14 years of project management and structural design work encompassing commercial, infrastructure, water, wastewater and military projects. He has performed many complex structural and seismic designs for new and existing buildings utilizing the latest design standards and philosophies. His work has included the preparation of structural drawings, specifications, and calculation packages, project coordination and management, technical report writing, cost estimating and construction support services. He specializes in the assessment, design and retrofit of water and wastewater treatment, storage and conveyance facilities.

Relevant Project Experience

EVMWD Rice Canyon & Ortega Reservoirs Rehab – Lake Elsinore, CA – Project Manager – Kelsey Structural – Ongoing
Mr. Stone is serving as the structural project manager for the rehabilitation of the existing Rice Canyon and Ortega Reservoirs for Elsinore Valley Municipal Water District (EVMWD). Kelsey Structural previously performed the structural condition assessment of seven (7) reservoirs within the EVMWD storage and distribution system and identified the Rice Canyon and Ortega Reservoirs to be the highest priority for rehabilitation. The project has included a preliminary design phase identifying the proposed reservoir retrofits and rehabilitation including exterior coating overcoat, interior coating replacement, roof framing repairs, center cone and dollar plate replacements, shell and floor plate patching and various appurtenance improvements. The project is currently in the design phase with structural drawings to include selective demolition plans, repair plans and sections, and repair details.

EVMWD Reservoir Demolition Program – Lake Elsinore, CA – Project Manager – Kelsey Structural – Ongoing
Mr. Stone is serving as the structural project manager and lead structural engineer for the Elsinore Valley Municipal Water District (EVMWD) Reservoir Demolition Program. Structural design has included aluminum and timber pole equipment/antenna tower design along with concrete spread footing foundations and tower anchorage. Various iterations and design configurations were designed to accommodate different equipment, site constraints, and material types at four different sites including the TRTAN, Howell, Brewer and Junkle sites. Wind loading and tower overturning forces governed the foundation designs, requiring wide pad footings for the aluminum towers and deep embedments of the timber pole foundations to resist design loads.

City of Corona WRF-1A Aeration Improvements – Corona, CA – Project Manager – Kelsey Structural – 2023
Mr. Stone provided the structural design for a series of aeration pipe supports at the City of Corona's existing WRF-1A treatment plant. Design includes various custom pipe supports for 20" and 12" diameter stainless steel air piping including cantilever frames and kicker supports at the existing Aeration Basins and a 25' long pipe bridge spanning over an existing access road. Modifications at the existing Blower Building were required to accommodate the new piping penetrations through the CMU walls. Design considerations for expansion couplers, large thrust loads, existing structure loading and anchorage required detailed coordination with the client and design team to help ensure minimal impacts to the existing facility and operations.

Crescent City Washington Tank Retrofit – Crescent City, CA – Project Manager – Kelsey Structural – 2022
Mr. Stone provided the structural retrofit design of the existing 4.15 MG Washington Tank for the City of Crescent City, located in Crescent City, CA. The reservoir is located in an area of extreme seismicity which resulted in significant tank deficiencies including overstress of all courses of the shell, seismic instabilities, insufficient foundation sizing, lack of anchorage and insufficient adequate freeboard. Retrofit design of the existing AWWA D100 welded steel tank included a new concrete ringwall foundation with retrofit anchor bolts and chairs welded to the existing shell and shell overstress and freeboard recommendations to limit operating water heights in order to prevent shell damage and sloshing damage to the roof structure during a seismic event. Structural detailing of the concrete ringwall foundation, reinforcing and anchorage was also provided.

GSWC Tapo Tank Retrofit – Simi Valley, CA – Project Manager – Kelsey Structural – 2022
Mr. Stone provided the structural retrofit design of the existing 3.1 MG Tapo Tank for Golden State Water Company. Retrofit design of the existing AWWA D100 welded steel tank included a new concrete ringwall foundation to provide

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bearing pressure and uplift resistance, shell strengthening by means of welded reinforcing plates, and freeboard recommendations to limit operating water heights to prevent sloshing damage to the roof structure during a seismic event. Structural detailing of the concrete ringwall foundation reinforcing and anchorage was also provided.

EMWD Ellis Tank Assessment and Repair – Perris, CA – Project Manager – Kelsey Structural – 2022
Mr. Stone provided the structural assessment and repair design for Eastern Municipal Water District's (EMWD) existing 0.26 MG Ellis Tank. The reservoir is an AWWA D100 welded steel reservoir that was in the process of being recoated when Kelsey Structural was brought in to perform an assessment of the existing structure once old coatings were removed. Mr. Stone discovered severe deterioration of the roof framing system and column supports, which halted construction work and required an emergency repair design of a new roof framing system and strengthening of the existing structure. Expedited design work helped minimize construction delays and efficient detailing allowed for quick repair of the tank roof structure.

PDMWD Fanita Terrace Reservoir Structural Evaluation – Santee, CA – Project Manager, Kelsey Structural – 2019
Mr. Stone served as Project Manager for the structural evaluation of the existing 1.5 MG AWWA D100 Fanita Terrace Reservoir for Padre Dam Municipal Water District as part of their current as-needed contract. Work included a site investigation and interior floating observation of the reservoir to document structural condition, seismic and freeboard analysis, and development of an assessment report with improvement alternatives, recommendations, cost estimates and conceptual detailing for the rehabilitation of the reservoir. Deterioration at the roof framing was the most significant deficiency of the reservoir and recommendations for a new aluminum dome roof were provided.

