LA HABRA HEIGHTS COUNTY WATER DISTRICT

BOARD MEETING

FEBRUARY 25, 2025

AGENDA FOR REGULAR MEETING
BOARD OF DIRECTORS
LA HABRA HEIGHTS COUNTY WATER DISTRICT
February 25, 2025 @ 4:00PM

1. **Roll call of Directors by Secretary**

2. **Notation of staff members and others present**

3. **Public Communications** (Comments will be limited to 3 minutes)

4. **Directors Report – Individual, Subcommittees and/or Attended Events**

5. **Consent Items**: It is recommended these items be acted upon simultaneously unless separate discussion or action is requested by a member of the public or a Director.

   a. Minutes of regular Board meeting for January 28, 2025 (approve)

   b. Financial Reports – January 2025 (approve)

6. **Approval of warrants and authorize signatures per warrant list**

7. **Report of Superintendent**

8. **Report and recommendations of General Manager:**

   a. Discuss and Approve - Resolution 25-01 for annual investment policy update

   b. Discuss and Approve - Resolution 25-02 authorizing the General Manager to administer the California Office of Emergency Services Fiscal Year 2024 State and Local Cybersecurity Grant Program

   c. Discuss and Action – Obtain a credit card for District business use

   d. Discuss and Action – Five day work week

   e. Discuss and Approve – Request For Proposals for PFAS Treatment Plant equipment purchase

   f. Report reorganization of District field work priorities

   g. Report of dental insurance plans

   h. Report on Form 700 emails to Board should have arrived

9. **Adjournment**

Any documents that are provided to the Board of Directors regarding items on this agenda less than 72 hours prior to this meeting will be available for public inspection at the front counter of the District office located at 1271 N. Hacienda Road, La Habra Heights, California 90631

MINUTES

MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF DIRECTORS
LA HABRA HEIGHTS COUNTY WATER DISTRICT
January 28, 2025

A regular meeting of the Board of Directors of La Habra Heights County Water District was held on January 28, 2025, at 4:00 p.m., at the office of the District, located at 1271 North Hacienda Road, La Habra Heights.

Item 1. Roll call of Directors by Secretary/General Manager, Joe Matthews.

PRESENT: Directors Baroldi, Crabb, McVicar, and Perumean

ABSENT: Director Cooke

An Addendum to a Legal Services Agreement with the Law Office of Kevin Madonna, PLLC was received on Monday, January 27 after the distribution of the Board packet and was added to the agenda as a "NEED AROSE" item to address as soon as possible. Director McVicar motioned, and Director Crabb seconded to add the item to the agenda as item 9g. and approve signing the Addendum. The vote was follows:

AYES: Directors Baroldi, Crabb, McVicar, and Perumean

NOES: None

ABSENT: Director Cooke

(Director Cooke entered the meeting at 4:08 p.m.)

Item 2. Staff members and others present. Staff: Joe Matthews, Secretary/General Manager and Tammy Wagstaff, Treasurer. Others present. Michael Silander, Attorney at Law, Bob Callanan, Clifton Larson LLP, Layne Baroldi and Brian Bergman, residents.

Item 3. Public Communications –
Brain Bergman and Layne Baroldi discussed a request by Puente Hills Habitat Authority for the District to prioritize a water main replacement immediately.

Item 4. Directors Report – Individual, Subcommittees and/or Attended Events. Director McVicar reported that she informed La Habra Heights resident Brain Bergman of the Puente Hills Habitat Authority's request to immediately prioritize a water main replacement which is on the agenda as Item 9.b.

Director Crabb discussed concerns with District operations and asked General Manager to report on those concerns at the next Board meeting in February 2025.

Director Perumean discussed daily vehicle inspections at the beginning and end of each workday.

Item 5. Report, Receive and File 2024/2025 Audit Report
Bob Callanan from Clifton Larson LLP presented to the Board of Directors the Audit of the District's financial statements and supplementary information for fiscal year ending June 30, 2024. Audit was received and filed.

Item 6.a.b.& c. Minutes of Special Board meeting for December 17, 2024, Minutes of Special Board Meeting January 8, 2025, Financial Reports - December 2024, and Status of Investments – December 2024. After discussion there was a motion by Director McVicar and seconded by Director Baroldi to approve minutes, financial reports and status of investments. There were minor changes to the minutes for special meeting December 17, 2024. The vote was as follows:

AYES:	Directors Baroldi, Cooke, Crabb, McVicar, and Perumean
NOES:	None
ABSENT:	None

Item 8. Report of Superintendent. The General Manager informed that four service leaks and three main leaks were repaired. Two fire hydrants were replaced. One due to rust and the other had an operating nut sheared off. We troubleshoot 400kv emergency generator at Plant 1 and Wells. Plant 5 booster 2 motor was pulled and repaired under warranty.

Item 9.a. Progress report for PFAS treatment plant power needs. David Byrum from Civiltec Engineering discussed the increased future power demands of Wells 10 and 11. This is due to larger motor requirements needed to run the Wells for the proposed PFAS treatment plant. He then discussed three different options needed to replace emergency backup generators at the Wells to run the proposed PFAS treatment plant in the event of a power outage. The General Manager informed the Board he was told the Water Replenishment District (WRD) PFAS treatment grant does not cover the additional expense of upgrading our emergency power supply however, has requested WRD cover the additional expense anyway.

Item 9.b. Discuss and Action – Puente Hills Habitat Preservation Authority's request for immediate upgrade to water main serving the City of La Habra Heights' Heli-Hydrant. The Board discussed previous attempts to fund the work outlined in the Puente

Hills Habitat Preservation Authority's request and the current financial position of the District in relation to infrastructure projects. No action was taken.

Item 9.c. Discuss and Action – Five-day work week. No action was taken at this time, will be placed on the agenda for the February Board meeting.

Item 9.d. Report on California Office of Emergency Services (OES) grant approval for information technology (IT) and cybersecurity. I informed the Board that a grant application to Cal OES for funding District IT and cybersecurity improvements was approved with no matching fund requirements.

Item 9.e. Update on eDisclosure system for filing Directors 700 forms. General Manager updated the Board regarding eDisclosure system for filing 700 forms.

Item 9.f. Update on District fire preparedness actions. The Board was informed of emergency generator back-up power installations and training

CLOSED SESSION

Item 10.a CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION: (Paragraph (2) or (3) of subdivision (d) of Gov. Code § 54956.9)
Significant exposure to litigation: One case. This item was not discussed.

Item 11. There being no further business to come before the Board, a motion was made by Director Cooke and seconded by Director McVicar that the meeting be adjourned at 7:05 p.m. The vote was as follows:

AYES: Directors Baroldi, Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: None

Dated: February 25, 2025

_____
Brad Cooke, President

_____
(SEAL) Joe Matthews, Secretary

FINANCIAL REPORT

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF NET POSITION

January 31, 2024 and January 31, 2025

	2024	2025
ASSETS:		
Current Assets:		
CASH-PETTY	300.00	300.00
CASH-CHECKING	840,764.71	1,404,655.73
CASH-SWEEP	601.33	602.00
INVESTMENT-LAIF	4,945,170.01	4,063,709.20
INVESTMENT-TREASURY BILLS	999,398.67	1,051,868.01
ACCOUNTS RECEIVABLE-WATER	299,309.83	396,447.38
ACCOUNTS RECEIVABLE-OTHER	278,080.32	325,421.66
LEASE RECEIVABLE	131,188.00	131,226.00
ACCRUED INTEREST RECEIVABLE	16,439.00	14,853.00
INVENTORY	203,178.81	264,263.12
PREPAID EXPENSES	102,566.26	127,164.52
Total Current Assets	7,816,996.94	7,780,510.62
Noncurrent Assets:		
Capital Assets:		
LAND	532,743.65	532,743.65
WATER RIGHTS	1,640,490.80	1,640,490.80
SOURCE OF SUPPLY	2,271,079.60	2,278,699.92
PUMPING PLANT	1,668,932.77	1,668,932.77
TRANSMISSION & DISTRIBUTION	26,535,449.89	28,040,904.48
GENERAL PLANT	1,648,500.03	1,664,615.78
CONSTRUCTION IN PROGRESS	282,095.55	433,170.46
Total Capital Assets	34,579,292.29	36,259,557.86
Accumulated Depreciation	(19,969,861.76)	(20,656,175.58)
Net Capital Assets	14,609,430.53	15,603,382.28
Other Noncurrent Assets:		
INVESTMENTS-CAL DOMESTIC WATER CO	591.00	591.00
LEASE RECEIVABLE	2,290,439.37	2,167,175.54
Total Other Noncurrent Assets	2,291,030.37	2,167,766.54
Total Assets	24,717,457.84	25,551,659.44
DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from pension plan	771,900.00	853,967.00
DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from OPEB	225,139.00	199,012.00
Total Deferred Outflows of Resources	997,039.00	1,052,979.00

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF NET POSITION

January 31, 2024 and January 31, 2025

	2024	2025
LIABILITIES		
Current Liabilities:		
ACCOUNTS PAYABLE	248,996.54	362,386.79
DEPOSITS-CUSTOMERS	6,550.00	1,500.00
DEPOSITS-CONSTRUCTION	45,079.82	-
ACCRUED EMPLOYEE BENEFITS	157,407.33	121,805.03
NET OPEB OBLIGATION	1,038,484.00	1,076,358.00
NET PENSION LIABILITY	1,248,389.00	1,431,442.00
Total Current Liabilities	2,744,906.69	2,993,491.82
Total Liabilities	2,744,906.69	2,993,491.82
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from pension plan	25,928.00	176,276.00
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from OPEB	1,014,037.00	914,390.00
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from Leases	2,346,141.61	2,224,281.13
Total Deferred Inflows of Resources	3,386,106.61	3,314,947.13
Net Position:		
INVESTED IN CAPITAL ASSETS,NET RELATED DEBT	14,609,430.53	15,603,382.28
UNRESTRICTED	4,974,053.01	4,692,817.21
RESTRICTED	-	-
Total Net Position	19,583,483.54	20,296,199.49

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF REVENUE, EXPENSES AND CHANGES IN NET POSITION

For Seven Months Ending January 31, 2024 and January 31, 2025

	Last Year Current Month Actual 1/31/2024	Current Month Actual 1/31/2025	Last Year YTD Actual 1/31/2024	Current YTD Actual 1/31/2025	Current Budget 2024/25	Actual 1/31/2025 % of budget 2024/25 58%
Operating Revenue:	337,707.33	427,515.33	3,093,738.25	3,533,974.03	5,871,412.00	60%
Operating Expenses:						
Source of Supply	91,000.98	158,362.96	1,095,706.43	1,331,601.26	2,145,853.00	62%
Pumping	6,745.89	20,864.88	48,549.06	69,178.44	133,523.00	52%
Treatment	21,797.17	4,669.97	53,599.02	62,356.80	77,146.00	81%
Transmission & Distribution	38,015.24	50,656.33	410,024.12	272,049.34	723,007.00	38%
Customer Accounts	6,720.49	10,944.35	155,299.82	98,894.38	199,040.00	50%
Administrative and General	142,568.77	170,038.25	1,018,928.84	1,113,845.09	1,851,365.00	60%
Capital Improvements	126,340.58	154,511.75	884,384.06	1,081,582.25	1,854,141.00	58%
Other	9,003.06	11,948.50	56,578.35	57,363.14	94,089.00	61%
TOTAL OPERATING EXPENSES	442,192.18	581,996.99	3,723,069.70	4,086,870.70	7,078,164.00	58%
OPERATING INCOME (LOSS)	(104,484.85)	(154,481.66)	(629,331.45)	(552,896.67)	(1,206,752.00)	46%
Non-Operating Revenues	135,149.31	133,587.25	692,891.51	759,435.44	1,351,095.00	56%
Non-Operating Expenses	200.00	1,200.00	3,509.15	3,642.04	14,424.00	25%
NET NON-OPERATING REVENUES (EXPENSES)	134,949.31	132,387.25	689,382.36	755,793.40	1,336,671.00	57%
NET INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS	30,464.46	(22,094.41)	60,050.91	202,896.73	129,919.00	156%
SYSTEM BUY IN FEE			48,220.00	36,166.00		
CAPITAL CONTRIBUTIONS			4,242.90	44,528.09		
NET INCOME (LOSS) IN NET POSITION			112,513.81	283,590.82		
NET POSITION-BEGINNING OF YEAR			19,470,969.73	20,012,608.67		
NET POSITION-END OF PERIOD			19,583,483.54	20,296,199.49		

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF REVENUE AND EXPENSES

For Seven Months Ending January 31, 2024 and January 31, 2025

	Last Year Current Month Actual 1/31/2024	Current Month Actual 1/31/2025	Last Year YTD Actual 1/31/2024	Current YTD Actual 1/31/2025	Current Budget 2024/25	Actual 1/31/2025 % of budget 2024/25 58%
OPERATING REVENUES						
SALES-WATER	129,614.66	207,756.07	1,650,516.08	1,985,287.94	3,238,075.00	61%
SALES-READINESS TO SERVE	202,629.17	216,408.81	1,416,011.34	1,513,062.35	2,564,254.00	59%
SALES-MISCELLANEOUS	5,463.50	3,350.45	27,210.83	35,623.74	34,462.00	103%
LEASE-WATER RIGHTS	-	-	-	-	34,621.00	0%
TOTAL OPERATING REVENUES	337,707.33	427,515.33	3,093,738.25	3,533,974.03	5,871,412.00	60%
OPERATING EXPENSES						
PURCHASED WATER	3,964.35	4,411.38	49,597.15	34,417.00	273,803.00	13%
GROUND WATER REPLENISHMENT ASSMT	42,748.38	80,167.65	588,744.09	712,174.53	1,105,821.00	64%
POWER	44,288.25	73,783.93	457,365.19	585,009.73	766,229.00	76%
TOTAL SOURCE OF SUPPLY	91,000.98	158,362.96	1,095,706.43	1,331,601.26	2,145,853.00	62%
LABOR-PUMPING	5,396.29	11,457.84	33,953.08	37,671.50	63,706.00	59%
MAINTENANCE-PUMPING	1,349.60	9,407.04	14,595.98	31,506.94	69,817.00	45%
TOTAL PUMPING	6,745.89	20,864.88	48,549.06	69,178.44	133,523.00	52%
MAINT & LABOR-TREATMENT	21,797.17	4,669.97	53,599.02	62,356.80	77,146.00	81%
TOTAL TREATMENT	21,797.17	4,669.97	53,599.02	62,356.80	77,146.00	81%
LABOR-TRANS & DISTRIBUTION	24,294.11	24,156.05	158,667.12	130,868.24	254,222.00	52%
MAINT-TRANS & DISTRIBUTION	13,053.54	14,432.93	161,015.09	47,460.30	270,102.00	18%
JOINT FACILITIES-WELL,LM CONDUIT&RES	17,277.41	25,371.22	203,890.23	187,971.61	403,284.00	47%
ORCHARD DALE PORTION	(16,609.82)	(13,303.87)	(113,548.32)	(94,250.81)	(204,601.00)	46%
TOTAL TRANSMISSION&DISTRIBUTION	38,015.24	50,656.33	410,024.12	272,049.34	723,007.00	38%
LABOR&MAINT-CUSTOMER ACCOUNTS	3,617.99	11,323.63	151,818.04	96,446.30	195,103.00	49%
UNCOLLECTIBLE ACCOUNTS	3,102.50	(379.28)	3,481.78	2,448.08	3,937.00	62%
TOTAL CUSTOMER ACCOUNTS	6,720.49	10,944.35	155,299.82	98,894.38	199,040.00	50%
TOTAL OTHER OPERATING EXPENSES	73,278.79	87,135.53	667,472.02	502,478.96	1,132,716.00	44%
TOTAL SOURCE OF SUPPLY & OPERATING EXPENSES	164,279.77	245,498.49	1,763,178.45	1,834,080.22	3,278,569.00	56%
ADMINISTRATIVE & GENERAL EXPENSES						
LABOR-FIELD-SICK,VAC,HOLIDAY	12,159.22	12,188.08	56,786.85	48,616.45	75,125.00	65%
WAGES-MANAGEMENT	10,850.23	19,211.54	91,665.76	87,030.30	158,194.00	55%
WAGES-OFFICE	20,394.43	30,426.50	149,642.52	143,946.28	296,395.00	49%
WAGES-MGMT&OFFICE-SICK,VAC,HOLIDAY	12,320.86	17,634.54	55,281.34	61,474.17	98,527.00	62%
OFFICE SUPPLIES	3,000.05	2,572.13	16,390.51	14,927.04	45,080.00	33%
AUTO SERVICE	2,931.16	2,537.68	33,070.06	27,864.17	52,853.00	53%
BANK SERVICE CHARGE	536.22	578.50	3,036.38	3,732.65	10,527.00	36%
DUES & SUBCRIPTIONS	1,320.70	599.00	21,849.68	26,003.89	29,953.00	87%
BUILDING SERVICE	3,433.33	6,800.00	17,269.69	28,407.39	22,671.00	125%
OFFICE EQUIPMENT MAINT	1,521.51	1,384.68	15,013.73	11,400.71	39,519.00	29%
PROFESSIONAL SERVICES	4,242.45	5,336.75	59,131.20	70,408.75	114,604.00	61%
EDUCATION & MEETINGS	147.38	6,991.49	8,294.20	13,846.25	17,495.00	79%

