

SOUTH TAHOE PUBLIC UTILITY DISTRICT
REGULAR BOARD MEETING AGENDA
Thursday, February 17, 2022 - 2:00 p.m.
District Board Room
1275 Meadow Crest Drive, South Lake Tahoe, California

David Peterson, Vice President
Chris Cefalu, Director

BOARD MEMBERS
Shane Romsos, Director

Kelly Sheehan, President
Nick Exline, Director

John Thiel, General Manager

Paul Hughes, Chief Financial Officer

1. **CALL TO ORDER REGULAR MEETING – PLEDGE OF ALLEGIANCE** (At this time, please silence phones and other electronic devices so as not to disrupt the business of the meeting.)
2. **COMMENTS FROM THE AUDIENCE** (This is an opportunity for members of the public to address the Board on any short non-agenda items that are within the subject matter jurisdiction of the District. No discussion or action can be taken on matters not listed on the agenda, per the Brown Act. Each member of the public who wishes to comment shall be allotted five minutes, and no more than three individuals shall address the same subject.)
3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR** (For purposes of the Brown Act, all Action and Consent items listed give a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.)
4. **ADOPTION OF CONSENT CALENDAR** (Any item can be removed to be discussed and considered separately upon request. Comments and questions from members of the public, staff or Board can be taken when the comment does not necessitate separate action.)
5. **CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION/ACTION**
6. **PRESENTATION**
 - a. Shawn Koorn, HDR Engineering – Capacity Charge Studies
7. **ITEMS FOR BOARD ACTION**
 - a. 2022 Bowers Pipeline Replacement Project
(Adrian Combes, Senior Engineer)
Award the 2022 Bowers Pipeline Replacement Project to the lowest responsive, responsible bidder in the amount of \$2,476,460 and enter into a Road Repairs Agreement with the City of South Lake Tahoe in the amount of \$216,562.50.
 - b. 2022 Board Goals for the General Manager
(John Thiel, General Manager)
Approve the 2022 Board Goals for the General Manager
 - c. Approve Payment of Claims (Debbie Henderson, Accounting Manager)
Approve Payment of Claims in the amount of \$1,220,860.42.

8. **STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS** (Discussions may take place; however, no action will be taken.)
9. **BOARD MEMBER REPORTS** (Discussions may take place; however, no action will be taken.)
10. **EL DORADO WATER AGENCY PURVEYOR REPORT**
11. **STAFF/ATTORNEY REPORTS** (Discussions may take place; however, no action will be taken.)
12. **GENERAL MANAGER REPORT** (Discussion may take place; however, no action will be taken.)
 - a. Staffing
 - b. COVID-19 Update
 - c. Diamond Valley Ranch Update
 - d. Legislative Affairs Update
13. **NOTICE OF PAST AND FUTURE MEETINGS/EVENTS**

Past Meetings/Events
02/08/2022 – 4:00 p.m. Recycled Water Strategic Plan Stakeholders Advisory Group Public Meeting
02/09/2022 – 10:00 a.m. El Dorado Water Agency Board Meeting in Placerville
02/14/2022 – 3:30 p.m. Operations Committee Meeting at the District
02/15/2022 – 8:00 a.m. Employee Communications Committee Meeting (Romsos Representing)
02/17/2022 – 11:00 a.m. Capital Improvement Program Public Board Workshop at the District

Future Meetings/Events
02/21/2022 – Presidents' Day Holiday District Offices Closed
03/01/2022 – 3:30 p.m. System Efficiency and Sustainability Committee at the District
03/03/2022 – 2:00 p.m. Regular Board Meeting at the District
14. **ITEMS FOR CLOSED SESSION** (The Board will adjourn to Closed Session to discuss items identified below. Closed Session is not open to the public; however, an opportunity will be provided at this time if members of the public would like to comment on any item listed – three-minute limit.)
 - a. Pursuant to Section 54956.9(d)(1) of the California Government code, Closed Session may be held for conference with legal counsel regarding existing litigation: Yolo County Superior Court Case CV 2021-1686, Alpine County vs. South Tahoe Public Utility District; et al.

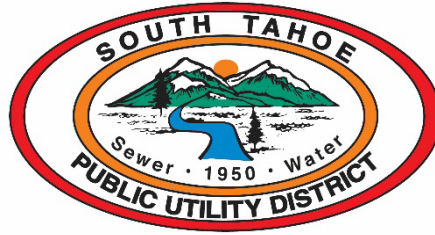
ADJOURNMENT (The next Regular Board Meeting is Thursday, March 3, 2022, at 2:00 p.m.)

The South Tahoe Public Utility District Board of Directors regularly meets the first and third Thursday of each month. A complete Agenda packet is available for review at the meeting and at the District office during the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. A recording of the meeting is retained for 30 days after Minutes of the meeting have been approved. Items on the Agenda are numbered for identification purposes only and will not necessarily be considered in the order in which they appear. Designated times are for particular items only. Public Hearings will not be called to order prior to the time specified, but may occur slightly later than the specified time.

Public participation is encouraged. Public comments on items appearing on the Agenda will be taken at the same time the Agenda items are heard; comments should be brief and directed to the specifics of the item being considered. Please provide the Clerk of the Board with a copy of all written materials presented at the meeting. Comments on items not on the Agenda can be heard during "Comments from the Audience;" however, action cannot be taken on items not on the Agenda.

Backup materials relating to an open session item on this Agenda, which are not included with the Board packet, will be made available for public inspection at the same time they are distributed or made available to the Board, and can be viewed at the District office, at the Board meeting and upon request to the Clerk of the Board.

The meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations are needed, please contact the Clerk of the Board at (530) 544-6474, extension 6203. All inquiries must be made at least 48 hours in advance of the meeting.



**SOUTH TAHOE PUBLIC UTILITY DISTRICT
CONSENT CALENDAR
Thursday, February 17, 2022**

ITEMS FOR CONSENT

a. CALPERS REQUIRED PAY LISTING BY POSITION

(Debbie Henderson, Accounting Manager)

Adopt Resolution No. 3206-22 which incorporates the Pay Listing by Position for the pay listing effective January 1, 2022.

b. INFORMATION TECHNOLOGY STRATEGIC PLAN UPDATE

(Chris Skelly, Information Technology Manager)

Authorize staff to publish a Request for Proposal for professional services to develop an updated Information Technology Strategic Plan.

c. KELLER-HEAVENLY WATER SYSTEM IMPROVEMENTS PROJECT, PHASE 3

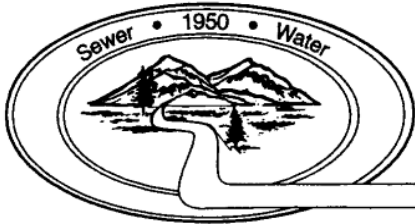
(Trevor Coolidge, Senior Engineer)

Authorize staff to advertise for construction bids for Phase 3 of the Keller-Heavenly Water System Improvements Project.

d. REGULAR BOARD MEETING MINUTES: February 3, 2022

(Melonie Guttry, Executive Services Manager/Clerk of the Board)

Approve February 3, 2022, Minutes



South Tahoe Public Utility District

General Manager
John Thiel

Directors
Chris Cefalu
Shane Romsos
David Peterson
Kelly Sheehan
Nick Exline

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpubd.us

BOARD AGENDA ITEM 4a

TO: Board of Directors
FROM: Debbie Henderson, Accounting Manager
MEETING DATE: February 17, 2022
ITEM – PROJECT NAME: CalPERS Required Pay Listing by Position

REQUESTED BOARD ACTION: Adopt Resolution No. 3206-22 which incorporates the Pay Listing by Position for the pay listing effective January 1, 2022.

DISCUSSION: California Public Employees' Retirement System (CalPERS) requires each revision of a combined salary schedule listing all positions at the District be formally adopted by the Board of Directors. The listing must be retained by the District and must be available for public inspection for not less than five (5) years. This revision addresses the minimum wage increase/parity increase adjustments to part time and seasonal positions effective January 1, 2022.

SCHEDULE: Post Pay Listing effective January 1, 2022, on website after approval

COSTS: N/A

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

ATTACHMENTS: Resolution No. 3206-22, Pay Listing by Position effective January 1, 2022

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: General

GENERAL MANAGER: YES *JT* NO _____

CHIEF FINANCIAL OFFICER: YES *PH* NO _____

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RESOLUTION NO. 3206-22

**A RESOLUTION BY THE BOARD OF DIRECTORS
OF THE SOUTH TAHOE PUBLIC UTILITY DISTRICT FORMALLY
ADOPTING PAY LISTING BY POSITION FOR THE
EFFECTIVE DATE OF JANUARY 1, 2022**

WHEREAS, the Board of Directors of South Tahoe Public Utility District and the Board of Administration of California Public Employees' Retirement System entered into a Contract, effective June 19, 2003, and amended effective April 19, 2007, providing for the participation of said public agency in the California Public Employees' Retirement System; and,

WHEREAS, the Government Code and CCR, Title 2, Section 570.5 requires that one combined pay schedule, adopted by the Board of Directors, for every employee position, including the Board of Directors, be made available for public inspection and retained for not less than five years; and

WHEREAS, the South Tahoe Public Utility District corrected Pay Listing by Position for the effective date of January 1, 2022, is incorporated herein.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of South Tahoe Public Utility District hereby formally adopts the above-mentioned Pay Listing by Position for the effective date of January 1, 2022.

WE, THE UNDERSIGNED, do hereby certify that the above and foregoing Resolution was duly and regularly adopted and passed by the Board of Directors of the South Tahoe Public Utility District at a regular meeting held on the 17th day of February, 2022, by the following vote:

AYES:

NOES:

ABSENT:

Kelly Sheehan, Board President
South Tahoe Public Utility District

ATTEST: _____
Melonie Guttry, Clerk of the Board
South Tahoe Public Utility District

SOUTH TAHOE PUBLIC UTILITY DISTRICT ANNUAL SALARY SCHEDULE

EFFECTIVE JANUARY 1, 2022

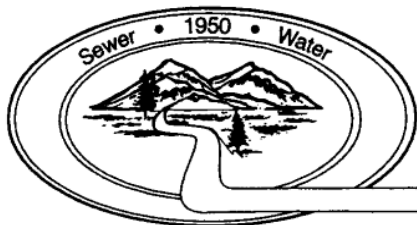
	MINIMUM ANNUAL	MAXIMUM ANNUAL
ACCOUNT CLERK I	\$ 50,882	\$ 64,940
ACCOUNT CLERK II	\$ 56,756	\$ 72,437
ACCOUNTING MANAGER	\$ 119,841	\$ 152,951
ACCOUNTING SUPERVISOR	\$ 82,728	\$ 105,585
ACCOUNTING TECH I	\$ 57,534	\$ 73,429
ACCT TECH II/GRANT ASST	\$ 63,290	\$ 80,776
ADMINISTRATIVE ASST	\$ 61,451	\$ 78,428
ADMINISTRATIVE ASST/ASST CLERK OF THE BOARD	\$ 61,451	\$ 78,428
ASSET MAINTENANCE SPECIALIST	\$ 72,543	\$ 92,585
ASSET MANAGEMENT ANALYST I	\$ 62,401	\$ 79,641
ASSET MANAGEMENT ANALYST II	\$ 83,623	\$ 106,727
ASSOCIATE ENGINEER	\$ 103,897	\$ 132,602
ASST GENERAL MANAGER	\$ 170,316	\$ 217,371
BOARD OF DIRECTOR	\$ 4,800	\$ 4,800
CHIEF FINANCIAL OFFICER	\$ 159,075	\$ 203,024
CHIEF PLANT OPERATOR	\$ 104,639	\$ 133,549
CONTRACT ADMINISTRATOR	\$ 67,064	\$ 85,593
CUSTOMER SERVICE MANAGER	\$ 115,995	\$ 148,043
CUSTOMER SERVICE REP I	\$ 48,767	\$ 62,241
CUSTOMER SERVICE REP II	\$ 54,401	\$ 69,431
CUSTOMER SERVICE SPECIALIST	\$ 63,569	\$ 81,132
CUSTOMER SERVICE SUPERVISOR	\$ 82,728	\$ 105,585
ELECTRICAL/INSTR SUPERVISOR	\$ 109,783	\$ 140,114
ELECTRICAL/INSTR TECH I	\$ 68,316	\$ 87,190
ELECTRICAL/INSTR TECH II	\$ 79,680	\$ 101,694
ENG/CAD/GIS SPECIALIST I	\$ 62,401	\$ 79,641
ENG/CAD/GIS SPECIALIST II	\$ 83,623	\$ 106,727
ENGINEERING DEPT MANAGER	\$ 162,438	\$ 207,317
ENGINEERING TECH I	\$ 76,770	\$ 97,980
ENGINEERING TECH II	\$ 88,311	\$ 112,710
EXECUTIVE SERVICES MANAGER	\$ 105,211	\$ 134,279
GENERAL MANAGER	\$ 200,779	\$ 256,250
GRANT ASSISTANT	\$ 63,290	\$ 80,776
GRANT COORDINATOR	\$ 101,284	\$ 129,267
GRANTS SPECIALIST	\$ 75,963	\$ 96,950
HR ANALYST	\$ 71,093	\$ 90,735
HR COORDINATOR	\$ 61,451	\$ 78,428
HUMAN RESOURCES DIRECTOR	\$ 131,830	\$ 168,252

**SOUTH TAHOE PUBLIC UTILITY DISTRICT
ANNUAL SALARY SCHEDULE
EFFECTIVE JANUARY 1, 2022**

	MINIMUM ANNUAL	MAXIMUM ANNUAL
HYDROGEOLOGIST	\$ 119,436	\$ 152,434
INFO TECHNOLOGY MANAGER	\$ 130,211	\$ 166,185
INSPECTIONS SUPERVISOR	\$ 87,879	\$ 112,158
INSPECTOR I	\$ 62,405	\$ 79,647
INSPECTOR II	\$ 73,552	\$ 93,873
IT SYSTEMS SPECIALIST I	\$ 67,413	\$ 86,039
IT SYSTEMS SPECIALIST II	\$ 79,035	\$ 100,871
LAB ASST	\$ 51,058	\$ 65,164
LAB DIRECTOR	\$ 107,309	\$ 136,956
LAB TECH I	\$ 63,630	\$ 81,210
LAB TECH II	\$ 74,788	\$ 95,450
LT CUSTOMER SERVICE REP I	\$ 48,767	\$ 62,241
LT CUSTOMER SERVICE REP II	\$ 54,401	\$ 69,431
LT METER SERVICE TECH	\$ 62,405	\$ 79,647
LT STAFF ENGINEER I	\$ 76,761	\$ 97,969
LT WATER METER INSTALL COORD	\$ 66,757	\$ 85,201
MAINT MECHANIC TECH I	\$ 58,165	\$ 74,235
MAINT MECHANIC TECH II	\$ 68,472	\$ 87,389
MAINTENANCE SUPERVISOR	\$ 101,556	\$ 129,613
MANAGER OF FIELD OPERATIONS	\$ 133,237	\$ 170,048
MANAGER OF PLANT OPERATIONS	\$ 130,721	\$ 166,837
NETWORK/TEL SYS ADMIN I	\$ 90,875	\$ 115,983
NETWORK/TEL SYS ADMIN II	\$ 97,491	\$ 124,426
OPERATIONS SUPERVISOR	\$ 86,730	\$ 110,692
OPERATOR IN TRAINING	\$ 28,471	\$ 28,471
PART TIME PERMANENT I	\$ 14,985	\$ 19,125
PART TIME PERMANENT II	\$ 19,344	\$ 24,688
PLANT OPERATOR I	\$ 59,280	\$ 75,658
PLANT OPERATOR III	\$ 74,926	\$ 95,626
PRINCIPAL ENGINEER	\$ 140,939	\$ 179,878
PUBLIC AFFAIRS/CONSERVATION MANAGER	\$ 104,237	\$ 133,035
PUMP STATION LEAD	\$ 79,077	\$ 100,924
PUMP STATION OPERATOR I	\$ 55,303	\$ 70,583
PUMP STATION OPERATOR II	\$ 67,684	\$ 86,383
PUMP STATION SUPERVISOR	\$ 93,995	\$ 119,964
PURCHASING AGENT	\$ 105,211	\$ 134,279
SEASONAL	\$ 19,344	\$ 24,688
SENIOR CUSTOMER SERVICE REP	\$ 63,569	\$ 81,132

**SOUTH TAHOE PUBLIC UTILITY DISTRICT
ANNUAL SALARY SCHEDULE
EFFECTIVE JANUARY 1, 2022**

	MINIMUM ANNUAL	MAXIMUM ANNUAL
SENIOR ENGINEER	\$ 119,436	\$ 152,434
SHIPPING AND RECEIVING CLERK	\$ 60,568	\$ 77,302
STAFF ENGINEER I	\$ 76,761	\$ 97,969
STAFF ENGINEER II	\$ 88,311	\$ 112,710
STUDENT HELPER	\$ 14,985	\$ 19,125
UNDERGROUND REPAIR SEWER I	\$ 49,006	\$ 62,546
UNDERGROUND REPAIR SEWER I - SPECIAL RATE	\$ 65,031	\$ 65,031
UNDERGROUND REPAIR SEWER II	\$ 60,546	\$ 77,274
UNDERGROUND REPAIR SEWER LEAD	\$ 72,543	\$ 92,585
UNDERGROUND REPAIR SEWER SUPERVISOR	\$ 92,941	\$ 118,619
UNDERGROUND REPAIR WATER I	\$ 49,006	\$ 62,546
UNDERGROUND REPAIR WATER II	\$ 60,546	\$ 77,274
UNDERGROUND REPAIR WATER LEAD	\$ 72,543	\$ 92,585
UNDERGROUND REPAIR WATER SUPERVISOR	\$ 92,941	\$ 118,619
UTILITY PERSON I	\$ 42,976	\$ 54,850
UTILITY PERSON II	\$ 51,123	\$ 65,247
VEHICLE/HVY EQUIP MECH I	\$ 58,165	\$ 74,235
VEHICLE/HVY EQUIP MECH II	\$ 68,472	\$ 87,389
VEHICLE/HVY EQUIP MECH SUPERVISOR	\$ 92,941	\$ 118,619
WATER CONSERVATION SPECIALIST	\$ 66,429	\$ 84,782
WATER REUSE LEAD	\$ 72,543	\$ 92,585
WATER REUSE MANAGER	\$ 119,436	\$ 152,434
WATER REUSE WORKER I	\$ 49,006	\$ 62,546
WATER REUSE WORKER II	\$ 60,546	\$ 77,274
WATER SERVICE REP	\$ 72,543	\$ 92,585



South Tahoe Public Utility District

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpud.us

BOARD AGENDA ITEM 4b

TO: Board of Directors
FROM: Chris Skelly, Information Technology Manager
MEETING DATE: February 17, 2022
ITEM – PROJECT NAME: Information Technology Strategic Plan Update

REQUESTED BOARD ACTION: Authorize staff to publish a Request for Proposal for professional services to develop an updated Information Technology Strategic Plan.

DISCUSSION: The District's current Information Technology (IT) Strategic Plan was developed in 2014 by NextLevel Information Technology, Inc. The plan has served the District well providing a roadmap of projects and goals for the IT Department to achieve.

In the past, the IT Department has strived for a five-year refresh cycle to update the IT strategic plan. However, with staff turnover and other emergencies, this project has been delayed. Updating the strategic plan will provide the District with a comprehensive, objective look at the District's IT infrastructure, staffing, processes, and governance. The plan will outline areas for improvement, set goals, propose projects, and document any other recommendations. The plan will ensure that the District continues to maximize its technology investment now and effectively plan for the future.

SCHEDULE: Completed by June 30, 2022

COSTS: To be determined

ACCOUNT NO: 10.56.8249

BUDGETED AMOUNT AVAILABLE: \$40,000

ATTACHMENTS: Request for Proposal

CONCURRENCE WITH REQUESTED ACTION: _____ **CATEGORY:** Sewer/Water

GENERAL MANAGER: YES *JT* NO _____

CHIEF FINANCIAL OFFICER: YES *PH* NO _____



South Tahoe Public Utility District

NOTICE OF REQUEST FOR PROPOSALS

Information Technology Strategic Plan Refresh

SOLICITATION NUMBER: 2022-IT-01
SOLICITATION RELEASE DATE: February 17, 2022
PROPOSAL DUE DATE AND TIME: March 31, 2022, at 2:00 p.m. (PST)

NOTICE IS HEREBY GIVEN that The South Tahoe Public Utility District (District) is requesting proposals from qualified technology consulting firms to assist with the development of a 5-Year Information Technology Strategic Plan, in accordance with the attached specifications and general terms and conditions. The District will award a Contract to the Contractor whose offer represents the “best value” to the District, price and other factors considered.

NOTICE IS HEREBY FURTHER GIVEN that **Respondents must FIRST register as a vendor online at the District’s vendor portal: <http://www.planetbids.com/portal/portal.cfm?CompanyID=21516>** **Electronic proposals will also be submitted through this website.** As a registered vendor within the District’s vendor database, you will be automatically notified of Q & A alerts, updates and addenda. The **PlanetBid-Portal Button** is provided on the District’s web page (<https://stpubd.us>) at “Doing Business” then “Request for Proposals” through which you can access the Registration/Vendor Profile, and Bid Opportunities modules. Registration is free and immediate. More details pertaining to District’s e-bidding portal, PlanetBids, will follow. NOTE: All proposals are to be submitted electronically OR by sealed bid with media device per instructions herein.

South Tahoe Public Utility District
Information Technology Department
Chris Skelly, Project Manager,
Information Technology Manager
E-mail: cskelly@stpubd.dst.ca.us



NOTICE OF REQUEST FOR PROPOSALS
Information Technology Strategic Plan Refresh

SOLICITATION NUMBER: 2022-IT-01
PROPOSAL DUE DATE AND TIME: March 31, 2022, at 2:00 p.m. (PST)

NOTICE IS HEREBY GIVEN that **Respondents must FIRST register online to access all solicitation documents related to this Request for Proposals (RFP)**. As a registered vendor within the District’s vendor database, you will be automatically notified of Q & A alerts, updates and addenda. The **PlanetBid-Portal Button** is provided on the District’s web page (<https://stpud.us>) at “Doing Business” then “Request for Proposals” through which you can access the Registration/Vendor Profile, and Bid Opportunities modules. Registration is free and immediate.

Electronic (E-bid Option 1) - See Pages 5 through 6 herein.

Sealed Bid Proposal (Paper Submission & Media Device – Option 2)

“Media Device” – Compact Disc (CD), DVD (Digital Versatile Disc), or Flash Drive

Submittal Location: **South Tahoe Public Utility District / Attn: Information Technology Department
1275 Meadow Crest Drive; South Lake Tahoe, CA 96150**

For paper submittals, the District requests that bid proposals are submitted in triplicate, **one (1) unbound original and three (3) copies plus a media device** in a sealed envelope or package. The original proposal must be clearly marked and contain original signatures and must be easily reproducible on a standard copying machine. The District will not accept bid proposals via fax. Provide the solicitation invitation number, the Respondent’s name and address clearly on the envelope. All offers must be completed in ink or typewritten. Offers must be in the actual possession of the Information Technology Department Office and stamped by a member of the Information Technology Department staff on or prior to the exact time and date indicated above. Late submittals or unsigned submittals will not be considered under any circumstances.