CVWD 4711 No. 3 & 4 Structural and Seismic Design – Coachella, CA – Structural Engineer – Kelsey Structural – 2021
Mr. Stone served as Lead Structural Engineer for the structural and seismic design of the new 4711 No. 3 & 4 Reservoirs for Coachella Valley Water District's (CVWD). Structural design included concrete ringwall foundation, anchor bolts and chairs, minimum freeboard recommendations, minimum shell thicknesses and minimum framing sizes. The reservoirs are located in an area of extreme seismicity which required a large concrete ringwall foundation to resist uplift of the reservoir shell during seismic events coupled with a 10' freeboard per the latest requirements of the CBC and AWWA D100 codes. Anchorage design utilized the latest philosophies of ACI 318 to help ensure ductile bolt yielding and energy dissipation will occur during a seismic event.

EVWD 18 Reservoir Structural and Seismic Analysis – San Bernardino, CA – Project Manager – Kelsey Structural – 2021
Mr. Stone performed the structural and seismic analysis of a total of 18 existing reservoirs including AWWA D110 prestressed concrete and AWWA D100 welded steel reservoirs for East Valley Water District. Analysis of the reservoirs' essential structural elements was performed to identify critical code deficiencies and vulnerabilities. Critical steel reservoir analysis included tank shell thickness, anchorage and stability, ringwall foundations and sloshing/freeboard requirements. Critical prestressed reservoir analysis included concrete core walls, vertical and horizontal prestressing, seismic cables, two-way concrete roof slab, columns and foundations. A summary report was developed for each of the reservoirs identifying notable deficiencies with recommendations for possible retrofits, strengthening and lowered operating water levels, which would mitigate the code deficiencies and improve structural performance and reliability.

EVMWD Reservoir Condition Assessments – Lake Elsinore, CA – Structural Engineer – Kelsey Structural – 2020
Mr. Stone served as Lead Structural Engineer for the assessment of seven (7) steel reservoirs within the Elsinore Valley Municipal Water District's (EVMWD) water supply system. The assessments consisted of field investigations to document the structural condition of each reservoir, structural and seismic analysis to determine compliance with current code requirements and development of assessment reports documenting investigation findings, improvement recommendations, rehabilitation costs and a ranking/prioritization of each reservoir. Floating and drained inspections were performed for each reservoir as part of field investigations allowing the team to develop more accurate recommendations and cost estimates for the District.

EMWD Fox Street 1 MG Tank and Pipeline Project – Perris, CA – Project Manager – Kelsey Structural – 2019
Mr. Stone served as Project Manager providing the structural design for the Eastern Municipal Water District (EMWD) Fox Street 1 MG tank steel tank project. The project included the design of a 73' diameter x 36'-6" tall 1.0MG steel tank foundation. The foundation consisted of an anchored reinforced concrete ring foundation with the design based on AWWA D100-11 and ACI 318-14. Concrete breakout failure governed the anchor bolt design and required supplemental steel reinforcement in the ring foundation to prevent brittle anchorage failure during seismic events. Freeboard analysis and detailing of new roof vents was also provided as part of the scope of services.

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John Wright CPA

Senior Manager

PROFILE

John has over 25 years of utility industry financial management and economic analysis experience – 14 years as a utility consultant with Raftelis and 7 years as a utility staff member with Denver Water (CO) and the City of Portland Bureau of Environmental Services (OR). John's expertise includes water, recycled water, and wastewater cost-of-service, financial planning, and capacity fee studies.

John has provided consulting services to numerous complex utility clients, including the San Franciso Public Utilities Commission, the Metropolitan Water District of Southern California, the City of San Diego, the San Bernardino Municipal Water Department, Austin Water, the Portland Water Bureau, Milwaukee Water Works, the City of Calgary, and the Puerto Rico Aqueduct and Sewer Authority.

As the Manager of Rate Administration at Denver Water, John was responsible for the annual water financial planning, cost-of-service, and system development charge studies. At the Portland Bureau of Environmental Services, he was responsible for the annual wastewater and stormwater financial planning, cost-of-service, and system development charge studies. John is a contributing author to several American Water Works Association (AWWA) and Water Environment Federation (WEF) publications, including AWWA Manual M1, *Principles of Water Rates, Fees, and Charges,* and WEF Manual 27, *Financing and Charges for Wastewater Systems*.

Specialties

- Cost-of-service studies
- Capacity fee studies
- Financial & economic analysis
- Public speaking and presentations

Professional History

- Raftelis: Senior Manager (2020-present); Manager (2017-2019); Senior Consultant (2010-2016)
- Denver Water: Manager of Rate Administration (2006-2009)
- Portland Bureau of Environmental Services: Senior Economist (2004-2006)
- Public Utility Commission of Oregon: Senior Utility Analyst (2002-2004)
- Positions in the Competitive Telecommunications Industry (1997-2002)
- Colorado Public Utilities Commission: Senior Financial Analyst (1991-1997)

Education

- Master of Science in Finance - University of Colorado, Denver
- Bachelor of Science in Accounting - Metropolitan State University of Denver

Certifications

- Certified Public Accountant, State of Colorado #11959
- Series 50 Municipal Advisor Representative

Professional Memberships

- AWWA - Rates & Charges Committee
  - o Contributing author to the 6th and 7th editions of AWWA Manual M1. Member of the editorial committee responsible for the upcoming 8th edition of Manual M1
- WEF Utility Management Committee
  - o Contributing author to the 4th edition of WEF Manual No. 27.

KEY PROJECT EXPERIENCE

San Francisco Public Utilities Commission (CA): Water and Wastewater Rate Study

John was the project manager for the wastewater cost-of-service study portion of a water and wastewater rate study Raftelis completed for the San Francisco Public Utilities Commission (SFPUC) in 2023. The SFPUC treats approximately 60 to 70 MGD during dry weather and 115 to 180 MGD during wet weather events. Traditionally, SFPUC has recovered stormwater costs through its wastewater rates. The Raftelis study included allocating costs between the SFPUC's wastewater and stormwater operations and resulted in the first separate stormwater rates in SFPUC history. The SFPUC's Wastewater Enterprise provides wastewater and stormwater collection, treatment, and disposal services for the City. The collection system consists of approximately 900 miles of sewer system lines throughout the City. The SFPUC treats sanitary sewer and wet weather flows in its three water pollution control plants (Southeast Treatment Plant, Oceanside Treatment Plant, and the North Point Wet Weather Facility), which discharge effluent to the San Francisco Bay and Pacific Ocean.