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF REVENUE AND EXPENSES

For Seven Months Ending January 31, 2024 and January 31, 2025

	Last Year Current Month Actual 1/31/2024	Current Month Actual 1/31/2025	Last Year YTD Actual 1/31/2024	Current YTD Actual 1/31/2025	Current Budget 2024/25	Actual 1/31/2025 % of budget 2024/25 58%
LEGAL	5,575.00	-	27,525.00	24,287.50	61,594.00	39%
UTILITIES	4,939.16	7,621.70	23,440.87	67,922.45	43,622.00	156%
ENGINEERING	(16.62)	-	11,117.37	9,465.00	37,995.00	25%
INSUR-AUTO,LIABILITY&PROPERTY	9,101.91	12,364.88	58,875.27	80,560.00	115,065.00	70%
INSUR-GROUP HEALTH & LIFE	17,713.60	16,438.29	109,075.25	118,472.51	223,968.00	53%
EMPLOYEE WORKERS COMPENSATION	478.05	70.85	17,334.27	14,440.52	31,273.00	46%
DENTAL	185.60	702.40	5,380.60	9,093.92	10,180.00	89%
RETIREMENT-CALPERS	19,018.08	17,440.56	85,092.19	84,865.07	160,053.00	53%
RETIREMENT-DEFERRED COMP	1,596.44	1,553.30	12,426.09	11,470.25	22,088.00	52%
RETIREMENT-CALPERS UNFUND ACCR LIAB	-	-	80,813.00	108,463.00	112,090.00	97%
MAINTENANCE-GENERAL PLANT	11,120.01	7,585.38	60,417.01	47,146.82	72,494.00	65%
CAPITAL IMPROVEMENTS	126,340.58	154,511.75	884,384.06	1,081,582.25	1,854,141.00	58%
PROPERTY TAXES	444.73	-	3,111.13	3,218.73	5,547.00	58%
PAYROLL TAXES	8,558.33	11,948.50	53,467.22	54,144.41	88,542.00	61%
TOTAL ADMIN & GENERAL EXP	277,912.41	336,498.50	1,959,891.25	2,252,790.48	3,799,595.00	59%
TOTAL OPERATING EXPENSES	442,192.18	581,996.99	3,723,069.70	4,086,870.70	7,078,164.00	58%
OPERATING INCOME (LOSS)	(104,484.85)	(154,481.66)	(629,331.45)	(552,896.67)	(1,206,752.00)	46%
NONOPERATING REVENUES						
INTEREST INCOME	25,296.51	16,988.45	121,789.93	140,850.15	202,727.00	70%
PROPERTY TAX INCOME	98,248.87	101,976.44	484,672.56	528,783.38	1,004,509.00	53%
RENT INCOME	10,556.92	10,606.23	76,139.67	73,743.11	126,683.00	58%
OIL ROYALTIES	1,047.01	856.34	7,502.13	6,639.76	12,982.00	51%
MISCELLANEOUS INCOME	-	3,159.79	2,787.22	3,759.79	4,194.00	90%
GAIN ON ASSET SOLD	-	-	-	5,659.25	-	0%
TOTAL NONOPERATING REVENUES	135,149.31	133,587.25	692,891.51	759,435.44	1,351,095.00	56%
NONOPERATING EXPENSES						
INTEREST EXPENSE-D/G LOAN	-	-	609.15	-	-	0%
LOSS ON INVESTMENT	-	-	-	-	-	0%
DIRECTORS FEES	200.00	1,200.00	2,900.00	3,500.00	9,900.00	35%
DIRECTORS EXPENSES	-	-	-	142.04	4,524.00	3%
ELECTION	-	-	-	-	-	0%
TOTAL NONOPERATING EXPENSES	200.00	1,200.00	3,509.15	3,642.04	14,424.00	25%
NET NONOPER REVENUES(EXPENSES)	134,949.31	132,387.25	689,382.36	755,793.40	1,336,671.00	57%
NET INCOME (LOSS) IN NET POSTION	30,464.46	(22,094.41)	60,050.91	202,896.73	129,919.00	156%

WARRANTS

La Habra Heights County Water District

AP Check Register (Current by Bank)

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: 13100 - EFT TRANSFERS					
1002830894	01/31/25	M	0130	CALPERS	$4,969.02
1002830895	01/31/25	M	0130	CALPERS	$1,848.65
1002830897	01/31/25	M	0130	CALPERS	$80.00
1002840757	02/12/25	M	0130	CALPERS	$4,969.02
1002840758	02/12/25	M	0130	CALPERS	$1,621.72
				BANK 13100 REGISTER TOTAL:	**$13,488.41**
BANK ID: 13110 - CHECKING- WELLS FARGO					
47573	02/05/25	P	0116	ACWA-JPIA	$18,052.51
47574	02/05/25	P	0353	ARCO BUSINESS SOLUTIONS	$1,656.11
47575	02/05/25	P	0013	CANNINGS HARDWARE	$229.18
47576	02/05/25	P	0441	CINTAS CORPORATION	$36.06
47577	02/05/25	P	0558	CONEXWEST	$230.42
47578	02/05/25	P	0282	D&H WATER SYSTEMS	$316.08
47579	02/05/25	P	0575	D.L. AUTO, INC.	$60.00
47580	02/05/25	P	0569	GOTO COMMUNICATIONS, INC.	$326.75
47581	02/05/25	P	0369	HIGHROAD INFO TECHNOLOGY	$6,237.00
47582	02/05/25	P	0033	J A SALAZAR CONSTRUCTION	$4,900.00
47583	02/05/25	P	0205	JOE MATTHEWS	$25.00
47584	02/05/25	P	ONETIM	JOSHUA RUDOMETKIN	$1,347.36
47585	02/05/25	P	0050	LA COUNTY TAX COLLECTOR	$20,633.34
47586	02/05/25	P	0051	LINCOLN FINANCIAL GROUP	$3,104.73
47587	02/05/25	P	0453	MATTHEW CERDA	$85.25
47588	02/05/25	P	0581	MICHAEL GUALTIERI	$375.00
47589	02/05/25	P	0503	MICHELLE SAVAGE	$203.20
47590	02/05/25	P	0231	O'REILLY AUTO PARTS	$9.18
47591	02/05/25	P	0534	ODP BUSINESS SOLUTIONS, LLC.	$141.86
47592	02/05/25	P	0258	S&J SUPPLY CO, INC	$7,227.47
47593	02/05/25	P	0415	SAMUEL MUNOZ	$2,900.00
47594	02/05/25	P	0069	SOCALGAS	$61.70
47595	02/05/25	P	0068	SOUTHERN CALIF EDISON CO	$586.57
47596	02/05/25	P	0427	TPX COMMUNICATIONS	$6,313.44
47597	02/05/25	P	0466	TRI COUNTY PUMP COMPANY	$1,950.00
47598	02/05/25	P	0078	UNDERGROUND SERVICE ALERT	$150.60
47599	02/05/25	P	0562	VERIZON	$495.74
47600	02/05/25	P	0386	VERIZON WIRELESS	$600.42
47601	02/05/25	P	0094	WECK LABORATORIES, INC	$780.00
47602	02/06/25	P	0205	JOE MATTHEWS	$148.80
47603	02/06/25	P	0068	SOUTHERN CALIF EDISON CO	$60,622.61
47604	02/18/25	P	0385	ADMIRAL PEST CONTROL	$93.00
47605	02/18/25	P	0471	ALEXANDER'S METER READING SOL	$740.30
47606	02/18/25	P	0432	CHARTER COMMUNICATIONS	$599.00
47607	02/18/25	P	0441	CINTAS CORPORATION	$72.12
47608	02/18/25	P	0145	CIVILTEC ENGINEERING INC	$27,618.75
47609	02/18/25	P	0518	CLIFTON LARSON ALLEN LLP	$787.50
47610	02/18/25	P	0283	CONTINENTAL UTILITY SOLUTIONS	$32.20
47611	02/18/25	P	0575	D.L. AUTO, INC.	$67.85
47612	02/18/25	P	0464	ENVIROKLEEN USA	$650.00
47613	02/18/25	P	0164	EXCEL TELEMESSAGING	$150.00
47614	02/18/25	P	0389	FRONTIER COMMUNICATIONS	$103.58
47615	02/18/25	P	0043	GRISWOLD INDUSTRIES	$7,425.82
47616	02/18/25	P	0070	HARRINGTON INDUSTRIAL PLASTICS	$897.78
47617	02/18/25	P	0153	HOME DEPOT CR SERVICES	$357.90
47618	02/18/25	P	0252	INFOSEND, INC	$3,423.42
47619	02/18/25	P	0205	JOE MATTHEWS	$419.20

La Habra Heights County Water District

AP Check Register (Current by Bank)

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
47620	02/18/25	P	0133	KONICA MINOLTA	$132.73
47621	02/18/25	P	0579	KONICA MINOLTA BUSINESS SOL.	$74.25
47622	02/18/25	P	0051	LINCOLN FINANCIAL GROUP	$3,107.21
47623	02/18/25	P	0430	MICHAEL SILANDER	$3,387.50
47624	02/18/25	P	0534	ODP BUSINESS SOLUTIONS, LLC.	$519.70
47625	02/18/25	P	0147	SAN GABRIEL VALLEY WATER CO	$103.47
47626	02/18/25	P	0068	SOUTHERN CALIF EDISON CO	$17,777.53
47627	02/18/25	P	0016	WATER REPLENISHMENT DISTRICT	$80,237.57
47628	02/18/25	P	0094	WECK LABORATORIES, INC	$2,091.00
				BANK 13110 REGISTER TOTAL:	**$290,675.76**
				GRAND TOTAL :	**$304,164.17**

*** Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date); "A" - Application; "E" - EFT** Denotes broken check sequence.**

CIVILTEC
engineering inc.

Civil, Water, Wastewater, Drainage and Transportation Engineering
Construction Management • Surveying
California • Arizona

January 13, 2025

La Habra Heights County Water District
1271 North Hacienda Road
La Habra Heights, CA 90631

Attention: Joe Matthews, General Manager

Subject: Engineering Activities for the Month of **December 2024**
Invoice Backup Support - Billing Period through December 31, 2024

Dear Mr. Matthews:

The La Habra Heights County Water District requires Engineering Support from ***CIVILTEC engineering, inc.*** (***Civiltec***) at times on various projects. This work is provided on a time and materials basis when requested and directed by LHHCWD management. Following is an explanation of time spent to back up the **December 2024** invoicing. The numbering system is the ***Civiltec*** project number and tracking system.

2024140.00 – General Engineering Support FY24-25. This project has been established to aid the District in general engineering inquiries, participate in meetings, hydraulic modeling and calibration and overall engineering support. The total budget for General Engineering Support has been established at $25,000.00 for each Fiscal Year. Below is an accounting of expenditures under this ***Civiltec*** job number for FY 2024-25.

There were no expenditures in December 2024. The remaining budget is $22,025.00.

2024141.00 – Engineering Fireflow Modeling FY24-25. This project has been established to aid the District with computer model simulations for fireflow requests by LHHCWD customers. Below is an accounting of expenditures under this ***Civiltec*** job number for FY 2024-25.

There were no expenditures for the month of December 2024.

2022169.00 – Well No. 12 Well Siting Study. LHHCWD plans to drill a new well in the Judson Well Field. The overall budget for the project is $157,770.00. There were no expenditures in December 2024. The District is currently considering the destruction of Well No. 9 and civil improvements to the Well No. 9 discharge pit. The remaining budget is $27,946.50.

2024807.00 – PFAS Grant Application. LHHCWD is working with WRD to secure grant funding for a new PFAS Treatment Plant. Grace Kast is preparing the grant funding applications

to WRD and assisting with the EPA grant. ***Civiltec*** staff is supporting Ms. Kast with as needed cost estimating and preparing exhibits. The budget established for the ***Civiltec*** effort is $15,915.00. There were expenditures in the month of December 2024 of $1,325.00. The remaining budget is $1.171.25.

2024814.00 – PFAS Treatment Plant Design. LHHCWD and ***Civiltec*** have executed a professional services agreement for the design of the new PFAS Treatment Plant. The design team has completed and submitted the draft PFAS treatment system equipment prepurchase request for proposals (RFP) document to the LHHCWD project team and received/incorporated their internal review comments. For the next step, the RFP must be reviewed/approved by the LHHCWD board meeting later in January 2025. After the LHHCWD board approval the RFP would move to the WRD for review and comments, hopefully in late March or early April 2025. With LHHCWD and WRD approvals in hand the RFP will be provided to reputable PFAS treatment system suppliers for proposals/pricing. Because the RFP is on the critical path the design team has focused on expediting the document revisions to keep it moving through the review processes. In addition to the RFP focus, we are anticipating submitting for review to LHHCWD the draft Basis of Design Report (BODR 30% submittal) and the 60% design documents during the second full week of January. At this point we anticipate slowing the development of the final design documents until proposals from treatment systems suppliers are received, a supplier selected, and an equipment purchase order placed. This approach will allow the project team to have in hand the supplier's equipment submittals for incorporation into the final design documents and the procurement schedule which will provide the ability to forecast the required timing of obtaining a general contractor for installation. The budget established for the ***Civiltec*** effort is $421,360.00. There were expenditures in the month of December 2024 totaling $26,293.75. The remaining budget is $241,917.75.

I hope this information helps with your processing of the project invoices. Please let me know if you have any questions.

Very truly yours,

CIVILTEC engineering, inc.

W. David Byrum, P.E.
President, Principal Engineer

X:\Agency\CA\Water District\LaHabraHeightsCoWD\Engineering Backups\La Habra Heights CWD December 2024 Work.docx

Michael Silander
Attorney at Law
2629 Townsgate Road, Suite 235
Westlake Village, CA 91361

INVOICE

DATE: FEBRUARY 1, 2025

TO:
La Habra Heights County Water District
1271 Hacienda Road
La Habra Heights, CA 90631

PLEASE REMIT PAYMENT TO:
Michael Silander
2629 Townsgate Road, Suite 235
Westlake Village, CA 91361

SPECIFICATIONS:

LHHCWD/TOTAL

Invoice for legal services rendered in December 2024.