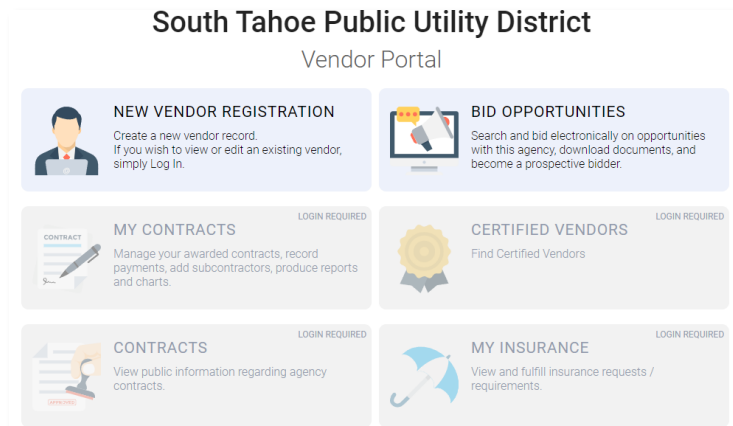
All questions, inquiries and comments regarding this solicitation must be submitted in writing via the PlanetBids (PB™) online system no later than **Friday, March 11**, by 5:00 p.m. at <https://stpud.us> using the **“Questions and Answer” tab. Answers provided by the District will be answered using the PB™ online system as they are received.**

Respondents are responsible for obtaining the solicitation and any attachments from the District’s PlanetBids™ online system linked at <https://stpud.us>. Respondents are required to review the entire solicitation package before submitting questions. It shall be the sole responsibility of the Respondent to verify issuance of any addenda and to check all avenues of document availability prior to the opening date and time. By submitting a proposal, the Respondent shall be deemed to have received all addendums and to have incorporated them into its proposal. All such addenda shall become a part of the resulting contract and all Respondents shall be bound by such addenda whether or not received by the Respondent.

NEW VENDOR REGISTRATION

To ensure successful vendor registration, follow these steps:

1. Go to the District's official website <https://stpud.us>
2. Choose the **Doing Businesses** banner. Choose **Request for Proposals** option (or use the link below).
<https://stpud.us/doing-business/request-for-consultant-proposals/>
3. Choose titled, **PlanetBid-Portal**. You will have entered the PlanetBids Vendor Portal.



Create your own username/password. When completing your company profile, choose as many commodity codes that are representative of the products and services your company offers. The database only allows one (1) email address. If your company has a common group email address, it is recommended a company (group) email address be used instead of an individual's email address to ensure all company sales and/or procurement staff are automatically notified by the system (based on the commodity codes chosen) that the District is seeking bids or proposals. Otherwise, be sure to share the email address used with co-workers.

Download the *Vendor Portal User Guide* for instructions on editing a vendor profile and/or view a Bid Detail.

Note: Vendors will not be able to access the BID OPPORTUNITIES module until successful vendor registration has been completed.

INSTRUCTIONS FOR UPLOADING PROPOSALS ELECTRONICALLY

1. On the Vendor Portal page, log into the system (lower right-hand corner of screen) with your assigned user name and password. (You must be registered to download documents and submit a bid proposal.)

Choose **[Bid Opportunities]** and then on the Bid/Invitation Number and Description that you wish to bid on. The selected bid will open to allow you to access all tabs, documents, and the pricing sheet, if applicable.

2. Choose the **[Documents & Attachments]** tab to be sure you have downloaded all documents that are part of this bid.

NOTE: If you have not already downloaded all bid documents, you must download them now, to submit your bid. The screen will indicate which documents you've already downloaded.

3. Choose the tab **[Addenda & Emails]** to be sure you have read and acknowledged all addenda that have been issued for this bid.

NOTE: The screen will display "yes" or "no" next to each addendum (if applicable) to indicate whether you have viewed and acknowledged it. If you have not previously acknowledged an addendum, do so now by clicking on the addendum to open and read it, then click on the **[Acknowledge]** button on the lower left-hand corner of screen.

PLACING an eBID

4. On the Bid Detail Page, the bid will state if the response format is Electronic, Electronic & Paper or Paper only. To place/upload a bid proposal electronically, click on **[Place eBid]** on the lower right corner of the screen. The bid “Terms and Conditions” will pop up with a button for you to click **[Accept]** to acknowledge your agreement to the terms of the bid.
5. Enter the Respondent information on the **[Detail]** tab.
6. Go to the **[Attachments]** tab and click the **[ATTACH]** button to upload your bid proposal. The District will provide a *Response File* to be used to submit a response (proposal) in a separate file. The District may add-on or allows *General Attachments* (often renamed to specifically request certain type(s) of information, i.e., *cost proposal, marketing materials, etc.*) **Note:** If only one *Response File* is offered, all requested information must be uploaded as one (1) document. It is not necessary to use all *General Attachments* that may be offered.
7. When you have finished uploading (eBid) your proposal, choose the **[Save]** button. This saves your bid proposal as a draft for you to review or revise as needed anytime up to the bid submittal deadline. When you are ready to submit your bid proposal, choose the **[Submit]** button. You will receive a confirming message that looks like this:

Bid Successfully Submitted

Thank You!

Your bid has been successfully submitted to South Tahoe Public Utility District.

Bid Confirmation #nnnnn (Date and Time)

Your eBid can be edited or withdrawn at any time prior to bid Closing.

[Summary] [OK]

NOTE: E-Bids are sealed and cannot be viewed by the District until the closing date and time. As noted above, if you need to withdraw your bid, you may do so any time before the bid deadline by going back into the system and selecting **[withdraw]**.

Please enter your bid proposal in sufficient time to complete and submit it prior to the stated deadline. The official closing time for the bid is determined, and controlled, by the electronic clock in the bid management system. Once the deadline is reached, the system will not allow any bids to be submitted, and any in processes that are not completed will be rejected. The amount of time required to enter and submit your bid depends on the complexity of the bid and the processing speed of your server and internet connections.

Technical Support

In the event you encounter technical difficulties during the uploading process, please contact the PlanetBids, Bids Online system team as shown below Monday through Friday from 8:00 a.m. to 5:00 p.m. support@planetbids.com or call (818) 992-1771 Ext. 0 - Monday - Friday, between 7 a.m. and 5 p.m. (Pacific), excluding statutory U.S. holidays.

Bid prices must be entered and required documents uploaded to the PlanetBids system no later than the date and time indicated on the cover sheet of the Solicitation. No late bids will be accepted. No other method of bid submittal will be accepted.

Request for Proposals

South Tahoe Public Utility District

Information Technology Strategic Plan

The South Tahoe Public Utility District (District) is requesting proposals from qualified technology consulting firms to assist with the development of a 5-Year Information Technology Strategic Plan. This document outlines the scope of work for the consulting services.

I. INTRODUCTION & BACKGROUND

The South Tahoe Public Utility District, a public agency chartered in 1950, operates at the south shore of Lake Tahoe in El Dorado County, California. The District supplies drinking water and provides wastewater collection and treatment. The District recycles 100 percent of its wastewater to Alpine County where its application benefits agricultural land. In addition, the District recycles 100 percent of its biosolids with Bently Agrowdynamics in Douglas County, Nevada. Lake Tahoe's seasonal tourism and the large number of part-time residents cause wide fluctuations in both daily water production and wastewater flows. The District serves water to approximately 14,100 homes and businesses. Annual water production is nearly 2.5 billion gallons. Twelve active wells, 18 water tanks, 16 booster stations, 29 pressure zones, and nearly 254 miles of water mains comprise the District's water system. The sewage collection system consists of more than 312 miles of gravity collection lines, 20 miles of pressure force mains, and 42 lift stations, providing service to more than 18,000 homes and businesses. The wastewater treatment plant dry weather permitted capacity is 7.7 million gallons per day. The design and operation of the wastewater treatment plant makes it possible to achieve water quality that allows water and biosolids recycling. Each year the plant treats and exports more than 1.6 billion gallons of recycled water that meets high-reuse standards. Under provisions of the 1968 Porter-Cologne Water Quality Control Act, considered to be California's premier water quality legislation, the District transports the recycled water nearly 26 miles out of the Tahoe Basin to the District-owned and operated Harvey Place Dam and Reservoir. The recycled water facilities, known as the Diamond Valley Ranch (DVR), are near Woodfords, California, in neighboring Alpine County. The District's state-certified laboratory performs more than 30,000 tests annually to monitor a variety of chemicals and microorganisms in the drinking water, wastewater treatment, and recycled water export systems. These tests on groundwater, surface water, and soils safeguard District customers and the environment. Water is vital to our community. As part of providing a high-level of customer service, the District diligently alerts and educates customers on matters affecting their water supply and water quality. The District prepares an annual Consumer Confidence Report (CCR) that easily explains critical drinking water information. Current and past CCR's are available on the District's web site at www.stpud.us.

The Information Technology Department supports more than 120 staff. Helpdesk services (including enterprise software support such as utility billing, document management, financial management, Supervisory Control and Data Acquisition (SCADA), Advanced Meter Infrastructure (AMI), and more), Desktop, Server, and Network Administration, Telecom and Audio-Visual support are some of the services handled by the internal IT staff. The District's Information Technology Network Infrastructure is segregated between the Business Network and the SCADA network. The District's Data Center consists of 1 VMware Virtual Center Server managing a cluster of 4 ESXi Hosts and Nimble Storage Array for the business network infrastructure.

The current Information Technology Strategic Plan was developed several years ago as a temporary plan with the primary purpose of providing IT with the guidelines for delivering quality Technology Service Management to its customers as well as equipping the District employees with innovative, secure, user friendly and cost-effective technologies to enable them to deliver customer-focused services to the community. With the vast changes in the District's IT infrastructure, service management processes and procedures, the existing IT Strategic Plan is

no longer adequate to support the Information Technology goals and objectives of the District.

II. SCOPE OF SERVICE

The goal of the Information Technology Department is to proactively support, maintain, secure and enhance the District's IT hardware, software and communication infrastructure in a responsive, cost effective and professional manner thereby enabling the District to continuously meet and exceed expectations for a friendly, customer-service oriented government.

The purpose of this RFP is to solicit proposals from qualified professionals with experience in Information Technology needs and operations involving local government to develop a formal 5-year Information Technology Strategic Plan for the District that will assess current IT operations and provide recommendations for future technology projects and operational changes, based on industry best practices. This includes technology systems, telecommunications, hardware, software, and human capital to support Information Technology use at the District.

SCOPE OF SERVICE

Perform a comprehensive assessment of the District's existing technology environment:

- Conduct a thorough analysis and provide recommendations on the District's current technology operations and environment, including services, infrastructure, staffing, applications, security, funding, workflow processes and business systems.
- Conduct an assessment of the District's current IT Governance structure to ensure that it best supports the District's technology needs through the most appropriate service provision agreements, policies, resource availability and reporting relationships.
- Identify practical and relevant public sector industry standards for an IT Contingency Plan for Incident Response, Disaster Recovery, Business Continuity and Risk Management. Review and update the District's IT Disaster Recovery Plan with current findings.
- Identify the key internal and external factors; strengths, weaknesses, opportunities and threats (SWOT analysis).
- Identify existing and available outsourcing relationships and opportunities.
- Conduct an internal and external penetration test. A summary of the results of the penetration test will be provided in a separate document.
- Evaluate and identify means and approaches to accommodate current and emerging technology requirements, major trends and upgrades facing the District.
- Assess internal customer needs by meeting with all levels of management and other key technology stakeholders. Produce a stakeholder survey results document.
- Identify workflow processes to ensure efficient service management and delivery to business units and the public.
- Evaluate and identify IT processes or staffing deficiencies based on a global view of the projects identified both in the updated IT Strategic Plan and the District's ten-year Capital Improvement Plan. Provide an analysis on the expected additional workload and three cost based solutions (Low/Medium/High costs) to address any identified or projected deficiencies along with a pros and cons list for each of the proposals and a recommendation on the proposal the District should consider.

III. DELIVERABLES

Deliverables to be provided include a 5-year IT strategic plan addressing the topics listed herein and any others identified in the process.

Draft Plan – A draft strategic plan, comprised of an executive summary, findings, and prioritized

recommendations shall be produced prior to being directed to proceed with a final plan.

Final strategic plan. A final strategic plan will comprise of:

1. An executive summary that effectively communicates the information reviewed
2. A summary of findings and prioritized recommendations
3. A comprehensive document of findings and prioritized recommendations
4. A project plan outlining projects by priority that includes timelines and cost estimates
5. A Technology Stakeholder Survey outlining the findings from stakeholder interviews with satisfaction scores.
6. IT focused Disaster Recovery Plan
7. Executive summary and detailed findings documents from the penetration test

Any documentation prepared by the Consultant shall be provided to the District in both hard copies and electronic format. A Final Report shall be issued following staff comments on the draft. In addition, District staff may require the Consultant to conduct a PowerPoint presentation to District officials and present the executive summary to the Board of Directors. The report should provide sufficient information for policy decisions regarding operational and service options. Eight (8) copies of the Final Report will be required along with an electronic copy.

This project should be completed within 90 days of contract award.

IV. CONSULTANT QUALIFICATIONS

- Consulting company must have a minimum of five years' experience developing IT Strategic Plans.
- Consulting company must be 100% independent, defined as receiving no fees or commissions from any manufacturer, vendor or organization that could potentially be considered for the District as a qualified provider of hardware or software.
- Consulting company must have prior experience with similar projects in the public sector.
- Consulting company must maintain insurance and workman's compensation policies that meet or exceed the minimum requirements of the District.
- Consulting company must obtain a City of South Lake Tahoe business license prior to execution of a contract.
- Consulting company must be willing to accept the District's Master Agreement for Consulting Services (Please see associated link for "Attachment A – Master Agreement for Consulting Services).

V. SUBMISSIONS

Please submit firm/organization, qualifications, identify key staff to be assigned to this project, provide resumes for each key staff member; provide at least three (3) professional references for work that was performed similar to that requested in this RFP, and provide a detailed description of your approach to the project, including key activities and tasks to complete to meet objectives outlined, estimated time schedule, and a "not to exceed" cost proposal that reflects the project phases and/or milestones, anticipated reimbursable expenses, and the rates of the people who would perform the work.

VI. SELECTION CRITERIA

The successful applicant must have public sector IT strategic plan experience. The successful firm will have demonstrated their ability to meet these requirements. Other criteria include:

1. Completeness of response to the RFP
2. Experience with similar projects at similar agencies and reference feedback
3. Ability to present technically complex concepts in a simple, comprehensible way
4. Cost
5. Oral communication skills
6. Writing and formatting skills

VII. REQUIREMENTS OF PROPOSAL

The following materials must be marked when submitted with the proposal. Proposal can include additional material; however, the length of the proposal should be kept to a minimum.

1. Cover Letter

The cover letter should briefly state the consultant's understanding of the work to be performed, the commitment to perform the work in the required timelines, and why the consultant believes it is best qualified to perform the duties and tasks outlined and described in scope of work contained in this request. It should be signed by an official with the legal authority to commit the resources of the firm.

2. Qualifications

The proposal should include the following information and materials:

- a. Qualifications and Related Experience of Personnel Who Will Perform Work. Résumés of all personnel who are proposed to provide professional services to the District within the Scope of Work outlined and described in this request should be included. Résumés should include all relevant experience, education, and other qualifications over the past 3 years.
- b. Prior Relevant Experience. A description of prior work experience and projects relevant to the Scope of Work outlined and described in this request should be included.
- c. References of Local Government Clients. Please include a list of at least three (3) current and/or previous local government clients located in California for which a consultant assigned to the project has rendered professional services like the scope of work outlined and described in this request.

3. Approach, Scope, and Timelines

Provide a proposed approach and projected timeline to conduct and complete each step in the Scope of Work

4. Cost

- a. Cost Estimate with justification
- b. Justification of hours and costs may be required prior to final selection and will be required prior to execution of a contract.
- c. Proposal shall include hourly rates for all personnel on the project.
- d. Proposal should include options for reducing or adding services.

VIII. GENERAL INFORMATION

1. The South Tahoe Public Utility District reserves the exclusive right on its selection of a consultant.
2. All proposals submitted will be subject to public records laws.
3. The District reserves the right to cancel or reissue the RFP or revise the timeline at any time.
4. The District reserves the right to reject any and all proposals and to waive minor irregularities in the proposal process. The District may accept any proposal if such action is believed to be in the best interest of the District.
5. The District is not liable for any cost incurred by the proposer prior to execution of a contract.
6. The District reserves the right to negotiate scope and cost with the consultant.
7. The project team shall be approved by the South Tahoe Public Utility District. The District must approve any changes in the project team.

IX. QUESTIONS DURING PROPOSAL PERIOD

All questions, inquiries and comments regarding this solicitation must be submitted in writing via the PlanetBids (PB™) online system no later than **Friday, March 11** by 5:00 p.m. at <https://stpud.us> using the “**Questions and Answer**” tab. **Answers provided by the District will be answered using the PB™ online system as they are received.**

X. PROPOSAL TIME LINE

Proposal must be received no later than 2:00 p.m. on Thursday, March 31, 2022

This project should be completed within 90 days of contract award.

MASTER AGREEMENT FOR CONSULTING SERVICES

THIS AGREEMENT is made and entered into as of the _____ day of _____ 2022 by and between South Tahoe Public Utility District, hereinafter referred to as "DISTRICT" and _____, hereinafter referred to as "CONSULTANT".

RECITALS

- A. DISTRICT periodically makes improvements to its water, wastewater and ancillary facilities, for which it may require the services of a consultant.
- B. DISTRICT proposes to provide a MASTER AGREEMENT for consulting services which will be required by DISTRICT in general support of projects under separate titles (Task Orders). The general scope of services outlined in this MASTER AGREEMENT will be further defined by a series of Task Orders which will set forth the services to be performed (detailed scope), costs, and time for completion.
- C. DISTRICT desires to secure professional consulting services for said projects and CONSULTANT represents that CONSULTANT possesses the professional qualifications to provide such consulting services.
- D. DISTRICT and CONSULTANT agree to enter into this MASTER AGREEMENT for the performance of consulting services on the terms and conditions stated in this MASTER AGREEMENT.

NOW THEREFORE, for and in consideration of their mutual promises and subject to the terms, provisions and conditions hereinafter set forth, the parties hereto do hereby agree as follows:

ARTICLE I. - CONSULTING SERVICES

- A. Upon execution of this agreement and subsequent Task Orders by both parties, and upon receipt of written authorization from DISTRICT, CONSULTANT at CONSULTANT's sole cost and expense (to be reimbursed as outlined in ARTICLE IV) and to the satisfaction of DISTRICT, shall perform the services (Services) set forth in each Task Order and represented by a separate proposal for each Task Order. The Services shall be assigned to CONSULTANT by DISTRICT for the various projects as planned and developed by DISTRICT. Each Task Order shall specify the Services to be performed, the time schedules for completion of the Task Order and for completion of all tasks (Tasks) within the Task Order, and the cost (Cost Ceiling) including all fees, costs and expenses, both direct and indirect, of the Task Order, but shall otherwise be governed by the terms and conditions of this Agreement, as modified by the individual Task Orders. Task Orders shall be in writing, signed by both parties in advance, and shall be attached to this Agreement as consecutive exhibits beginning with Task Order 1.
- B. CONSULTANT agrees to comply with the schedule as set forth in each Task Order, and to provide

Services in a timely manner to allow DISTRICT's project(s) to be constructed as planned by DISTRICT.

In the event CONSULTANT is not able to comply with the project schedule, a written statement from CONSULTANT will be required showing CONSULTANT's plan to bring schedule back into compliance to meet completion date. In the event of delays due to causes beyond the control of CONSULTANT, an extension to the schedule for performance shall be negotiated.

- C. CONSULTANT shall provide DISTRICT with a review of the budget amount when 75% of the Cost Ceiling of each Task Order has been expended. CONSULTANT shall be entitled to reallocate costs among subtasks within a Task. DISTRICT shall have the right to transfer Tasks and costs within the same or other Task Order(s).

CONSULTANT may request a revision in the Cost Ceiling for performance of the Task Order, and will relate the rationale for the revision to the specific basis of estimate. Such notification will be submitted to DISTRICT at the earliest possible date. The Cost Ceiling will not be exceeded without approval by DISTRICT and written amendment to the Task Order.

- D. In the case of changes affecting project scope resulting from new findings, unanticipated conditions, or other conflicts or discrepancies, CONSULTANT shall promptly notify the DISTRICT of the identified changes and advise the DISTRICT of a recommended solution. Additional Services shall not be performed without prior written authorization of DISTRICT.

DISTRICT may order, via a written amendment signed by each party's authorized representative, changes in scope or character of Services, either decreasing or increasing the amount of CONSULTANT'S services associated with a given Task Order. An order for additional services constitutes a change to the Task Order and shall be made in writing, dated, and appended to that Task Order.

Compensation for Additional Services shall be on the basis of Time and Materials or Lump Sum, to be agreed upon at the time of request for Additional Services. The estimated amount of compensation for Additional Services will be determined at the time the Additional Services are requested.

ARTICLE II. - RESPONSIBILITIES OF DISTRICT

- A. DISTRICT shall furnish to or make available for examination by CONSULTANT, as it may request, all data and information which DISTRICT may have available, and CONSULTANT may rely upon such data and information developed exclusively by DISTRICT in the performance of CONSULTANT's services.
- B. DISTRICT shall secure and pay for all permits and licenses (other than permits and licenses under any patent or invention) and furnish all deposits and bonds necessary in connection with the Projects, except licenses required to permit CONSULTANT to do business at the place where its services are to be performed. CONSULTANT will assist DISTRICT in procuring necessary licenses or permits if required by DISTRICT to do so.
- C. In order that DISTRICT may meet its obligations with respect to the technical quality of the services to be performed under this Master Agreement, the services performed by CONSULTANT under this Agreement shall be under the general supervision and direction of the DISTRICT's General Manager/Engineer (DISTRICT REPRESENTATIVE), who shall be Mr. John A. Thiel, P.E., M.B.A. CONSULTANT and its officers, employees, agents, affiliates, and subcontractors shall act in complete

harmony and coordination with the DISTRICT REPRESENTATIVE. The DISTRICT REPRESENTATIVE shall keep in touch with the CONSULTANT during the duration of the Task Orders and shall be the authorized medium of communication for and with District matters pertaining thereto. DISTRICT REPRESENTATIVE may from time to time delegate any or all of his supervisory responsibility to appropriate staff members, and the DISTRICT shall so inform CONSULTANT before the effective date of each such delegation.