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San Bernardino Municipal Water Department (CA): Comprehensive Cost-of-Services and Rate Structure Update

John was the project manager for a comprehensive water and wastewater rate study for the City of San Bernardino (Department). The study included the development of 10-year financial plans, cost-of-service studies using industry-standard principles, and the development of wholly revised water and wastewater rate structures that were implemented by the Department's Board of Water Commissioners. In addition, Raftelis also developed drought surcharges for the Department. The outcome of the study was the development of Proposition 218-compliant water and wastewater rates for the period FY 2022 - FY 2026. The Department provides wholesale wastewater service to the City of Loma Linda and the East Valley Water District. In 2022, the East Valley Water District begin using its own Water Reclamation Facility and will no longer be a wholesale wastewater customer of the Department. As part of the rate study, Raftelis has assisted the Department's plan for this significant loss of revenue.

City of San Diego (CA): Consulting Services for the Public Utilities Department - Water and Wastewater Cost-of-Service Studies

The City of San Diego (City) provides retail water, wastewater, and recycled water service to approximately 1.4 million people in metropolitan San Diego. John was the lead consultant on the City's recent wastewater and recycled water rate studies. His responsibilities included working with City staff to prepare a revenue requirement projection for the wastewater enterprise fund, 2) developing wastewater and recycled water cost allocations as part of the wastewater cost of service study, and 3) calculating proposed wastewater and recycled water rates for the period FY 2022 – FY 2026.

The City's wastewater utility system consists of Municipal and Metropolitan sub-systems. The Municipal sub-system is a wastewater collection and conveyance system for retail customers served within the City's jurisdictional boundaries. The Metropolitan sub-system is a regional wastewater treatment and disposal system that provides service to 16 member agencies in the County of San Diego. John's work on the project included analyzing the methodology used to allocate Municipal and Metropolitan subsystem operating and capital costs to the City's retail wastewater and recycled water customers. He also developed a comprehensive mass balance analysis that reconciled the wastewater flow and strength loadings contributed by the City to the flow and strength loadings recorded at each of the three City-owned treatment plants.

Padre Dam Municipal Water District (CA): Comprehensive Cost-of-Service / Rate Study

The Padre Dam Municipal Water District (District) provides water, wastewater, and recycled water service to a population of over 100,000 in East San Diego County. The District features two separate service territories with distinct elevation levels and customer demographics. John served as a project manager for a rate study that included the development of financial plans and revenue requirement projections, cost-of-service studies, and proposed Proposition 218 rates for water (including drought rates), wastewater, and recycled utility services.

Irvine Ranch Water District (CA): Cost-of-Service and Rate Design Study

The Irvine Ranch Water District (District) serves a 181 square mile area that includes all of the City of Irvine and portions of the cities of Tustin, Newport Beach, Costa Mesa, Orange, and Lake Forest, as well as some unincorporated regions of Orange County. The total estimated daytime population served is approximately 600,000 people through approximately 118,000 water and 113,000 sewer connections. John was the project manager responsible for a water, sewer, and recycled water cost-of-service and rate design study for the District. The overarching objective of the Study was to conduct a comprehensive review of the methods used by the District to develop the rates it charges for water, sewer, and recycled water service in order to confirm compliance with Proposition 218 and other applicable legal requirements.

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Sudhir Pardiwala PE

Executive Vice President

PROFILE

Sudhir has 45 years of experience in financial studies and engineering. He has extensive expertise in water and wastewater utility financial and revenue planning, valuation, and assessment engineering. He has conducted numerous water, wastewater, stormwater, and reclaimed water rate studies involving conservation, drought management, risk analysis, as well as system development fee studies, and has developed computerized models for these financial evaluations. Sudhir has assisted public agencies in reviewing and obtaining alternate sources of funding for capital improvements, including low-interest state and federal loans and grants. He has assisted several utilities with State Revolving Fund and Water Reclamation Bond loans. Sudhir authored the chapter on reclaimed water rates in the *Manual of Practice No. 27, Financing and Charges for Wastewater Systems*, published by the Water Environment Federation (WEF). He also authored a chapter entitled, "Recycled Water Rates," for the Fourth Edition of the industry guidebook, *Water and Wastewater Finance and Pricing: The Changing Landscape*. Sudhir was vice-chairman of the California-Nevada AWWA Business Management Division and Chairman of the Financial Management Committee.

Specialties
- Cost-of-service rate studies
- Conservation & drought management studies
- Economic analyses
- Water & wastewater utility cost accounting
- Valuation
- Financial & revenue planning

Professional History
- Raftelis: Executive Vice President (2013-present); Vice President (2004-2013)
- Black & Veatch: Principal Consultant
- (1997-2004)
- MWH: Principal Engineer (1985-1997)
- CF Braun: Senior Engineer (1979-1985)
- PFR Engineering Systems: Research Engineer (1977-1979)

Education
- Master of Business Administration - University of California, Los Angeles (1982)
- Master of Science in Chemical Engineering - Arizona State University (1976)
- Bachelor of Science in Chemical Engineering - Indian Institute of Technology, Bombay (1974)

Certifications
- Series 50 Municipal Advisor Representative

Professional Registrations
- Registered Professional Engineer, California: Civil (1988); Chemical (1981)

Professional Memberships
- AWWA
- WEF
- California Municipal Finance Officers Association

KEY PROJECT EXPERIENCE

City of Vallejo (CA): Water Financial Plan and Rate Study

The City of Vallejo (City) engaged Raftelis to develop a financial plan for the water utility to ensure that the City would not be in technical default of its bond covenants after another consultant had completed a rate study. In short order, Raftelis prepared a Financial Plan to help the City tide over the immediate crisis and assisted with developing a Proposition 218 notice and with mailing it to over 42,000 customers and properties. Subsequently, the City again engaged Raftelis in a competitive proposal process to conduct a cost-of-service and rate study. The City has multiple service areas and financial plan and rates were determined for each area. Raftelis redefined the tiers based on the water usage patterns in the City single family class and developed uniform rates by customer class for multi-family, non-residential, raw water and construction classes. Raftelis made several presentations to a Utility Advisory Committee and supported staff in workshops with City Council. The City Council accepted our report and Raftelis assisted in drafting the Proposition 218 notice and mailing it. Raftelis also calculated rates for contract customers American Canyon and Travis Air Force Base schools.