MATTER	HOURS	AMOUNT
Transactional - General	17.1	$2,137.50
Retainer	Flat fee	$1,250.00
		TOTAL: $3,387.50

Please make all checks payable to Michael Silander
If you have any questions concerning this invoice,
please email michael@silanderlaw.com or call 805-490-9247

ok to pay

Vendor No.	
Account No.	
Job No.	
Approve:	
Enter:	Date:

REPORT OF SUPERINTENDENT

LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

DATE: 2/20/25
TO: JOE MATTHEWS, GENERAL MANAGER & BOARD OF DIRECTORS
FROM: IVAN RAMIREZ, SUPERINTENDENT
SUBJECT: SUPERINTENDENT'S REPORT FOR FEBRUARY 2025

System and Equipment Maintenance

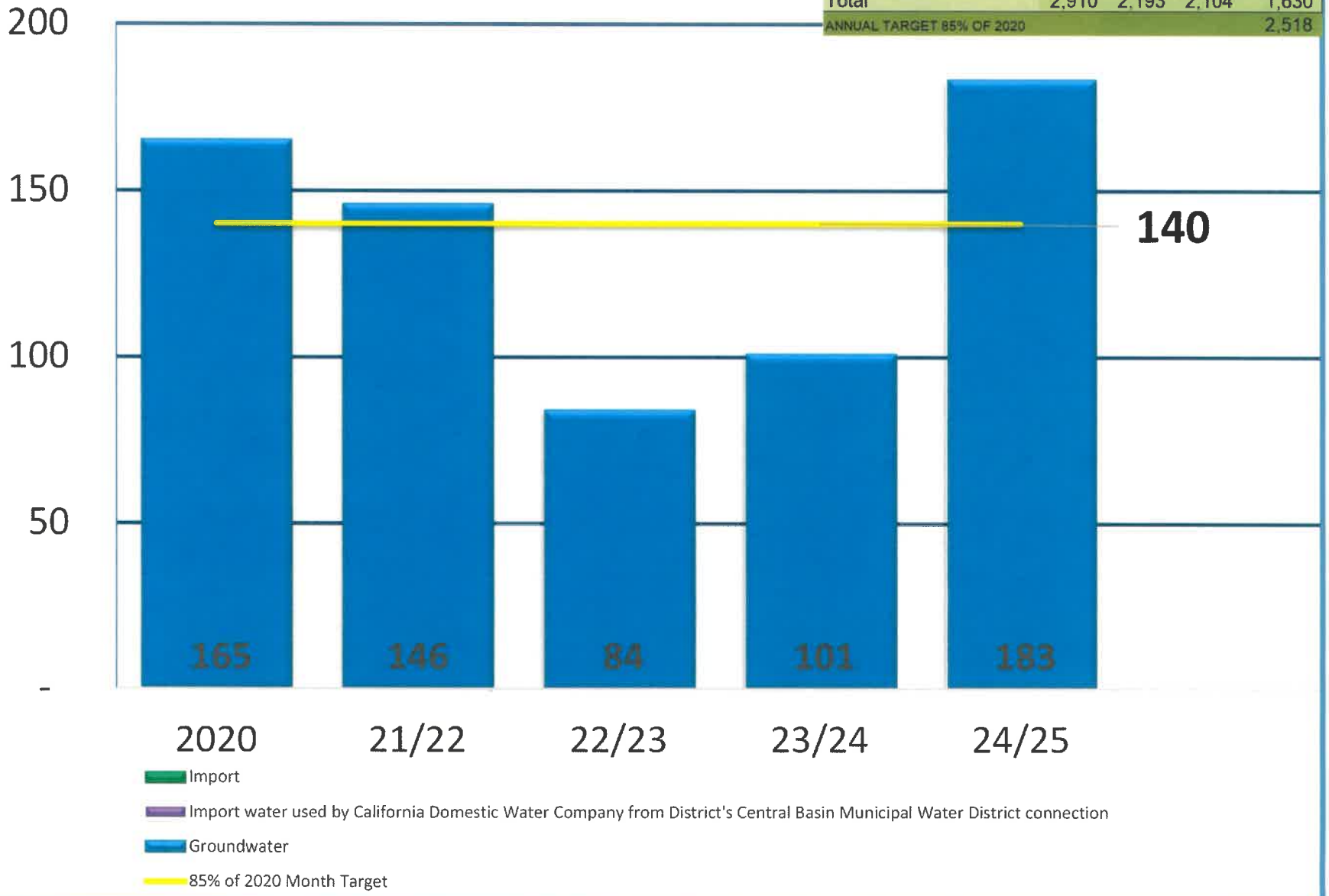
- Repaired four service leaks.
- One fire hydrant got replaced due to rust. Also, we reprioritized the fire hydrant maintenance work.
- Troubleshooting portable emergency generator at Plant 1 scheduled on 2/26/25 with Quinn CAT technicians and GJR electricians. Recently, the District has been unable to operate generator at Plant 1.
- Plant 5, Booster 1 motor pulled for repairs and electrician will set up monitoring surge meters to troubleshoot possible issues related to Southern California Edison.

LA HABRA HEIGHTS COUNTY WATER DISTRICT

Production in acre feet for JANUARY

Compared to 85% of 2020

ANNUAL WATER USAGE				
Water Source	2021/ 2022	2022/ 2023	2023/ 2024	2024/25 THRU JAN
Groundwater	2,910	2,193	2,083	1,629
Import	-	-	13	-
Import water used by CDWC	-	-	8	1
Total	2,910	2,193	2,104	1,630
ANNUAL TARGET 85% OF 2020				2,518



RESOLUTION NO. 25-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF LA HABRA HEIGHTS COUNTY WATER DISTRICT APPROVING AN ANNUAL STATEMENT OF INVESTMENT POLICY FOR THE LA HABRA HEIGHTS COUNTY WATER DISTRICT

LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

****

To: Joe Matthews
From: Tammy Wagstaff
Date: February 20, 2025
RE: 2025 Investment Policy Resolution

The investment policy has been updated for minor changes in the Government Code. In addition, I updated the policy to include last year's Investment Subcommittee implementation.

RESOLUTION NO. 25-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF
LA HABRA HEIGHTS COUNTY WATER DISTRICT
APPROVING AN ANNUAL STATEMENT
OF INVESTMENT POLICY FOR THE
LA HABRA HEIGHTS COUNTY WATER DISTRICT

WHEREAS; the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (California Government Code (CGC) Sections 53600.6 and 53630.1); and

WHEREAS; the legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 53600 et seq.; and

WHEREAS; the Treasurer of the La Habra Heights County Water District may, annually prepare and submit a statement of investment policy as required by CGC 53646;

NOW THEREFORE, be it resolved by the Board of Directors of the La Habra Heights County Water District as follows:

1. Resolution No. 23-02, 24-01 and 24-04 is rescinded.

2. The La Habra Heights County Water District Investment Policy, which is attached hereto as Exhibit "A", is hereby adopted.

ADOPTED, SIGNED AND APPROVED this 25th day of February 2025.

_____
Brad Cooke, President
Board of Directors of the La Habra
Heights County Water District

ATTEST:

_____
Joe Matthews, Secretary

(SEAL)

I, JOE MATTHEWS, Secretary to the Board of Directors of the La Habra Heights County Water District, do hereby certify that the foregoing Resolution was introduced at a regular meeting of the Board of Directors of said District held on the 25th day of February 2025, and was adopted at that meeting by the following vote:

AYES:

NOES:

ABSENT:

_____

Joe Matthews, Secretary
Board of Directors of the
La Habra Heights County
Water District

Exhibit A

LA HABRA HEIGHTS COUNTY WATER DISTRICT
INVESTMENT POLICY

1.0 SCOPE

This investment policy applies to all financial assets of the La Habra Heights County Water District (District). These funds are accounted for in the District annual audit.

Funds not included in the investment policy include deferred compensation funds and the District's retirement plan for its employees.

This investment policy is set forth by the District for the following purposes:

A. To establish a clear understanding for the Board of Directors (Board), Investment Subcommittee, District management and responsible employees, citizens and third parties, of the objectives, policies and guidelines for the investment of District's excess funds that are not required for immediate use.

B. To offer guidance to investment staff, brokers and any external investment advisors on the investment of District funds.

2.0 PRUDENCE

The standard of prudence to be used by investment officials shall be the "prudent investor" standard (California Government Code (CGC) Section 53600.3), which states in relevant part:

> "When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

Investment ~~officers~~ officials acting in accordance with the investment procedures and policy and exercising due diligence shall be relieved of personal ~~responsibility~~ liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion to the Board and appropriate action is taken to control adverse developments.

3.0 OBJECTIVES

Subject to the overriding requirement of compliance with all Federal, State and other applicable laws governing the investment of moneys under the control of the District Treasurer, and, as specified in CGC Section 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing District funds, the primary objectives, in priority order, of the investment activities shall be:

A. **Safety:** Safety of principal is the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is advisable in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

Each investment transaction shall seek to ensure that capital losses are avoided, whether from issuer default, broker/dealer default or erosion of market value. District shall seek to preserve capital by mitigating credit risk and market risk, as identified below:

1. Credit risk is the risk of loss due to failure of the issuer to repay an obligation. It shall be mitigated by investing in only very safe institutions and by diversifying the investment portfolio so that the failure of any one issuer would not unduly harm District's cash flow.

2. Market risk is the risk of market value fluctuations due to overall changes in the general level of interest rates and shall be mitigated by:

   a) Structuring the investment portfolio so that securities mature at the same time major cash outflows occur, thereby eliminating the need to sell securities prior to their maturity; and

   b) Prohibiting the selling of securities that District does not own (taking short positions); and

   c) Limiting the maximum maturity of any one security in the investment portfolio to five years.

It is explicitly recognized that in a diversified investment portfolio occasional market value losses may be inevitable even in investments to be held to maturity. Such losses must be considered within the context of overall investment return.

B. **Liquidity:** The investment portfolio will remain sufficiently liquid to enable the District to meet all operating and emergency requirements which might be reasonably anticipated.

C. **Return on Investments:** State law requires that the objective of return on investments be subordinate to the objectives of safety and liquidity. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics and requirements of District funds and portfolio.

4.0 DELEGATION OF AUTHORITY

Authority to manage the investment program is derived from CGC Section 53607 which authorizes the Board to delegate authority to invest, reinvest, sell or exchange securities for a period of one year. This responsibility for the investment program may be delegated to the District Treasurer (by Board action) who shall establish procedures for the administration of this investment program. The Board may renew this delegation pursuant to State law each year.

Furthermore, the Board delegates responsibility for the purchase of United States Treasuries and Certificates of Deposit to the Investment Subcommittee, by Board action. The Board establishes and authorizes the Investment Subcommittee as to the amount of monies to invest and what financial institution to use.

Authority to initiate investment transactions may be delegated to the General Manager and/or Treasurer by the Investment Subcommittee in writing. Investment Subcommittee will give direction to General Manager and/or Treasurer the amount, interest rate level and term of investment as a general direction for investing in United States Treasuries and Certificates of Deposit. It is preferred that the investments be purchased in various maturities such that they mature on different laddered dates (ie, three month and six month maturities).

5.0 ETHICS AND CONFLICTS OF INTEREST

Board, Officers and employees involved in the investment process shall refrain from personal business activity that could conflict or appear to conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

6.0 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

District shall transact business only with commercial banks, savings and loans, Local Agency Investment Fund (LAIF) and registered investment securities dealers. The purchase of any investment, other than those purchased directly from the issuer, shall be purchased either from an institution licensed by the State of California (State) as a broker-dealer, as defined in Section 25004 of the Corporations Code, who is a member of the National Association of Securities Dealers, or a member of a Federally regulated securities exchange, a National or

State-Chartered Bank, or a saving association or Federal Association (as defined by Section 5102 of the Financial Code).

The District Treasurer shall investigate all institutions that wish to do business with District in order to determine if they are adequately capitalized, make markets in securities appropriate to District's needs and agree to abide by the conditions set forth in this investment policy.

The District Treasurer shall maintain a list of financial institutions authorized to provide investment services and shall conduct an annual review of the financial condition of qualified institutions. In addition, a current financial statement is required to be on file for each qualified institution.

7.0 AUTHORIZED AND SUITABLE INVESTMENTS

The District can only invest in the instruments authorized by law including those listed in the CGC Sections 16429.1, 53601, 53635 and 53649.

Also, see CGC Section 53601 for a detailed summary of the limitations and special conditions that apply to investment securities. CGC Sections 53601(Exhibit A-1) effective January 1, 2023, is attached and included by reference in this investment policy.

Prohibited Investments.

- Borrowing for investment purposes (Leverage) is prohibited.
- Buying or selling securities "on Margin" is prohibited.
- Investing in any instrument that is commonly known as a "derivative" instrument (options, futures, swaps, caps, floors, collars, U.S. Treasury zero coupon bonds, U.S. Treasury strips, interest only bonds, interest-only strips derived from mortgage pools), or any investment that may result in a zero interest accrual, even if held to maturity, is prohibited.
- Under the provisions of CGC Sections 53601.6, District shall not invest any funds covered by this investment program in instruments known as structured notes (e.g., inverse floaters, range notes, or mortgage-derived, interest only strips) except as allowed in 53601.6(b)(2). Any such investments are prohibited.
- Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.

8.0 COLLATERALIZATION

The CGC Sections 53652 through 53667, inclusive, requires depositories to post certain types and levels of collateral for public funds above the Federal Deposit Insurance Corporation (FDIC) insurance amounts. The collateral requirements

apply to bank deposits, both active (checking and savings accounts) and inactive (non-negotiable time certificates of deposit).

9.0 SAFEKEEPING AND CUSTODY

All security transactions entered into by the District shall be conducted on delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian, acting as an agent for District under the terms of the custody agreement, designated by the District Treasurer and evidenced by safekeeping receipts.

10.0 DIVERSIFICATION

The District will diversify its investments by security type and institution. It is the investment policy of the District to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

A. Maturity dates of portfolio shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.

B. Maturities selected shall provide for stability of income and liquidity.

C. Disbursement and payroll dates shall be covered through maturities investments, marketable United States Treasury bills or other cash equivalent instruments such as money market mutual funds.

11.0 REPORTING

The District Treasurer ~~shall submit a monthly report of investment transactions to the Board in conformance with the CGC Section 53607.~~

~~Although no longer required by CGC Section 53646(b)(1), District Treasurer~~ shall submit to each member of the Board and General Manager a quarterly investment report. The report shall include a complete description of the portfolio, the type of investments, the issuers name, maturity dates, acquisition and current market values of each component of the portfolio, including funds managed for District by third party contracted managers. The report will also include the source of the portfolio valuation.

For local agency investments that have been placed in the LAIF, created by Section 16429.1, in National Credit Union Share Insurance Fund-insured accounts in a credit union, in accounts insured or guaranteed pursuant to Section 14858 of the Financial Code, or in Federal Deposit Insurance Corporation-insured accounts in a bank or savings and loan association, in a county investment pool, or any combination of these, the District Treasurer may supply

the Board the most recent statement or statements received by the District from these institutions in lieu of the specific investment, security, and money information required under this section.

The report must also include a certification, required by CGC Sections 53646(b) (2) and (3), that:

A. All investment actions executed since the last report have been made in full compliance with the investment policy or an explanation as to why it is not in compliance.

