

Grizzly Flats Community Services District
Notice of Regular Business Meeting of the Board

Date: Thursday, March 9, 2023

Time: 6:00 PM

Location: The Grizzly Flats CSD Office (4765 Sciaroni Rd., Grizzly Flats, CA)

For remote access, call 1-(978)-990-5230 and enter access code 840700#



AGENDA

A. CALL TO ORDER, ROLL CALL OF THE BOARD MEMBERS and SALUTE TO THE FLAG

B. APPROVAL OF THE AGENDA

C. PUBLIC COMMENT: Items on the agenda - *This is an opportunity to express your views on an agenda item, in order to inform the Board. Once the Chair introduces the agenda item, the public will be invited to comment. Once recognized by the Chair, you will have 3 minutes to speak and you may direct your comments to the Board as a whole. The Board will not engage in debate or dialog. Once the public has been heard on an agenda item, the Board will begin their discussion.*

D. CONSENT CALENDAR / Board Chair

These items are expected to be routine business, not normally requiring much discussion.

1. Approval of the minutes of the February 9, 2023, regular meeting. {pk 1-3}
2. Review monthly System Report for February (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts). {pk 4-6}

Recommended Motion/Action: Approve the consent calendar as presented.

E. OFFICE & FINANCE / Gustafson, Interim General Manager

Office Operations:

1. Board vacancy update / Gustafson (discussion)
2. Update from the District's Attorney on the procurement issue / Gustafson (discussion) {pk 7}
3. Review Cost of Services Study Request for Proposals and authorize the Interim General Manager to distribute it for bids / Gustafson (discussion/action) {pk 8-16}

Recommended Motion/Action: Approve the RFP as presented and authorize the Interim General Manager to distribute it.

Financial Operations:

4. Update from meeting with Dane Wadle (CSDA) and Lauren Hernandez (District Director, Senate District 4, Office of Senator Marie Alvarado-Gil) on March 3, 2023 / Gustafson (discussion)
5. Annual membership renewal fee for California Rural Water Association / Gustafson (discussion/action) {pk 17}

Recommended Motion/Action: Approve the annual membership renewal fee as presented.

F. CALDOR FIRE RECOVERY

1. Review the most recent Caldor Fire Status Report / Gustafson (discussion) {pk 18-20}
2. Review El Dorado Water Agency's Public Assistance Weekly Status Report / Gustafson (discussion) {pk 21-33}
3. Report on status of customer billing / Gustafson (discussion)
4. Review and approve change order request from Forester's Co-Op to complete the hazard tree marking project on private parcels along Eagle Ditch pipeline / Gustafson (discussion/action) {pk 34}

Recommended Motion/Action: Approve the change order so Forester's Co-Op can complete hazard tree marking and the required report for FEMA.

G. COMMITTEE MEETINGS

1. Update from the Personnel & Policy Review committee meeting that took place on March 6, 2023 / Gustafson, Directors Chigazola and Hannblom (discussion)

H. CLOSED SESSION - PUBLIC EMPLOYEE APPOINTMENT Pursuant to section 54957

Title: General Manager

I. REPORT FROM CLOSED SESSION

J. ANNOUNCEMENTS / DIRECTORS COMMENTS

K. ADJOURN

PUBLIC COMMENT PROCEDURES

Public Comment (Agenda Item C): Items not on the agenda

This is an opportunity to express your views on any topic within the jurisdiction of the District in order to inform the Board. Once recognized by the Chair, you will have 3 minutes to speak. No discussion or action can be taken at this time. The Board may refer the matter to staff or determine whether the matter should be included on a future agenda.

Public Comment: Items on the agenda

This is an opportunity to express your views on an agenda item, in order to inform the Board. Once the Chair introduces the agenda item, the public will be invited to comment. Once recognized by the Chair, you will have 3 minutes to speak and you may direct your comments to the Board as a whole. The Board will not engage in debate or dialog. Once the public has been heard on an agenda item, the Board will begin their discussion.

-
- *In compliance with the Americans with Disabilities Act, contact Kim Gustafson at gfwater@sbcglobal.net or (530) 622-9626 if you need special assistance to participate in this meeting. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28FR35.102-35.104 ADA Title 11).*
 - *Our next regular Board meeting will be held in person and by teleconference on Thursday, April 13, 2023, at 6:00 PM.*

This institution is an equal opportunity provider and employer.

Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
February 9, 2023

A. CALL TO ORDER

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:03 P.M. by Director Hannblom.

ROLL CALL OF THE BOARD

Present: Directors Chigazola, Davidson (in @ 6:07 PM), Hannblom, and Malonson

Called-in: Scott Myers

Absent: None

Others: Kim Gustafson and Mel Kelley

SALUTE TO THE FLAG was led by Director Hannblom.

B. APPROVAL OF THE AGENDA – Director Chigazola made a motion to approve the agenda as presented. Director Malonson 2nd the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.

C. PUBLIC COMMENT – There were no public comments.

D. CONSENT CALENDAR- These items are expected to be routine business not normally requiring discussion. Action by the Board was taken at one time with one motion.

1. **Approval of the minutes of the January 12, 2023, regular meeting.**
2. **Review monthly System Report for January (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**
3. **Approval of the financial reports and spending for December 2022 and January 2023.**
4. **Receive and file Special District Risk Management Authority's 2023 Election Notification of Nominations.**
5. **Receive and file California Special Districts Association's Board of Directors Call for Nominations Seat C form.**
6. **Receive and file El Dorado Local Agency Formation Commission's "Election of Special District Representatives to El Dorado LAFCO, Nominations for Special District Commissioner" form.**

Director Chigazola made a motion to approve the consent calendar as presented. Director Malonson 2nd the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.

Art Davidson arrived at 6:07 PM

E. OFFICE & FINANCE / Kim Gustafson, Interim General Manager

Office Operations:

1. **Board vacancy update** - Kim Gustafson said that no letters of interest have been received for the vacant Board position, but the Vacancy Notice was reposted on Facebook and distributed to customers via email.
2. **Update on procurement from meeting with the District's Attorney** - Kim Gustafson said that she, Scott Myers, Cort Abney, Director Davidson, and Director Hannblom met with Barbara Brenner on February 7th to discuss the District's upcoming projects, various funding sources, and to request direction on what services H2Ou is able to provide. Staff will send Barbara a spreadsheet summarizing the various projects, funding methods, and how H2Ou would like to assist with each. Director Hannblom said that she would like to meet with Ken Payne of El Dorado Water Agency after the procurement issue is resolved. Scott Myers mentioned that he gave Barbara an idea of the information Scott and Cort have about the District which is not documented.
3. **Discuss the need for a rate study and to begin the Proposition 218 process** – Kim Gustafson said that she reached out to the El Dorado Water Agency to request cost sharing for the upcoming Cost of Services Study, but

she was told that is an operational cost and no longer eligible for funding assistance through the El Dorado Water Agency. There was a brief discussion about inflation and the District's financial situation. The Board requested that staff notify customers of the steps involved by newsletter.

4. **Discuss the Water Treatment Plant issues** – Scott Myers said that since Tyler and Winding Way tanks were lost during the Caldor fire, the only storage tank available is the Clearwell. He said that during the December 2022 storms, the Programmable Logic Controller (PLC) that automates the treatment plant controls died. Telstar came out to troubleshoot the issue and identified the broken part as an I/O module. They ordered a replacement module and installed it, but it did not fix the PLC. Scott said that Treatment Plant 1 cannot be run in hand because staff can't override the relays. Treatment Plant 2 can be run manually, but the District's Regulator at the State Water Resources Control Board said that the plants cannot be on without staff onsite as it is a health and safety concern. Staff is having to split up shifts so that the plants can run longer, including working on weekends. Scott will be coordinating with El Dorado Water Agency to meet federal bid requirements while purchasing parts and repairing the treatment plants. Additionally, the raw water has increased in turbidity. A company called Northstar chemical is coming up next week to test alternative coagulants since the Sterling 8809 currently in use is no longer adequately treating the water. The District will be receiving a violation from the Division of Drinking Water for exceeding the turbidity threshold in December 2022.
5. **Review Telstar quotes to purchase and install replacement PLC equipment** – This item was skipped since staff will need to go to bid for the PLC equipment purchase and installation.
6. **Adopt Resolution 2023-03 Authorizing Resolution for the Drinking Water State Revolving Fund** – Kim Gustafson referred the Board to page 44 of the packet and requested that the Board adopt resolution 2023-03 to authorize her as the designee to sign documents for the Drinking water State Revolving Fund application to upgrade the booster station and pipelines.