City of Brentwood (CA): Water and Wastewater Rate Study

Sudhir served as project manager for a water and wastewater rate study for the City of Brentwood (City) that involved a comprehensive review of the City's financial plan and rate structure. The City has a total of over 17,500 water and wastewater accounts. Water is supplied through two main sources: local groundwater, from the City's groundwater wells, and surface water that originates from rivers within the Sierra mountain range and flow into the

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Delta. Surface water is treated at the City of Brentwood Water Treatment Plant (Brentwood TP) and the Randall Bold Water Treatment Plant (RBWTP). Wastewater services are provided by the City's Wastewater Treatment Plant with a capacity to treat 5.0 million gallons of wastewater per day (MGD). The study included a comprehensive review of the City's revenue requirements and allocation methodology, a review of City's user classification, a cost-of-service analysis, and rate design for City users. The resulting rates were fair and equitable and met the fiscal needs of the City's utilities in the context of the City's overall policy objectives and were designed for simplicity of administration, cost effective implementation and ease of communication to customers. The study also included drought surcharges that vary based on the water shortage level that the City can implement as necessary to recover the revenue shortfall that occurs as a result of demand reduction during water shortage situations. Raftelis developed a user-friendly model so that various scenarios could be evaluated on the fly. The City appreciated the flexibility of using this model during the course of the study. Raftelis calculated wastewater rates based on flow and strength for differ classes of customers. Raftelis assisted with the Proposition 218 notice and the public hearing. Raftelis has been retained for two rate cycles for the City.

City of Beverly Hills (CA): Water and Wastewater Rate Studies and Capacity Fees

Sudhir served as project manager for Raftelis' engagement with the City of Beverly Hills (City) water and wastewater rate studies. Raftelis was engaged by the City to develop a rate and financial planning model that would be used to evaluate alternative rate structures and to provide more detailed forecasts to assist in the preparation of updating rates in future years. Raftelis modeled numerous alternative rate structures and reviewed customer and revenue impacts before recommending that the City modify its current three-tiered rate structure to include a fourth tier that targets large irrigation usage. In addition, Raftelis recommended that the costs of service based on flow and strength. Raftelis continues to provide biennial updates to the City model so that rates may be projected in future years.

City of Santa Barbara (CA): Water and Wastewater Rate Study

Sudhir has assisted the City of Santa Barbara (City) with their water, wastewater and recycled water financial plans and cost-of-service rates studies involving rates for different customer classes including agriculture, outside City, tiered residential, commercial etc. Wastewater rates were developed for various funding sources including grants and SRF loans. The City is facing severe water supply shortages and water rates included evaluation of multiple drought stages, the rates and impacts on customers as well as funding desalination to provide adequate supplies for the City's customers. Raftelis also evaluated system capacity fees for new water and wastewater customers.

Olivenhain Municipal Water District (CA): Water and Wastewater Financial Planning Studies and Recycled Water Rate Study and Capacity Fee Studies

Sudhir assisted the Olivenhain Municipal Water District (District) in conducting a water financial plan study and a recycled water rate study to determine the recycled water rates charged to customers. The water financial planning model was developed to assist the District in evaluating different financing alternatives to minimize rate impacts and ensure financial stability. The water model was effectively used in Board meetings and presentations to evaluate the impacts of various scenarios. Additionally, Raftelis calculated drought/conservation rates for different stages of cutbacks. The recycled water rate study was conducted to determine the recycled water rates charged to customers given that the District obtains recycled water from four different sources: the City of San Diego, Vallecitos Water District, Rancho Santa Fe Community Services District, and the 4S Regional Recycled Water System. The existing agreements defined the costs of different sources of recycled water to the District. To address all of those issues and concerns, Raftelis developed a recycled water financial and rate model to determine the costs of providing service and the required revenue to be collected from customers. In addition, the model is built to evaluate when the District is able to take over the 4S Regional Recycled Water System, as stated in the agreement with the developer.

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Nicki Bartak

Consultant

Specialties
- Financial modeling
- Water rights & pricing
- GIS analysis

Professional History
- Raftelis: Consultant (2023 – present)
- San Francisco Public Utilities Commission: Senior Administrative Analyst (2019 – 2022)
- Water Asset Management: Associate (2018 – 2019); Investment Analyst (2016 – 2018)

Education
- Bachelor of Science in Environmental Economics & Policy – University of California, Berkeley (2016)
- Bachelor of Arts in Geography – University of California, Berkeley (2016)

Professional Memberships
- AWWA: Rocky Mountain Section

PROFILE

Nicki has 6 years of experience in the water and utility industry in both the private and public sectors. She joined Raftelis after three years with the San Francisco Public Utilities Commission, where she focused on understanding utility needs and problem-solving processes. As a real estate analyst, she facilitated Project Review, working to streamline review processes with internal and external stakeholders. In addition, she developed a proactive research tool for wastewater engineers to determine maintenance and access rights, researching and mapping sewer easements in a spatial database. Prior to that, she was an investment analyst at a boutique private equity firm specializing in water resources. Through modeling water rights transactions across the western United States, Nicki gained an in-depth understanding of water valuation and resource planning. In addition to building models and writing documents used to underwrite transactions, she evaluated municipal supply portfolios vulnerable to shortage and developed an internship program. Her professional interests are centered around using data to drive decisions, especially from the perspective of municipal water supply.