B. The District will meet its expenditure obligations for the next six months.

12.0 INVESTMENT POLICY ADOPTION

The Investment Policy of the District may be reviewed and modifications approved by the Board annually at a public meeting (CGC Sections 53646(a)).

GOVERNMENT CODE - GOV

TITLE 5. LOCAL AGENCIES [50001 - 57607]

(Title 5 added by Stats. 1949, Ch. 81.)

DIVISION 2. CITIES, COUNTIES, AND OTHER AGENCIES [53000 - 55821]

(Division 2 added by Stats. 1949, Ch. 81.)

PART 1. POWERS AND DUTIES COMMON TO CITIES, COUNTIES, AND OTHER AGENCIES [53000 - 54999.7]

(Part 1 added by Stats. 1949, Ch. 81.)

CHAPTER 4. Financial Affairs [53600 - 53997]

(Chapter 4 added by Stats. 1949, Ch. 81.)

ARTICLE 1. Investment of Surplus [53600 - 53610]

(Article 1 added by Stats. 1949, Ch. 81.)

53601.

This section shall apply to a local agency that is a city, a district, or other local agency that does not pool money in deposits or investments with other local agencies, other than local agencies that have the same governing body. However, Section 53635 shall apply to all local agencies that pool money in deposits or investments with other local agencies that have separate governing bodies. The legislative body of a local agency having moneys in a sinking fund or moneys in its treasury not required for the immediate needs of the local agency may invest any portion of the moneys that it deems wise or expedient in those investments set forth below. A local agency purchasing or obtaining any securities prescribed in this section, in a negotiable, bearer, registered, or nonregistered format, shall require delivery of the securities to the local agency, including those purchased for the agency by financial advisers, consultants, or managers using the agency's funds, by book entry, physical delivery, or by third-party custodial agreement. The transfer of securities to the counterparty bank's customer book entry account may be used for book entry delivery. For purposes of this section, "counterparty" means the other party to the transaction. A counterparty bank's trust department or separate safekeeping department may be used for the physical delivery of the security if the security is held in the name of the local agency. Where this section specifies a percentage limitation for a particular category of investment, that percentage is applicable only at the date of purchase. For purposes of compliance with this section, an investment's term or remaining maturity shall be measured from the settlement date to final maturity. A security purchased in accordance with this section shall not have a forward settlement date exceeding 45 days from the time of investment. Where this section does not specify a limitation on the term or remaining maturity at the time of the investment, no investment shall be made in any security, other than a security underlying a repurchase or reverse repurchase agreement or securities lending agreement authorized by this section, that at the time of the investment has a term remaining to maturity in excess of five years, unless the legislative body has granted express authority to make that investment either specifically or as a part of an investment program approved by the legislative body no less than three months prior to the investment:

(a) Bonds issued by the local agency, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency or by a department, board, agency, or authority of the local agency.

(b) United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

(c) Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.

(d) Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.

(e) Bonds, notes, warrants, or other evidences of indebtedness of a local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

(f) Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

(g) Bankers' acceptances otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers' acceptances shall not exceed 180 days' maturity or 40 percent of the agency's moneys that may be invested pursuant to this section. However, no more than

30 percent of the agency's moneys may be invested in the bankers' acceptances of any one commercial bank pursuant to this section.

This subdivision does not preclude a municipal utility district from investing moneys in its treasury in a manner authorized by the Municipal Utility District Act (Division 6 (commencing with Section 11501) of the Public Utilities Code).

(h) Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or (2):

(1) The entity meets the following criteria:

(A) Is organized and operating in the United States as a general corporation.

(B) Has total assets in excess of five hundred million dollars ($500,000,000).

(C) Has debt other than commercial paper, if any, that is rated in a rating category of "A" or its equivalent or higher by an NRSRO.

(2) The entity meets the following criteria:

(A) Is organized within the United States as a special purpose corporation, trust, or limited liability company.

(B) Has programwide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond.

(C) Has commercial paper that is rated "A-1" or higher, or the equivalent, by an NRSRO.

Eligible commercial paper shall have a maximum maturity of 270 days or less. Local agencies, other than counties or a city and county, that have less than one hundred million dollars ($100,000,000) of investment assets under management, may invest no more than 25 percent of their moneys in eligible commercial paper. Local agencies, other than counties or a city and county, that have one hundred million dollars ($100,000,000) or more of investment assets under management may invest no more than 40 percent of their moneys in eligible commercial paper. A local agency, other than a county or a city and a county, may invest no more than 10 percent of its total investment assets in the commercial paper and the medium-term notes of any single issuer. Counties or a city and county may invest in commercial paper pursuant to the concentration limits in subdivision (a) of Section 53635.

(i) Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section. For purposes of this section, negotiable certificates of deposit do not come within Article 2 (commencing with Section 53630), except that the amount so invested shall be subject to the limitations of Section 53638. The legislative body of a local agency and the treasurer or other official of the local agency having legal custody of the moneys are prohibited from investing local agency funds, or funds in the custody of the local agency, in negotiable certificates of deposit issued by a state or federal credit union if a member of the legislative body of the local agency, or a person with investment decisionmaking authority in the administrative office manager's office, budget office, auditor-controller's office, or treasurer's office of the local agency also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.

(j) (1) Investments in repurchase agreements or reverse repurchase agreements or securities lending agreements of securities authorized by this section, as long as the agreements are subject to this subdivision, including the delivery requirements specified in this section.

(2) Investments in repurchase agreements may be made, on an investment authorized in this section, when the term of the agreement does not exceed one year. The market value of securities that underlie a repurchase agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102 percent no later than the next business day.

(3) Reverse repurchase agreements or securities lending agreements may be utilized only when all of the following conditions are met:

(A) The security to be sold using a reverse repurchase agreement or securities lending agreement has been owned and fully paid for by the local agency for a minimum of 30 days prior to sale.

(B) The total of all reverse repurchase agreements and securities lending agreements on investments owned by the local agency does not exceed 20 percent of the base value of the portfolio.

(C) The agreement does not exceed a term of 92 days, unless the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

(D) Funds obtained or funds within the pool of an equivalent amount to that obtained from selling a security to a counterparty using a reverse repurchase agreement or securities lending agreement shall not be used to purchase another security with a maturity longer than 92 days from the initial settlement date of the reverse repurchase agreement or securities lending agreement, unless the reverse repurchase agreement or securities lending agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

(4) (A) Investments in reverse repurchase agreements, securities lending agreements, or similar investments in which the local agency sells securities prior to purchase with a simultaneous agreement to repurchase the security may be made only upon prior approval of the governing body of the local agency and shall be made only with primary dealers of the Federal Reserve Bank of New York or with a nationally or state-chartered bank that has or has had a significant banking relationship with a local agency.

(B) For purposes of this chapter, "significant banking relationship" means any of the following activities of a bank:

(i) Involvement in the creation, sale, purchase, or retirement of a local agency's bonds, warrants, notes, or other evidence of indebtedness.

(ii) Financing of a local agency's activities.

(iii) Acceptance of a local agency's securities or funds as deposits.

(5) (A) "Repurchase agreement" means a purchase of securities by the local agency pursuant to an agreement by which the counterparty seller will repurchase the securities on or before a specified date and for a specified amount and the counterparty will deliver the underlying securities to the local agency by book entry, physical delivery, or by third-party custodial agreement. The transfer of underlying securities to the counterparty bank's customer book-entry account may be used for book-entry delivery.

(B) "Securities," for purposes of repurchase under this subdivision, means securities of the same issuer, description, issue date, and maturity.

(C) "Reverse repurchase agreement" means a sale of securities by the local agency pursuant to an agreement by which the local agency will repurchase the securities on or before a specified date and includes other comparable agreements.

(D) "Securities lending agreement" means an agreement under which a local agency agrees to transfer securities to a borrower who, in turn, agrees to provide collateral to the local agency. During the term of the agreement, both the securities and the collateral are held by a third party. At the conclusion of the agreement, the securities are transferred back to the local agency in return for the collateral.

(E) For purposes of this section, the base value of the local agency's pool portfolio shall be that dollar amount obtained by totaling all cash balances placed in the pool by all pool participants, excluding any amounts obtained through selling securities by way of reverse repurchase agreements, securities lending agreements, or other similar borrowing methods.

(F) For purposes of this section, the spread is the difference between the cost of funds obtained using the reverse repurchase agreement and the earnings obtained on the reinvestment of the funds.

(k) Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated in a rating category of "A" or its equivalent or better by an NRSRO. Purchases of medium-term notes shall not include other instruments authorized by this section and shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section. A local agency, other than a county or a city and a county, may invest no more than 10 percent of its total investment assets in the commercial paper and the medium-term notes of any single issuer.

(l) (1) Shares of beneficial interest issued by diversified management companies that invest in the securities and obligations as authorized by subdivisions (a) to (k), inclusive, and subdivisions (m) to (q), inclusive, and that comply with the investment restrictions of this article and Article 2 (commencing with Section 53630). However, notwithstanding these restrictions, a counterparty to a reverse repurchase agreement or securities lending agreement is not required to be a primary dealer of the Federal Reserve Bank of New York if the company's board of directors finds that the counterparty presents a minimal risk of default, and the value of the securities underlying a repurchase agreement or securities lending agreement may be 100 percent of the sales price if the securities are marked to market daily.

(2) Shares of beneficial interest issued by diversified management companies that are money market funds registered with the United States Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.).

(3) If investment is in shares issued pursuant to paragraph (1), the company shall have met either of the following criteria:

(A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.

(B) Retained an investment adviser registered or exempt from registration with the United States Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by subdivisions (a) to (k), inclusive, and subdivisions (m) to (q), inclusive, and with assets under management in excess of five hundred million dollars ($500,000,000).

(4) If investment is in shares issued pursuant to paragraph (2), the company shall have met either of the following criteria:

(A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.

(B) Retained an investment adviser registered or exempt from registration with the United States Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of five hundred million dollars ($500,000,000).

(5) The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include commission that the companies may charge and shall not exceed 20 percent of the agency's moneys that may be invested pursuant to this section. However, no more than 10 percent of the agency's funds may be invested in shares of beneficial interest of any one mutual fund pursuant to paragraph (1).

(m) Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.

(n) Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.

(o) (1) A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond.

(2) For securities eligible for investment under this subdivision not issued or guaranteed by an agency or issuer identified in subdivision (b) or (f), the following limitations apply:

(A) The security shall be rated in a rating category of "AA" or its equivalent or better by an NRSRO and have a maximum remaining maturity of five years or less.

(B) Purchase of securities authorized by this paragraph ~~subdivision~~ shall not exceed 20 percent of the agency's surplus moneys that may be invested pursuant to this section.

(p) Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (r), inclusive. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

(1) The adviser is registered or exempt from registration with the United States Securities and Exchange Commission.

(2) The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (q), inclusive.

(3) The adviser has assets under management in excess of five hundred million dollars ($500,000,000).

(q) United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated in a rating category of "AA" or its equivalent or better by an NRSRO and shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section.

(r) Commercial paper, debt securities, or other obligations of a public bank, as defined in Section 57600. This section shall remain in effect only until January 1, 2026, and as of that date is repealed.

(Amended (as amended by Stats. 2022 ~~0~~, Ch. 427 ~~235~~, Sec. 8 ~~2~~) by Stats. 2023 ~~2~~, Ch. 187 ~~427~~, Sec. 5. (SB 882) ~~8. (SB 1489)~~ Effective January 1, 2024 ~~3~~. Repealed as of January 1, 2026, by its own provisions. See later operative version, as amended by Sec. 6 ~~9~~ of Stats. 2023 ~~2~~, Ch. 187 ~~427~~.)

RESOLUTION 25-02

A RESOLUTION BY THE BOARD OF DIRECTORS OF LA HABRA HEIGHTS COUNTY WATER DISTRICT TO AUTHORIZE JOE MATTHEWS TO EXECUTE ANY ACTION TO OBTAIN FEDERAL FINANCIAL ASSISTANCE

RESOLUTION 25-02

A RESOLUTION BY THE BOARD OF DIRECTORS OF LA HABRA HEIGHTS COUNTY WATER DISTRICT TO AUTHORIZE JOE MATTHEWS TO EXECUTE ANY ACTION TO OBTAIN FEDERAL FINANCIAL ASSISTANCE

BE IT RESOLVED BY THE *Board of Directors*
(Governing Body)
OF THE *La Habra Heights County Water District* THAT
(Name of Applicant)
Joe Matthews, General Manager/Secretary
(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named Applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and subgranted through the State of California for the following Grant Award:

2024 Cal OES Cybersecurity Grants

(List Grant Year and Program)

Passed and approved this 25th day of February, 2025

Certification

I, Bradley Cooke, duly appointed and
(Name)

President of the La Habra Heights County Water District
(Title) (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by the
25th day of February, 2025

President
(Official Position)

(Signature) (Date)

DISCUSS AND ACTION
OBTAIN A CREDIT CARD FOR DISTRICT BUSINESS USE

LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

DATE: FEBRUARY 20, 2025
TO: BOARD OF DIRECTORS
FROM: JOE MATTHEWS, SECRETARY/GENERAL MANAGER
SUBJECT: DISTRICT CREDIT CARD FOR BUSINESS USE

I request approval to obtain a credit card for District business use. Items requiring a credit card include:

*Booking conference travel and hotel accommodations

*Monthly PWAG/SCWUA lunch meetings

*District meetings

*Various online training classes

*Advertising job openings

DISCUSS AND APPROVE REQUEST FOR PROPOSAL FOR PFAS TREATMENT PLANT EQUIPMENT PURCHASE

LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

DATE: FEBRUARY 20, 2025

TO: BOARD OF DIRECTORS

FROM: JOE MATTHEWS, SECRETARY/GENERAL MANAGER

SUBJECT: APPROVAL OF RFP FOR PROCUREMENT OF PFAS ION EXCHANGE TREATMENT SYSTEM

I have attached a completed Request For Proposals for the pre-purchase of a PFAS Ion Exchange Treatment System for your approval. It has been written by Civiltec to comply with the Environmental Protection Agency requirements for the grant with Water Replenishment District (WRD). We need to submit this to WRD for review before it is advertised.

La Habra Heights County Water District

REQUEST FOR PROPOSAL

FOR PROCURMENT OF

PFAS ION EXCHANGE TREATMENT SYSTEM

(January 2025)

SPECIFICATION HWQ001

1271 N. Hacienda Rd.

La Habra Heights, CA 90631

INTRODUCTION

PFAS (Per-and Polyfluoroalkyl Substances such as PFOA and PFOS) has been detected in La Habra Heights County Water District's (LHHCWD) wells 10, 11, and offsite well's ground water. To address the removal of PFAS from the ground water for use as a potable water source, the well discharge waters are to be rerouted to a common treatment center at LHHCWD's wells 10 & 11.

LHHCWD is requesting proposals to prepurchase treatment system components and treatment resin media from qualified, interested firms (BIDDER) to provide single pass ion exchange (IX) equipment system for the removal of PFAS to be installed at the well 10 & 11 site located at 7412 Norwalk Blvd Whittier, CA 90606. The pre-purchased equipment will be installed by a general contractor selected at a later time by the OWNER.

Proposals shall be submitted in accordance with the format and information contained herein and are submitted to:

Joe Matthews

Joe@lhhcwd.com

General Manager

La Habra Heights County Water District

Key dates for this RFP are listed below:

Questions Deadline: March 6 2025

Responses Returned: March 13, 2025

RFP due: **March 20, 2025 5:00 PM**

Proposals received after the due date and time will not be accepted. The cost for preparing a proposal is at the expense of the BIDDER and will not be reimbursed by OWNER. Proposals deemed non-responsive will not be considered.