Director Chigazola made a motion to adopt Resolution 2023-03 as presented. Director Hannblom 2nd the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.

F. CALDOR FIRE RECOVERY

1. **Review the most recent Caldor Fire Status Report** – Scott Myers said he will contact Kyle Erickson at the El Dorado Water Agency to request a conference call with Acuren to discuss the tank inspection reports in more detail.
2. **Review El Dorado Water Agency's Public Assistance Weekly Status Report** – Kim Gustafson referred the Board to page 48 of the packet and said that the most recent update is listed at the bottom of each item.
3. **Update on hazard tree marking for private parcels along Eagle Ditch pipeline** - Kim Gustafson said that Forester's Co-Op has completed work on the main area South of the creek. They have not been able to get through 9N47 due to the road being washed out during the storms. When they get through, they estimate that they will have about 3 or 4 more days of tree marking before the report can be compiled.
4. **Report from meeting with Stantec and El Dorado Water Agency about damages sustained during the recent extreme weather events** – Kim Gustafson said that on January 25th, Rebecca Guo, Kyle Erickson and Rob Roscoe came up to take a tour of the District's damaged facilities. Rob Roscoe will be assisting the District by preparing scopes of work for projects that H2Ou cannot assist with.
5. **Report on status of customer billing** – Kim Gustafson said that 557 bills were distributed in January for a total of \$38,395.60, and that customer payments totaled \$42,946.92. She noted that 45 liens were filed for accounts that were more than 120 days delinquent.
6. **Review and approve distribution of the Request for Proposals for Civil Engineering Services for the 2023 Reservoir Liner Repair Project** – This item was tabled pending procurement clarification from Barbara Brenner.

PK2

- G. ANNOUNCEMENTS / DIRECTORS COMMENTS** – Director Hannblom referenced Jodi Lauther’s resignation letter and requested that a Personnel and Policy Review committee meeting be scheduled to revise the General Manager job description and to update Ordinance 88-1 to allow for refund of excess water service installation charges.
- H. ADJORNMENT-** Director Malonson made a motion to adjourn. Director Chigazola 2nd the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye and the meeting was adjourned at 8:15 P.M. The next regular meeting will be held in Grizzly Flats and via teleconference starting at 6:00 PM on Thursday, March 9, 2023.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Lynn Hannblom, Board Chair

Date:



Grizzly Flats Community Services District System Report

February 2023

Kim Gustafson, Interim General Manager
Andy Vicars (D2) GFCSD Maintenance Technician,
Ethan Markes and Michelle Merryberry, H2O Water System Operators

The purpose of this System Report is to share production data and statistics with the Board of Directors for an update on our Operations and Maintenance activities as we recover from the Caldor Fire.

Water Production Report

Current Year

2023	Total Gallons	Daily Average (gallons per day)
January	2,638,810	85,123
February	2,102,184	75,078
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		

Prior Years

2022	Total Gallons	Daily Average
January	2,386,600	76,987
February	2,568,200	91,721
March	2,668,600	86,084
April	2,817,200	93,907
May	3,574,600	115,310
June	4,251,500	141,717
July	4,529,800	146,123
August	3,443,000	111,065
September	2,932,100	97,737
October	2,727,200	87,974
November	2,027,000	67,567
December	2,925,100	94,358

2021	Total Gallons	Daily Average
January	2,752,292	88,784
February	2,375,165	84,827
March	2,838,177	91,554
April	3,306,829	110,228
May	5,310,587	171,309
June	4,824,882	160,829
July	5,951,427	191,981
August*	4,587,625	147,988
September*	2,434,469	81,149
October	4,776,800	154,090
November	3,218,100	107,270
December	2,330,600	75,181

*Due to the Caldor Fire's interruption of operations, August and September data in the above chart was estimated.