KEY PROJECT EXPERIENCE

El Toro Water District (CA)

Nicki was the staff consultant on a financial plan, cost of service, and rate update for El Toro Water District's Water, Wastewater, and Recycled Water enterprises. Nicki worked closely with Staff to ensure that Raftelis's modeling matched the District's internal modeling to provide defensible rate updates and a technical memorandum detailing methodology on a tight timeline.

City of Ventura (CA)

Nicki is the staff consultant on a financial plan update and connection fee study for the City of Ventura. The City is evaluating various financing options to construct a large water reuse project, however construction delays and inflation have resulted in costs doubling from initial estimates. Raftelis was retained to evaluate the recommended rate increases from a prior rate study in this escalating cost environment and to provide support for financing applications. In addition, Raftelis is providing support on an overhaul of connection fees, which have not been updated since 2009. Raftelis is working closely with City staff to develop connection fees with different structures, tailored to better fit the unique demands of development in the City.

City of Big Bear Lake – Department of Water and Power

Nicki was the staff consultant for a capacity, administrative, and service installation fee update for the City of Big Bear Lake, Department of Water and Power (DWP). DWP had most recently updated capacity fees in 2009, and engaged Raftelis to conduct a study to examine the existing approach against alternatives that may better reflect current community conditions, system characteristics, and policy objectives. Raftelis worked collaboratively with DWP staff with DWP leading analyses internally and Raftelis providing high level insight, analyses review, proposing alternatives for evaluation, and vetting recommended fees.

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Fort Collins-Loveland Water District (CO)

Nicki was the lead consultant for a water financial plan, cost of service, and rate study that also includes a tap fee update for Fort Collins-Loveland Water District (FCLWD). The District retained Raftelis to evaluate rate increases to fund deferred maintenance and an aggressive growth-related CIP totaling over $1B throughout the study period. Raftelis developed several financial planning options to meet Board pricing objectives and a variety of financing scenarios, working closely with Staff. In addition, Raftelis updated the tap fee schedule with changing raw water prices and scaled by actual customer billing data and use trends.

Town of Firestone (CO)

Nicki was the staff consultant for a water financial plan, cost of service and rate study for the Town of Firestone. Like many northern Colorado communities, Firestone is experiencing significant growth and rising expenses. In particular, Firestone's wholesale treated water provider raised rates 18%, with additional increases forecasted in following years. Firestone retained Raftelis to evaluate the efficacy of its rate structure to meet these rising costs and pay for its CIP that included the construction of a new water treatment plant. Raftelis provided guidance on O&M costs based on AWWA benchmarks, as well as assisting in the development of a pass-through rate structure for the Town's water purchases. Raftelis's financial plan tracked growth-related capital spending separately from operations to assuage Board concerns about current ratepayers subsidizing growth. After working closely with Staff and the Board, Raftelis provided six rate alternatives, one of which was adopted at the end of 2023.

PUBLICATIONS

- "Water scarcity and fish imperilment driven by beef production," Nature Sustainability, 2020

PROJECT LIST

- Town of Firestone (CO) – Financial Plan, Water Rate, and Cost of Service Study
- Town of Dacono (CO) – Financial Plan and Water Rate Study
- Town of Eaton (CO) – Water, Wastewater, and Irrigation Financial Plan, Cost of Service, and Rate Study; Tap Fee Update
- City of Thornton (CO) – Water and Wastewater Financial Plan, Cost of Service, and Rate Study
- Fort Collins-Loveland Water District (CO) – Water Financial Plan, Cost of Service, and Rate Study
- Big Bear Lake Department of Water and Power (CA) – Capacity and Miscellaneous Fees
- City of Ventura (CA) – Financial Plan Update and Connection Fees
- El Toro Water District (CA) – Rate Study Update, Water, Sewer and Recycled Water
- Imperial Irrigation District (CA) – Water Cost of Service Study
- City of Prescott (AZ) – Impact Fee and Rate Study

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

RESUME

CONTACT INFO
julian.palacios@nv5.com

EXPERIENCE
23 years

EDUCATION
M.S. Environmental Engineering

B.S. Civil Engineering

LICENSES/CERTIFICATES
Civil Engineer (CA)
No. 67735

Civil Engineer (Mexico)
No. 2760774

Certificate Urban Water Management Plan Training

AFFILIATIONS
American Society of Civil Engineers (ASCE)

JULIAN PALACIOS, PE

Senior Project Manager

Mr. Palacios is an engineering manager with 23 years of experience providing planning, design, construction support services and feasibility studies for water and wastewater treatment, water distribution, wastewater collection, and hydraulic modeling of water and wastewater systems. His experience includes completing water and wastewater infrastructure projects for public agencies, including the City of El Centro, City of Oceanside, City of Carlsbad, City of Vista, Vallecitos Water District, Olivenhain Municipal Water District, Ramona Municipal Water District, and the San Diego County Water Authority.

Project Experience

WASTEWATER TREATMENT

El Centro Wastewater Treatment Plant UV System Upgrade and Blower Replacement

CITY OF EL CENTRO | EL CENTRO, CA

Project Manager. Mr. Palacios is currently managing the design to prepare final construction documents to upgrade the existing UV disinfection system equipment and replace existing aeration Blower No. 3 with a new variable-frequency drive unit to integrate into the recently upgraded aeration system. The existing UV disinfection units No. 1 and No. 2 were installed in 1999 and 2008 respectively, and have reached the end of their life cycle. The existing units will be replaced with UV Trojan Signa units which will reduce energy consumption. Improvements to the UV disinfection system will include installing two new buildings to house the electrical, controls, and hydraulic system. The replacement of Blower No. 3 includes a variable frequency drive controlled unit to operate with Blowers No. 1 and 2, that automatically adjust speed and modulate flow individually based on dissolved oxygen readings at each of the six basins based on most open valve technology.