BACKGROUND INFORMATION

OWNER is constructing a new single IX system at OWNER's Well 10 & 11 site to treat water conveyed from OWNER's Wells 10, 11, and offsite wells. Copies of water quality records for the wells are included in this RFP for the BIDDERs to estimate the sizing the IX treatment system required to meet effluent levels goals set in this document.

The proposed IX PFAS treatment facility will treat water pumped from Wells 10, 11, and the offsite wells for a capacity of up to 6,000 gpm. The BIDDER shall assume the treatment system will receive up to 2000 gpm from each of the three water sources and have the capacity to meet treatment goals under varied configurations blended influent waters.

The proposed IX pressure vessel system shall be designed to function properly using various IX selective resin products, including Purolite Purofine A694E selective resin or any other IX resin products that may be available in the future with equal effective qualities, and approved for use by the California Division of Drinking Water ("DDW").

The system shall be designed to treat up to 6,000 gpm of water on a continuous basis using three sets of lead/lag paired pressure 12-ft diameter vessels system. The lead/lag system shall be sized to treat a flow of 2,000 gpm for each vessel pair. The equipment shall be approved by DDW for PFAS removal in drinking water systems. When the proposed equipment is loaded with IX resin media and operated at 6,000 gpm in the lead/lag vessels, the treatment system must consistently, and reliably, reduce PFAS concentrations in the effluent groundwater to non-detect (ND).

The IX system shall include three sets of lead/lag vessels and the lead/lag valve manifolds integral to the system as shown on the attached drawings:

- Figure 1: IX Vessels and Sections Layout
- Figure 2: P&ID

The BIDDER shall provide an anchoring design and calculations of the vessels and valve tree support prepared by a Professional Engineering registered in the State of California. A geotechnical investigation report of the project site has been prepared and included with this RFP for BIDDER reference.

The footprint area of the IX equipment, including the IX vessels, valve trees, and piping headers along with their supports and clearances to access process valves shall be provided by the BIDDER as shown in the drawings. Piping headers and supports are to be furnished and installed by the installation general contractor.

WATER REPLENISHMENT DISTRICT (WRD) OF CALIFORNIA REQUIREMENTS

Procurement of the equipment provided in this RFP will be conducted in a manner that promotes fair and open competition from an adequate number of qualified sources. Contractual selection will comply with competitive Procurement and Standards set forth in 2 CFR 200.317 – 2 CFR 200.327 and will also align with EPA's requirements outlined in EPA's Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements.

FEDERAL FUNDING REQUIREMENTS

BABAA Requirements:

Funding for this project include grants from the United States Environmental Protection Agency ("USEPA") Build America Buy America Act (BABAA). BABAA has requirements for iron, steel, manufactured products, and construction materials used in the project to have been produced in the United States to varying degrees. Bidders are encouraged to consult the USEPA BABAA online information page link below for guidance on documenting compliance of their products included in their bid proposal.

https://www.epa.gov/cwsrf/build-america-buy-america-baba

Equipment/materials in the BIDDER's proposal must comply with all requirements associated with BABAA, a waiver application will not be submitted.

The equipment/materials supplied are required to comply with BABAA for acceptance. Bidders shall clearly identify BABAA compliance of each equipment/material item in their proposals or items will be considered non-compliant by default when evaluating. **Attachment 1** of this RFP provides Instructions For Submitting Build America Buy America Act Certifications.

Any request for substitute or "or equal" shall include the Manufacturer's Certification of compliance with the BABAA requirements.

BABA requirements for a ***manufactured product*** is partially defined by BABAA in the excerpt below:

> *"(2) all manufactured products used in the Project be produced in the United States – this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than **55 percent of the total cost of all components** of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation...."*

Bids received lacking conclusive documentation of meeting the BABAA requirements may not be considered for selection of prepurchased equipment in this RFP. All bids may be subject to review and acceptance by funding authorities for compliance with grant funding requirements.

DBE Requirements

Proposals must comply with all requirements of Disadvantaged Business Enterprise ("DBE"). Respondent is required to provide the information for all DBE and non-DBE subcontractors, who provided a proposal, bid, quote, or were contacted by Consultant. Forms provided in the appendix of this RFP are intended to assist the BIDDER with organizing the DBE information. This information must be submitted with the bid. Respondents, regardless of DBE status, are required to make good faith efforts to utilize minority firms, women's business enterprises, and labor surplus area firms if any subcontracts will be proposed as part of Respondent's proposal.

USEPA Funding Dependency

The selected supplier will be subject to the ability to gain USEPA BABAA acceptance of documentation for funding and the District reserves the right to reject proposals to prepurchase equipment where funding approval is not or cannot be gained.

PURPOSE OF THE RFP

The purpose of this RFP is to obtain proposals for furnishing single pass fixed bed IX system equipment and PFAS selective resin media for the removal of PFAS from groundwater. The treatment system design will be subject to approval by the Environmental Protection Agency (EPA), OWNER, the DDW and others.

The successful BIDDER shall be responsible for furnishing and delivering the equipment to the treatment plant site. The equipment shall be unloaded by the installation general contractor selected by OWNER to install the treatment system. The BIDDER shall provide technical support for installation and start up, inspect the general contractor's installation and provide a written letter confirming the installation meets all warranty requirements, and performance guarantees and warranties of PFAS treatment to ND for the proposals explicitly stated bed volumes.

The BIDDER must describe and provide time and material cost estimates for any additional level of support that may be needed. OWNER is not responsible for any costs (man-hours or materials) associated with the preparation of the proposal in response to this RFP.

The BIDDER shall include **a five percent Bid Bond** to guarantee that the BIDDER will, if its proposal is selected, fully execute an agreement with OWNER. Each bid shall be **valid for at least 90 days** after the bid opening. **Bid Bonds will be returned** after the full execution of an equipment supply contract, or **not later than 90 days** after the bid opening. The scope of supply shall include the following:

1. Three (3) pair sets of 12' diameter lead/lag vessels and related appurtenances including the lead/lag valve manifold and the instruments specified herein.
   a. Pressure vessels shall be ASME rated to 175 PSI.
2. Sufficient DDW approved PFAS-selective resin media (**minimum of 535 cf per vessel**) for each vessel to meet treatment goals set forth in this RFP and to account for losses during initial startup and testing.
3. PFAS selective resin media shall be as by **Evoqua, PRS2+** or approved equal.
4. Design and calculations for anchorage of the treatment vessels and valve tree support to a concrete support pad prepared by a Professional Engineer registered in the State of California.
   a. A copy of the site geotechnical evaluation report is included with this RFP for reference.
5. BIDDER assistance to the OWNER's selected installation general contractor during construction, inspection of the installation, a letter explicitly stating the installation meets all warranty requirements, and BIDDER resin installation and startup and testing services.

PERFORMANCE CRITERIA

BIDDERS are directed to Appendix D of this RFP for reference document OCWD PFAS Treatment Testing Study which was conducted in 2021.

OWNER has established the following basic performance criteria. These criteria shall be used by the BIDDER to prepare a proposal and will be used by the OWNER to evaluate the proposals and treatment system performance.

1. Treatment shall be to non-detect in the effluent of the PFAS treatment system. Water quality data from the source ground water wells is provided with this RFP.
2. Normal operating pressure to the pressure vessel inlet is anticipated at **100 psi**. Pressure vessels, piping, flanges, valving and appurtenances shall be rated to a minimum of 150 psi, greater where listed higher than 150 psi in this specification.
3. The normal total operating flow rate (design) for each individual lead/lag system shall be **2,000 gpm**, continuous operation. Information (e.g. a list and description of equipment to be provided, general arrangement drawings and elevations **with overall dimensions**, and an overall **process schematic**) shall be provided with the proposal for OWNER to identify the footprint requirements for the equipment to be provided and the limits of the scope of equipment being provided.
4. BIDDER shall provide a **detailed description of the instrumentation and controls** (controls, valves, meters, etc.) must be included in the proposal. The rationale for the selected controls shall also be provided.
5. Each BIDDER shall submit with its proposal, a **proposed schedule** to manufacture and deliver all of the equipment. The final delivery date may be subject to negotiation.
6. Each BIDDER shall provide certification that all chemicals or substances to be added to, or to be in contact with the water, if any are DDW accepted, or are certified to meet the criteria of AWWA, ANSI/NSF 60/61, NSF, California NSF 61, or Food Chemical Code publications.
7. Each BIDDER shall provide an **estimate of the full system pressure drop between the inlet flange and the outlet flange**. The BIDDER shall provide an estimate based on each vessel filled with 535 cf (or **more if deemed required by the BIDDER** to meet treatment goals) of PFAS selective resin in each vessel and operating at 2,000 gpm. The BIDDER shall **determine the required bed depth of PFAS selective resin** for their proposed pressure vessel configuration to meet PFAS removal goals, **volumes of resin stated in this RFP are approximations only.** Provide the manufacturer and product of PFAS selective resin used to calculate the pressure drop shall also be specified.
8. Provide a detailed list of information on all PFAS IX treatment systems the BIDDER currently has in operation **in the State of California**. Include DDW permitting, and facility description. Identify differences between these operating systems and the proposed treatment system.

EQUIPMENT

PART 1

1.0 IX PFAS Treatment System Equipment

Accompanying this RFP is a process and instrumentation diagram drawing for reference, and a mechanical plan view, section view, and isometric illustration to demonstrate layout spacing constraints/requirements. The drawings illustrates a single pair-set of treatment vessels (3 pair-sets required).

The BIDDER should note the **requirement for pressure differential instrumentation** across each vessel influent/effluent piping.

The BIDDER should note a requirement for a **12-inch flanged magnetic flow meter** for each vessel pair-set (3 in total) to be shipped loose for installation by the OWNER's general contractor on the effluent from each pair-set of vessels.

The BIDDER should note the requirement for flanged molded spherical expansion joints with control rods, see mechanical drawings accompanying this RPP for locations required.

1.01 General Requirement

This section describes materials, fabrication, installation and testing of a complete pre-engineered IX PFAS Treatment System for the removal of PFAS from groundwater. The BIDDER shall supply the equipment in a preassembled form such that the installation contractor will require minimum assembly work at the site. The BIDDER is required to specify the maximum number of preassembled pieces for the lead/lag systems.

1.02 References

A. ASME Section VIII, Division 1 – American Society of Mechanical Engineers Boiler and Pressure Vessel Code

B. ASME/ANSI B16.5 – American Society of Mechanical Engineers/American National Standard Institute

C. Steel Structures Painting Council Surface preparation Specifications and National Association of Corrosion Engineers

D. ASME Section II, American Society of Mechanical Engineers – Materials, Parts A, B & C

E. American Society of Testing Materials (ASTM) F. ANSI/NSF Standard Drinking Water System Components – Health Effects

1.03 System Description

A. The complete system includes the following.

a. IX vessels with internals for media retention

b. Influent, effluent and backwash/rinse water inlet/outlet piping with valves

c. Media fill and discharge piping with valves

d. Vent and pressure relief piping

e. Water piping and utility connections

B. The vessels, piping, valves, and PFAS selective resin media shall function as a system. The PFAS selective resin media shall be supplied under this RFP.

C. The IX system shall have the following process capability:

a. Vessels per system: Two

b. Resin media capacity per vessel: 535 cf (minimum). The capacity shall be calculated from above the septa.

c. Flow rate per paired lead-lag vessel system: 2,000 gpm maximum.

d. Pressure drop: 27 psig (max) per vessel pair system at 2,000 gpm while operating with a minimum 535 cf of PFAS-selective resin media per vessel. The BIDDER shall identify the pressure drop (influent flange of valve to effluent flange for a pair set of lead-lag vessels) with the type and volume of PFAS selective resin media required to meet non-detect treatment goals in their estimation.

D. The BIDDER shall determine the required bed depth of PFAS-selective resin for their proposed pressure vessel configuration to meet PFAS removal goals, volumes of PFAS-selective resin stated in this RFP are approximations only.

E. The installed system shall meet the following minimum design criteria:

Item Description	Unit	Value
Number of Systems / Vessels Per System	-	3 / 2
Operating Configuration	-	Parallel/Lead-Lag
Min Media Capacity (Volume per Vessel)	ft^3	535
Design Flow Rate (Overall / Per Vessel)	gpm	6,000 / 2,000
Max Flow Velocity in Manifold Piping	ft/s	5.8
Max Hydraulic Loading	gpm/ft^2	17.7
Min Empty Bed Contact Time (per Vessel / per System)	minutes	2 / 4
Underdrain	Internal Cone/External Ring Header	

1.04 Submittals

A. The following information will be submitted for approval:

a. Description of the proposed system including flow, system design and operating modes.

b. Vessel specifications and drawings including design pressure, dimensions, and capacity.

c. System flow diagram showing all valves, components, instrumentation and utilities.

d. System general arrangement showing dimensions, weights, and elevations including influent, effluent, backwash, and media exchange pipe connection locations. Specify the pressure drop per vessel. All drawings shall be provided in AutoCAD.

e. Pressure drop information across the entire system with and without PFAS-selective resin media.

f. Material specifications for pipe, fittings, and instrumentation.

g. Specifications for internal lining of the vessels and piping.

h. Specifications for exterior painting of the vessels and piping.

i. Installation and assembly information and drawings for use by the site contractor to install the equipment.

j. Specifications and layout for anchorage of all equipment and pipe supports.

PART 2 Products

2.01 General

A. The RFP includes the required features of the equipment but does not purport to cover all details of design and construction required to meet treatment specification requirements. Materials listed are the minimum criteria required. Where required to meet the pressure rating or other listed criteria the BIDDER shall provide more stringent materials or equipment to comply. The table identifies key vessel construction requirements:

Parameter	Description
Vessel Diameter	12 ft
Side Shell Height	BIDDER to determine requirements
Overall Height	BIDDER to determine requirements
Working Pressure	150 psi @ 150°F
Manway:	
Flanged at Side Shell Elliptical Type at Head	24" 14"x18"
Vessel Volume	BIDDER to determine requirements
Maximum Flow Rate (Typical)	2,000 gpm
Design Criteria	150 psi ASME
Code Stamping	YES
Material	Carbon Steel
Supports (4 per Vessel)	Legs
Lifting (2 per Vessel)	Lifting Lugs
Seismic	Site Class D, Importance factor 1.5 See Appendix C for complete site geotechnical report
Interior Surface Prep	SSPC-SP5
Inferior Surface Coating	Plasite 4110, 35-45 mil dft or Equal
Exterior Surface Primer	Epoxy, 4-6 mil dft
Exterior Surface Coating	Urethane, 3-5 mil dft
Underdrains/Overdrains Underdrain:	
Internal Cone or Septa Screens High Flow Overdrain	*8" Sch. 40 Carbon Steel (min) 316L Stainless Steel Dia x 12" eff Sch 10 304SS (min)
Valve Assembly and Piping:	
Process Piping Media Transfer Piping	*10" Sch 40 Carbon Steel (min) 4" Sch 40 Lined Carbon Steel (min)
Valves:	
Process Media Transfer Vent/Wash Sample Ports (4)	*10" Butterfly (min), Cast Iron Body, DI Disc, Gear Operator 4" Flanged 316 Stainless Steel Full Port Ball Valve 2" Lead-Free Bronze Ball Valve 1/2" Lead-Free Bronze Ball Valve
Connection Hardware	Hot-Dip Galvanized

* BIDDER to determine process piping diameter requirements to meeting max headloss criteria.