ARTICLE III. - RESPONSIBILITIES OF CONSULTANT

- A. In rendering the professional services, CONSULTANT is an independent contractor, the DISTRICT being interested only in the result obtained, and the manner and means of conducting such professional services will be under the sole control of CONSULTANT, except that nothing herein shall be deemed to negate DISTRICT's right to direct the nature of the Services requested and to direct the work in terms of timing and coordination with the Projects.
- B. CONSULTANT shall secure approval of DISTRICT prior to executing contracts with subcontractors and prior to retaining subcontractors for any portion of services for DISTRICT.
- C. CONSULTANT shall be as fully responsible to DISTRICT for the negligent acts, errors, and/or omissions of its subcontractors, as it is for the negligent acts, errors and/or omissions of persons directly employed by it. CONSULTANT will be responsible for review and billing accuracy and for the direct payment for Services completed or equipment/materials supplied by all of its subcontractors.
- D. Nothing contained in the Agreement shall create any contractual relationship between any subcontractor and DISTRICT.
- E. Indemnification
 - 1. CONSULTANT shall perform Services in a manner commensurate with prevailing professional standards of qualified and experienced personnel in CONSULTANT'S field.
 - 2. CONSULTANT agrees to defend, indemnify and hold DISTRICT and each of its officers, employees, agents and representatives harmless from any claims, damage, liability or costs (including reasonable attorney's fees and costs of defense) stemming from Services under this Agreement to the extent such claims, damage, liability or costs are caused by CONSULTANT'S negligence, recklessness or willful misconduct or by the negligence, recklessness or willful misconduct of CONSULTANT'S subconsultants, agents, or anyone acting on behalf of or at the direction of CONSULTANT.
 - 3. DISTRICT agrees to defend, indemnify and hold CONSULTANT and each of its officers, employees, agents and representatives harmless from any claims, damage, liability or costs (including reasonable attorney's fees and costs of defense) stemming from Services under this Agreement to the extent such claims, damage, liability or costs are caused by DISTRICT'S negligence, recklessness or willful misconduct or by the negligence, recklessness or willful misconduct of the DISTRICT'S subconsultants, agents, or anyone acting on behalf of or at the direction of the DISTRICT.
 - 4. The provisions of this section survive the completion of services under or the termination of this Agreement.
- F. Insurance: The following are the basic requirements that CONSULTANT shall be responsible for at CONSULTANT's sole cost and expense, and for the full term of this Agreement and before commencement of services hereunder:

1. CONSULTANT shall carry or require that there be carried Worker's Compensation Insurance for all of its employees and those of its subcontractors in accordance with the laws of the State of California.
 2. CONSULTANT shall carry or require that there be carried Commercial Liability Insurance including Automobile Coverage, in an amount not less than \$1,000,000 for each person, in an amount of not less than \$1,000,000 on account of one accident, and Property Damage Insurance in an amount not less than \$1,000,000 single limit Bodily Injury and Property Damage Insurance per occurrence.
 3. CONSULTANT shall carry Errors and Omissions Insurance in an amount not less than \$1,000,000 with a deductible of not more than \$100,000 for the life of the Agreement which shall include one year beyond completion of Services.
 4. Before commencing services, CONSULTANT shall submit evidence of the coverage required to DISTRICT for review and approval. All such coverage shall be subject to approval by DISTRICT; approval of which shall not be unreasonably withheld. Such insurance shall be carried with financially responsible insurance companies, licensed in the State of California, and approved by DISTRICT; approval of which shall not be unreasonably withheld. Evidence of coverage shall insure that such policies will not be canceled without 30 days prior written notice to DISTRICT. Commercial Liability policies, including Automobile Coverage and Property Damage Insurance, shall name DISTRICT, its officers, officials, volunteers, and employees as Additional Insured and as such persons, shall be Primary coverage.
 5. It is the responsibility of the CONSULTANT to provide to the DISTRICT updated insurance certificates within 30 days after renewal or changes to insurance policies.
 6. CONSULTANT shall grant to the DISTRICT a waiver of any right to subrogation which any insurer of said CONSULTANT may acquire against the DISTRICT by virtue of the payment of any loss under such insurance. CONSULTANT agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the DISTRICT has received a waiver of subrogation endorsement from the insurer.
 7. CONSULTANT shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and the DISTRICT shall be named as an additional insured on insurance required from subcontractors.
 8. The District reserves the right to modify insurance requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.
- G. CONSULTANT shall comply with all applicable laws, ordinances and codes of the Federal, State of California, and local governments. CONSULTANT shall hold DISTRICT harmless with respect to any damages to the extent arising from any tort committed in the performance of any of the services embraced by this AGREEMENT due to CONSULTANT's negligence.
- H. CONSULTANT is responsible for the health and safety of its employees, subconsultants, agents or anyone working on behalf or direction of CONSULTANT in the course of Services. CONSULTANT shall ensure that its employees, subconsultants, agents or anyone working on behalf of or under the

direction of CONSULTANT shall have experience and knowledge of Federal, State and local Health and Safety regulations and requirements.

- I. CONSULTANT and its associates and employees involved in projects covered under this Master Agreement covenant that they presently have no interest and that they will not acquire any interest, direct or indirect, during the term of this Agreement which would conflict in any manner or degree with the performance of services required under this Agreement.
- J. CONSULTANT will name the supervisory and staffing levels in the performance of CONSULTANT's services for each Task Order. CONSULTANT shall not replace supervisory or staffing levels without the prior written consent of DISTRICT. In the event a change is required by reason of resignation or similar circumstance, DISTRICT shall not deny consent to a change, but shall have the right to review and approve or disapprove the particular person proposed as a replacement. Any proposed replacement shall have substantially the same experience and qualifications as the person being replaced.
- K. CONSULTANT shall furnish, at its own expense, all labor, materials, equipment, tools, transportation and services necessary for the successful completion of the services to be performed under this Agreement. CONSULTANT shall give its full attention and supervision to the fulfillment of the provisions of this Agreement and each Task Order by its employees and subcontractors and shall be responsible for the timely performance of the Services required by this Agreement.
- L. CONSULTANT shall furnish DISTRICT with reasonable opportunities from time to time to ascertain whether the Services of CONSULTANT are being performed in accordance with this Agreement. All work done and materials furnished shall be subject to final review and approval by DISTRICT. DISTRICT's review and approval of the Services shall not, however, relieve CONSULTANT of any of its obligations under this Agreement.
- M. The DISTRICT participates in the CalPERS retirement system. It is the responsibility of CONSULTANT to ensure that staff working on DISTRICT projects and receiving CalPERS pension benefits do so in accordance with CalPERS rules and regulations. DISTRICT shall incur no cost associated with pension benefits of a person receiving pension benefits from CalPERS.

ARTICLE IV. - CONSULTANT'S FEES

- A. CONSULTANT is employed to render professional services only, and any payments made to it are compensation only for such Services as it may render and recommendations it may make in carrying out the Services.

CONSULTANT shall submit to DISTRICT an estimate of costs for the authorized Task Order. Said estimate shall include a breakdown of estimated job classification with corresponding man hours, hourly rate, and estimated fee, together with estimated expenses. Upon approval by DISTRICT, said total estimate shall become a Cost Ceiling, and total compensation for said Services shall not exceed said amount without further authorization by DISTRICT. DISTRICT shall be obligated to pay only such hourly rates and expenses as are actually incurred by CONSULTANT subject to the Cost Ceiling.

The rates of compensation in the Task Order are agreed to in anticipation of the orderly and continuous progress of the Project through completion of the Services contained therein. CONSULTANT'S obligation to render services thereunder will extend for the period set forth in the associated schedule, and required extensions thereto. If such dates are exceeded through no fault of CONSULTANT, then all rates, measures and amounts of compensation provided in the Task Order shall be subject to equitable, negotiated adjustment, but not otherwise.

- B. DISTRICT agrees to pay CONSULTANT for and in consideration of the faithful performance of all services and duties set forth in this Master Agreement and subsequent Task Orders, and agreed to be performed by CONSULTANT. CONSULTANT agrees to accept payment from DISTRICT as and for full compensation for the faithful performance of all said services and duties as the amount set forth for consulting services for each Task Order.
- C. The DISTRICT will not approve any additional compensation unless a change in the scope of the Services has occurred due to conditions that the parties could not have reasonably anticipated at the time entering into this Agreement. CONSULTANT shall notify DISTRICT immediately if the scope of services under the lump sum Task Order is changed substantially, as required in Article I, Paragraph D.
- D. CONSULTANT shall submit to DISTRICT a monthly, itemized invoice for services completed during the preceding month. The invoice should also include the purchase order number and task order number for each Task Order. Payment by DISTRICT to CONSULTANT shall be made within 45 days after receipt and approval by DISTRICT of CONSULTANT's hereinabove described invoice.
- E. Should the DISTRICT dispute any portion of any bill, the DISTRICT shall pay the undisputed portion within the time frame stated above and, at the same time, advise the CONSULTANT in writing of the disputed portion. The DISTRICT shall promptly notify CONSULTANT of the dispute and request clarification and/or remedial action. After any dispute has been settled, CONSULTANT shall provide a special invoice that accounts for the resolution of the disputed item.
- F. The costs for professional services and direct expenses shall be in accordance with the rates and amounts set forth in the applicable Task Order. In addition, the DISTRICT reserves the right to request from the CONSULTANT a breakdown of costs associated with the rates for professional services, including but not limited to direct salary, total overhead, and profit.
- G. CONSULTANT shall be solely responsible for the payment of all federal, state or local income tax, social security tax, worker's compensation insurance, state disability insurance and any other taxes or insurance which CONSULTANT is responsible for paying as an independent contractor under federal, state or local law. CONSULTANT shall procure and maintain all licenses necessary for the performance of the Services, all at the sole cost of CONSULTANT. All of the above shall not be

reimbursable under the Agreement.

ARTICLE V. - MISCELLANEOUS PROVISIONS

- A. Any Services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.
- B. Notice to Proceed - CONSULTANT will not begin services on any Task Order until DISTRICT directs it in writing to proceed.
- C. Submittal of Work Product and Written Notice - All reports and documents which CONSULTANT is required to furnish to DISTRICT (Work Product) and any other writing which CONSULTANT desires to give DISTRICT shall be delivered to DISTRICT or by depositing same in the United States mail, postage prepaid, addressed to:
General Manager
South Tahoe Public Utility District
1275 Meadow Crest Drive
South Lake Tahoe, CA 96150

Any legally operative documents shall be copied to:
Brownstein Hyatt Farber Schreck, LLC
21 E. Carrillo Street
Santa Barbara, CA 93101-2782

Any notices or other writing which DISTRICT desires or is required to give or furnish to CONSULTANT shall be delivered to CONSULTANT by delivering in person or by depositing same in the United States mail, postage prepaid, addressed to:

The effective date of such written notice shall be the date of personal delivery of such notice or the receipt of same in the United States mail. The address to which any notice or other writing may be delivered may be changed upon written notice by such party as above provided.

- D. Ownership of Documents - All documents prepared by CONSULTANT and required to be furnished to DISTRICT in electronic and hard copy format, shall be the property of DISTRICT after payment to CONSULTANT. All electronic documents shall be provided to the District in an editable format. Any use of Work Product for other projects and/or any use of uncompleted documents without specific written authorization from CONSULTANT will be at DISTRICT's sole risk and without liability or legal exposure to CONSULTANT and DISTRICT shall indemnify and hold harmless CONSULTANT from all claims, damages, losses and expenses, including attorney's fees arising out of or resulting therefrom.
- E. Audit of CONSULTANT's Records - The books, papers, records, and accounts of CONSULTANT or any other consultants retained by CONSULTANT insofar as they relate to charges for services, or are in any way connected with the work herein contemplated, shall be open at all reasonable times to inspection and audit by the agents and authorized representatives of DISTRICT. Said records shall be retained for a minimum of five (5) years after completion of services on the individual Task Orders.
- F. Discrimination - During the term of this Agreement, CONSULTANT agrees in accordance with Section 1735 of the Labor Code of the State of California not to discriminate against any employee or

applicant for employment because of race, religious creed, color, national origin, ancestry, physical handicap, medical condition, sex, or marital status. CONSULTANT will take affirmative action to the limits prescribed by law to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, religious creed, color, national origin, ancestry, physical handicap, medical condition, sex, or marital status.

- G. Assignment - Neither party shall assign any interest in this Agreement, nor transfer any interest in the same (whether by assignment or novation), without the prior written consent of the other party; provided, however, that claims for money due or to become due CONSULTANT from DISTRICT under this Agreement may be assigned to a bank, trust company or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to DISTRICT.
- H. Attorney's Fees - If any legal proceeding is brought to enforce or interpret the provisions of the Agreement, the prevailing party shall be entitled to recover actual attorneys' fees and costs, which may be determined by the court in the same action or in a separate action brought for that purpose. The attorneys' fees award shall be made as to fully reimburse for all attorneys', paralegal and experts' fees, costs and expenses actually incurred in good faith, regardless of the size of the judgment, it being the intention of the parties to fully compensate for all attorneys', paralegal and experts' fees, costs and expenses paid or incurred in good faith.
- I. Confidential Information - During and after the term of this Agreement, CONSULTANT shall not, directly or indirectly, use, exploit, disclose or divulge to anyone, except appropriate representatives of DISTRICT, any of CONSULTANT'S engineering Work Product, except as otherwise authorized with DISTRICT's express consent.
- J. Authorization - All officers and individuals executing this and other documents on behalf of the respective parties certify and warrant that they have the capacity and have been duly authorized to execute said documents on behalf of the entities indicated.
- K. Time of the Essence. Time is of the essence in the performance of this Agreement and each Task Order. Any breach of any time deadline or schedule by CONSULTANT is agreed by the parties to be a material breach of this Agreement, providing DISTRICT with termination rights under this Agreement, in addition to its rights to recover damages, regular, consequential or otherwise. The failure on the part of CONSULTANT to perform the Services within such time deadline or schedule when such failure is caused by acts beyond the control of CONSULTANT shall not be considered a breach of this Agreement and CONSULTANT shall be entitled to an extension of such time deadline or schedule accordingly.

ARTICLE VI. - CANCELLATION OF AGREEMENT OR SUSPENSION OF WORK

- A. This Master Agreement and/or subsequent Task Orders may be terminated in whole or in part in writing by either party for any reason, providing that no such termination may be effected unless the other party is given not less than thirty (30) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate.
- B. This Master Agreement and/or subsequent Task Orders may be terminated in whole or in part in writing by DISTRICT for cause, effective immediately upon written notice of such termination to CONSULTANT, based upon the occurrence of any of the following events:
 - 1) Material breach of this Agreement, Task Order or Task by CONSULTANT;

- 2) Cessation of CONSULTANT to be licensed, as required by law;
 - 3) Failure of CONSULTANT to substantially comply with any applicable federal, state or local law or regulation;
 - 4) Filing by or against CONSULTANT of any petition under any law for the relief of debtors; and,
 - 5) Conviction of CONSULTANT's principal representative or personnel of any crime other than minor traffic offenses.
- C. In the event the Master Agreement or subsequent Task Order(s) are terminated in whole or in part, CONSULTANT is to be fairly compensated for all approved Services performed under the terminated Task Order as of the termination date, provided that the total amount of compensation paid to CONSULTANT does not exceed the Cost Ceiling set forth in the Task Order, and provided that the CONSULTANT delivers to the District all Work Product due for the Services completed through the termination date.
- D. Upon receipt of a Termination Notice by CONSULTANT from DISTRICT, an equitable adjustment shall be negotiated to provide payment to CONSULTANT for termination settlement costs reasonably incurred by CONSULTANT relating to obligations and commitments as a result of entering into this Master Agreement and the affected Task Order.
- E. Upon receipt of a Termination Notice, CONSULTANT shall (1) promptly discontinue all services affected (unless the Notice directs otherwise), and (2) deliver or otherwise make available to DISTRICT, copies of data, design calculations, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by CONSULTANT in performing the services under the affected Task Order.

ARTICLE VII. – DISPUTES

- A. All disputes arising out of or relating to this Agreement or subsequent Task Orders, or the professional services rendered hereunder, shall be determined by arbitration in El Dorado County, California, before a sole arbitrator, in accordance with the laws of the State of California.
- B. The arbitration shall be administered by JAMS® pursuant to its Comprehensive Arbitration Rules and Procedures. Judgment on the Award may be entered in any court having jurisdiction.
- C. Costs and attorneys' fees in said arbitration shall be borne in accordance with the terms set forth in Article V.H., above.

ARTICLE VIII. – SEVERABILITY AND WAIVER

- A. If any provision of this Agreement is held to be invalid and unenforceable, the remainder of this Agreement shall be valid and binding upon the parties, provided that the remainder of the Agreement can be interpreted to give effect to the intentions of the parties.
- B. Any waiver at any time by either party hereto of its rights with respect to a breach or default, or any other matter arising in connection with this Agreement, shall not invalidate this Agreement or be deemed to be a waiver with respect to any subsequent breach, default or matter.

ARTICLE IX. - ENTIRE AGREEMENT

- A. This Master Agreement and the subsequent Task Orders contain the entire understanding between the parties with respect to the subject matter herein. This Agreement may not be amended except pursuant to a written instrument signed by all parties.
- B. This Master Agreement is to be binding on the heirs, successors, and assigns of the parties hereto and is not to be assigned by either party without first obtaining the written consent of the other party, subject to the terms of Article V.G.
- C. The term of this Agreement shall commence upon the date first written above and shall continue in full force and effect for a period no longer than 10 years, unless sooner terminated as provided herein. Any subsequent Task Orders that are scheduled to exceed the aforementioned duration shall require that this Agreement be renegotiated and executed prior to adoption of the Task Order.

ARTICLE X. – EXECUTION OF AGREEMENT

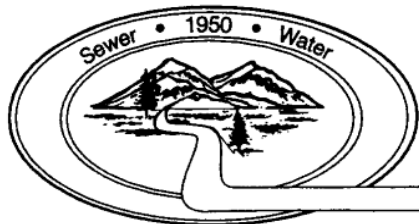
IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate on the effective date first written above.

 John A. Thiel, P.E., M.B.A., General Manager/Engineer
 South Tahoe Public Utility District

ATTEST: _____
 Melonie Guttry, Clerk of Board

XXXXXXXXXXXXXXXXXXXXXXXXXX.

By _____
 XXXXXXXXXXXXXXXXXXXXX



South Tahoe Public Utility District

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpubd.us

BOARD AGENDA ITEM 4c

TO: Board of Directors

FROM: Trevor Coolidge, Senior Engineer

MEETING DATE: February 17, 2022

ITEM – PROJECT NAME: Keller-Heavenly Water System Improvements Project, Phase 3

REQUESTED BOARD ACTION: Authorize staff to advertise for construction bids for Phase 3 of the Keller-Heavenly Water System Improvements Project.

DISCUSSION: The Keller-Heavenly Water System provides water to the area adjacent to and above the California Lodge at the Heavenly Ski Resort. The area is supplied by a high pressure main from the Keller Booster Pump Station that feeds two high elevation water tanks, before gravity feeding back into several subzones through a series of pressure reducing valves, with one subzone intertied to the adjacent Heavenly pressure zone. The service area includes both resort and residential properties within a wildland-urban interface area.

The first phase of the Keller-Heavenly Water System Improvements Project (Project), consisting of waterline upsizing for fire-flow and tank site preparation, is currently under construction. The second phase is also under Contract to construct a replacement tank in 2022. The third and final phase of the Project will provide for additional waterline upsizing, pressure regulating valve replacements, and rehabilitation of the Keller Booster Station within the area served by the Keller Tank in 2022 and 2023.

In addition to the Project work identified within the Drinking Water State Revolving Fund (DWSRF) loan, the District has pending funding from FEMA for the purchase and installation of backup generators at the Paloma Well and Keller Booster Pump Station sites. Preparation work to prepare the sites in advance of the generators is being added to the Project scope.

Two additional work items that are also being added include replacement of waterline on View Circle and an access road to the Lookout Water Tank. A catastrophic water leak occurred in 2021 on View Circle, undermining the roadway to the point that El Dorado County is requiring complete re-construction of the road. The District negotiated with El Dorado County and arranged to replace 300 linear feet of waterline before re-paving the

roadway to avoid future issues with the section of main. Lookout Tank is currently accessed via a dirt access road within an easement across multiple properties; the access route experienced major erosion issues following the Angora Fire, and again following dozer work around the tank during the Caldor Fire. The proposed access road will provide for a stable access route on the District's tank parcel. The access road is being included as a bid-alternate which will be evaluated for award based on the bid(s) received and available funding at the time of award.

Plans and specifications are currently being finalized by staff and the District's project design consultant, Farr West Engineering. The Project will be funded by the DWSRF Loan Program (\$3.5M remaining for Keller), water funds, and pending FEMA funding. The Engineer's Estimate for the overall Project is \$3,930,000.

Staff recommends that the Board authorize staff to advertise for Phase 3 of the Keller-Heavenly Water System Improvements Project.

SCHEDULE: Upon Board Approval

COSTS: To be determined

ACCOUNT NO: Keller-Heavenly (2030-7022/15W007), Keller & Paloma Backup Generators (20.30.8369 & 20.30.8370), Lookout Tank Access Road View (20.30.7084), Circle Waterline 20.30.8376

BUDGETED AMOUNT AVAILABLE: \$1,602,475 (2021/22); \$1,940,000 (2022/23);
\$1,690,000 (2023/24)

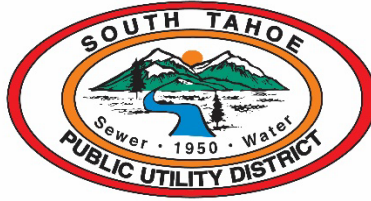
ATTACHMENTS: None

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Water

GENERAL MANAGER: YES *J* NO

CHIEF FINANCIAL OFFICER: YES *PH* NO



SOUTH TAHOE PUBLIC UTILITY DISTRICT

David Peterson, Vice President
Chris Cefalu, Director

BOARD MEMBERS
Shane Romsos, Director

Kelly Sheehan, President
Nick Exline, Director

John Thiel, General Manager

Paul Hughes, Chief Financial Officer

REGULAR MEETING OF THE BOARD OF DIRECTORS SOUTH TAHOE PUBLIC UTILITY DISTRICT February 3, 2022 MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:01 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

ROLL CALL:

Board of Directors: President Sheehan, Directors Romsos, Peterson

Absent: Directors Cefalu, Exline

Staff: John Thiel, Paul Hughes, Gary Kvistad, Melonie Guttry, Chris Skelly, Jessica Henderson, Bren Borley, Julie Ryan, Shelly Thomsen, Tim Bledsoe, Ivo Bergsohn, Greg DuPree, Trevor Coolidge, Dan Arce, Stephen Caswell, Jamie from the lab, Kevin Uribe

CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:

CONSENT CALENDAR:

Moved Peterson/Second Romsos/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Absent to approve the Consent Calendar as presented.

- a. **REGULAR BOARD MEETING MINUTES: January 20, 2022**
(Melonie Guttry, Executive Services Manager/Clerk of the Board)
Approved January 20, 2022, Minutes

ITEMS FOR BOARD ACTION

- a. Consider Virtual Board Meetings related to Assembly Bill 361 due to COVID-19 State of Emergency Proclamation (John Thiel, General Manager) – **John Thiel** provided details regarding AB 361 and the potential for virtual meetings. **Chris Skelly** provided further details regarding the support required to continue with virtual and hybrid Board meetings and addressed questions from the Board. **Attorney Kvistad** added that by adopting the Resolution, the Board is not mandated to use virtual meetings, but this provides some flexibility.