El Centro Wastewater Treatment Plant Upgrades

CITY OF EL CENTRO | EL CENTRO, CA

Project Manager. Mr. Palacios was responsible for preparing final construction documents to install a new bar screen, replace existing constant speed aeration blowers, and replace existing standby emergency generators. The bar screen was installed upstream of Lift Station No. 3 (within the WWTP site) to process a portion of the influent sewer that was pumped into the primary clarifiers unscreened. The improvements included a concrete structure to house an automatic bar screen with washer compactor that operates based on water level in the influent channel or a timer. The structure included a bypass channel to allow maintenance to the equipment and operator access to the channel located 22 feet below ground surface. The constant speed aeration blowers were replaced with variable frequency drive controlled units that automatically adjust speed and modulate flow individually based on dissolved oxygen readings at each of the six basins based on most open valve technology. The aeration system allows for reduced blower speed operation during periods of low flow and low oxygen demand, significantly reducing energy consumption.

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

RESUME

San Vicente Wastewater Treatment Plant Improvements

RAMONA MUNICIPAL WATER DISTRICT | RAMONA, CA

Project Manager. Mr. Palacios was responsible for pre-design report and final construction documents to upgrade the headworks and two secondary clarifiers. The improvements included replacing the existing screenings conveyance system at the headworks with a washer/compactor unit to remove excess organics and water, including a continuous bagger accessory to minimize contact and exposure to the screenings. Upgrades to two of the existing secondary clarifiers include replacing a suction-type sludge removal mechanism in Clarifier No. 1 with a scraper system to eliminate clogging and installation of a skimmer and scum baffle at the effluent weirs for both Clarifiers No. 1 and 2.

Seeley Wastewater Treatment Facility Improvements

SEELEY COUNTY WATER DISTRICT | SEELEY, CA

Project Engineer. Mr. Palacios was responsible for new 250,000 gpd wastewater treatment facility. Prepared grading plans for the treatment lagoons, demolition plans, filtration/UV disinfection facility, hydraulic profile, and mechanical drawings for two pumping stations. Coordinated efforts with geotechnical and electrical sub-consultants and approvals from USDA Rural Development, Imperial County Community and Economic Development Department, and the Regional Water Quality Control Board.

Wastewater Treatment Facility Evaluation

NILAND SANITARY DISTRICT | NILAND, CA

Project Engineer. Mr. Palacios was responsible for the preliminary engineering report, which evaluated the facility's performance and reliability. Developed alternatives and layouts for the lift stations, aeration ponds, and disinfection system. Worked with the Regional Water Quality Control Board to verify upcoming water quality requirements, including the California Toxics Rule and Ammonia requirements. Oversaw the sampling of wastewater within the collection system, treatment facility, and nearby water bodies to test ammonia and copper concentrations in an attempt to determine the sources of each constituent.

El Centro Wastewater Treatment Plant

CITY OF EL CENTRO | EL CENTRO, CA

Project Engineer. Mr. Palacios was responsible for preparing construction documents to upgrade sludge handling facilities and disinfection system at the City of the El Centro Wastewater Treatment Plant. The treatment facility has an average flow capacity of 8 mgd. The project included civil and mechanical design for adding redundant sludge thickening units, sludge dewatering units, sludge drying beds, and a second UV disinfection unit (open channel).

Main Lift Station

CITY OF EL CENTRO | EL CENTRO, CA

Project Engineer. Mr. Palacios was responsible for preparing final design plans and specifications for the upgrade of the City of El Centro Main Lift Station. The pump station serves about 85% of the City, pumps into a 5,000-foot-long 30-inch diameter force main into the headworks of the wastewater treatment facility, and has a design flow of 5,000 gpm. The project included upgrading to submersible dry pit pumps, providing staircase access to the pump room, installing a Bioxide odor control system, installing variable frequency drives, and upgrading the controls and alarm system to tie into the City's SCADA system.

East Side Lift Station

CITY OF EL CENTRO | EL CENTRO, CA

Project Engineer. Mr. Palacios was responsible for preparing final construction documents for the replacement of the East Side Lift Station. The existing pump station was built in the 1940s and has not been upgraded since. The station was replaced with a submersible type pump station with a design flow of 1,000 gpm, a 10-foot-diameter wet well, valve vault, standby generator, and electrical and controls building

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

Appendix B

Required Forms

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

ATTACHMENT C

Levine Act Statement

PRIME PROPOSER AND SUBCONSULTANTS MUST SUBMIT A SIGNED LEVINE ACT STATEMENT

California Government Code § 84308, commonly referred to as the "Levine Act," precludes an officer of a local government agency from participating in the award of a contract if he or she receives any political contributions totaling more than $250 in the 12 months preceding the pendency of the contract award, and for three months following the final decision, from the person or company awarded the contract. This prohibition applies to contributions to the officer, or received by the officer on behalf of any other officer, or on behalf of any candidate for office or on behalf of any committee.

City of El Centro Council Members as of the date of this RFP are as follows:

Martha Cardenas-Singh
Silvia Marroquin
Edgard Garcia
Tomas Oliva
Sonia Carter

1. Have you or your company, or any agent on behalf of you or your company, made any political contributions of more than $250 to any City of El Centro Council Member in the 12 months preceding the date of the issuance of this RFP? _____ YES X NO
If yes, please identify the Council Member: _____

2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any political contributions of more than $250 to any City of El Centro Council Member in the three months following the award of the contract? _____YES X NO
If yes, please identify the Council Member:_____

Answering yes to either of the two questions above does not preclude City of El Centro from awarding a contract to your firm. It does, however, preclude the identified Council Member from participating in the contract award process for this contract.