2.02 IX Vessels

A. The vessels shall be fabricated of carbon steel, conforming to ASTM A516 grade 70, 12'-0" diameter with a straight side height (5 ft min) to be determined by the BIDDER to achieve treatment and functionality goals with 2:1 elliptical top and bottom heads. The vessels must be designed, constructed and stamped in accordance with ASME Section VIII, Division 1 and registered with the National Board for a design pressure rating of 150 psig at 140 °F. Each vessel will be provided with one (1) 20" diameter round manway located on the lower straight side portion of the vessel and one (1) 14-inch x 18-inch elliptical access at the top.

B. The straight side height shall be based on PFAS selective resin capacity a minimum of 535 cf capacity. The BIDDER shall determine the required bed depth of PFAS selective resin for their proposed pressure vessel configuration to meet PFAS removal goals, volumes of PFAS selective resin and vessel dimensions stated in this RFP are approximations only indicating the minimum requirements.

C. The successful BIDDER will include a vessel anchoring system design including detailed calculations illustrating the seismic characteristics of the proposed vessels and valve tree and their reactions to the foundation Stamped by California Registered Civil Engineer. The vessel manufacturer shall assume the vessel operating weight is that of the empty vessel plus the weight of water and PFAS selective resin media fully filling the vessel. The manufacturer shall use the seismic factors for design from the site geotechnical report. Seismic design is assumed to control the lateral loading of the vessels and therefore wind criteria is not provided. See Table 3 page 10 of the geotechnical report in Appendix C for seismic design parameters.

D. Each vessel must be equipped with stainless steel media retainers for treated water collection and backwash water introduction.

E. The water distribution header and laterals at the top of the PFAS selective resin bed shall be fabricated of stainless steel with stainless steel nozzles.

F. Each vessel shall be provided with three (3) 2" side sample nozzles for use with in-bed water sample probes at 25%, 50% and 75% of the media bed depth. Sample probes must consist of a 1/2" stainless steel pipe with a stainless-steel slotted nozzle to collect a water sample from within the media bed. The slot opening for nozzle shall be such that the specified PFAS selective resin media does not leak into the sample pipe. The sample probes will be inserted through a 2" flanged nozzle (flanged nozzle to assure adequate coverage of the internal lining) and include a drop line and shutoff valve external to the vessel. All components for the sample line shall be stainless steel.

G. All surfaces will be degreased prior to sandblasting. The vessel internal surface to be lined will be blasted to a white metal surface (SSPC-SP5) to provide a 3 to 4 mil anchor pattern. The exterior of the vessel will be power tool cleaned to the degree specified by SSPC-SP3-63.

H. The interior surfaces of each vessel are to be lined with a nominal 35 mil dry film thickness using Carboline Plasite 4110 vinyl ester lining materials or approved equal. The lining will be force

cured to meet requirements for certification for use in potable water systems per NSF/ANSI Standard 61.

I. The exterior surface of the vessels will be painted to a dry film thickness of 6 to 8 mils with a finish coating of polyurethane exterior paint. The color of the exterior paint shall be selected by the owner.

2.03 Process and Utility Piping

A. The process and utility piping on the system will include influent water to the system, treated water, backwash/rinse water supply and discharge. These items constitute the piping associated with the valve tree. Also included are the vessel vent lines, and media fill and discharge piping. The influent and effluent pipe network must allow for series (lead/lag) and parallel operating modes. The lead/lag operation allows for either; a) flow from the influent flange, to Vessel A, to the pipe module, to Vessel B, to the pipe module then to the effluent flange, or b) flow from the influent flange, to Vessel B, to the pipe module, to Vessel A, to the pipe module then to the effluent flange. The change in flow pattern is accomplished with a change of valve positions.

Forward rinse water will utilize the filters raw groundwater with a valving configuration to send the forward rinse water waste stream to the onsite storm drain connection. The valve tree design shall have three tee connections which will connect the valve tree inlet, outlet, and forward rinse discharge to the corresponding laterals. The BIDDER is responsible for just the valve tree, support and anchoring system, associated piping, and the following:

a. One 12-inch #150 flanged magnetic flow meter to be installed by the treatment system installation general contractor on the 12-inch effluent lateral from each of the 3 vessel pair sets (Three 12-inch magnetic flow meters total). The BIDDER shall provide the flow meter to the OWNER's installation general contractor for installation on the piping laterals. The flanged magnetic flow meter shall as by **McCrometer Ultra Mag series with remote counter, no or equal will be considered.**

The OWNER's installation general contractor will furnish and install the pipe laterals that extend from the BIDDER's treatment system valve tree flanged connections.

b. Process water piping (inlet and outlet) will be constructed of schedule 40 carbon steel, ASTM A53 Grade B materials with 150 lb ANSI B16.5 ASTM A105 forged carbon steel, slip-on or weld neck (flat or raised face) flanges with ASTM A126 cast iron 150# flanged elbow and tee fittings.

c. Vent and safety relief piping will be 3" diameter, constructed of carbon steel per Item B.

d. Media fill and discharge piping will be schedule 10S stainless steel, ASTM A-312 Grade TP 304L, welded, annealed and pickled, with ASTM A-403 Grade WP 304L stainless steel, ANSI B16.9 butt weld fittings and ASTM A-182 Grade F 304 forged stainless steel 300# ANSI B16.5 raised face slip-on or weld neck flanges.

e. Utility piping will be constructed of threaded schedule 80 carbon steel, ASTM 53 Grade B materials. Include flanged molded spherical expansion joints with control rods, **Proco Style 242** or equal, see mechanical drawings accompanying this RPP for locations required.

f. All exterior carbon steel piping surfaces installed above grade shall comply with the latest revision of either AWWA Standard C-210 (liquid epoxy) or AWWA Standard C-213 (fusion bonded epoxy). All pipe and fittings shall be completely coated

g. All interior surfaces of carbon steel water piping installed above grade shall comply with the latest revision of either AWWA Standard C-210 (liquid epoxy) or AWWA Standard C-213 (fusion bonded epoxy). All pipe and fittings shall be completely lined. Lining shall comply with NSF 61 and California NSF 61 standards.

h. The valve tree must include a structural steel support frame for support of the piping and valve network. The valve tree shall have three levels (water inlet, treated water outlet, and forward rinse water out). The valve tree support shall be provided with anchoring hardware by the BIDDER with design drawings and calculations for anchoring systems prepared by a Professional Engineer registered in the State of California.

2.04 Process and Utility Valves

A. The process and utility piping; excluding media fill and discharge piping, will be equipped with butterfly valves for flow control. Flanged butterfly valves are required to accommodate the process and forward rinse control functions for each valve tree of a vessel pair-set.

B. The influent, effluent, vent and forward rinse water control valves will be a ductile iron wafer type body butterfly valve with aluminum-bronze disc, BUNA-N seats and stainless-steel shaft to mate to 150 pound ANSI flanges. The valves must be rated for 150 psig in closed position at 180 °F, and meet or exceed the latest AWWA specification C504. The **valves shall be provided with gear-operated hand wheels**. All painting and coating for the valves shall be NSF 61 certified. Butterfly valves shall be **as by Pratt Series 2FII or approved equal.**

a. Valve bodies shall be constructed of ASTM A126, Class B cast iron for flanged valves or ASTM A48, Class 40 for wafer style. Flanged valves shall be fully faced and drilled in accordance with ANSI Standard B16.1, Class 125.

b. Rubber body seats shall be of one-piece construction, simultaneously molded and bonded into a recessed cavity in the valve body. Seats may not be located on the disc or be retained by segments and/or screws. For wafer style valves, the seat shall cover the entire inner surface of the valve body and extend over the outside face of the valve body to form a flange gasket.

c. Valve bearings shall be of a self-lubricating, nonmetallic material to effectively isolate the disc-shaft assembly from the valve body. Metal-to-metal thrust bearings in the flow stream are not allowed.

d. The disc shall be a lens-shaped design to afford minimal pressure drop and line turbulence. Materials of construction shall be ASTM A126, Class B cast iron disc with a stainless-steel type 316 edge. Discs shall be retained by stainless steel pins, which extend through the full diameter of the shaft to withstand the specified line pressure up to valve rating and the torque required to operate the valve. Disc stops located in the flow stream are not allowed.

e. Valve shafts shall be of stainless steel type 304. At the operator end of the valve shaft, a packing gland utilizing "V" type chevron packing shall be utilized. "O" ring and "U" cup packing is not allowed.

f. All surfaces of the valve interior shall be clean, dry and free from grease before painting. The valve surfaces except for disc edge, rubber seat and finished portions shall be evenly coated with asphalt varnish in accordance with Federal Specification TT-C-494 and AWWA Standard C504. The exterior valve surfaces and actuator shall be evenly coated with a suitable primer to match field coatings.

g. Hydrostatic and seat leakage tests shall be conducted in strict accordance with AWWA Standard C504.

h. The manufacturer furnishing valves under the specification shall be prepared to provide Proof of Design Test reports to illustrate that the valves supplied meet the design requirements of AWWA C504.

i. Manual actuators shall be of the traveling nut, self-locking type and shall be designed to hold the valve in any intermediate position between fully open and fully closed without creeping or fluttering. Actuators shall be equipped with mechanical stop-limiting devices to prevent over travel of the disc in the open and closed positions. **Actuators shall be fully enclosed and designed to produce the specified torque with a maximum pull of 50 lbs.** on the hand wheel or chain wheel. Actuator components shall withstand an input of 450 ft. lbs. at extreme operator position without damage. Manual actuators shall conform to AWWA C504. Manufacturer to **provide chain wheels on all valves located at a height of 4'-6" and above** measuring from the base of the vessel leg plates to the centerline of the wheel.

C. Air release valves shall meet AWWA C512, #150 flanged, combination air release/vacuum, NSF 61 certified.

D. Pressure relief shall be provided by a **3" pressure relief valve** designed to relieve pressure at the maximum allowable working pressure (MAWP) of the vessel. The pressure relief valves will be mounted on the vessel. A total of **two (2) will be provided for each lead/lag system**.

E. The media fill and discharge valves will be 4" diameter full port ball valves, 316 stainless steel construction with TFE seats and seals. A total of four (4) valves are required, two (2) for fill and two (2) for discharge. Alternate approved materials for media fill and discharge lines will be acceptable.

F. Utility valves for the compressed air supply will be bronze or brass or bar stock brass body regular port ball valves.

G. All valve actuators shall be equipped with stainless steel tags embossed with the valve tag identifier raised lettering/numbering corresponding to the process and instrumentation diagram. Provide stainless steel cable/wiring to attach valve tags to their associated valve actuator.

2.05 Instrumentation

A. Each vessel shall be provided with an electronic differential pressure transmitter to communicate the DP signal to the OWNER's SCADA system via a 4-20 mA output. DP transmitter shall be **Rosemount Series 2051C** or approved equal. BIDDER shall provide all tubing, mounting brackets and attachment accessories for a complete function system. The OWNER's installation general contractor will be responsible for cabling and conduit from the BIDDER's DP transmitter to the OWNER's SCADA system interface. A total of two (2) differential pressure instruments will be provided for each of the three (3) lead/lag systems.

B. The process piping will be equipped with analog pressure gauges to indicate the pressure entering and exiting each vessel and to provide information on the pressure drop across each vessel and the system. The pressure gauges will have a 4 ½" face diameter with a stainless-steel bourdon tube in a glycerin filled housing (1 to 150 psig range) and isolation valve. A total of three (3) will be required for each lead/lag system.

C. Necessary tubing, valves and fittings shall be provided to connect gauges to the indicated pipelines. Each gauge shall be equipped with two valves. One valve for isolation and the other for sampling/air relief.

2.06 Miscellaneous

A. The media fill and discharge lines will be fitted with hose connections, such that media transfer to and from the vessels can be facilitated using transfer hoses. These connectors will be 4" Quick Disconnect Adaptors constructed of corrosion resistant materials (nylon) as manufactured by Dover Corp. as Kamlock connectors or approved equal.

B. Two (2) flush connections will be provided on each media fill line, one upstream and one downstream of the valve. One (1) flush connection will be provided on each media discharge line, downstream of the valve. The connections will be welded into the stainless-steel pipe. Flush connections will consist of a short section of ¾" pipe, a ¾" full port ball valve and a ¾" quick disconnect adaptor to match with water hose fittings.

C. Anchorage requirements for the valve tree pipe support shall be specified by the BIDDER and all anchor bolts necessary for installation shall be provided by the BIDDER. Anchor bolts shall be Hilti Series RE-500 and shall be made of ASTM F593 stainless steel.

D. Provide 12-inch x 12-inch x 30 mils **flexible magnetic signs** with UV resistant die cut vinyl with red 6-inch lettering stating "LEAD" (provide 3 signs) and "LAG" (provide 3 signs).

2.07 PFAS-Selective Resin Media Product

A. The BIDDER shall provide and deliver to the project site sufficient PFAS selective resin media to meet resin bed depths shown in the BIDDER's reviewed and approved shop submittal, plus additional resin media to account for losses during startup and testing.

B. The PFAS selective resin media product shall be approved by the California DDW for use in removing PFAS from ground water for potable water production purposes. Alternate PFAS selective resin media types proposed by the BIDDER as an equal substitution must be approved the California Department of Public Health ("DDW").

C. The PFAS selective resin media shall exhibit the following characteristics:

PFAS Selective Resin Media Characteristics	
Polymer Structure	Polystyrene crosslinked with divinylbenzene
Appearance	Spherical Beads
Functional Group	Complex Amino
Mean Diameter	675±75µm
Uniformity Coefficient (max.)	1.3
Specific Gravity	1.05
Shipping Weight (Approx)	650-750g/L (40.6-43.8lb/ft^3)
Temperature Limit	100°C (212.0°F) (Cl^- form)
Temperature Limit	60°C (140.0°F) (OH^- form)

The PFAS selective resin media shall be Evoqua PRS2+ or DDW approved equal.

PART 3 Media Installation

1) Fill ½ of the vessel with filtered ground water.

2) Load ½ of the resin volume into the vessel.

   a. Forward rinse the resin bed for 15-20 minutes to remove fines from the bed.

   b. Let bed settle and drain to 10 cm (4 inches) above top of resin bed.

   c. Determine the resin volume.

   d. Repeat the procedure with the second half of the resin.

   e. Confirm the specified volume resin has been installed.

   f. Determine the pressure drop and confirm its measurement is within submitted tolerances.

3) Use manual loading of resin into the vessels. Use of centrifugal pumps or ejectors shall not be permitted.

I. PROPOSAL REQUIREMENTS

To allow for effective OWNER review, the proposal should be limited to no more than fifteen (15) pages excluding the cover letter, table of contents, general layout drawings (plan view and elevation view), overall process schematic, and a brief summary of the BIDDER's qualifications. The proposal shall contain the following information:

1. A description of BIDDER's detailed relevant experience and a description of any recently completed similar projects. Provide client references and telephone numbers for the listed projects.

2. Provide a firm schedule (in Gantt chart format) showing the various major stages of manufacturing, equipment delivery, and equipment testing. Identify key milestones, meetings and review periods. The contract with the successful BIDDER will include late fees of $1000.00 per day for each and every calendar day of unauthorized delay for delivery of the equipment.

3. General layout drawings (plan view and elevation view) for the equipment must be provided. Sizing information, including elevations for all equipment, should also be included. An overall process schematic identifying the limits of the scope of the equipment to be supplied should be provided, including piping, valves, electrical and controls. BIDDER shall furnish all electrical and instrumentation required for the treatment system. Overall plant controls, connecting the treatment system to the general plant controls will be provided by others.