Moved Romsos/Second Peterson/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Absent to approve Resolution No. 3205-22, allowing for South Tahoe Public Utility District to conduct virtual public meetings through March 3, 2022.

Moved Sheehan/Second Peterson/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Absent to approve Payment of Claims in the amount of \$1,414,859.

STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS:

Director Romsos provided details regarding the Workforce Housing Committee Meeting held on January 20, 2022.

BOARD MEMBER REPORTS:

Director Romsos reported that he attended the Alpine County Biomass meeting on February 1, 2022, and provided details regarding their activities.

EL DORADO WATER AGENCY PURVEYOR REPORT:

Director Peterson reported that he attended the El Dorado Water Agency meeting on January 12, 2022, and the next meeting is scheduled for Wednesday, February 9, 2022.

STAFF/ATTORNEY REPORTS:

Ivo Bergsohn provided a PowerPoint Presentation regarding the Alternative Plan for the Tahoe Valley South Subbasin Five Year Update and addressed questions from the Board. **Attorney Kvistad** provided some details regarding the foundation of this document and the work that **Ivo Bergsohn** has orchestrated and encouraged the Board to become familiar with the Executive Summary. The Board congratulated **Ivo Bergsohn** on his efforts and appreciate his work on behalf of the District.

Stephen Caswell reported the first public virtual meeting is scheduled for Tuesday, February 8, 2022, to include an overview of the Recycled Water Strategic Plan. The Board is welcome to attend this first meeting, which will start the three-year process for this program. Regular updates will be provided to the Board as the process unfolds. The Board suggested a separate Board Workshop for this topic could be helpful in the future.

Attorney Kvistad reported that CORE and Prostar submitted updated information yesterday regarding the solar program, which will be brought forward to the Ad-Hoc Solar and Community Power Committee at their next meeting.

GENERAL MANAGER REPORT:

John Thiel reported on several items:

- Provided a staffing update
- Provided a COVID-19 update with one new staff case this week
- Reviewed comments from Board Members for the 2022 General Manager Goals. He reviewed several goals in more detail including exploring alternatives for District Workforce Housing and Rebranding the District. The Board recommended the 2022 General Manager final Goals be brought back to the Board for formal approval.

BREAK AND ADJOURN TO CLOSED SESSION: 3:07 p.m.

RECONVENE TO OPEN SESSION: 3:29 p.m.

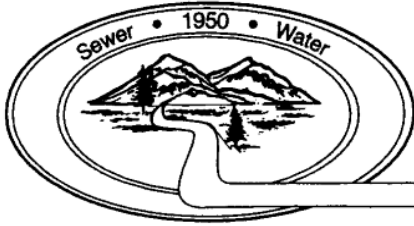
- a. Pursuant to Section 54956.9(d)(1) of the California Government code, Closed Session may be held for conference with legal counsel regarding existing litigation: Yolo County Superior Court Case CV2021-1686, Alpine County vs. South Tahoe Public Utility District; et al.

No reportable Board Action

ADJOURNMENT: 3:30 p.m.

Kelly Sheehan, Board President
South Tahoe Public Utility District

Melonie Guttry, Clerk of the Board
South Tahoe Public Utility District



South Tahoe Public Utility District

General Manager
John Thiel

Directors
Chris Cefalu
Shane Romsos
David Peterson
Kelly Sheehan
Nick Exline

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpub.us

BOARD AGENDA ITEM 7a

TO: Board of Directors

FROM: Adrian Combes, Senior Engineer

MEETING DATE: February 18, 2022

ITEM – PROJECT NAME: 2022 Bowers Pipeline Replacement Project

REQUESTED BOARD ACTION: Award the 2022 Bowers Pipeline Replacement Project to the lowest responsive, responsible bidder in the amount of \$2,476,460 and enter into a Road Repairs Agreement with the City of South Lake Tahoe in the amount of \$216,562.50.

DISCUSSION: On December 16, 2021, the Board authorized staff to advertise for the 2022 Bowers Waterline Replacement Project (Project). A mandatory pre-bid meeting was held on Tuesday, January 4, 2022, and was attended by seven general contractors.

The Project is located in the Bijou neighborhood within the City of South Lake Tahoe (City). It includes replacement of approximately 5,500 linear feet of small diameter waterline with an 8-inch waterline, installation of 12 fire hydrants, 99 water services, 4 water meters, trench patch and miscellaneous paving. An alternate bid item is included for pavement restoration (2-inch mill and overlay) where required by the City in accordance with their standards. The Project also includes line items for As-Needed Water and Sewer System Improvements, which will be performed at staff direction on a time-and-material basis to perform work on the District's systems that were unknown at the time of bidding.

Bids were opened on Tuesday, February 8, 2022, at 2:00 p.m. One bid was received from Vinciguerra Construction, Inc., for \$2,649,710 which includes \$173,250 for the paving alternate bid-item. The Engineer's Estimate for the Project is \$2,596,902. A breakdown of the Engineer's Estimate is included in the attached Bid Tally.

Staff is continuing to review the bids received for conformance with Contractual and Disadvantaged Business Enterprise (DBE) Good Faith Effort (GFE) requirements, in addition to determining if there are any bid irregularities.

Staff will make a final recommendation for award excluding the alternative bid item, prior to the Board meeting, following a complete review of the bid documents and completion of the bid protest period.

Instead of awarding the alternative bid item for paving, staff recommends that the Board enter into an Agreement for road repairs with the City of South Lake Tahoe in an amount not to exceed \$216,562.50. By entering the Agreement, the City will accept payment of a fee by the District, in turn relieving the District of its obligation for performing pavement repairs on the Project (2-inch mill and overlay). The fee will be based on the bid price for the 2-inch mill and overlay and the square footage of paving that would have been required, as detailed in the Agreement.

SCHEDULE: Upon Board approval

COSTS: \$2,276,460 (2030-8094); \$100,000 (2030-2504); \$100,000 (1030-2504)

ACCOUNT NO: 2030-8094 (BOWERS); 2030-2504 (As-Needed Water Improvements);
1030-2504 (As-Needed Sewer Improvements)

BUDGETED AMOUNT AVAILABLE: \$1,348,304 (2021/22); \$1,075,000 (2022/23)

ATTACHMENTS: Bid Tally and Agreement for Road Repairs; Bid Summary to be provided prior to and at the Board meeting

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: Sewer/Water

GENERAL MANAGER: YES *JF* NO

CHIEF FINANCIAL OFFICER: YES *PH* NO

Bid Results for 2022 Bowers Waterline Replacement Project

Item	Description	Unit	Quantity	Vinciguerra Construction, Inc.	Engineer's Estimate
Advertised on December 17, 2021					
Bid Opening on February 08, 2022 2:00 PM (PST)					
Bid Schedule A					
1	Mobilization/Demobilization (Not to exceed 10% of Bid Schedule A, excluding this item)	LS	1	\$139,000.00	\$176,000.00
2	Waterline Erosion Control	LS	1	\$20,000.00	\$27,500.00
3	Groundwater Dewatering	LS	1	\$15,000.00	\$55,000.00
4	Traffic Control	LS	1	\$40,000.00	\$33,000.00
5	Sheeting, Shoring and Bracing	LS	1	\$15,000.00	\$16,500.00
6	Potholing	LS	1	\$25,000.00	\$77,000.00
7	8-inch C900 DR18 Water Main	LF	3667	\$660,060.00	\$645,392.00
8	8-inch C900 DR14 Restrained Water Main	LF	1670	\$334,000.00	\$321,475.00
9	6-inch C900 Water Main	LF	210	\$33,600.00	\$36,960.00
10	3/4-Inch Service	EA	91	\$291,200.00	\$350,350.00
11	1-inch Service	EA	9	\$31,500.00	\$42,075.00
12	1-inch Service for 3/4" Double	EA	6	\$21,600.00	\$25,080.00
13	1-1/2" Water Service	EA	1	\$4,250.00	\$4,400.00
14	2" Water Service (3609 Vanda Lee)	EA	1	\$8,500.00	\$5,500.00
15	3/4" Meter Installation	EA	3	\$13,500.00	\$6,600.00
16	Add for Traffic-rated meter installation	EA	2	\$1,000.00	\$5,500.00
17	Fire Hydrants Installations	EA	12	\$192,000.00	\$158,400.00
18	Tie-In #1 - Ham/Pioneer (Sheet P1)	LS	1	\$7,250.00	\$5,500.00
19	Tie-In #2 - Herbert/Bill (Sheet P2)	LS	1	\$30,000.00	\$5,500.00
20	Tie-In #3 - Herbert/Shirley (Sheet P2)	LS	1	\$30,000.00	\$5,500.00
21	Tie-In #4 - Osgood/Maple (Sheet P7)	LS	1	\$4,000.00	\$5,500.00
22	Tie-In #5 - Vanda Lee/Betty Rae (Sheet P6)	LS	1	\$18,500.00	\$5,500.00
23	Tie-In #6 - Forest/Ski Run (Sheet P4)	LS	1	\$4,000.00	\$5,500.00
24	Tie-In #7 - Bobby Grey/Bowers (Sheet P3)	LS	1	\$35,000.00	\$5,500.00
25	Tie-In #8 - Larch (Sheet P5)	LS	1	\$7,500.00	\$5,500.00
26	Tie-In #9 - Aspen/Bowers (Sheet P3)	LS	1	\$42,000.00	\$5,500.00
27	Tie-In #10 - Alder/Bowers (Sheet P3)	LS	1	\$31,000.00	\$7,150.00
28	Tie-In #11 - Forest/Bowers (Sheet P4)	LS	1	\$25,000.00	\$5,500.00
29	Tie-In #12 - Shirley/Bowers (Sheet P4)	LS	1	\$5,000.00	\$5,500.00
30	1" Base Water Meter Installation	LS	1	\$4,600.00	\$5,500.00
31	Demolish Existing Fire Hydrants	EA	4	\$5,000.00	\$6,600.00
32	Cut, Cap and Abandon in place water mains and valves	EA	14	\$14,000.00	\$15,400.00
33	Fill Abandoned Lines 6-inch and Larger Waterlines with Slurry	CY	12	\$12,000.00	\$1,320.00
34	Non-Excavatable Rock Removal	CY	10	\$1,000.00	\$15,400.00
35	4-Inch Trench Patch	SF	10000	\$110,000.00	\$110,000.00
36	3-Inch Miscellaneous Patch Paving	SF	1600	\$24,000.00	\$26,400.00
37	Bowers Waterline Contingency Work	LS	1	\$20,000.00	\$20,000.00
38	Additional 1-foot depth of excavation, backfill and vertical pipe and fittings	LF	200	\$1,400.00	\$3,300.00
39	2-Inch Mill and Overlay (Alternate)	SF	31500	\$173,250.00	\$138,600.00
			Subtotal	\$2,449,710.00	\$2,396,902.00
Bid Schedule B					
40	As-Needed Water System Improvements	LS	1	\$100,000.00	\$100,000.00
41	As-Needed Sewer System Improvements	LS	1	\$100,000.00	\$100,000.00
			Subtotal	\$200,000.00	\$200,000.00
			Total	\$2,649,710.00	\$2,596,902.00

**Agreement for Road Repairs
Between
City of South Lake Tahoe &
South Tahoe Public Utility District**

This Agreement is made and entered into as of _____ by and between the City of South Lake Tahoe, a municipal corporation ("City") and South Tahoe Public Utility District, a California Special District ("the District").

Recitals

1. In 2022, the District intends to replace waterlines and associated appurtenances as part of the 2022 Bowers Pipeline Replacement Project in the Bijou neighborhood of the City of South Lake Tahoe in accordance with plans and the schedule attached hereto as Exhibit "A" ("Project").
2. The Project requires cutting the pavement surface to allow trenching and subsurface excavations within the City's public rights-of way. Accordingly, on February 7, 2022 the District applied for an Encroachment Permit with the City of South Lake Tahoe, so that its contractor can construct the Project (the "Permittee").
3. As provided in the City's Encroachment Permit, the Permittee is required to repair the section of the road impacted by the Project in accordance with the City's Public Improvements and Engineering Standards (PIES).
4. The City's PIES requires full-width traffic lane pavement surface grinding and asphalt concrete overlay, two inches in depth where trenching work extends 250 linear feet or more. In addition, transverse pavement trenching in excess of 3 road cuts within 250 lineal feet of roadway also require full-width traffic lane(s) of pavement surface grinding and asphalt concrete overlay, two inches in depth.
5. For the purpose of the Project, the District prefers to limit the extent of pavement repair work performed by the Permittee and the District prefers to compensate the City in the amount provided in Exhibit B for the cost of pavement grinding and overlay of City streets required in accordance with the City's PIES.
6. For the purpose of the Project, the City prefers receipt of payment from the District in lieu of Permittee performing the standard PIES required pavement grinding and overlay work.
7. The City has an annual pavement rehabilitation program that may involve grinding or pulverizing the full street width of existing pavement surfaces and paving streets with asphalt concrete pavement.
8. The City routinely enters into public works contracts to maintain City roads and may achieve economies of scale by including more road sections in future contracts. The parties desire to enter into this Reimbursement Agreement to achieve efficiencies and better service for their respective customers.

I. DISTRICT Agrees:

1. Instead of repaving the City-maintained roads following the Project, the District agrees to make permanent trench repairs and compensate the City, in the amount provided in Exhibit B, to repave the sections of City-maintained roads, which is the amount the District would have paid its contractor for pavement surface grinding and asphalt concrete overlay under the PIES ("Repavement Work").

2. For the purposes of this Agreement, the permanent trench repairs performed by the District in the Right-of-Way for the Project will be limited to repairing the pavement the width of the trench in accordance with the paving details presented in Exhibit A.
3. The District shall pay City for Repavement Work in the amount provided in Exhibit B, based on actual all-inclusive bid unit prices received by the District. The District's payment shall be made in a lump sum amount within 30 days of receiving a written payment request from the City.
4. In no case shall the District be responsible for additional reimbursement to the City for Repavement Work associated with the Project, regardless of any price escalation or increased costs to the City for its future paving work including the Repavement Work.

II. CITY Agrees:

1. City shall use the funds received for the Repavement Work towards repaving roads within the City of South Lake Tahoe.
2. All Repavement Work performed by the City shall be completed under a public works contract for road repair and be awarded through a competitive bid process in accordance with California Public Contract Code, section 22030 et seq. and all other applicable laws. City shall pay prevailing wage for the Repavement Work in accordance with California Labor Code section 1770 et seq. City shall require Payment and Performance Bonds in the amount of 100% of Repavement Work.
3. City will complete the paving of the Repavement Work at the appropriate time, in its sole discretion, based on the City's annual paving needs and priorities.

III. General Provisions

1. Term/Time of Performance. This Agreement shall be effective as of the date written above, and shall terminate twelve (12) months after the effective date, or sooner if full payment has been made in accordance with the provisions of this Agreement or this Agreement is terminated in accordance with Section 3.
2. Payment. The City will prepare a written invoice based on the unit price for Repavement Work as defined in Exhibit B and the actual area of Repavement Work as determined by the method detailed in Exhibit B after completion of the Project. The City will submit the invoice to the District for payment within thirty (30) days after completion of the Project. The District will issue payment within sixty (60) after receipt of invoice.
3. Termination. This Agreement may be terminated by City or District for cause or without cause upon written notice of termination within thirty (30) days after Project bid opening. Termination, revocation, or expiration of this Agreement shall not release either party from liability resulting from an event which occurred prior to such termination, revocation or expiration.
4. Indemnity. The District shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless against and from any and all claims, suits, losses, damages, and liability for damages of every name, kind, and description, including attorney's fees and costs incurred, brought for, on or account of, injuries or death to any person, including but not limited to workers, City employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of the District's performance under this Agreement, except for the sole or active negligence of the City, its officers and employees, or as expressly prescribed by statute. This duty of the District to indemnify and save City harmless includes the duties to defend set forth in California Civil Code section 2778.

City shall defend, indemnify, and hold the District, its officers, officials, employees, and volunteers harmless against and from any and all claims, suits, losses, damages, and liability for damages of every name, kind, and description, including attorney's fees and costs incurred, brought for, on or account of, injuries or death to any person, including but not limited to workers, District employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of City's performance under this Agreement, except for the sole or active negligence of the District, its officers and employees, or as expressly prescribed by statute. This duty of City to indemnify and save the District harmless includes the duties to defend set forth in California Civil Code section 2778.

5. Insurance Requirements. City and the District attest to having adequate insurance for General Liability and Automobile Liability, and in accordance with California Labor Code section 3700 for Workers' Compensation and shall provide evidence of insurance if requested to do so by the other party.
6. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to City: Public Works Director
 City of South Lake Tahoe
 1740 D Street
 South Lake Tahoe, CA 96150

Provide a copy to: City Attorney's Office
 City of South Lake Tahoe
 1901 Maloff Way, Suite 300
 South Lake Tahoe, CA 96150

If to the District: General Manager
 South Tahoe Public Utility District
 1275 Meadow Crest Drive
 South Lake Tahoe, CA 96150

7. Assignment. Neither party shall assign this Agreement or any part thereof of any monies due hereunder.
8. No Third Party Beneficiaries. This Agreement shall not be deemed to confer any rights upon any individual or entity which is not a party hereto, and the Parties hereto expressly disclaim any such third-party benefit.
9. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.
10. Dispute Resolution. The parties to this agreement hereby agree to meet and confer in good faith for the purposes of resolving any dispute under this agreement prior to bringing any action for enforcement.
11. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in the Superior Courts in the County of El Dorado, South Lake Tahoe Division.
12. Amendments. This Agreement may be modified or amended only by a written document executed by both the District and City and approved as to form by the City Attorney.
13. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall

continue in full force and effect.

- 14. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between City and the District. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Agreement.
- 15. Execution. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the Parties when at least one copy hereof shall have been signed by both Parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.
- 16. Authority to Enter Agreement. The Parties have all requisite power and authority to conduct their business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

CITY OF SOUTH LAKE TAHOE

SOUTH TAHOE PUBLIC UTILITY DISTRICT

Devin Middlebrook, Mayor

Kelly Sheehan, Board President

APPROVED AS TO FORM:

Heather Stroud, City Attorney

ATTEST:

ATTEST:

Susan Blankenship, City Clerk

Melonie Guttry, Clerk of the Board

ATTACHMENTS:

- Exhibit A: Project Plans and Schedule
- Exhibit B: Costs for Repavement Work

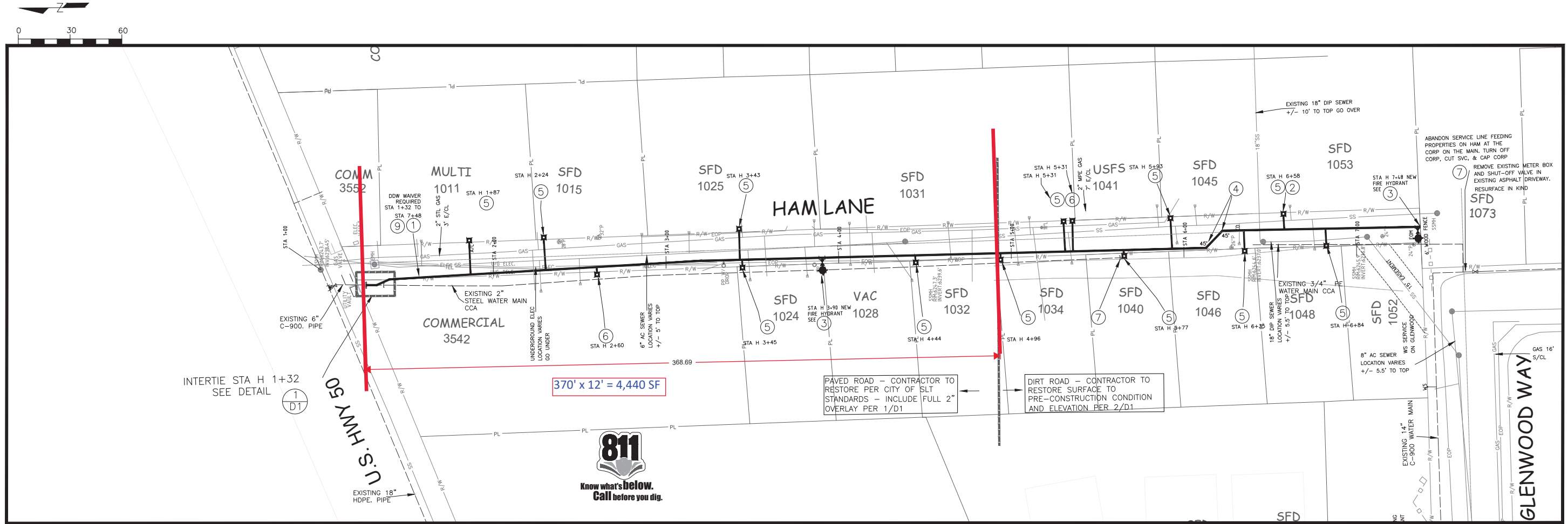
EXHIBIT A

PLANS AND SCHEDULE

Schedule

Mobilization – May 1st, 2022

Demobilization – Oct 1st, 2022

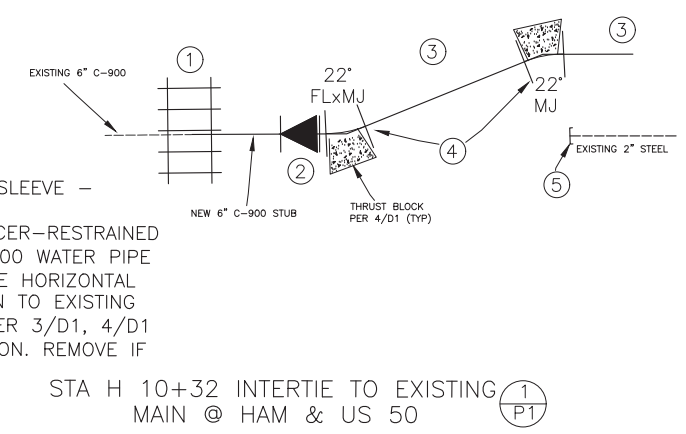


CONSTRUCTION NOTES:

- ① INSTALL NEW RESTRAINED 8" DR 14 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
- ② NEW 3/4" DOMESTIC WATER METER PER 1/D4, 2/D4, 3/D4
- ③ INSTALL NEW FIRE HYDRANT PER 6/D1.
- ④ HORIZONTAL OFFSET- RESTRAIN ALL JOINTS
- ⑤ NEW 3/4" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2
- ⑥ NEW 1" DOMESTIC SERVICE TIE INTO EXISTING METER - 2/D2
- ⑦ CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
- ⑧ DDW WAIVER REQUIRED-UPGRADE PIPE CLASS TO D14 C-900 AND RESTRAIN ALL JOINTS

PARTS:

- 1) 6" MJ X MJ SOILD SLEEVE - RESTRAINED
- 2) 8X6 FL X MJ REDUCER-RESTRAINED
- 3) NEW 8" DR 14 C-900 WATER PIPE
- 4) 8" FITTINGS TO MAKE HORIZONTAL OFF-SET FOR TIE-IN TO EXISTING PIPE - RESTRAIN PER 3/D1, 4/D1
- 5) CUT, CAP, & ABANDON. REMOVE IF IN CONFLICT