March 29, 2024
DATE

(SIGNATURE OF AUTHORIZED OFFICIAL)

Bob Ohlund, Vice President
(TYPE OR WRITE APPROPRIATE NAME, TITLE)

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

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   If yes, please identify the Council Member:_____

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March 26, 2024
DATE

John J. Wright
(SIGNATURE OF AUTHORIZED OFFICIAL)

John Wright, CPA, Senior Manager
(TYPE OR WRITE APPROPRIATE NAME, TITLE)

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

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Edgard Garcia
Tomas Oliva
Sonia Carter

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If yes, please identify the Council Member:_____

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March 25, 2024
DATE

(SIGNATURE OF AUTHORIZED OFFICIAL)

Guy Kelsey, Principal
(TYPE OR WRITE APPROPRIATE NAME, TITLE)

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

ATTACHMENT C

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Silvia Marroquin
Edgard Garcia
Tomas Oliva
Sonia Carter

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If yes, please identify the Council Member: _____

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If yes, please identify the Council Member: _____

Answering yes to either of the two questions above does not preclude City of El Centro from awarding a contract to your firm. It does, however, preclude the identified Council Member from participating in the contract award process for this contract.

3/28/2024
DATE

Bobby Pickett (Mar 28, 2024 17:42 EDT)
(SIGNATURE OF AUTHORIZED OFFICIAL)

Bobby Pickett, Assistant Secretary
(TYPE OR WRITE APPROPRIATE NAME, TITLE)

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

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Silvia Marroquin
Edgard Garcia
Tomas Oliva
Sonia Carter

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If yes, please identify the Council Member: _____

2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any political contributions of more than $250 to any City of El Centro Council Member in the three months following the award of the contract? _____ YES X NO
If yes, please identify the Council Member:_____

Answering yes to either of the two questions above does not preclude City of El Centro from awarding a contract to your firm. It does, however, preclude the identified Council Member from participating in the contract award process for this contract.

04/02/2024
DATE

(SIGNATURE OF AUTHORIZED OFFICIAL)

Jeffrey M. Cooper, COO
(TYPE OR WRITE APPROPRIATE NAME, TITLE)

Attachment: Agreement Exhibit F - Dudek - Proposal (6274 : Award RFP Water and Sewer Master Plan and Cost of Service Rate Study)

DUDEK

800.450.1818 | HELLO@DUDEK.COM
DUDEK.COM

SCHEDULED
ACTION ITEM (ID # 6408)

Discussion and Any Necessary Action Regarding the Construction Award for the Southern Pump Station Project

CITY MANAGER'S RECOMMENDATION:

1. Approve project funding as presented in this report.

2. Approve Resolution No. 24- RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH ROVE ENGINEERING FOR THE CONSTRUCTION OF THE SOUTHERN PUMP STATION PROJECT.

FISCAL IMPACT:

No impact to the general fund. Impact to ARPA funding, Wastewater Capacity fund and Wastewater Enterprise fund as presented below.

Estimated Cost Summary:

Construction Phase 1a (Base Bid) -	$11,794,968
Construction Management and soft costs -	$ 600,000
	Total $12,394,968

Proposed Funding Sources:

ARPA	$5,205,544
Wastewater Capacity Fees	$5,000,000
Wastewater Enterprise Funds	$2,189,424
Total	$12,394,968

STRATEGIC PLANNING PROGRAM RELATION:

Goal 2 - Environmental Sustainability & Infrastructure: Ensure the City's infrastructure is enhanced and maintained to support existing and future development through innovative and sustainable principles.

Action 2.11 Implement projects listed in Wastewater Capital Improvement Plan and Wastewater Master Plan to maintain the current system and support growth.

DUE DILIGENCE CHECK FOR CONTRACTORS/CONSULTANTS: DID THE DEPARTMENT VERIFY CURRENT EL CENTRO BUSINESS LICENSE, CONTRACTORS LICENSE, REFERENCE CHECKS, INSURANCE, ETC:

NA

BACKGROUND:

Our wastewater master plan calls for constructing a regional sewer lift station near Farnsworth and Danenberg.

Projects of this nature are financed through wastewater customer fees and capacity fee revenues, which constitute the Wastewater Enterprise Fund. These funds are self-

sufficient, requiring revenues to match expenditures, akin to a business model. Over the years, the City has increased its available working capital within the Wastewater Enterprise Fund, enabling the delivery of this and other ongoing projects without the need for additional bonding. Current operational expenses are maintained without impact.

The new regional station increases system reliability and expands capacity, thereby strengthening the city's appeal for both commercial and residential development and stimulating economic growth.

The project supports the development of property generally located southerly of Interstate 8, northerly of McCabe Road, easterly of 8th Street, and westerly of Dogwood Avenue, approximately 1,000 acres of land. This includes the ability to provide service to the recent Dogwood Annexation and proposed residential subdivisions such as Willowbend residential subdivision.

Additionally, the lift station will help address odor concerns in the southwest and northwest quadrants of the city. Furthermore, the regional pump station will eliminate the need for two existing local pump stations, thereby reducing maintenance requirements and enhancing system reliability.

An environmental review was completed in December 2014.

On November 14, 2019, the Council approved a design contract with Psomas to update and revise plans and phase the project. The phasing of work was pursued in an effort to reduce costs to manageable amounts while allowing for the completion of the work and enjoyment of its main benefits in a more expedient manner.

Staff has obtained the required ROW for this property and is working with the railroad to update the required permits.

On June 1, 2021, the City Council authorized the plans and specifications for the Southern Pump Station to be placed to bid.

On December 7, 2021, City Council authorized the rejection of bids after receiving a single unfavorable bid.

On May 7, 2024, City Council authorized revised plans and specifications for the project.

DISCUSSION:

The revised plans and specifications included dividing the initial Phase 1 of the Southern Pump Station project into Phase 1a and Phase 1b in an effort to allow the award of a construction project within the available budget. Both phases must be completed in order to operate a functional pump station.