4. Each BIDDER shall furnish with their proposal the following information as a minimum:

    a. General arrangement showing the footprint of the lead/lag equipment along with the valve manifold.

    b. P&ID showing all pipe sizes, valve tag identifiers, and instruments

    c. Details showing the size and orientation of the nozzles for the vessel

    d. Profile of the IX vessel indicating the overall height, length of the straight side wall, freeboard, volume of the vessel (cubic feet).

    e. Calculations showing the vessel volume required for a minimum 535 cf of PFAS selective resin media.

    f. Details of the water distribution manifold at the top of the vessel

    g. Details of the bottom manifold including the septa connection.

    h. Location of the 25%, 50% and 75% sample nozzles for a minimum of 535 cf of PFAS selective resin media installed in the vessel.

    i. Screen size opening for the septa (inches).

    j. Total open area in square inches per septa.

k. Pressure drop for lead/lag system at 2,000 gpm with PFAS selective resin media. Specify the PFAS selective resin product used to calculate the pressure drop.

l. Plan and profile of lead/lag valve manifold indicating the levels of various pipes.

m. Number of preassembled pieces for each lead/lag IX system

n. The BIDDER shall determine the required bed depth of PFAS selective resin media for their proposed pressure vessel configuration to meet PFAS removal goals, volumes of resin stated in this RFP are approximations only.

5. Execute the attached BIDDER's Signature Page.

6. The BIDDER shall provide a written and notarized IX Treatment Capacity Performance Guarantee of the number of treated bed volumes of groundwater (in gallons) before breakthrough occurs for a single treatment vessel.

7. Provide the cost for each item of work listed on the Bid Schedule attached hereto.

II. SCOPE OF SERVICES

The BIDDER will be required to participate in **bi-weekly project teleconferences** for status updates, review current state of submittal plans, schedule updates, installation updates, and general project coordination. Teleconference meetings will be coordinated by OWNER and expected to last **1 hour for the project duration** of design/fabrication, installation, and startup.

The general scope of services is identified in the following tasks:

Task No. 1: System Design, Manufacture, and Delivery

The successful BIDDER shall design, manufacture, and deliver the IX PFAS treatment and pretreatment system equipment to OWNER's Well 10 & 11 located at 7412 Norwalk Blvd, Whittier CA 90606-2152. All BIDDERs shall specify the number of calendar days required from the date of the Notice to Proceed, to design, manufacture and deliver all equipment to the job site.

Task-1 includes the BIDDERs cost to supply and install the PFAS selective resin into the installed treatment system vessels, including resin installation costs for equipment, materials, and labor. The BIDDER shall coordinate with the installation contractor to schedule and install the resin media following the BIDDER's inspection of the treatment system and deeming the installation in compliance with all warranty requirements.

Submittals: **Within 28 calendar days** from the date of the Notice to Proceed, the successful BIDDER must furnish OWNER an equipment submittal (drawings, specifications, calculations, materials of construction, etc.) for review and approval of the design prior to the start of manufacturing. The submittal shall contain manufacturer catalog sheets for all major equipment and instrumentation, including valves, pressure gauges, NSF certification of materials, coatings/linings, and structural calculations. The initial submittal shall contain a listing additional system materials and equipment omitted and a schedule for submission of the remaining submittals. The submittal shall be tabbed to clearly delineate the various materials and equipment by section.

Mechanical and process and instrumentation drawings must be submitted in both PDF and **Autocad electronic format** . The drawings shall be developed to the specific requirements of this RFP, supplier off-the-shelf standard model drawings will not be acceptable.

Included in the allowed time shall be a 7-calendar day period for OWNER to review the equipment submittal. The successful BIDDER shall work with OWNER's design engineer during design and OWNER's construction contractor during installation to coordinate layout, instrumentation and controls equipment selection, delivery schedule, and proper installation. In addition, as part of the design process, the successful BIDDER must furnish all necessary design information, plans and specifications for the equipment design prior to the start of manufacturing.

The treatment system design shall include recommended layouts of the equipment, a suggested control strategy, and process and instrumentation diagrams P&IDs for the equipment, which shall clearly show all process piping and valves required for operation of each individual system. The P&IDs shall clearly identify the limits of the equipment to be supplied by the treatment system

manufacturer and the scope of work and supply for the installation contractor. The successful BIDDER shall procure or fabricate any system components without a reviewed and approved submittal from OWNER and its design engineer.

The successful BIDDER must include a warranty of materials and workmanship for the treatment system for a period of one year from the date of OWNER acceptance of the equipment or 24 months from the date of delivery of all equipment. The successful BIDDER shall include drawings in AutoCAD and PDF format with sufficient detail for construction and assembly of all supplied equipment. The system configuration shall be compatible with adjoining piping and equipment. Flanged connection points for the raw water supply, treated water discharge, and other connections shall be identified for use by OWNER in preparing the site design. The system must be designed to conform to the physical criteria listed above in the Background Information, including all connections to support systems and foundations. The system design must also comply with all applicable codes and standards (e.g. piping and connections, materials, anchorage, electrical, etc.).

Warranty and Guaranty:

Warranty and Guarantee Definitions:

"Breakthrough" shall be defined as the point in time when a single IX treatment system vessel effluent water quality changes from non-detect to detect for PFAS in measurements.

"Early breakthrough" of PFAS shall be defined as the detection PFAS in the effluent of a single IX treatment vessel prior to the BIDDER's guaranteed treatment capacity in terms of treated IX bed volumes, in units of gallons treated.

Water quality data collected by the OWNER from the well sites provides PFAS measurements from recent years and is included as Appendix-A of this RFP. The BIDDER shall utilize the water quality data, in part, to determine their treatment system configuration in a manner to meet treatment requirements of this RFP.

Influent water to the IX treatment system will be pretreated using cartridge filters to be supplied and installed by OWNER's installation general contractor. The pretreatment filters will protect the IX system from unwanted particles or solids greater than 5 micron in size.

The BIDDER shall provide a IX Treatment Capacity Performance Guarantee on meeting a treatment capacity of no early breakthrough of PFAS in any one of the supplied IX vessels at the rated capacity at up to a 2,000 gpm/vessel maximum flowrate in terms of the number treated bed volumes of water.

The BIDDER shall base the PFAS breakthrough point estimate in terms of treated bed volumes conservatively referring to water quality analysis reports data provided with this RFP and the capabilities of their treatment system design. The BIDDER shall provide a written and notarized IX Treatment Capacity Performance Guarantee of the number of treated bed volumes of groundwater (in gallons) before breakthrough occurs for a single treatment vessel requiring PFAS selective resin media replacement.

Table-1 lists PFAS species select water quality data from 2022 to 2024 for the offsite Well 8, and the onsite Well 10 and Well 11 from the Appendix-A water quality data. The BIDDER is responsible for reviewing all water quality data in Appendix-A and should not rely solely on the select data in Table-1.

RFP Table-1
LHHCWD Water Quality Data
Select Water Quality Data 2022 - 2024

	CA1910218_005_005 Well 8 5/16/2022	CA1910218_005_005 Well 8 4/24/2023	CA1910218_005_005 Well 8 11/13/2023	CA1910218_005_005 Well 8 4/9/2024	CA1910218_005_005 Well 8 7/9/2024
PFBA	nd	10.0	9.3	10.0	9.8
PFBS	7.9	7.6	7.6	6.6	8.9
PFHxA	3.5	4.2	nd	8.00	10.0
PFHxS	3.4	4.2	3.5	2.4	3.8
PFNA	2.4	2.7	2.3	nd	2.0
PFOA	9.3	8.7	7.6	8.2	10.0
PFOS	22.0	20.0	17.0	13.0	16.0
PFPeA	nd	5.2	9.9	10.0	13.0
PFHpA	nd	nd	1.9	2.1	2.3

* ppt

	CA1910218_005_005 Well 8 Max	Min	Avg
PFBA	10.0	6.6	9.8
PFBS	8.9	3.5	7.7
PFHxA	10.0	2.4	6.4
PFHxS	4.2	2.0	3.5
PFNA	2.7	7.6	2.4
PFOA	10.0	13.0	8.8
PFOS	22.0	5.2	17.6
PFPeA	13.0	1.9	9.5
PFHpA	2.3	0.0	2.1

* ppt

	CA1910218_009_009 Well 10 5/16/2022	CA1910218_009_009 Well 10 4/24/2023	CA1910218_009_009 Well 10 11/13/2023	CA1910218_009_009 Well 10 4/9/2024	CA1910218_009_009 Well 10 7/9/2024
PFBA	nd	9.7	9.8	11.0	11.0
PFBS	6.8	7.0	7.3	8.1	8.1
PFHxA	3.2	4.4	6.0	6.6	6.9
PFHxS	5.0	4.9	4.8	4.8	5.1
PFNA	2.6	2.8	2.6	2.8	2.1
PFOA	11.0	11.0	11.0	13.0	12.0
PFOS	29.0	27.0	25.0	27.0	24.0
PFPeA	nd	5.7	7.8	8.6	9.2
PFHpA	nd	1.8	1.8	2.4	2.2

* ppt

	CA1910218_009_009 Well 10 Max	Min	Avg
PFBA	11.0	6.8	10.4
PFBS	8.1	3.2	7.5
PFHxA	6.9	4.8	5.4
PFHxS	5.1	2.1	4.9
PFNA	2.8	11.0	2.6
PFOA	13.0	24.0	11.6
PFOS	29.0	5.7	26.4
PFPeA	9.2	1.8	7.8
PFHpA	2.4	0.0	2.1

* ppt

	CA1910218_010_010 Well 11 5/16/2022	CA1910218_010_010 Well 11 4/24/2023	CA1910218_010_010 Well 11 11/13/2023	CA1910218_010_010 Well 11 4/9/2024	CA1910218_010_010 Well 11 7/9/2024
PFBA	nd	10.0	7.6	9.0	9.3
PFBS	6.6	6.6	5.6	7.0	7.7
PFHxA	1.8	4.9	5.9	6.8	7.6
PFHxS	4.5	4.4	4.7	4.4	5.5
PFNA	2.6	2.8	2.1	2.5	2.6
PFOA	12.0	12.0	11.0	12.0	13.0
PFOS	34.0	31.0	30.0	26.0	30.0
PFPeA	nd	6.7	7.00	nd	9.1
PFHpA	1.8	1.9	nd	2.1	2.3

* ppt

	CA1910218_010_010 Well 11 Max	Min	Avg
PFBA	10.0	5.6	9.0
PFBS	7.7	1.8	6.7
PFHxA	7.6	4.4	5.4
PFHxS	5.5	2.1	4.7
PFNA	2.8	11.0	2.5
PFOA	13.0	26.0	12.0
PFOS	34.0	6.7	30.2
PFPeA	9.1	1.8	7.6
PFHpA	2.3	0.0	2.0

* ppt

All on-site and off-site wells can be directed to the new IX treatment system in any combination, with a maximum flowrate to the IX treatment system of 6,000 gpm. Therefore the concentration of PFAS in the IX treatment system influent will vary depending the configuration of operating wells. In determining the PFAS IX treatment system design, at a minimum the BIDDER shall consider up to a 20% increase in PFAS species levels in the groundwater could occur, in conjunction with the maximum water quality data provided in this RFP.

Early breakthrough of PFAS through a single treatment vessel shall be warranted for the guaranteed treatment capacity of resin bed volumes (in gallons) after acceptance of the treatment system installation by OWNER. All costs for inspections, meetings, or additional materials, PFAS selective resin media, or equipment and labor to resolve an early breakthrough failure and bring the IX vessel(s) back into treatment compliance with project PFAS removal goals, shall be at the expense of the BIDDER.

Post-acceptance of the treatment facility by OWNER and upon notification by OWNER of early breakthrough occurring on a treatment vessel(s), the BIDDER shall promptly coordinate a visit to the site and evaluate the subject treatment vessel(s). The BIDDER shall prepare a written report to OWNER of the site visit findings and provide recommendations to bring the treatment vessel back in compliance with project PFAS removal goals.

The BIDDER's treatment system guarantees and warrantees shall be provided on company letterhead and signed by authorized officer of the BIDDER. During the guarantee period, if any part or equipment component is defective or fails to perform when operating at design conditions, the BIDDER shall repair or exchange such defective part(s).

Task-1 Deliverables:

1) Design and equipment/material submittals for review and resubmittals.

2) Autocad dimensioned and scaled drawings of mechanical components and P&IDs including:

i. Plan view

ii. Isometric view

iii. Section view right

iv. Section view left

v. Section view front

vi. Section view back

vii. Anchoring details vessels

viii. Anchoring details valve tree

3) Equipment and materials submittals

4) Anchoring calculations and design drawings for vessels and pipe/valve tree support stamped by a Professional Engineer registered in California

5) Equipment delivered to the job site:

a. Ready to assemble PFAS 6,000 GPM rated IX treatment system

b. Instrumentation:

i. Three (3) 12-inch flanged magnetic flow meters

ii. DP transmitters (one per vessel, 6 total)

6) Approved PFAS selective resin media to fill vessels and with sufficient excess to account for startup and testing losses

7) Notarized BIDDER's IX Treatment Capacity Performance Guarantee in terms of treated bed volumes of water prior to breakthrough of PFAS occurring

8) BIDDER's Treatment System Warranty – 24 months from installation startup

9) BIDDER plan to provide equipment, materials, and labor for installation of the BIDDER provide PFAS selective resin.

Task No. 2: Field Support During Delivery and Installation

The successful BIDDER shall provide field support and general oversight of the loading, delivery, and installation of the equipment during construction of the facility. Field support will consist of a combination of site visits, virtual meetings, written and verbal instructions. Adequate field support must be provided to allow the BIDDER to certify the installation to be satisfactory and compliance with all warranty requirements. Any field issues or questions will be resolved to the satisfaction of OWNER. Field support shall include verification of proper handling, setting, and anchorage of the vessels, and general oversight of the delivery and installation. The successful BIDDER shall document all hours spent by the successful BIDDER in providing field support. A tabulation of hours shall be submitted to OWNER on a weekly basis.

Task-2 Deliverables:

1) Written instructions and diagrams to aid the OWNER's installation general contractor

2) Onsite technician field services to guide OWNER's installation contractor with delivery and assembly of the IX system

3) Weekly tabulations of work hours extended

Task No. 3: System Inspection, Startup and Testing

The BIDDER shall inspect the installed system and provide the OWNER letter stating the system installation complies with all warrantee requirements. The successful BIDDER shall provide field support and general oversight of the general contractor during the initial startup of the treatment

system. **The BIDDER shall actively install the resin providing equipment, materials, and labor require for the resin media installation**. Assistance from the OWNER's general contractor will be provided to actuate valves, well pump operations, assist with forward rinse water disposal, and enforcement of site safety protocols.

Initial startup shall be conducted with PFAS selective resin media loaded in the vessels. The field support shall assist in trouble shooting the system of any anonymous results. System startup support shall include both written and verbal instructions to the installation contractor, identifying slow filling rates of vessels, initial flush to waste, sampling, and trouble shooting. The successful BIDDER shall document all hours spent by the successful BIDDER in providing system startup field support. A tabulation of hours shall be submitted to OWNER.

Task-5 Deliverables:

1) Letter stating onsite inspection of the system complies with all warranty requirements.

2) Onsite technicians field services for resin installation and assist with startup and testing

3) The successful BIDDER will submit a startup and testing plan for OWNER review 1 week prior to testing.

Task No. 4: OWNER Operations Staff Training

Upon acceptance of the treatment system by OWNER, the successful BIDDER shall provide OWNER with 10 copies of Operation and Maintenance Manual in 3-ring binders acceptable to DDW for the system. The BIDDER shall revise the Operation and Maintenance Manual based on any DDW revision comments. The successful BIDDER will recommend and provide OWNER personnel with a training program and lead an 8-hour onsite training workshop that will adequately prepare facility operators to maintain compliance with the system warranty.