STA H 10+32 INTERTIE TO EXISTING MAIN @ HAM & US 50

2-inch Mill and Overlay Take-Off Summary

- P1 - 4,440 SF
- P2 - 14,160 SF
- P3 - 8,904 SF
- P6 - 3,720 SF
- Total = 31,224 SF**

Round Off to 31,500 SF (for bidding purposes)
25% = 7,875 SF

Total for CSLT Agreement (based on design) = 31,500+7,875 = 39,375 SF
Actual Amount to be measured after construction is complete and billed based on actual construction

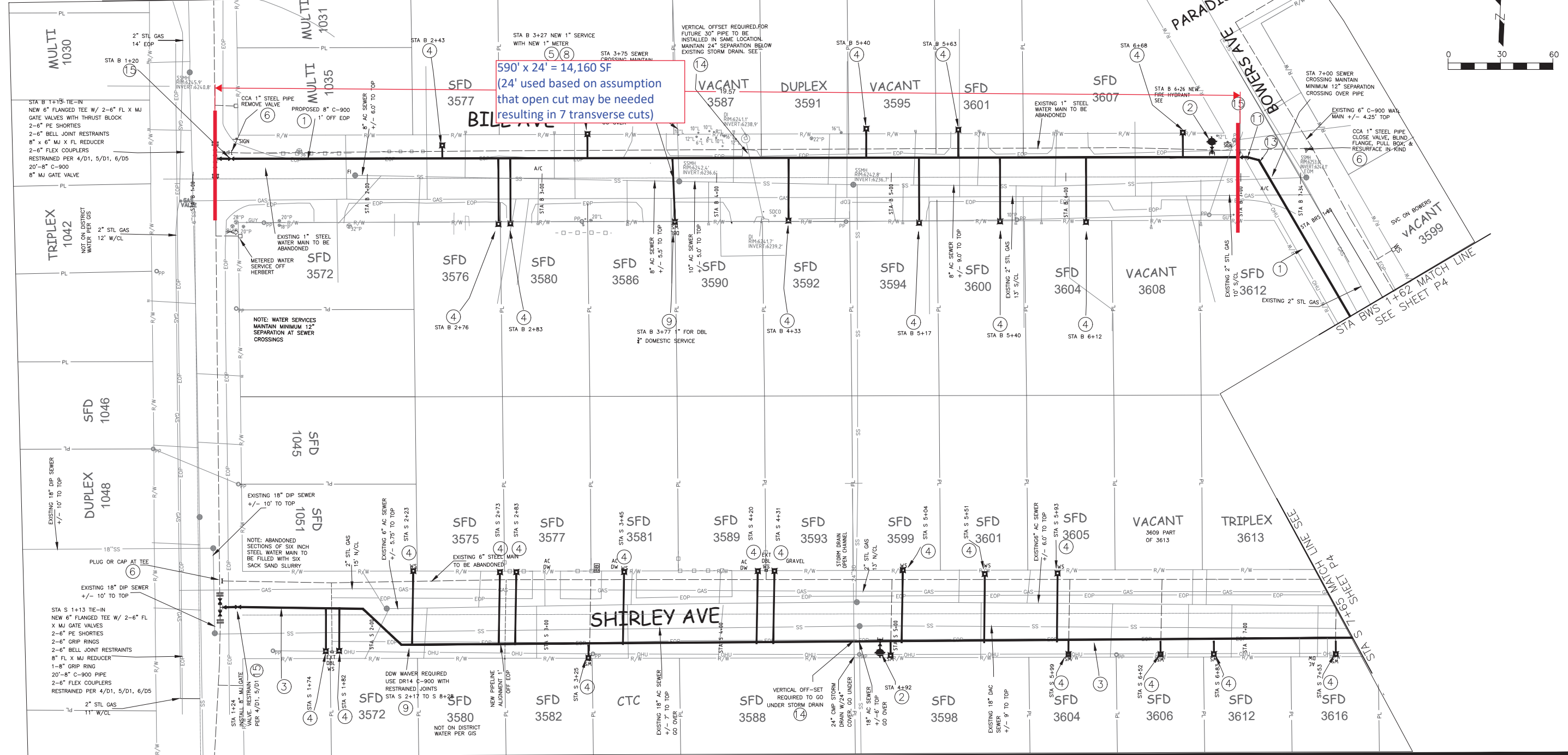
SOUTH TAHOE PUBLIC UTILITY DISTRICT
A PUBLIC AGENCY
1275 Meadow Crest Drive South Lake Tahoe, California 96150
Phone (530) 544-6474 Fax (530) 544-4319
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2022 BOWERS PIPELINE REPLACEMENT PROJECT

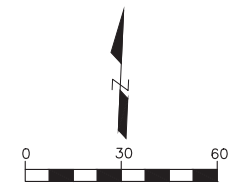


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HERBERT AVE



590' x 24' = 14,160 SF
 (24' used based on assumption
 that open cut may be needed
 resulting in 7 transverse cuts)



CONSTRUCTION NOTES:

- ① INSTALL NEW 8" DR 18 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
- ② INSTALL NEW FIRE HYDRANT PER 6/D1.
- ③ INSTALL NEW 8" DR 18 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
- ④ NEW 3/4" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2
- ⑤ NEW 1" DOMESTIC SERVICE TIE INTO EXISTING METER - 2/D2
- ⑥ CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
- ⑧ NEW 1" DOMESTIC METER 1/D4,2/D4
- ⑨ NEW 1" FOR DBL 3/4" DOMESTIC SERVICE - 2/D2
- ⑩ 45° ELBOW RESTRAIN PER 3/D1, 4/D1
- ⑪ 11' ELBOW RESTRAIN PER 3/D1, 4/D1
- ⑬ VERTICAL OFFSET-INSTALL RESTRAINED FITTINGS. VERIFY LOCATION IN FIELD W/ENGINEER SEE. 3/D2
- ⑮ 8" MJ GATE VALVE - RESTRAIN PER 3/D1, 4/D1
- ⑯ 8" X 6" MJ REDUCER - RESTRAIN PER 3/D1, 4/D1
- ⑰ TIE INTO EXISTING 6" C-900 WATER MAIN
- ⑱ 90° ELBOW, RESTRAIN PER 3/D1, 4/D1

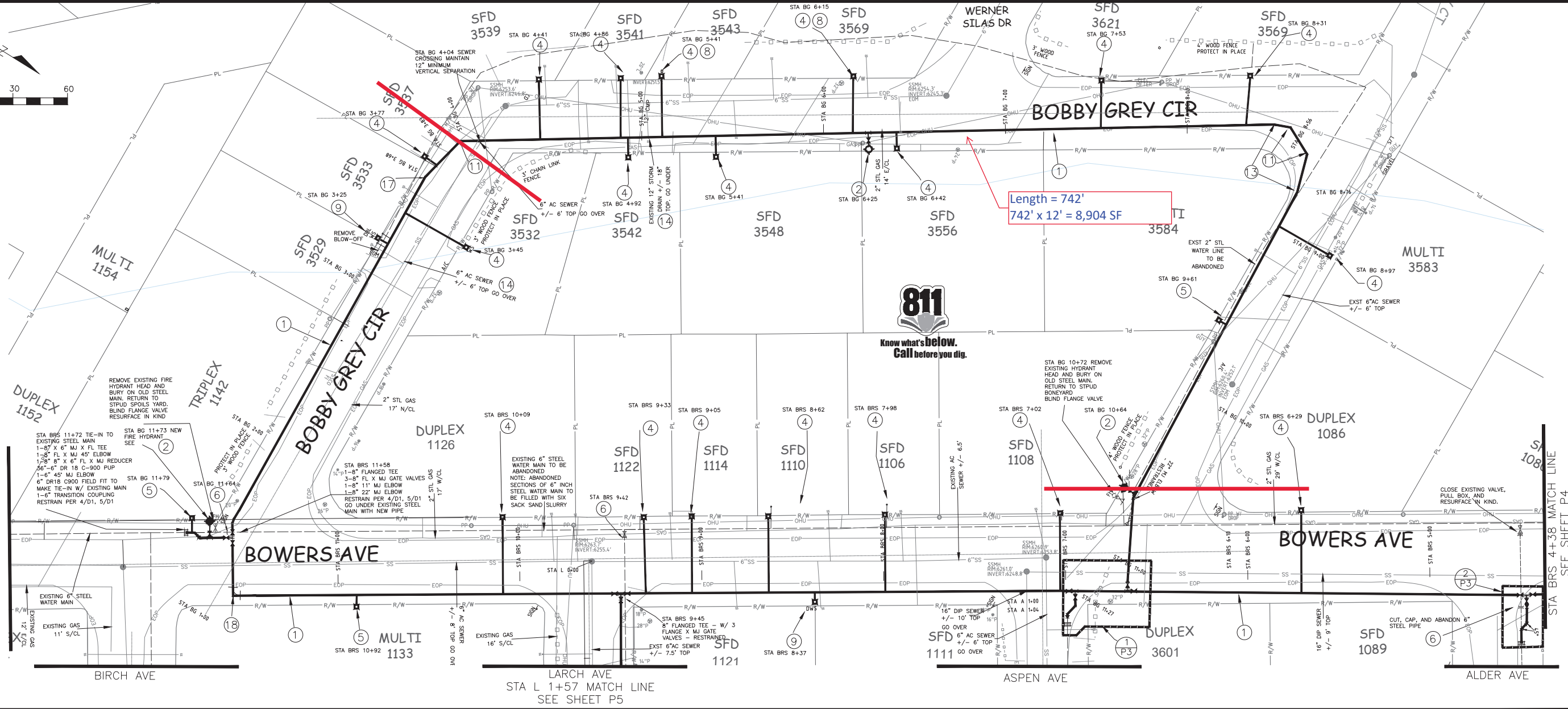
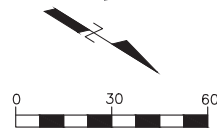
Southwest Gas Company project planned for Bill Avenue during the same grading season. If both projects are constructed during the same grading season, a 50% reduction to the required paving will be applied to this street.

SOUTH TAHOE PUBLIC UTILITY DISTRICT

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2022 BOWERS PIPELINE REPLACEMENT PROJECT

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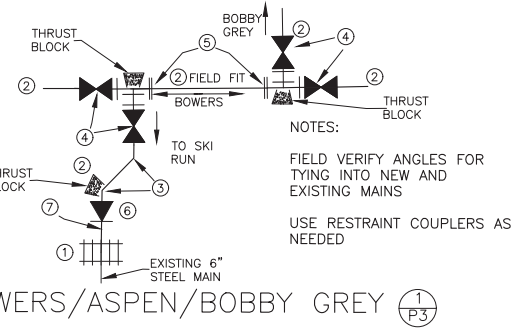


Length = 742'
742' x 12' = 8,904 SF

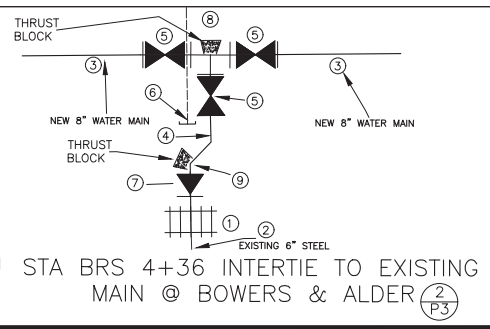


- CONSTRUCTION NOTES:**
- ① INSTALL NEW 8" DR 18 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
 - ② INSTALL NEW FIRE HYDRANT PER 6/D1.
 - ④ NEW 3/4" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2
 - ⑤ NEW 1" DOMESTIC SERVICE TIE INTO EXISTING METER - 2/D2
 - ⑥ CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
 - ⑦ PULL VALVE BOX, BACKFILL, WITH BASE, COMPACT, RESTORE SURFACE IN KIND.
 - ⑧ NEW 3/4" DOMESTIC METER 1/D4,2/D4
 - ⑨ NEW 1" FOR DBL 3/4" DOMESTIC SERVICE - 2/D2
 - ⑩ 45° ELBOW RESTRAIN PER 3/D1, 4/D1
 - ⑪ 11" MJ ELBOW RESTRAIN PER 3/D1, 4/D1
 - ⑬ VERTICAL OFFSET-INSTALL RESTRAINED FITTINGS. VERIFY LOCATION IN FIELD W/ENGINEER SEE. 3/D2
 - ⑮ 8" MJ GATE VALVE - RESTRAIN PER 3/D1, 4/D1
 - ⑯ NEW 2" DOMESTIC SERVICE
 - ⑰ 22" MJ ELBOW - RESTRAINED PER 3/D1, 4/D1
 - ⑱ 90° ELBOW, RESTRAIN PER 3/D1, 4/D1

- PARTS:**
- 1) TRANSITION COUPLING RESTRAIN PER DETAIL 6/D5
 - 2) NEW 8" DIP/DR 18 WATER MAIN PIPE
 - 3) 45° FL X MJ ELBOW RESTRAIN PER 3/D1, 4/D1
 - 4) 8" FLANGED X MJ GATE VALVE RESTRAIN PER 3/D1, 4/D1
 - 5) 8" FLANGED TEE
 - 6) 8" X 6" FL X MJ REDUCER
 - 7) 6" DR 18 C-900



- PARTS:**
- 1) BARREL COUPLER - RESTRAIN PER 6/D5
 - 2) EXISTING PIPE
 - 3) NEW 8" DR 18/CLASS 350 DI WATER MAIN
 - 4) 6" DR 18/CLASS 350 DIP STUB
 - 5) 8" FLANGED X MJ GATE VALVE - RESTRAIN PER 3/D1, 4/D1
 - 6) 8" MJ 45° ELBOW. RESTRAIN PER 3/D1, 4/D1
 - 7) 8" X 6" FL X MJ REDUCER - RESTRAIN PER 3/D1, 4/D1
 - 8) 8" FLANGED TEE - RESTRAIN PER 3/D1, 4/D1
 - 9) 8" 45° FL X MJ ELBOW RESTRAIN PER 3/D1, 4/D1

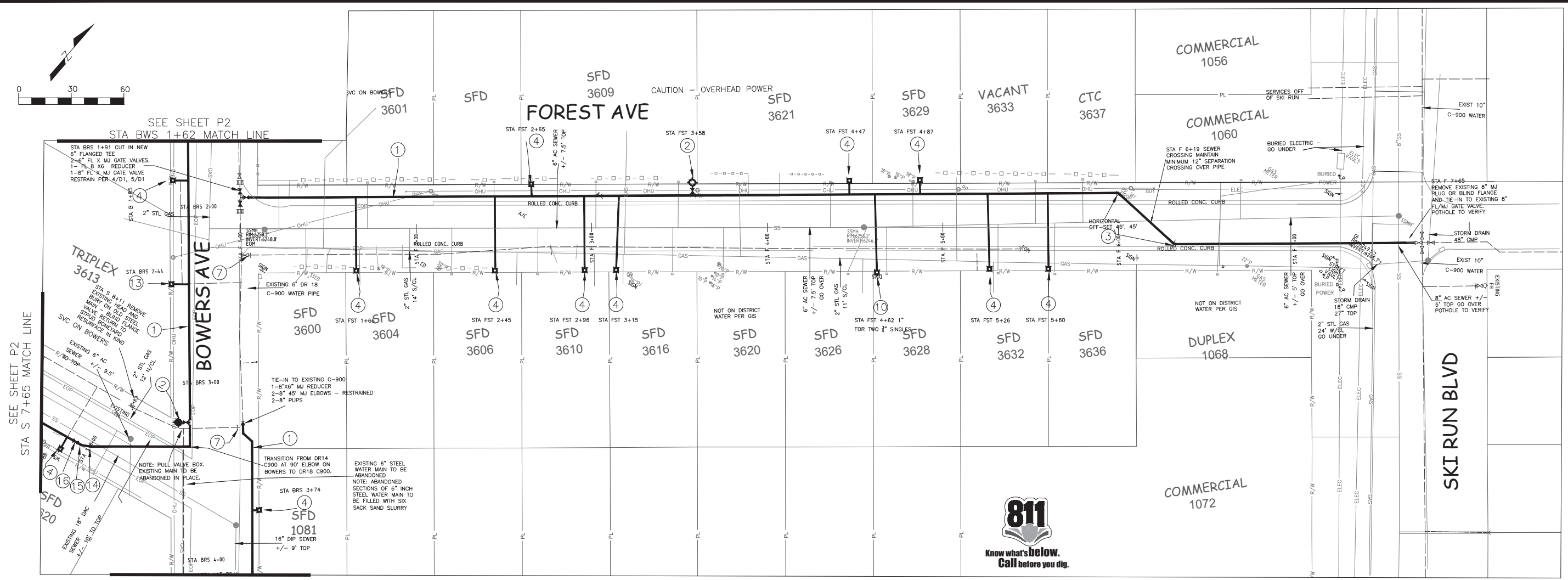
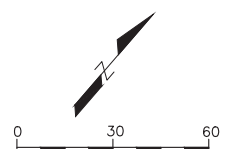


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SEE SHEET P2
STA BWS 1+62 MATCH LINE

SEE SHEET P2
STA S 7+65 MATCH LINE

BOWERS AVE
SEE SHEET P3
STA BWS 4+10 MATCH LINE

CONSTRUCTION NOTES:

- ① INSTALL NEW 8" DR 18 C-900 OR CLASS 350 DIP WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
- ② INSTALL NEW FIRE HYDRANT PER 6/D1
- ③ HORIZONTAL BENDS- RESTRAIN PER 3/D1
- ④ NEW 3/4" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2
- ⑦ CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #21
- ⑩ NEW 1" FOR DBL 3/4" DOMESTIC SERVICE - 2/D2
- ① VERTICAL OFFSET-INSTALL RESTRAINED FITTINGS. VERIFY LOCATION IN FIELD W/ENGINEER PER 3/D2
- ② 45° MJ ELBOW - RESTRAIN PER 4/D1, 5/D1
- ③ NEW 1 1/2" DOMESTIC SVC. TIE INTO EXISTING METER
- ④ 8" 11" MJ ELBOW - RESTRAIN PER 4/D1, 5/D1
- ⑤ 8" 22" MJ ELBOW - RESTRAIN PER 4/D1, 5/D1
- ⑥ 8" MJ GATE VALVE - RESTRAINED

Southwest Gas Company project planned for Forest Avenue during the same grading season. Based on the design, no mill and overlay would be required, however if at the end of construction a mill and overlay would be required, if both projects are constructed during the same grading season, a 50% reduction to the required paving will be applied to this street.

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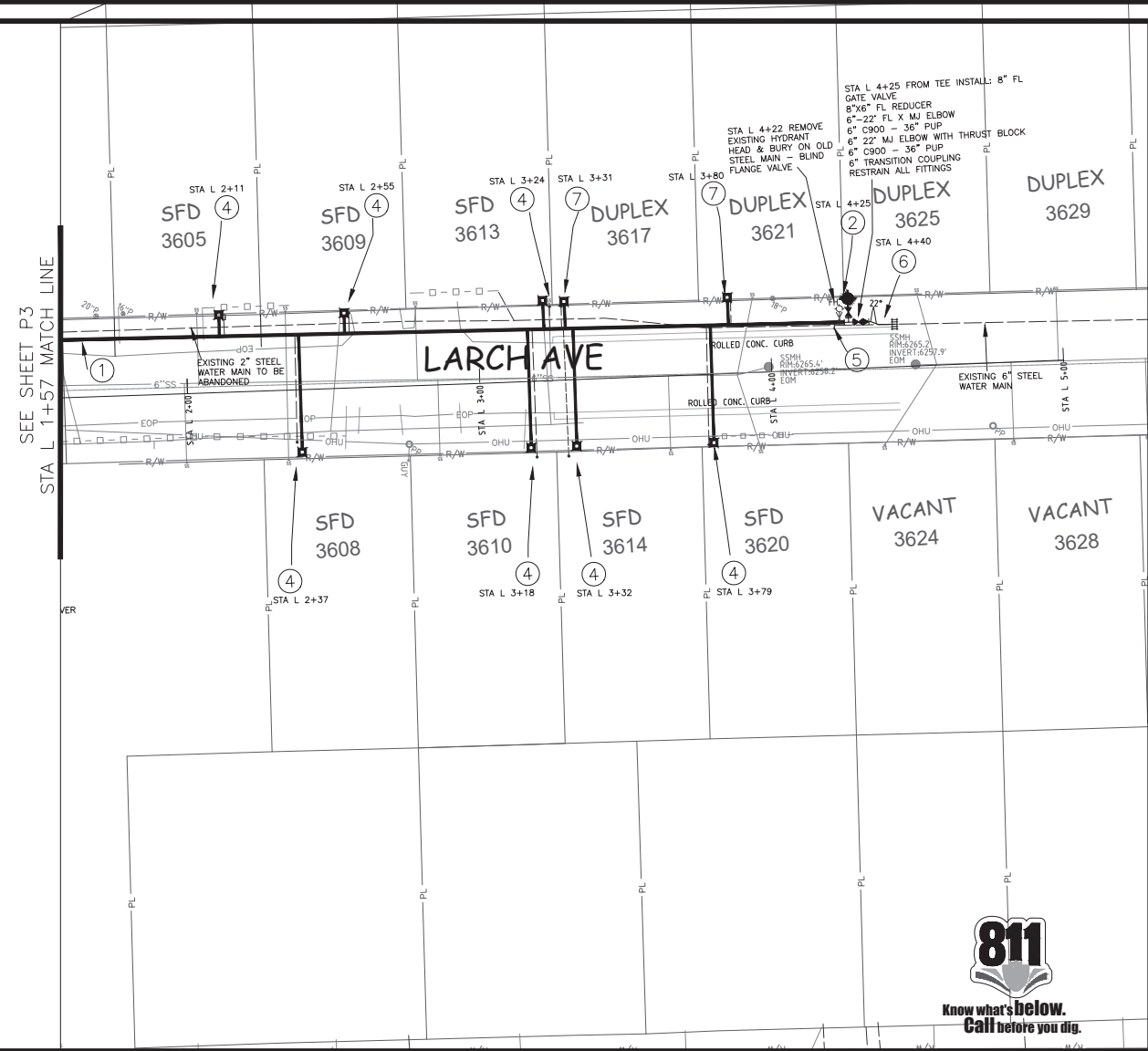
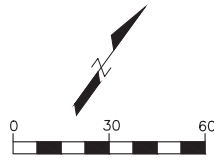
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Sewer - 1950 Water
1275 Meadow Crest Drive South Lake Tahoe, California 96150
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2022 BOWERS PIPELINE REPLACEMENT PROJECT



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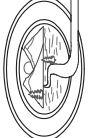
P4
8 OF 18
SHEETS



CONSTRUCTION NOTES:

- ① INSTALL NEW 8" DR 18 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
- ② INSTALL NEW FIRE HYDRANT PER 6/D1.
- ③ HORIZONTAL OFFSET-RESTRAIN PER 3/D1, 4/D1
- ④ NEW 3/4" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2
- ⑤ CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
- ⑥ INTERTIE TO EXISTING STEEL - SEE 6/D5
- ⑦ NEW 1" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2