On June 25, 2024 City staff opened bids. This time we received three bids, with all bids

over engineer's estimate.

The bids came in as follows:

Contractor	Phase 1a	Phase 1b	Total
Rove Engineering	$11,794,968	$4,578,185	$16,375,153
Pyramid Construction	$12,238,971	$7,164,172	$19,403,143
Mountain Cascade	$14,523,721	$6,777,184	$21,300,905

Staff proposes awarding Phase 1a to Rove Engineering in the amount of $11,794,968. This performs the majority of the project, with Phase 1b pending for the project to be complete and functional.

To award Phase 1a, City staff will utilize three funding sources as follows:

1) Wastewater enterprise working capital. Over the years, we have built up our working capital to allow one-time expenses such as this to be funded.
2) Wastewater Capacity Fees. These are funds collected from new development that adds capacity to Wastewater infrastructure. Over the years, this fund builds up, thus allowing one-time expenses such as this project to proceed.
3) ARPA. This fund was initially created to fund public health projects, assist General Government expenses due to COVID, and address water and sewer infrastructure needs. The infusion of ARPA funding to this project mitigates against potential future rates adjustment.

Staff is currently working with the design engineer to examine cost-saving measures during construction of Phase 1a, our wastewater enterprise budget, and planned projects. Staff will return to Council with an update for Phase 1b in the next few months.

CONCLUSION:

1. Approve project funding as presented in this report.

2. Approve Resolution No. 24- RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH ROVE ENGINEERING FOR THE CONSTRUCTION OF THE SOUTHERN PUMP STATION PROJECT.

ATTACHMENTS:

- BID Sheet (PDF)
- Resolution Awarding Bid (PDF)

BID SHEET

PROJECT: Southern Pump Station Project

BID OPENING DATE: 6/25/2024

BID OPENING TIME: 2:00 PM

BIDDER NAME	TOTAL BID
Pyramid Construction and Aggregates, Inc.	$19,403,143.00
Rove Engineering	$16,375,153.00
Mountain Cascade Inc.	$21,300,905.00

Attachment: BID Sheet (6408 : Award BID for Southern Pump Station)

RESOLUTION NO. 24 -

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CENTRO AWARDING THE BID AND AUTHORIZING THE EXECUTION OF A CONTRACT WITH ROVE ENGINEERING FOR THE CONSTRUCTION OF THE SOUTHERN PUMP STATION PROJECT

WHEREAS, the plans and specifications have been adopted by the City Council of the City of El Centro, California and the notice inviting bids has been advertised as required by section 2-185.15 of the City Code for the Southern Pump Station Project (the "Project"); and

WHEREAS, the bid documents called for a Total Bid which is the sum of the Base Bid and the Additive Bid, and indicated that the Additive Bid was to be constructed at the City's option; and

WHEREAS, bids were received and opened on June 25, 2024, in accordance with law and the Director of Public Works/City Engineer has made a report thereon; and

WHEREAS, the City Council has considered the report of the Director of Public Works/City Engineer and, as a result, has determined that three (3) firms submitted bids with Rove Engineering, Inc., an active California corporation, submitting the lowest responsive and responsible Base and Additive Bids for a Total Bid in the amount of Sixteen Million, Three Hundred and Seventy-Five Thousand, One Hundred and Fifty-Three dollars ($16,375,153.00) as calculated based on unit prices; and

WHEREAS, at this time the Public Works Director recommends approval of the Base Bid in the amount of Eleven Million, Seven Hundred and Ninety-Four Thousand, Nine Hundred and Sixty-Eight dollars ($11,794,968.00); and

WHEREAS, the Public Works Director does not recommend approval of the Additive Bid at this time; and

WHEREAS, the City Council finds that the award and approval of a contract for the Project's Base Bid will be in the best interest of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CENTRO, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

1. That the foregoing is true, correct and adopted.

2. That the City Council hereby accepts the bid of Rove Engineering, Inc. and waives any informality with regard to said bid.

3. That the City Council hereby rejects all other bids for the Project.

4. That the City Manager is hereby authorized to sign a contract for the Project in the total amount of Eleven Million, Seven Hundred and Ninety-Four Thousand, Nine Hundred Sixty-Eight dollars ($11,794,968.00), a copy of which is on file in the Office of the City

Attachment: Resolution Awarding Bid (6408 : Award BID for Southern Pump Station)

Clerk, on behalf of the City.

5. That the City Council hereby directs the Public Works Director to explore cost saving measures that will create a construction contingency within approved contract amount.

   That the City Manager is further authorized to approve and execute any change orders for the Project individually or collectively, as needed for unanticipated construction contingencies that are within the approved contract amount and thereafter shall report all such change orders to the City Council as informational items.

7. That the City Council shall not approve any change order that either individually exceeds the single change order amount or in combination with other approved change orders, exceed the amount established as the construction contingency fund for the Project as set forth herein.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of El Centro, California held on day of , 2024.

CITY OF EL CENTRO

By _____
Sylvia Marroquin, Mayor

ATTEST:

By _____
Norma Wyles, City Clerk

APPROVED AS TO FORM:
Office of the City Attorney

By_____
Elizabeth L. Martyn, City Attorney

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL) ss
CITY OF EL CENTRO)

I, Norma Wyles, City Clerk of the City of El Centro, California do hereby certify that the foregoing Resolution No. 24- was duly and regularly adopted at a regular meeting of the City Council of the City of El Centro, California, held on the day of , 2024, by the following vote:

AYES:

Attachment: Resolution Awarding Bid (6408 : Award BID for Southern Pump Station)

NOES:
ABSENT:
ABSTAINED:

By_____
Norma Wyles, City Clerk

Attachment: Resolution Awarding Bid (6408 : Award BID for Southern Pump Station)