Task-5 Deliverables:

1) Operations and Maintenance Manuals

2) Onsite training session for OWNER operations staff

III. PAYMENT

Payment for the equipment and services furnished by the successful BIDDER will be paid in accordance with a payment schedule agreed to by the successful BIDDER and OWNER. Following approval of the successful BIDDER's Shop Drawings, **no more than 20%** of the total contract amount shall be paid to the successful BIDDER prior to the delivery of the equipment to the site, and **at least 10%** of the total contract amount shall be retained until OWNER furnishes written certification of satisfactory installation. A payment schedule shall be included in the proposal.

IV. QUESTIONS

If you have any questions regarding this RFP, please respond in writing to:

Steven Walker

Civiltec Engineering

440 N Mountain Ave #210

SWalker@Civiltec.com

Check List

The following bulleted items have been provided to supplement the specific requirements described in the RFP and are required in the proposal:

- Shop drawing requirements
- ☐ Manufacturer data sheets – Marked to indicate options features included
- Equipment details, size, materials of construction, height
- Total number of treatment vessels
- Shop painting requirements
- Electrical requirements
- Instrumentation requirements
- Installation requirements
- Field testing requirements
- Field services required
- Operator training required
- Warranty requirements
- O&M manual requirements
- Shipping and storage requirements
- Fabrication and delivery schedule
- Delivered cost

V. SELECTION PROCESS

The evaluation of proposals and the selection of a BIDDER will be based upon the following criteria (not in order of priority):

1. Capability of BIDDER to perform all tasks.

2. Documented experience on similar projects.

3. Results of reference checks.

4. BIDDER's price to perform the work.

5. BIDDER's schedule to complete the work.

6. Demonstrated record of performance by BIDDER on similar work previously performed on other projects.

7. Demonstrated record of actual estimated costs for the proposed equipment.

8. Demonstrated record of the performance of the proposed treatment system.

9. Documented DDW permitability. OWNER reserves the right to reject any and all proposals. Proposals shall be valid for at least 90 calendar days.

10. BIDDER's bed volume guarantee.

11. BIDDER documented compliance with BABAA requirements and Federal acceptance of proposal meeting BABAA funding requirements.

VI. BID SCHEDULE

LHHCWD Well 10 & 11 PFAS IX Treatment System

Bidder's representation section: Bidder is familiar with all laws and regulations that may affect cost, progress, and performance of the work, including BABAA requirements.

Item No. 1: IX PFAS Treatment System

IX system equipment including three (3) lead/lag systems valves and lead/lag manifold (Valve Tree), pre-fabrication coordination of submittals and reviews, Autocad electronic mechanical and P&ID drawings, instrumentation equipment, DP transmitters, magnetic flow meters, valves, and appurtenances, anchoring design and calculations, provide BIDDER's IX Treatment System Capacity Performance Guarantee and Treatment System Warranty, delivery, coordination with OWNER's installation general contractor, installation inspection and letter verifying installation complies with warranty requirements. BIDDER to provide PFAS selective resin and equipment, materials, and labor to install the resin media into the treatment vessels.

PFAS Treatment System	$
Guaranteed Treatment Capacity Prior to Break Through (million gallons)	

Item No. 2: Field Support During Delivery and Installation

Construction Support, Media Installation Assistance	$
Hours (specify)	

Item No. 3: System Startup and Testing

System Installation Inspection, Media Installation Services, Testing Assistance,	$
Hours (specify)	

Item No. 4: OWNER Operations Staff Training

Owner Operations Staff Training	$
Hours (specify)	
Provide 10 copies of an O&M Manual	

Total of Items 1 through 4

BIDDER's Total Price	$

BIDDER's brochure or full resumes of key personnel shall be included in an appendix. The BIDDER's designated representative shall be identified. Replacement of the designated representative must be approved by OWNER. The appendix is not included in the 15-page proposal limitation.

BIDDERS SIGNATURE PAGE

The undersigned BIDDER certifies that he/she has fully reviewed the RFP, has fully responded to each of the items listed, and is fully prepared to enter into a binding agreement with OWNER, consistent with the information provided in the RFP.

BIDDER

_____

Authorized Representative

_____

Title

_____

Date

VII. APPENDIX MATERIAL

REPORT REORGANIZATION OF DISTRICT FIELD WORK PRIORITIES

LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

DATE: FEBRUARY 20, 2025
TO: BOARD OF DIRECTORS
FROM: JOE MATTHEWS, SECRETARY/GENERAL MANAGER
SUBJECT: PRIORITY OF FIELD MAINTENANCE WORK

I have reviewed employee's time spent doing maintenance work in the system. The following is a recap of 2024 hours available and needed to fulfill necessary duties.

Total annual hours available with 5-person crew	10,400
Less: Vacation, sick, holiday and portion of 2024 with a 4 person crew	(1,608)
Total Annual hours worked	8,792
Less Mandatory work as described below	(4,203)
Total hours remaining for other work duties (about 88 hours per week)	**4,589**

MANDATORY WORK HOURS:

Involving meter reading, meter services & onsite customer service	2,105
Spent pumping	1,040
Spent collecting weekly and emergency bacteriological water samples	214
All chlorine related maintenance	175
All hours spent marking Dig Alert tickets	496
All work hours spent serving delinquent notices and performing flow restrictions	173

OTHER WORK DUTIES LISTED IN PRIORITY

1. Fire hydrant maintenance:

- Determine if hydrant needs fire department to address clearance issues and report, as needed. (I have included an emailed recap of the last meeting I had with Fire Marshall Ryan Jorgensen and Captain Webb when we discussed clearance issues and fire hydrant maintenance)
- Exercising main valve and record amount of turns and valve condition
- List valve for replacement, as needed
- Determine if hydrant is flanged and install break away spool, as needed
- List hydrant bury for replacement or welded flange, as needed
- Determine condition of hydrant barrel and replace hydrant, as needed
- Remove rust and paint hydrant and bollards, as needed
- Replace reflective tape on bollards, as needed
- Flow water through diffuser using both 2 ½" and 4" port
- Check and record static PSI and mark it on top of hydrant
- Install retaining block or other protective measures, as needed
- Report any defects to Superintendent for repair or replacement, as needed

2. Valve Exercise Program

- Exercising main valve and record amount of turns and valve condition
- List valve for replacement, as needed
- Flush nearby hydrants to remove rust in water

3. Other duties, including but not limited to the following:

- All leak repairs (13 main & 48 service in 2024) including shutdowns
- Tank inspections and grounds maintenance
- Well pump, motor, packing, pre-lube valve assembly, and grounds maintenance
- Well flushing & sampling with labs not included in bacteriological sampling
- Plant pump, motor, packing, and cleaning and other maintenance
- Generator maintenance
- Electrical preventative maintenance and generator power tests
- Dead end line flushing
- Sample station maintenance

- Production meter testing, repair, and calibration
- SCADA maintenance and repairs
- Truck and equipment maintenance
- Cla-Val and pressure reducing station maintenance
- Working with contractors including SCADA, electrical, meter & pipeline
- Working on work orders for larger projects like 10A Reservoir rehabilitation

Historically, our valve program has been a lower priority due to the other needs in the field, though our crew would like to complete valve turning as much as possible. We have now reversed and moved fire hydrant maintenance to the priority when not doing mandatory work. It's too early to know what other duties may be affected.

We are also looking into GIS software used for mapping, asset management, work order processing, detailed reporting, and time keeping to increase overall efficiency. I am researching the software and will report that in March. The goal is to replace our paper maps on a digital platform that shows all assets. This platform stores all maintenance records in one place. Other agencies are using these GIS platforms to retain all maintenance records, create trackable work orders, and allow USA tickets to be sent straight to the field. Our valve machine company's software can upload all information onto these platforms to allow anyone to see the latest maintenance data within minutes of completion.

Joe Matthews

From:	Joe Matthews
Sent:	Friday, February 14, 2025 9:35 AM
To:	Randy Webb; Ryan Jorgensen
Cc:	Ivan Ramirez; Matt Cerda
Subject:	RE: Hydrant Project

Good morning gentlemen,

I want to thank you for meeting to further discuss fire hydrant maintenance and clearance issues with me yesterday. I have included our Superintendent, Ivan Ramirez, in this thread. Ivan is responsible for scheduling all fire hydrant maintenance activities. As I mentioned yesterday, I wanted to send you this recap of our discussion.

As our main concern, we discussed that the Water District has no authority to require customers to keep area around fire hydrants clear, and agreed the Fire Department will use its authority to keep the clearance needed for access to fire hydrants. We agreed to help keep dirt from falling around hydrants that have been cleared by the Fire Department. Thank you, Ryan, for already responding and removing brush from around some fire hydrants since our last meeting.

The water District will purchase and install retaining block around fire hydrants that have been cleared of dirt by the fire department, at no cost to the city of La Habra Heights or La Habra Heights Fire Department. We will work together scheduling the work, so we don't waste time between clearance and installation of retaining block. Randy has already provided us with his availability in the email below. Our superintendent Ivan Ramirez will purchase some block or you next week.

We agreed the water District will provide the Fire Department with address and pictures of any fire hydrant found in need of clearance and the Fire Department will provide the water District with the location of any fire hydrant they find that they feel needs maintenance. The water District will then provide maintenance as soon as possible.

We discussed the water District's responsibility for operations and maintenance of fire hydrants and agreed that the formal General Manager and Fire Chief's agreement for the Fire Department to paint fire hydrants will end. Moving forward, the District will paint all fire hydrants as needed during normal operation and maintenance.

We asked the Fire Department to provide a list of areas in the city that concerns you regarding fire. The water District will address fire hydrant maintenance and operations in those areas asap and prioritize those fire hydrants in our hydrant maintenance schedule.

We discussed sharing maps of fire hydrant locations with the fire department. Maps will be delivered once we receive them, tentatively the week of February 24th. The Fire Department may prefer to use MAX Day Demand PSI map, as it models high heat/ high water usage days in the summer that will negatively affect actual fire flow. The water flow at 20 PSI residual map should not be used to determine actual flow of fire hydrants in use.

Last, we discussed how to contact the water District during normal operating hours and afterhours for emergency response. The fastest way for us to respond is by calling our office directly, 24 hours a

day. Afterhours, an answering service will answer and contact our emergency on call person to respond. The District requires our afterhours field personnel to arrive onsite within 30 minutes. The water District does not want the Fire Department closing valves for leaks or sheared fire hydrants because other areas of our system that you don't know about can be damaged.

Our office phone number is (562) 697-6769. Please share this with your staff and use it whenever you need the water District to respond.

I look forward to working with you all and thank you again for meeting with me.

Sincerely,

Joe Matthews
General Manager
La Habra Heights County Water District

From: Randy Webb <rwebblhhfd@gmail.com>
Sent: Thursday, February 13, 2025 4:21 PM
To: Joe Matthews <joe@lhhcwd.com>
Subject: Hydrant Project

Good afternoon Joe,
I wanted to follow up with you about the days I will be on shift during the month of March.
March - 8,10,23 and 27.

My crew and I can handle this task any day you would like. I believe we should start with making sure I have access to one retaining block so that we can measure and clear the space accurately.
I will ensure that as we clear the area, we will also do our best to level the ground for your team.

Let me know when you would like us to prep the hydrants and if you have any questions or concerns. I look forward to assisting you in this improvement project.

--

Randy Webb
City of La Habra Heights Fire Department
1245 North Hacienda Road
La Habra Heights, CA 90631
Ph: (562) 694-8283 www.lhhcity.org

REPORT OF DENTAL INSURANCE PLANS

LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

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To: Joe Matthews
From: Tammy Wagstaff
Date: February 20, 2025
RE: 2025 Dental Insurance

Attached is a spreadsheet detailing dental coverage and related costs.

The District's dental coverage is 80%/20% with a maximum of $1,000 until July 2024 then the maximum was raised to $2,500. There are no percentage limitations related to major services such as endodontics or oral surgery. Many other dental plans limit coverage to 50% on these major services.

I tracked the dental and orthodontics expenses from 1999 to 2024 for our District. The total annual 5 year average reimbursement is $4,603.75 for dental and $409.76 for orthodontics for all employees and dependents. Annual dental overages are $1,789.34 that employees incurred above the maximum coverage. I was unable to track overage for the orthodontics reimbursements.

Potential total dental costs is $42,500 (10 employees plus 7 dependents times $2,500).

SUMMARY ANNUAL COSTS

Provider	Annual Cost	Implants Dentures Crowns	Orthodontics
ACWA/JPIA Delta Dental	$13,172.76	50%	50%;max $2,000
Anthem PPO	$10,054.80	50%	50%; max $1,500
United Health	$ 6,659.40	50%	NA
Humana PPO (12 month wait period)	$ 4,756.80	50%	$1,400 copay
District self insured(5 year average)	$ 6,444.29	100%	100%; max$2,500

The coverage for the dental insurance plans are less flexible in that some dental procedures are covered at less than 100%.

LA HABRA HEIGHTS COUNTY WATER DISTRICT
Historical Dental Costs

Year	Employee	District	Total	Overages	Orthodontics	# of employees with overages
2024	5,337.73	10,658.92	15,996.65	4,467.00	2,048.80	
2023	340.00	1,160.00	1,500.00	995.70	-	1
2022	1,116.48	3,465.92	4,582.40	1,804.00	-	1
2021	1,662.08	5,448.32	7,110.40	1,680.00	-	2
2020	746.40	2,285.60	3,032.00	-	-	0
2019	1,364.00	3,276.00	4,640.00	300.00	-	1
2018	1,312.20	4,548.80	5,861.00	1,840.00	-	3
2017	1,004.40	3,017.60	4,022.00	-	1,300.00	0
2016	1,675.40	5,801.60	7,477.00	4,599.00	-	3
2015	1,762.98	5,951.92	7,714.90	915.00	-	3
2014	1,357.20	4,528.80	5,886.00	1,117.00	-	2
2013	1,729.84	5,919.36	7,649.20	199.60	-	1
2012	1,119.15	3,676.60	4,795.75	359.00	-	2
2011	1,258.40	4,033.59	5,291.99	800.00	-	1
2010	1,479.60	5,318.40	6,798.00	1,601.00	1,300.00	2
2009	1,824.90	6,199.60	8,024.50	313.00	-	2
2008	2,140.30	7,361.20	9,501.50	1,431.00	-	4
2007	2,236.20	8,484.80	10,721.00	1,866.00	3,900.00	3
2006	1,576.20	5,204.80	6,781.00	354.00	-	3
2005	1,134.40	3,245.60	4,380.00	-	3,900.00	0
2004	2,435.28	7,894.72	10,330.00	955.40	-	2
2003	504.40	1,617.60	2,122.00	-	-	0
2002	1,726.05	5,804.20	7,530.25	-	1,300.00	0
2001	1,388.80	4,399.20	5,788.00	-	-	0
2000	4,004.60	10,146.40	14,151.00	511.00	-	2
1999	2,406.51	8,442.64	10,849.15	-	3,914.94	0
Average	1,717.06	5,303.55	7,020.60	1,004.14	679.37	1.52
5 yr average	1,840.54	4,603.75	6,444.29	1,789.34	409.76	1.00

LHHCWD annual cost to join ACWA.JPIA Delta Dental:

Coverage	Monthly premium	# employee	Total Premium
Single	48.08	2	96.16
2	97.87	5	489.35
Family	170.74	3	512.22
Monthly total			1,097.73
Annual Total			13,172.76