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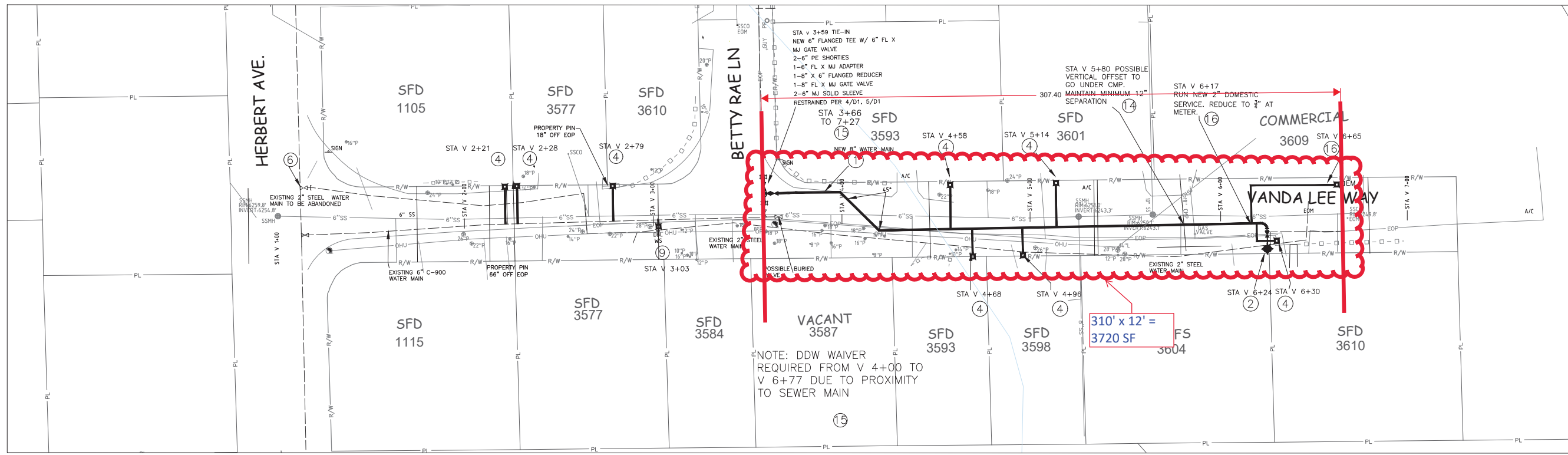
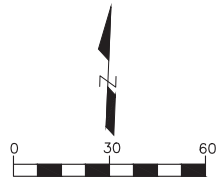
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2022 BOWERS PIPELINE
 REPLACEMENT PROJECT



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P5
 9 OF 18
 SHEETS



CONSTRUCTION NOTES:

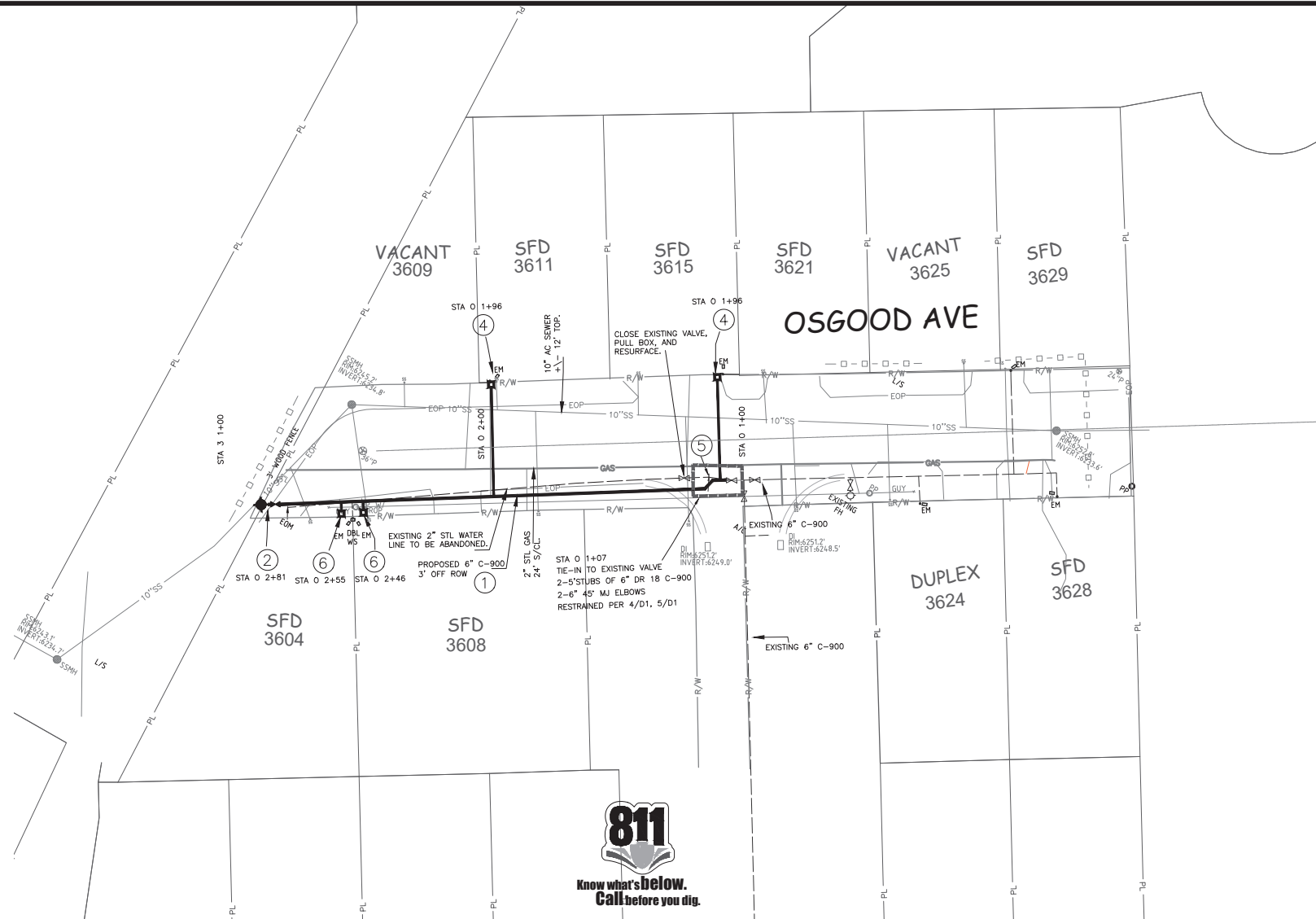
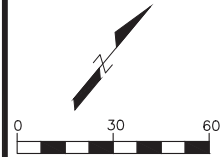
- ① INSTALL NEW 8" RESTRAINED DR14 C900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3, 4/D3
- ② INSTALL NEW FIRE HYDRANT PER 6/D1.
- ④ NEW 3/4" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2
- ⑥ CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
- ⑨ NEW 1" FOR DBL 3/4" DOMESTIC SERVICE - 2/D2
- ⑩ 8X6 FL X MJ REDUCER
- ⑪ 45° ELBOW RESTRAIN PER 3/D1 & 4/D1
- ⑭ VERTICAL OFFSET-INSTALL RESTRAINED FITTINGS. VERIFY LOCATION IN FIELD W/ENGINEER SEE. 3/D2
- ⑮ DDW WAIVER REQUIRED
- ⑯ 2" HDPE WATER SERVICE REDUCE TO 3/4" AT METER PER 2/D2

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2022 BOWERS PIPELINE REPLACEMENT PROJECT



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CONSTRUCTION NOTES:

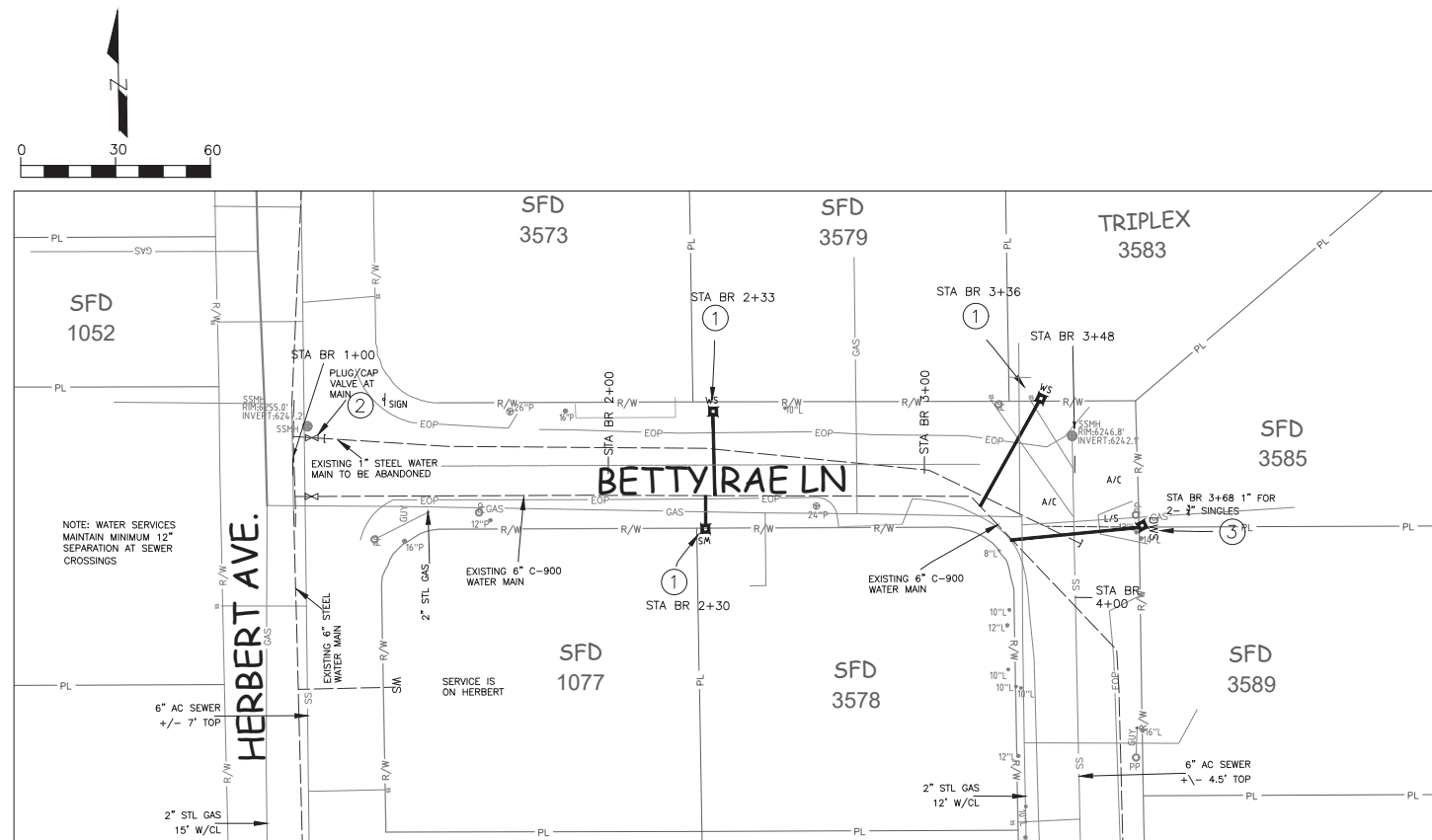
- ① INSTALL NEW 6" DR 18 C-900 WATER MAIN PER DETAILS 1/D1, 3/D1, 2/D3, 3/D3,4/D3
- ② INSTALL NEW FIRE HYDRANT PER 6/D1.
- ③ HORIZONTAL OFFSET-RESTRAIN PER 3/D1, 4/D1
- ④ NEW 3/4" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2
- ⑤ CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20
- ⑥ NEW 1" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2

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**2022 BOWERS PIPELINE
REPLACEMENT PROJECT**



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NOTE:
 TRANSFER ADDRESSES TO
 EXISTING 6" C-900 MAIN BY
 RUNNING NEW SERVICES.
 ABANDON 1" STEEL MAIN.



CONSTRUCTION NOTES:

- ① NEW 3/4" DOMESTIC SERVICE TIE INTO EXISTING DOMESTIC METER - 2/D2
- ② CUT, CAP, & ABANDON EXISTING WL PER GENERAL NOTE #20. REMOVE BOX, BACKFILL WITH BASE, COMPACT, AND REESURFACE IN KIND.
- ③ NEW 1" FOR DBL 3/4" DOMESTIC SERVICE - 2/D2

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2022 BOWERS PIPELINE
 REPLACEMENT PROJECT



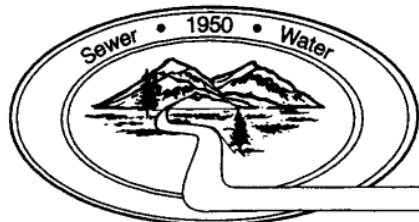
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EXHIBIT B
COSTS FOR REPAVEMENT WORK

Item	Value
Mainline Trench Length (ft)*	2,625
Lane Width (ft)	12
Repavement Area (sf)*	31,500
Bid Unit Price (\$/sf)	\$5.50 **
Total Anticipated Repavement Cost (\$) * (Bid Unity Price x Repavement Area)	\$ 173,250
Maximum Authorized Repavement Cost (\$) Total Repavement Cost + 25%	\$ 216,562.50

*Estimated value only. Actual Repavement Cost to be determined after construction, based on actual installed quantity of mainline trench in paved areas.

** Based on actual All-inclusive unit bid Items received by the District.



South Tahoe Public Utility District

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BOARD AGENDA ITEM 7b

TO: Board of Directors
FROM: John Thiel, General Manager
MEETING DATE: February 17, 2022
ITEM – PROJECT NAME: 2022 Board Goals for the General Manager

REQUESTED BOARD ACTION: Approve the 2022 Board Goals for the General Manager

DISCUSSION: The General Manager worked with the Board, counsel, and staff to develop the attached set of 2022 Goals presented for Board approval. The General Manager will work with the Board, staff and others to achieve these goals over the current calendar year, submit a mid-year progress report to the Board, and complete an end-of-year assessment in December 2022 as part of General Manager's annual review process.

SCHEDULE: Upon Board approval

COSTS: N/A

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

ATTACHMENTS: 2022 Goals for the General Manger

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: General

GENERAL MANAGER: YES *JT* NO _____

CHIEF FINANCIAL OFFICER: YES *PH* NO _____

2022 Goals for the General Manager

Structured within 12 Strategic Goals as follows:

1. Provide exemplary customer service:

- a) Develop a more equitable water and sewer connection fee billing structure which includes square footage for Board consideration.
- b) Expand paperless billing and email sign-ups by 10 percent.
- c) Provide COVID relief billing assistance to customers through the State-funded delinquency program.
- d) Evaluate efficiency and effectiveness of Customer Service department. Consider changes in organizational structure, division of labor, workflow processes, and physical work areas.
- e) Other goals as directed by the Board or on an as-needed basis.

2. Provide Support to the Board for Effective Decision Making:

- a) Provide necessary level of information and support to the Board in a timely manner.
- b) Facilitate effective Board and committee meetings. Investigate ways to reduce the number of Board Meetings. Manage agendas more effectively to balance meeting content and time.
- c) Submit a mid-year progress report on the status of 2022 goals and a final report in December.
- d) Other goals as directed by the Board or on an as-needed basis.

3. Support Community Relations and Initiatives:

- a) Support appropriate workforce and affordable housing initiatives, as directed, with community partners and developers including policy and/or code modifications to reduce connection fees, and investigate related state and federal grant opportunities.
- b) Work with the City and other community partners on energy efficiency and community renewable energy initiatives including solar and biomass.
- c) Work with the Tahoe Keys, Lukins, and Lakeside Park as a proactive community partner on issues of common interest. Consider including them in leak detection and other technology partnerships.
- d) Work with regional fire and water partners to develop and launch an “Adopt a Hydrant” program.
- e) Launch District sustainability webpage with dashboard that tracks key efficiency, conservation, and sustainability metrics.
- f) Other goals as directed by the Board or on an as-needed basis.

4. Promote Effective Legislative Advocacy:

- a) Work closely with State regulators and consultants on the practical implementation of recently passed water conservation regulations.
- b) Lead District-wide efforts to coordinate on legislative advocacy and regulatory activities, including funding opportunities, and connections with local, regional, state, and national associations.
- c) Provide leadership and direction for regional water coalition in state and federal advocacy efforts.
- d) Other goals as directed by the Board or on an as-needed basis.

5. Strategic and Long-Term Planning:

- a) Develop annual update of 10-year CIP for Board approval balancing water and wastewater system needs with customer rates and staff capacity.
- b) Implement Management Team goal setting and tracking processes.

- c) Coordinate evaluation and completion of District-wide plans and reports. Seek timelier and more cost-effective implementation and production.
- d) Develop Recycled Water Strategic Plan. Host public and stakeholder meetings. Engage the Board on plan development and provide progress updates. Complete initial screening of alternatives.
- e) Update Emergency Response Plan.
- f) Complete Alternative Groundwater Management Plan 5-Year Update and begin project implementation.
- g) Explore potential alternatives for future District workforce housing.
- h) Expand asset management program and leverage it to inform the Capital Improvement Program.
- i) Other goals as directed by the Board or on an as-needed basis.

6. Provide reliable and safe water distribution, wastewater collection and treatment, and recycled water land application systems:

- a) Complete City hydrant procurement agreement and begin ARPA hydrant installations.
- b) Meet with City and Lake Valley regarding District dispatch on 911 fire calls, information sharing, partnership opportunities.
- c) Replace 2 miles of undersized and leaking waterlines.
- d) Begin rehabilitation of Big 5 Pump Stations. Continue rehabilitation of Secondary Clarifiers.
- e) Complete electrical assessment at WWTP and field stations. Prioritize replacements and incorporate into the asset management program.
- f) Complete hazard assessment and resiliency plans at all District field stations. Apply for grant funding for implementation of identified actions.
- g) Update system-wide standby power assessment and critical element inventory. Prioritize and schedule improvements including spare parts, fuel storage and battery facilities.
- h) Pursue plant solar project and other renewable energy generation and storage alternatives to increase system reliability and reduce costs.
- i) Complete video inspection of sewer system at a 10% annual inspection rate. Identify priority rehabilitation and replacement projects and incorporate into the CIP program.
- j) Develop manhole accessibility improvement plan.
- k) Complete assessment of sewer and water crossings at water courses. Prioritize improvements.
- l) Complete system-wide fire hydrant assessment. Replace and repair faulty hydrants.
- m) Begin system-wide valve exercising and assessment. Identify critical valve replacements.
- n) Transition the District Laboratory's certification from ELAP to TNI Accreditation.
- o) Review physical and cyber security needs across District facilities. Identify and prioritize needs and begin implementation.
- p) Complete and make available to customers and the Board the 2021 "Consumer Confidence Report." Mitigate/correct any identified water quality issues in a timely manner. Consider including water quality data into sustainability dashboard.
- q) Repair sewer leaks and clogs in a timely manner to avoid impacts to the environment.
- r) Other goals as directed by the Board or on an as-needed basis.

7) Foster a culture of efficient water use in our community:

- a) Increase data collection and analysis to reduce water loss and improve water efficiency efforts. Seek grant funding and partnership to alleviate costs of data collection, analysis, and reporting.
- b) Update water conservation ordinance for drought resiliency.

- c) Expand educational material on the water conservation benefits of native plant landscaping and the adverse impacts of turf grass. Utilize social media to expand messaging.
- d) Evaluate coordination of Water Wise House Calls with energy audits to improve customer service.
- e) Other goals as directed by the Board or on an as-needed basis.

8) Develop staff to ensure professionalism, continuity of organizational knowledge and succession planning:

- a) Seek efficiencies in the training process. Evaluate needs and costs of various training programs. Expand and promote online and virtual training and educational opportunities.
- b) Expand staff resource center for improved personal and professional performance.
- c) Develop interim and transitional staffing plan for Recycled Water program management.
- d) Succession and transition planning for the Engineering Hydrologist position and in the Customer Service, Accounting and Grants departments.
- e) Increase cross-training opportunities District-wide.
- f) Other goals as directed by the Board or on an as-needed basis.

9) Continue to be effective financial stewards:

- a) Develop responsible budget for Board approval. Monitor spending. Minimize overages. Seek efficiencies. Identify changes, trends, needs.
- b) Monitor and deliver cost-effective design and construction of approved 2022 projects.
- c) Seek additional EDWA funding for groundwater management activities, legislation and regulatory efforts, water efficiency and asset management projects and programs.
- d) Implement grant funded hazard assessment and fuels reduction projects.
- e) Seek a more cost-effective and reliable power supply including renewable energy generation and storage options. Evaluate system changes to facilitate time-of-use cost reductions. Advance energy management, billing, and measurement. Evaluate and implement opportunities to increase energy efficiency, reduce energy consumption, and minimize costs system-wide.
- f) Expand in-house design capabilities and capacity in lieu of consultant work.
- g) Develop Engineering Manual to streamline project management and contracting processes.
- h) Other goals as directed by the Board or on an as-needed basis.

10) Provide a safe and harmonious work environment for our employees:

- a) Meet legal, staff, health, and system requirements relative to COVID. Help maintain staff unity amidst widely differing views and expectations. Update COVID policy as needed for a safe workplace.
- b) Promote an empowered, positive and productive District culture of excellence throughout all departments.
- c) Address any identified morale and respectful workplace issues in a timely manner. Complete timely conflict resolution actions. Develop and begin implementation of personal improvement plans as appropriate to address performance issues.
- d) Keep employees informed, engaged, and appreciated through multiple channels.
- e) Review and update safety policies. Expand access to on-line training alternatives.
- f) Improve building security, especially Board Room and Customer Service areas. Complete conceptual design and seek grant funding. Begin implementation of any identified high priority security improvements.
- g) Complete initial structural, safety, and needs assessment for Lower and Fountain Shop areas.

- h) Develop standard and improved Onboarding (new staff) and Offboarding / Exit-Interview (departing staff) processes.
- i) Promote access to mental health offerings.
- j) Other goals as directed by the Board or on an as-needed basis.

11) Promote public awareness of all District activities and the value of District services:

- a) Complete multi-channel public outreach to support FY22-23 budget process and other District activities. Include website, print, social media, local TV and radio. Complete Board and public budget workshops.
- b) Promote the value of District services. Look for ways to remind customers that the District has the lowest combined water and sewer rates in the Tahoe area while providing a high quality of service.
- c) Expand social media presence to highlight District accomplishments, water conservation programs, outages, planned projects, and community events.
- d) Meet with at least 6 local area executives at least once per year.
- e) Communicate and celebrate accomplishments internally and externally.
- f) Evaluate feasibility, pros/cons, and cost of re-branding District name and logo.
- g) Other goals as directed by the Board or on an as-needed basis.

12) Maximize appropriate use of technology to improve operational efficiency and prioritize asset replacement:

- a) Expand communications capabilities in both stationary and mobile applications. Facilitate direct data transfer to asset management system. Utilize scheduling function for workload planning.
- b) Consider options for replacement of computerized maintenance management system.
- c) Establish a bi-annual leak detection and water loss monitoring program.
- d) Expand use of Laserfiche forms to streamline and digitize processes, including review process.
- e) Convert paper permit cards to electronic process.
- f) Track and report Vehicle Miles Traveled and Greenhouse Gas Emissions. Develop goals.
- g) Other goals as directed by the Board or on an as-needed basis.

PAYMENT OF CLAIMS

FOR APPROVAL
February 17, 2022

Payroll 2/8/22	554,526.77
Total Payroll	<u>554,526.77</u>
ADP & Insight eTools	5,454.20
Prominence - health care payments	6,870.52
Total Vendor EFT	<u>12,324.72</u>
Accounts Payable Checks-Sewer Fund	353,492.53
Accounts Payable Checks-Water Fund	283,256.28
Total Accounts Payable Checks	<u>636,748.81</u>
Utility Management Refunds	17,260.12
Total Utility Management Checks	<u>17,260.12</u>
Grand Total	<u><u>1,220,860.42</u></u>

Payroll EFTs & Checks

2/8/2022

EFT	CA Employment Taxes & W/H	24,176.63
EFT	Federal Employment Taxes & W/H	117,485.67
EFT	CalPERS Contributions	81,421.19
EFT	Empower Retirement-Deferred Comp	26,253.51
EFT	Stationary Engineers Union Dues	2,866.78
EFT	CDHP Health Savings (HSA)	5,956.95
EFT	Retirement Health Savings	15,728.08
EFT	United Way Contributions	21.00
EFT	Employee Direct Deposits	280,225.58
CHK	Employee Garnishments	391.38
CHK	Employee Paychecks	0.00
	<i>Total</i>	<u><u>554,526.77</u></u>



Payment of Claims

Payment Date Range 02/17/22 - 02/17/22
 Report By Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 42363 - A-1 CHEMICAL INC									
7075388	Shop Supplies, Grounds & Maintenance	Paid by Check #108580		01/26/2022	02/17/2022	01/31/2022		02/17/2022	518.74
7080483	Janitorial Supplies Inventory	Paid by Check #108580		02/02/2022	02/17/2022	02/28/2022		02/17/2022	618.68
Vendor 42363 - A-1 CHEMICAL INC Totals							Invoices	2	<u>\$1,137.42</u>
Vendor 44039 - AFLAC									
970432	Insurance Supplement Payable	Paid by Check #108581		01/01/2022	02/17/2022	01/31/2022		02/17/2022	951.46
Vendor 44039 - AFLAC Totals							Invoices	1	<u>\$951.46</u>
Vendor 48136 - AHERN RENTALS									
24499060-001	Shop Supplies	Paid by Check #108582		01/25/2022	02/17/2022	01/31/2022		02/17/2022	173.42
Vendor 48136 - AHERN RENTALS Totals							Invoices	1	<u>\$173.42</u>
Vendor 48605 - AIRGAS USA LLC									
9121356546	Field, Shop & Safety Supplies Inventory	Paid by Check #108583		01/06/2022	02/17/2022	01/31/2022		02/17/2022	3,004.35
9121818611	Field, Shop & Safety Supplies Inventory	Paid by Check #108583		01/20/2022	02/17/2022	01/31/2022		02/17/2022	68.06
9121818612	Field, Shop & Safety Supplies Inventory	Paid by Check #108583		01/20/2022	02/17/2022	01/31/2022		02/17/2022	279.85
9122108652	Field, Shop & Safety Supplies Inventory	Paid by Check #108583		01/28/2022	02/17/2022	01/31/2022		02/17/2022	592.11
Vendor 48605 - AIRGAS USA LLC Totals							Invoices	4	<u>\$3,944.37</u>
Vendor 48684 - ALLIED ELECTRONICS INC									
9015644916	Pump Stations	Paid by Check #108584		01/25/2022	02/17/2022	01/31/2022		02/17/2022	1,484.22
9015667687	Repair - Maintenance Water Tanks	Paid by Check #108584		01/29/2022	02/17/2022	01/31/2022		02/17/2022	535.61
Vendor 48684 - ALLIED ELECTRONICS INC Totals							Invoices	2	<u>\$2,019.83</u>
Vendor 43949 - ALPEN SIERRA COFFEE									
222128	Office Supply Issues	Paid by Check #108585		01/25/2022	02/17/2022	01/31/2022		02/17/2022	91.00
222129	Office Supply Issues	Paid by Check #108585		01/25/2022	02/17/2022	01/31/2022		02/17/2022	46.50
222294	Office Supply Issues	Paid by Check #108585		02/01/2022	02/17/2022	02/28/2022		02/17/2022	91.00
222295	Office Supply Issues	Paid by Check #108585		02/01/2022	02/17/2022	02/28/2022		02/17/2022	51.00
Vendor 43949 - ALPEN SIERRA COFFEE Totals							Invoices	4	<u>\$279.50</u>
Vendor 48601 - ALPINE SMITH INC									
26992	Grounds & Maintenance	Paid by Check #108586		12/14/2021	02/17/2022	01/31/2022		02/17/2022	94.92
27010	Shop Supplies	Paid by Check #108586		12/17/2021	02/17/2022	01/31/2022		02/17/2022	43.45
Vendor 48601 - ALPINE SMITH INC Totals							Invoices	2	<u>\$138.37</u>
Vendor 49650 - LEONIDA D ALVARADO									
2715112	Toilet Rebate Program	Paid by Check #108587		02/07/2022	02/17/2022	02/28/2022		02/17/2022	100.00



Payment of Claims

Payment Date Range 02/17/22 - 02/17/22
 Report By Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor 49650 - LEONIDA D ALVARADO Totals			Invoices		1	\$100.00
Vendor 49337 - AMAZON CAPITAL SERVICES INC.									
19JY-G3T6-4KGY	Repair - Maintenance Water Tanks	Paid by Check #108588		12/18/2021	02/17/2022	01/31/2022		02/17/2022	125.03
1F4D-NQGH-6XJY	Shop Supplies	Paid by Check #108588		12/21/2021	02/17/2022	01/31/2022		02/17/2022	216.51
1MHY-XKC7-HNTK	Buildings	Paid by Check #108588		01/03/2022	02/17/2022	01/31/2022		02/17/2022	212.60
1FXW-CGPT-GWGG	Automotive	Paid by Check #108588		01/24/2022	02/17/2022	01/31/2022		02/17/2022	3,805.16
1GFN-K3M1-4V6T	Shop Supplies	Paid by Check #108588		01/24/2022	02/17/2022	01/31/2022		02/17/2022	125.57
1WKX-TKTD-4DLL	Repair - Maintenance Water Tanks	Paid by Check #108588		02/03/2022	02/17/2022	02/28/2022		02/17/2022	113.23
			Vendor 49337 - AMAZON CAPITAL SERVICES INC. Totals			Invoices		6	\$4,598.10
Vendor 44580 - ARAMARK UNIFORM SERVICES									
259000079117	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	83.03
259000079121	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	87.09
259000079129	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	87.78
259000079134	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	108.45
259000079139	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	50.36
259000079145	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	18.05
259000079147	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	4.49
259000079155	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	103.10
259000079160	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	8.36
259000079163	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	20.64
259000079167	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	15.14
259000079169	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	13.34
259000079171	Uniform Payable	Paid by Check #108589		01/25/2022	02/17/2022	01/31/2022		02/17/2022	29.23
259000082362	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	83.03
259000082365	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	87.09
259000082370	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	87.78
259000082373	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	108.45
259000082377	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	50.36
259000082380	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	18.05
259000082381	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	4.49
259000082386	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	103.10
259000082388	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	8.36
259000082391	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	20.64
259000082392	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	15.14
259000082395	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	13.34
259000082397	Uniform Payable	Paid by Check #108590		02/01/2022	02/17/2022	02/28/2022		02/17/2022	29.23
			Vendor 44580 - ARAMARK UNIFORM SERVICES Totals			Invoices		26	\$1,258.12
Vendor 40521 - AT&T									



Payment of Claims

Payment Date Range 02/17/22 - 02/17/22
 Report By Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
FEBRUARY2022	TELEPHONE	Paid by Check #108591		01/28/2022	02/17/2022	02/28/2022		02/17/2022	200.00	
							Vendor 40521 - AT&T Totals	Invoices	1	<u>\$200.00</u>
Vendor 45202 - AT&T MOBILITY										
FEBRUARY2022	TELEPHONE	Paid by Check #108592		01/19/2022	02/17/2022	02/28/2022		02/17/2022	1,093.25	
							Vendor 45202 - AT&T MOBILITY Totals	Invoices	1	<u>\$1,093.25</u>
Vendor 48000 - AT&T/CALNET 3										
FEBRUARY2022	TELEPHONE	Paid by Check #108593		02/01/2022	02/17/2022	02/28/2022		02/17/2022	1,543.15	
							Vendor 48000 - AT&T/CALNET 3 Totals	Invoices	1	<u>\$1,543.15</u>
Vendor 48612 - AUTOMATION DIRECT										
13129899	Shop Supplies	Paid by Check #108594		01/25/2022	02/17/2022	01/31/2022		02/17/2022	98.69	
13145414	Shop Supplies	Paid by Check #108594		01/28/2022	02/17/2022	01/31/2022		02/17/2022	137.03	
13150741	Shop Supplies	Paid by Check #108594		01/28/2022	02/17/2022	01/31/2022		02/17/2022	77.21	
13176119	Pump Stations	Paid by Check #108594		02/03/2022	02/17/2022	02/28/2022		02/17/2022	381.71	
13179910	Pump Stations	Paid by Check #108594		02/04/2022	02/17/2022	02/28/2022		02/17/2022	144.64	
13187333	Pump Stations	Paid by Check #108594		02/07/2022	02/17/2022	02/28/2022		02/17/2022	13.59	
							Vendor 48612 - AUTOMATION DIRECT Totals	Invoices	6	<u>\$852.87</u>
Vendor 49269 - BACKGROUNDS ONLINE										
538833	Personnel Expense	Paid by Check #108595		01/31/2022	02/17/2022	01/31/2022		02/17/2022	29.00	
							Vendor 49269 - BACKGROUNDS ONLINE Totals	Invoices	1	<u>\$29.00</u>
Vendor 11800 - BARTON HEALTHCARE SYSTEM										
135-82716	Safety Equipment - Physicals	Paid by Check #108596		01/28/2022	02/17/2022	01/31/2022		02/17/2022	939.00	
							Vendor 11800 - BARTON HEALTHCARE SYSTEM Totals	Invoices	1	<u>\$939.00</u>
Vendor 44591 - BAY AREA COATING CONSULTANTS										
E07415	Luther Pass PS Tanks Rehab	Paid by Check #108597		08/25/2021	02/17/2022	01/31/2022		02/17/2022	14,150.38	
E07513	Luther Pass PS Tanks Rehab	Paid by Check #108597		11/24/2021	02/17/2022	01/31/2022		02/17/2022	19,284.46	
E07545	Luther Pass PS Tanks Rehab	Paid by Check #108597		12/08/2021	02/17/2022	01/31/2022		02/17/2022	5,266.90	
							Vendor 44591 - BAY AREA COATING CONSULTANTS Totals	Invoices	3	<u>\$38,701.74</u>
Vendor 45009 - BENTLY AGROWDYNAMICS										
207807	Biosolid Disposal Costs	Paid by Check #108598		02/01/2022	02/17/2022	02/28/2022		02/17/2022	1,539.30	
207824	Biosolid Disposal Costs	Paid by Check #108598		02/01/2022	02/17/2022	02/28/2022		02/17/2022	1,261.50	
							Vendor 45009 - BENTLY AGROWDYNAMICS Totals	Invoices	2	<u>\$2,800.80</u>
Vendor 12070 - BING MATERIALS										
213666	Pipe - Covers & Manholes	Paid by Check #108599		01/31/2022	02/17/2022	01/31/2022		02/17/2022	853.89	
213667	Pipe - Covers & Manholes	Paid by Check #108599		01/31/2022	02/17/2022	01/31/2022		02/17/2022	803.85	
213668	Pipe - Covers & Manholes	Paid by Check #108599		01/31/2022	02/17/2022	01/31/2022		02/17/2022	788.51	
							Vendor 12070 - BING MATERIALS Totals	Invoices	3	<u>\$2,446.25</u>



Payment of Claims

Payment Date Range 02/17/22 - 02/17/22
 Report By Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor 49488 - BLAISDELLS BUSINESS PRODUCTS										
1679088-0	Janitorial Supplies Inventory	Paid by Check #108600		01/19/2022	02/17/2022	01/31/2022		02/17/2022	339.19	
							Vendor 49488 - BLAISDELLS BUSINESS PRODUCTS Totals	Invoices	1	<u>\$339.19</u>
Vendor 43828 - BLUE RIBBON TEMP PERSONNEL										
12546	Contractual Services	Paid by Check #108601		01/21/2022	02/17/2022	01/31/2022		02/17/2022	687.40	
12547	Contractual Services	Paid by Check #108601		01/21/2022	02/17/2022	01/31/2022		02/17/2022	341.32	
12602	Contractual Services	Paid by Check #108601		01/28/2022	02/17/2022	01/31/2022		02/17/2022	687.40	
12603	Contractual Services	Paid by Check #108601		01/28/2022	02/17/2022	01/31/2022		02/17/2022	341.32	
							Vendor 43828 - BLUE RIBBON TEMP PERSONNEL Totals	Invoices	4	<u>\$2,057.44</u>
Vendor 49220 - CAMPORA PROPANE										
711585	Propane	Paid by Check #108602		01/03/2022	02/17/2022	01/31/2022		02/17/2022	1,796.78	
							Vendor 49220 - CAMPORA PROPANE Totals	Invoices	1	<u>\$1,796.78</u>
Vendor 45076 - CARDNO ENTRIX INC										
326661	Contractual Services	Paid by Check #108603		02/04/2022	02/17/2022	01/31/2022		02/17/2022	12,026.25	
							Vendor 45076 - CARDNO ENTRIX INC Totals	Invoices	1	<u>\$12,026.25</u>
Vendor 42328 - CDW-G CORP										
P667000	Backup Server Replacement	Paid by Check #108604		12/11/2021	02/17/2022	01/31/2022		02/17/2022	3,358.96	
R076373	Computer Purchases	Paid by Check #108604		01/20/2022	02/17/2022	01/31/2022		02/17/2022	2,158.07	
							Vendor 42328 - CDW-G CORP Totals	Invoices	2	<u>\$5,517.03</u>
Vendor 40343 - CHEMSEARCH INC										
7657546	Service Contracts	Paid by Check #108605		01/20/2022	02/17/2022	01/31/2022		02/17/2022	377.17	
							Vendor 40343 - CHEMSEARCH INC Totals	Invoices	1	<u>\$377.17</u>
Vendor 48672 - CINTAS CORP										
5093764598	Safety Equipment - Physicals	Paid by Check #108606		01/31/2022	02/17/2022	01/31/2022		02/17/2022	219.89	
							Vendor 48672 - CINTAS CORP Totals	Invoices	1	<u>\$219.89</u>
Vendor 40512 - CODALE ELECTRIC SUPPLY										
S7622514.001	Luther Pass Pump Station	Paid by Check #108607		12/21/2021	02/17/2022	01/31/2022		02/17/2022	1,241.34	
							Vendor 40512 - CODALE ELECTRIC SUPPLY Totals	Invoices	1	<u>\$1,241.34</u>
Vendor 49559 - COMMUNICATION SQUARE LLC										
INV-001078	Service Contracts	Paid by Check #108608		01/30/2022	02/17/2022	01/31/2022		02/17/2022	4,600.00	
							Vendor 49559 - COMMUNICATION SQUARE LLC Totals	Invoices	1	<u>\$4,600.00</u>
Vendor 44779 - CPI INTERNATIONAL										
20054384	Laboratory Supplies	Paid by Check #108609		11/19/2021	02/17/2022	01/31/2022		02/17/2022	371.45	
							Vendor 44779 - CPI INTERNATIONAL Totals	Invoices	1	<u>\$371.45</u>
Vendor 49049 - SIMON CUEVAS										



Payment of Claims

Payment Date Range 02/17/22 - 02/17/22
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
6547	Safety Programs	Paid by Check #108610		01/06/2022	02/17/2022	01/31/2022		02/17/2022	52.18
		Vendor	49049 - SIMON CUEVAS Totals				Invoices	1	<u>\$52.18</u>
Vendor 42897 - CWEA									
126399 2022	Dues - Memberships - Certification	Paid by Check #108611		01/05/2022	02/17/2022	01/31/2022		02/17/2022	101.00
352568 2022	Dues - Memberships - Certification	Paid by Check #108611		01/26/2022	02/17/2022	02/28/2022		02/17/2022	96.00
51384 2022	Dues - Memberships - Certification	Paid by Check #108611		01/26/2022	02/17/2022	02/28/2022		02/17/2022	96.00
59976 2022	Dues - Memberships - Certification	Paid by Check #108611		01/26/2022	02/17/2022	02/28/2022		02/17/2022	101.00
Poohachoff CSM 2	Dues - Memberships - Certification	Paid by Check #108611		01/31/2022	02/17/2022	01/31/2022		02/17/2022	195.00
		Vendor	42897 - CWEA Totals				Invoices	5	<u>\$589.00</u>
Vendor 49741 - JOANN & BRIAN EAKLE									
2707609	Water Use Reduction Rebates	Paid by Check #108612		02/01/2022	02/17/2022	02/28/2022		02/17/2022	500.00
		Vendor	49741 - JOANN & BRIAN EAKLE Totals				Invoices	1	<u>\$500.00</u>
Vendor 44263 - ENS RESOURCES INC									
3008	Contractual Services	Paid by Check #108613		02/06/2022	02/17/2022	01/31/2022		02/17/2022	5,000.00
		Vendor	44263 - ENS RESOURCES INC Totals				Invoices	1	<u>\$5,000.00</u>
Vendor 18550 - EUROFINS EATON ANALYTICAL LLC									
L0612285	Monitoring	Paid by Check #108614		01/26/2022	02/17/2022	01/31/2022		02/17/2022	35.00
L0612477	Monitoring	Paid by Check #108614		01/27/2022	02/17/2022	01/31/2022		02/17/2022	315.00
L0612660	Monitoring	Paid by Check #108614		01/27/2022	02/17/2022	01/31/2022		02/17/2022	40.00
		Vendor	18550 - EUROFINS EATON ANALYTICAL LLC Totals				Invoices	3	<u>\$390.00</u>
Vendor 47836 - EVOQUA WATER TECHNOLOGIES LLC									
905236623	Service Contracts	Paid by Check #108615		02/01/2022	02/17/2022	02/28/2022		02/17/2022	107.19
		Vendor	47836 - EVOQUA WATER TECHNOLOGIES LLC Totals				Invoices	1	<u>\$107.19</u>
Vendor 14890 - FEDEX									
7-629-33967	Postage Expenses	Paid by Check #108616		01/14/2022	02/17/2022	01/31/2022		02/17/2022	60.96
7-637-02698	Postage Expenses	Paid by Check #108616		01/21/2022	02/17/2022	01/31/2022		02/17/2022	45.18
7-644-40410	Postage Expenses	Paid by Check #108616		01/28/2022	02/17/2022	01/31/2022		02/17/2022	33.64
		Vendor	14890 - FEDEX Totals				Invoices	3	<u>\$139.78</u>
Vendor 41263 - FERGUSON ENTERPRISES LLC									
9540648	Biosolids Equipment - Building	Paid by Check #108617		10/14/2021	02/17/2022	01/31/2022		02/17/2022	41.63
9687163	Buildings	Paid by Check #108617		01/04/2022	02/17/2022	01/31/2022		02/17/2022	124.85
		Vendor	41263 - FERGUSON ENTERPRISES LLC Totals				Invoices	2	<u>\$166.48</u>



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 44934 - FLOWSERVE PUMP DIV									
7268861	Paloma Well Rehabilitation 2021	Paid by Check #108618		12/28/2021	02/17/2022	01/31/2022		02/17/2022	71,417.78
		Vendor 44934 - FLOWSERVE PUMP DIV Totals					Invoices	1	<u>\$71,417.78</u>
Vendor 48402 - FLYERS ENERGY LLC									
21-417335	Gasoline & Diesel Expense	Paid by Check #108619		11/03/2021	02/17/2022	01/31/2022		02/17/2022	2,498.02
22-465664	Gasoline Fuel Inventory	Paid by Check #108619		02/02/2022	02/17/2022	02/28/2022		02/17/2022	1,285.78
		Vendor 48402 - FLYERS ENERGY LLC Totals					Invoices	2	<u>\$3,783.80</u>
Vendor 49721 - FREITAS FENCE									
22-02A	Fencing, Water Reuse	Paid by Check #108620		02/03/2022	02/17/2022	02/28/2022		02/17/2022	23,656.85
		Vendor 49721 - FREITAS FENCE Totals					Invoices	1	<u>\$23,656.85</u>
Vendor 48288 - FRONTIER COMMUNICATIONS									
FEBRUARY2022	TELEPHONE	Paid by Check #108621		02/01/2022	02/17/2022	02/28/2022		02/17/2022	733.10
		Vendor 48288 - FRONTIER COMMUNICATIONS Totals					Invoices	1	<u>\$733.10</u>
Vendor 44684 - GEA WESTFALIA GEA MECHANICAL EQUIPMENT US									
1586518893	Centrifuge #2 Rebuild and Motor Replacement	Paid by Check #108622		12/13/2021	02/17/2022	01/31/2022		02/17/2022	26,217.26
		Vendor 44684 - GEA WESTFALIA GEA MECHANICAL EQUIPMENT US Totals					Invoices	1	<u>\$26,217.26</u>
Vendor 43111 - GFS CHEMICALS INC									
CINV-089369	Laboratory Supplies	Paid by Check #108623		01/27/2022	02/17/2022	01/31/2022		02/17/2022	334.57
		Vendor 43111 - GFS CHEMICALS INC Totals					Invoices	1	<u>\$334.57</u>
Vendor 15600 - GRAINGER									
9146659942	Field, Shop & Safety Supplies Inventory	Paid by Check #108624		12/09/2021	02/17/2022	01/31/2022		02/17/2022	61.53
9185497345	Pump Stations	Paid by Check #108624		01/20/2022	02/17/2022	01/31/2022		02/17/2022	25.04
9185721397	Pump Stations	Paid by Check #108624		01/20/2022	02/17/2022	01/31/2022		02/17/2022	1,116.42
		Vendor 15600 - GRAINGER Totals					Invoices	3	<u>\$1,202.99</u>
Vendor 48814 - ANTHONY GREGORICH									
2932258-906776	Small Tools	Paid by Check #108625		01/22/2022	02/17/2022	01/31/2022		02/17/2022	109.24
		Vendor 48814 - ANTHONY GREGORICH Totals					Invoices	1	<u>\$109.24</u>
Vendor 48332 - HDR ENGINEERING INC									
1200390752	Contractual Services	Paid by Check #108626		11/24/2021	02/17/2022	01/31/2022		02/17/2022	171.25
		Vendor 48332 - HDR ENGINEERING INC Totals					Invoices	1	<u>\$171.25</u>
Vendor 49740 - JED HIRSCHFELD									
2531207	Clothes Washer Rebate Program	Paid by Check #108627		02/07/2022	02/17/2022	02/28/2022		02/17/2022	200.00
		Vendor 49740 - JED HIRSCHFELD Totals					Invoices	1	<u>\$200.00</u>



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Vendor 49604 - HOUSTON MAGNANI AND ASSOCIATES									
6304	Contractual Services	Paid by Check #108628		12/28/2021	02/17/2022	01/31/2022		02/17/2022	800.00
6330	Contractual Services	Paid by Check #108628		01/28/2022	02/17/2022	01/31/2022		02/17/2022	800.00
Vendor 49604 - HOUSTON MAGNANI AND ASSOCIATES Totals							Invoices	2	<u>\$1,600.00</u>
Vendor 40316 - JONES HALL									
073021	Legal-Regular	Paid by Check #108629		07/30/2021	02/17/2022	01/31/2022		02/17/2022	4,000.00
120721	Legal-Regular	Paid by Check #108629		12/07/2021	02/17/2022	01/31/2022		02/17/2022	3,500.00
122921	Legal-Regular	Paid by Check #108629		12/29/2021	02/17/2022	01/31/2022		02/17/2022	1,500.00
Vendor 40316 - JONES HALL Totals							Invoices	3	<u>\$9,000.00</u>
Vendor 40821 - KENNEDY/JENKS CONSULTANTS INC									
152373	Contractual Services	Paid by Check #108630		01/21/2022	02/17/2022	01/31/2022		02/17/2022	2,371.20
Vendor 40821 - KENNEDY/JENKS CONSULTANTS INC Totals							Invoices	1	<u>\$2,371.20</u>
Vendor 43694 - KIMBALL MIDWEST									
9568834	Shop Supplies	Paid by Check #108631		01/26/2022	02/17/2022	01/31/2022		02/17/2022	49.36
9568958	Shop Supplies	Paid by Check #108631		01/26/2022	02/17/2022	01/31/2022		02/17/2022	86.05
Vendor 43694 - KIMBALL MIDWEST Totals							Invoices	2	<u>\$135.41</u>
Vendor 17350 - LAKESIDE NAPA									
Dec 21 Stmt	Automotive, Shop Supplies & Small Tools	Paid by Check #108632		01/01/2022	02/17/2022	01/31/2022		02/17/2022	3,478.49
Vendor 17350 - LAKESIDE NAPA Totals							Invoices	1	<u>\$3,478.49</u>
Vendor 49725 - LAKESIDE TERMITE & PEST CONTROL									
013771357	Buildings	Paid by Check #108633		02/01/2022	02/17/2022	02/28/2022		02/17/2022	150.00
Vendor 49725 - LAKESIDE TERMITE & PEST CONTROL Totals							Invoices	1	<u>\$150.00</u>
Vendor 22200 - LANGENFELD ACE HARDWARE									
Jan 22 Stmt	Shop Supplies & Small Tools	Paid by Check #108634		01/31/2022	02/17/2022	01/31/2022		02/17/2022	495.83
Vendor 22200 - LANGENFELD ACE HARDWARE Totals							Invoices	1	<u>\$495.83</u>
Vendor 45135 - LES SCHWAB TIRE CENTER									
6610040185	Lund Boat 14'	Paid by Check #108635		01/25/2022	02/17/2022	01/31/2022		02/17/2022	114.84
71700397207	Grounds & Maintenance	Paid by Check #108635		01/28/2022	02/17/2022	01/31/2022		02/17/2022	198.54
Vendor 45135 - LES SCHWAB TIRE CENTER Totals							Invoices	2	<u>\$313.38</u>
Vendor 49742 - DAVID LESAGE									
3365204	Clothes Washer Rebate Program	Paid by Check #108636		02/01/2022	02/17/2022	02/28/2022		02/17/2022	200.00
Vendor 49742 - DAVID LESAGE Totals							Invoices	1	<u>\$200.00</u>
Vendor 22550 - LIBERTY UTILITIES									
FEBRUARY2022	ELECTRICITY	Paid by Check #108637		02/01/2022	02/17/2022	02/28/2022		02/17/2022	53,484.37



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			Vendor 22550 - LIBERTY UTILITIES Totals			Invoices	1		\$53,484.37
Vendor 49065 - Life Technologies Corporation									
80457038	Laboratory Supplies	Paid by Check #108638		12/02/2021	02/17/2022	01/31/2022		02/17/2022	2,864.26
			Vendor 49065 - Life Technologies Corporation Totals			Invoices	1		\$2,864.26
Vendor 47903 - LINDE GAS & EQUIPMENT INC									
68426292	Shop Supplies	Paid by Check #108639		01/22/2022	02/17/2022	01/31/2022		02/17/2022	364.82
68541012	Shop Supplies	Paid by Check #108639		01/26/2022	02/17/2022	01/31/2022		02/17/2022	247.33
68542782	Shop Supplies	Paid by Check #108639		01/26/2022	02/17/2022	01/31/2022		02/17/2022	71.56
			Vendor 47903 - LINDE GAS & EQUIPMENT INC Totals			Invoices	3		\$683.71
Vendor 17900 - MC MASTER CARR SUPPLY CO									
72287906	Forest Mountain Tank Coating	Paid by Check #108640		02/02/2022	02/17/2022	02/28/2022		02/17/2022	295.87
			Vendor 17900 - MC MASTER CARR SUPPLY CO Totals			Invoices	1		\$295.87
Vendor 21701 - THE MCCLATCHY COMPANY LLC									
89312	Bijou #2 & #3 Waterline Replacement	Paid by Check #108641		12/31/2021	02/17/2022	01/31/2022		02/17/2022	2,339.54
			Vendor 21701 - THE MCCLATCHY COMPANY LLC Totals			Invoices	1		\$2,339.54
Vendor 43123 - MSC INDUSTRIAL SUPPLY CO									
23701354	Luther Pass Pump Station	Paid by Check #108642		01/25/2022	02/17/2022	01/31/2022		02/17/2022	1,268.17
			Vendor 43123 - MSC INDUSTRIAL SUPPLY CO Totals			Invoices	1		\$1,268.17
Vendor 19200 - NELS TAHOE HARDWARE									
Dec 21 Stmt	Shop Supplies & Small Tools	Paid by Check #108643		12/31/2021	02/17/2022	01/31/2022		02/17/2022	405.42
			Vendor 19200 - NELS TAHOE HARDWARE Totals			Invoices	1		\$405.42
Vendor 48813 - NORTH TAHOE PUD									
RTNGNTPUD84	NTPUD RELEASE RETENTION DWR PROP 84	Paid by Check #108644		02/02/2022	02/17/2022	02/28/2022		02/17/2022	3,549.58
			Vendor 48813 - NORTH TAHOE PUD Totals			Invoices	1		\$3,549.58
Vendor 43796 - NORTHWEST HYD CONSULT INC									
27379	Tallac Creek Sewer Crossing	Paid by Check #108645		11/11/2021	02/17/2022	01/31/2022		02/17/2022	275.49
			Vendor 43796 - NORTHWEST HYD CONSULT INC Totals			Invoices	1		\$275.49
Vendor 48315 - O'REILLY AUTO PARTS									
Jan 22 Stmt	Shop Supplies & Automotive	Paid by Check #108646		01/28/2022	02/17/2022	01/31/2022		02/17/2022	232.13
			Vendor 48315 - O'REILLY AUTO PARTS Totals			Invoices	1		\$232.13
Vendor 48306 - OUTSIDE INTEGRATED MEDIA LLC									
28458	Public Relations Expense	Paid by Check #108647		09/01/2021	02/17/2022	01/31/2022		02/17/2022	2,011.00
28879	Public Relations Expense	Paid by Check #108647		10/05/2021	02/17/2022	01/31/2022		02/17/2022	2,011.00



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
		Vendor 48306 - OUTSIDE INTEGRATED MEDIA LLC Totals				Invoices	2		\$4,022.00
Vendor 21116 - RENO GAZETTE-JOURNAL									
0004304277	Bowers, Bijou #2 & #3 Waterline Replacement	Paid by Check #108648		12/17/2021	02/17/2022	01/31/2022		02/17/2022	806.00
		Vendor 21116 - RENO GAZETTE-JOURNAL Totals				Invoices	1		\$806.00
Vendor 49105 - Robotic Sewer Solutions Inc									
TAH003	Infiltration & Inflow	Paid by Check #108649		01/28/2022	02/17/2022	01/31/2022		02/17/2022	48,600.00
		Vendor 49105 - Robotic Sewer Solutions Inc Totals				Invoices	1		\$48,600.00
Vendor 44856 - SCIENTIFIC CONSUMABLES & INSTRUMENTATION									
76614	Laboratory Supplies	Paid by Check #108650		01/31/2022	02/17/2022	01/31/2022		02/17/2022	45.00
		Vendor 44856 - SCIENTIFIC CONSUMABLES & INSTRUMENTATION Totals				Invoices	1		\$45.00
Vendor 49140 - SIERRA BUSINESS COUNCIL									
Jan 2022	Contractual Services	Paid by Check #108651		01/31/2022	02/17/2022	01/31/2022		02/17/2022	1,000.00
		Vendor 49140 - SIERRA BUSINESS COUNCIL Totals				Invoices	1		\$1,000.00
Vendor 48622 - SIERRA ECOTONE SOLUTIONS									
1093	Pioneer Tr Waterline Golden Bear to Pine Valley	Paid by Check #108652		02/03/2022	02/17/2022	02/28/2022		02/17/2022	4,705.00
		Vendor 48622 - SIERRA ECOTONE SOLUTIONS Totals				Invoices	1		\$4,705.00
Vendor 44594 - SOLENIS LLC									
131933681	Polymer	Paid by Check #108653		01/26/2022	02/17/2022	01/31/2022		02/17/2022	27,095.28
		Vendor 44594 - SOLENIS LLC Totals				Invoices	1		\$27,095.28
Vendor 44577 - SOUNDPROS INC									
220122-53	Public Relations Expense	Paid by Check #108654		01/22/2022	02/17/2022	01/31/2022		02/17/2022	49.00
		Vendor 44577 - SOUNDPROS INC Totals				Invoices	1		\$49.00
Vendor 23450 - SOUTH TAHOE REFUSE									
Jan 22 Stmt	Refuse Disposal	Paid by Check #108655		02/01/2022	02/17/2022	01/31/2022		02/17/2022	3,455.02
		Vendor 23450 - SOUTH TAHOE REFUSE Totals				Invoices	1		\$3,455.02
Vendor 45168 - SOUTHWEST GAS									
FEBRUARY2022	NATURAL GAS	Paid by Check #108656		02/01/2022	02/17/2022	02/28/2022		02/17/2022	29,963.31
		Vendor 45168 - SOUTHWEST GAS Totals				Invoices	1		\$29,963.31
Vendor 48774 - SQUAW VALLEY PUBLIC SER DIST									
RTNGSVPSD84	SVPSD RELEASE RETENTION DWR PROP 84	Paid by Check #108657		02/02/2022	02/17/2022	02/28/2022		02/17/2022	1,168.10
		Vendor 48774 - SQUAW VALLEY PUBLIC SER DIST Totals				Invoices	1		\$1,168.10
Vendor 49064 - STAPLES BUSINESS ADVANTAGE									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
3498804852	Office Supply Issues	Paid by Check #108658		01/29/2022	02/17/2022	01/31/2022			202.54
Vendor 49064 - STAPLES BUSINESS ADVANTAGE Totals							Invoices	1	<u>\$202.54</u>
Vendor 49576 - JOSEPH STUMPH									
154640252	Dues - Memberships - Certification	Paid by Check #108659		01/20/2022	02/17/2022	01/31/2022		02/17/2022	57.25
OP15417	Travel - Meetings - Education	Paid by Check #108659		02/05/2022	02/17/2022	02/28/2022		02/17/2022	150.00
Vendor 49576 - JOSEPH STUMPH Totals							Invoices	2	<u>\$207.25</u>
Vendor 48218 - SUSAN LINDSTROM ARCHAEOLOGICAL									
011422	Bijou, Herbert, Apache, Pioneer & LT Blvd Waterline	Paid by Check #108660		01/14/2022	02/17/2022	01/31/2022		02/17/2022	9,993.00
Vendor 48218 - SUSAN LINDSTROM ARCHAEOLOGICAL Totals							Invoices	1	<u>\$9,993.00</u>
Vendor 48511 - SWRCB/DWOCB									
49245 D3 2022	Dues - Memberships - Certification	Paid by Check #108661		01/27/2022	02/17/2022	01/31/2022		02/17/2022	130.00
Vendor 48511 - SWRCB/DWOCB Totals							Invoices	1	<u>\$130.00</u>
Vendor 24050 - TAHOE BASIN CONTAINER SERVICE									
Jan 22 Stmt	Biosolid & Refuse Disposal Costs	Paid by Check #108662		02/01/2022	02/17/2022	01/31/2022		02/17/2022	13,960.28
Vendor 24050 - TAHOE BASIN CONTAINER SERVICE Totals							Invoices	1	<u>\$13,960.28</u>
Vendor 49032 - TAHOE BEACH & SKI CLUB									
Jan 22 Stmt	Standby Accommodations	Paid by Check #108663		02/01/2022	02/17/2022	01/31/2022		02/17/2022	106.30
Vendor 49032 - TAHOE BEACH & SKI CLUB Totals							Invoices	1	<u>\$106.30</u>
Vendor 48886 - TAHOE CITY PUD									
RTNGTCPUD84	TCPUD RELEASE RETENTION DWR PROP 84	Paid by Check #108664		02/02/2022	02/17/2022	02/28/2022		02/17/2022	4,268.03
Vendor 48886 - TAHOE CITY PUD Totals							Invoices	1	<u>\$4,268.03</u>
Vendor 45148 - TAHOE EARTH DAY FOUNDATION									
2022	Public Relations Expense	Paid by Check #108665		01/31/2022	02/17/2022	01/31/2022		02/17/2022	1,500.00
Vendor 45148 - TAHOE EARTH DAY FOUNDATION Totals							Invoices	1	<u>\$1,500.00</u>
Vendor 47830 - TAHOE RESOURCE CONS DISTRICT									
RTNGTRCD84	TRCD RELEASE RETENTION DWR PROP 84	Paid by Check #108666		02/02/2022	02/17/2022	02/28/2022		02/17/2022	13,468.01
Vendor 47830 - TAHOE RESOURCE CONS DISTRICT Totals							Invoices	1	<u>\$13,468.01</u>
Vendor 48927 - TAHOE VALLEY LODGE									
1039	Standby Accommodations	Paid by Check #108667		01/26/2022	02/17/2022	01/31/2022		02/17/2022	1,425.00
Vendor 48927 - TAHOE VALLEY LODGE Totals							Invoices	1	<u>\$1,425.00</u>
Vendor 49731 - TANGENT INC									



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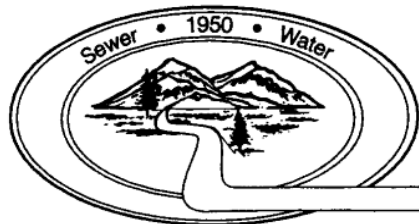
Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
INV-02614-F2Q7R2	Service Contracts	Paid by Check #108668		01/27/2022	02/17/2022	01/31/2022		02/17/2022	500.00
Vendor 49731 - TANGENT INC Totals							Invoices	1	\$500.00
Vendor 49343 - THE UNION									
IN8683	Ads-Legal Notices	Paid by Check #108669		11/30/2021	02/17/2022	01/31/2022		02/17/2022	378.00
IN8684	Ads-Legal Notices	Paid by Check #108669		11/30/2021	02/17/2022	01/31/2022		02/17/2022	298.00
IN8685	Public Relations Expense	Paid by Check #108669		11/30/2021	02/17/2022	01/31/2022		02/17/2022	578.00
IN10130	Ads-Legal Notices	Paid by Check #108669		12/31/2021	02/17/2022	01/31/2022		02/17/2022	468.00
IN10131	Public Relations Expense	Paid by Check #108669		12/31/2021	02/17/2022	01/31/2022		02/17/2022	767.00
IN10132	Bijou #2 & #3 Waterline Replacement	Paid by Check #108669		12/31/2021	02/17/2022	01/31/2022		02/17/2022	340.96
IN10133	Waterline, Bowers	Paid by Check #108669		12/31/2021	02/17/2022	01/31/2022		02/17/2022	340.96
IN10134	Ads-Legal Notices	Paid by Check #108669		12/31/2021	02/17/2022	01/31/2022		02/17/2022	136.97
IN16033	Public Relations Expense	Paid by Check #108669		01/31/2022	02/17/2022	01/31/2022		02/17/2022	767.00
IN16107	Ads-Legal Notices	Paid by Check #108669		01/31/2022	02/17/2022	01/31/2022		02/17/2022	587.00
IN16108	Ads-Legal Notices	Paid by Check #108669		01/31/2022	02/17/2022	01/31/2022		02/17/2022	150.39
Vendor 49343 - THE UNION Totals							Invoices	11	\$4,812.28
Vendor 48533 - TRUCKEE RIVER WATERSHED COUNCIL									
RTNGTRWC84	TRWC RELEASE RETENTION DWR PROP 84	Paid by Check #108670		02/02/2022	02/17/2022	02/28/2022		02/17/2022	13,155.85
Vendor 48533 - TRUCKEE RIVER WATERSHED COUNCIL Totals							Invoices	1	\$13,155.85
Vendor 49743 - JANET E TURK									
3381202	Clothes Washer Rebate Program	Paid by Check #108671		02/01/2022	02/17/2022	02/28/2022		02/17/2022	200.00
Vendor 49743 - JANET E TURK Totals							Invoices	1	\$200.00
Vendor 43718 - USA BLUE BOOK									
849271	Pump Stations	Paid by Check #108672		01/18/2022	02/17/2022	01/31/2022		02/17/2022	805.29
854959	Secondary Equipment	Paid by Check #108672		01/24/2022	02/17/2022	01/31/2022		02/17/2022	886.80
864222	Ponderosa Sewer Flow Meter	Paid by Check #108672		02/01/2022	02/17/2022	02/28/2022		02/17/2022	5,674.48
Vendor 43718 - USA BLUE BOOK Totals							Invoices	3	\$7,366.57
Vendor 15155 - USDA FOREST SERVICE									
BF051900AC615	Regulatory Operating Permits	Paid by Check #108673		01/28/2022	02/17/2022	02/28/2022		02/17/2022	29,808.95
Vendor 15155 - USDA FOREST SERVICE Totals							Invoices	1	\$29,808.95
Vendor 25700 - WEDCO INC									
737763	Small Tools	Paid by Check #108674		01/18/2022	02/17/2022	01/31/2022		02/17/2022	107.35
738481	Pump Stations	Paid by Check #108674		01/21/2022	02/17/2022	01/31/2022		02/17/2022	882.61
740559	Buildings	Paid by Check #108674		02/01/2022	02/17/2022	01/31/2022		02/17/2022	18.37
Vendor 25700 - WEDCO INC Totals							Invoices	3	\$1,008.33
Vendor 25850 - WESTERN NEVADA SUPPLY									



Payment of Claims

Payment Date Range 02/17/22 - 02/17/22
 Report By Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
19025830-1	Repair Clamps Inventory	Paid by Check #108675		11/11/2021	02/17/2022	01/31/2022		02/17/2022	1,476.99	
39095227	Supplies	Paid by Check #108675		01/03/2022	02/17/2022	01/31/2022		02/17/2022	94.48	
39104444	Shop Supplies	Paid by Check #108675		01/10/2022	02/17/2022	01/31/2022		02/17/2022	249.31	
39104445	Shop Supplies	Paid by Check #108675		01/10/2022	02/17/2022	01/31/2022		02/17/2022	31.16	
39116944	Small Tools	Paid by Check #108675		01/14/2022	02/17/2022	01/31/2022		02/17/2022	538.71	
19103696	Shop Supplies	Paid by Check #108675		01/18/2022	02/17/2022	01/31/2022		02/17/2022	4,190.79	
19042594	Meters & Parts Inventory	Paid by Check #108675		01/25/2022	02/17/2022	01/31/2022		02/17/2022	22,258.95	
39125250	Replace Taylor Creek SPS Pump #2	Paid by Check #108675		01/25/2022	02/17/2022	01/31/2022		02/17/2022	552.30	
19042594-1	Meters & Parts Inventory	Paid by Check #108675		01/27/2022	02/17/2022	01/31/2022		02/17/2022	10,727.10	
39132055	Pump Stations	Paid by Check #108675		01/27/2022	02/17/2022	01/31/2022		02/17/2022	608.06	
19129880	Biosolids Equipment - Building	Paid by Check #108675		01/28/2022	02/17/2022	01/31/2022		02/17/2022	211.05	
18915814-2	Saddles & Fittings Inventory	Paid by Check #108675		02/07/2022	02/17/2022	02/28/2022		02/17/2022	1,166.67	
19043562-2	Saddles & Fittings Inventory	Paid by Check #108675		02/07/2022	02/17/2022	02/28/2022		02/17/2022	583.34	
Vendor 25850 - WESTERN NEVADA SUPPLY Totals						Invoices	13		<u>\$42,688.91</u>	
Vendor 49744 - CHRISTOPHER WHATFORD										
3337136	Clothes Washer Rebate Program	Paid by Check #108676		02/01/2022	02/17/2022	02/28/2022		02/17/2022	200.00	
Vendor 49744 - CHRISTOPHER WHATFORD Totals						Invoices	1		<u>\$200.00</u>	
Vendor 43555 - WONDERWARE CALIFORNIA										
392614	Pump Stations	Paid by Check #108677		02/02/2022	02/17/2022	02/28/2022		02/17/2022	1,773.54	
Vendor 43555 - WONDERWARE CALIFORNIA Totals						Invoices	1		<u>\$1,773.54</u>	
Grand Totals						Invoices	197		<u><u>\$577,351.06</u></u>	
									Rebecca Diettinger void chk #106522	\$(94.06)
									Rebecca Diettinger reissue chk #108533	\$94.06
									Duane Wallace void chk #1085541	\$(101.03)
									Duane Wallace reissue chk #108534	\$101.03
									Cardno Entrix INC chk #108530	\$58,093.75
									Atticus Judd chk #108531	\$115.08
									UPS Freight chk #108532	\$1,188.92
									02/17/2022 P.O.C Total	<u>\$636,748.81</u>



South Tahoe Public Utility District

1275 Meadow Crest Drive • South Lake Tahoe • CA 96150-7401
Phone 530 544-6474 • Fax 530 541-0614 • www.stpubd.us

BOARD AGENDA ITEM 14a

TO: Board of Directors
FROM: John Thiel, General Manager
MEETING DATE: February 17, 2022
ITEM – PROJECT NAME: Conference with Legal Counsel – Existing Litigation
REQUESTED BOARD ACTION: Direct Staff

DISCUSSION: Pursuant to Section 54956.9(d)(1) of the California Government code, Closed Session may be held for conference with legal counsel regarding existing litigation: Yolo County Superior Court Case CV 2021-1686, Alpine County vs. South Tahoe Public Utility District; et al.

SCHEDULE: N/A

COSTS: N/A

ACCOUNT NO: N/A

BUDGETED AMOUNT AVAILABLE: N/A

ATTACHMENTS: N/A

CONCURRENCE WITH REQUESTED ACTION:

CATEGORY: General

GENERAL MANAGER: YES *JT* NO

CHIEF FINANCIAL OFFICER: YES *PH* NO