pk4

Water Treatment

- On February 13th, Scott Myers was able to bypass relays and bring Treatment Plant 1 back online so both plants are treating water.
- As previously reported, a large storm dumped sediment into the reservoir at the beginning of December which resulted in heavy turbidity (suspended solids) in the treatment plants. Although staff was able to manage the higher turbidity for most of the month, it spiked on December 18th. Staff received Citation 01-090-23C-002 from the State Water Resources Control Board, Division of Drinking Water because of this incident.
- On February 14th, staff repaired the break in Eagle Ditch pipeline that had caused murky water to divert into the reservoir. On February 16th, a second break was repaired on Eagle Ditch closer to Big Canyon. Both leaks were a result of logging activities for the U.S. Forest Service. Kim Gustafson contacted Scot Rogers to convey the extent of damage to the District infrastructure and our water quality. She received an email response from Allen Speering of the U.S. Forest Service acknowledging that both breaks were created by their logging crews, and asking how they can make it right. Staff will prepare an invoice for costs associated with this event for reimbursement.
- On February 17th, the butterfly valve was open to the reservoir so that it could be refilled. The reservoir began to spill just a few days later, and the water quality appears to have improved significantly.
- As reported last month, automation for both treatment plants was lost during the PLC failure in late December and water can only be treated with staff physically onsite. During the recent snowstorms, access to the treatment plant was extremely difficult. Additionally, it appears that there are leaks in the distribution system as the Clearwell was draining faster than expected. To ensure the Clearwell level was maintained, the Water Operators took turns staying overnight at the office before the blizzards to keep the treatment plants running.

Rainfall

This Year (July 1 – June 30)	Amount (in inches)	Prior Years (July 1 – June 30)	Amount (in inches)
July	0.00	2011 – 2012	30.40
August	0.35	2012 – 2013	29.85
September	1.37	2013 – 2014	31.25
October	0.00	2014 – 2015	32.76
November	3.80	2015 – 2016	52.70
December	17.79	2016 – 2017	78.03
January	1.55	2017 – 2018	38.46
February	1.66	2018 – 2019	65.43
March		2019 – 2020	33.84
April		2020 – 2021	18.42
May		2021 – 2022	37.65
June		2022 – 2023 Total	26.52

AK5

Administration Report

Billing Information	Number this Month
Bills Mailed Out*	563
Active Connections (on/billed each month) *	564
Connections on hold (connections damaged by fire)	51
Inactive Connections (locked off/liened with no bill)	7
Current Liens	46
New Meters	0
Fire Flow Letter Requests	6
1 st Tier Late Charges	58
2 nd Tier Late Charges	106

*Difference between "Bills mailed out" and "Active connections" – 1 service connection with service access restored since the last billing cycle (February 22nd) that hasn't been billed yet.

"Connections on hold" were damaged by the Caldor Fire or recovery crews and are not being billed.

Staff transferred service for 6 locations in February, five of which were vacant lots with water service connections.

Billing Summary

2023	# of Bills Sent	# Payments Received	Amount Billed	Amount Received
January	557	552	38,395.60	42,946.92 (112%)
February	563	489	42,367.98	32,992.64 (78%)

2022	# of Bills Sent	# Payments Received	Amount Billed	Amount Received
January	222	206 (93%)	15,281.45	19,851.86
February	225	180 (80%)	16,473.35	15,320.98
March	234	216 (92%)	17,073.98	19,909.26
April	479	238 (50%)	30,324.68	18,922.53
May	517	329 (64%)	37,100.11	23,733.14
June	527	379 (72%)	38,350.24	35,010.72
July	531	397 (75%)	38,467.34	37,813.68
August	545	528 (97%)	39,578.18	39,827.01
September	545	502 (92%)	40,236.08	33,442.22
October	552	498 (90%)	39,615.53	36,302.27
November	556	551 (99%)	39,685.78	40,177.77
December	558	505 (91%)	45,658.22	29,758.29

Grizzly Flats Community Services District

4765 Sciaroni Road / P.O. Box 250

Grizzly Flats, CA 95636

Ph: 530/622-9626 Fax: 530/622-4806

www.grizzlyflatscsd.com



Item E.2. “Update from the District’s Attorney on the procurement issue” will be distributed as a separate handout.

Grizzly Flats Community Services District

4765 Sciaroni Road / P.O. Box 250

Grizzly Flats, CA 95636

Ph: 530/622-9626 Fax: 530/622-4806

www.grizzlyflatscsd.com



REQUEST FOR PROPOSAL
Cost of Services Study

Proposals due by
March 31, 2023

US Mail:

P.O. Box 250

Grizzly Flats, CA 95636-0250

FEDEX:

4765 Sciaroni Road

Grizzly Flats, CA 95636

For further information, please contact:

Kim Gustafson, Interim General Manager

(530) 622-9626

gfwater@sbcglobal.net

Grizzly Flats Community Services District

pk8

Request for Proposal for Cost of Services Study

I. NATURE OF SERVICES REQUIRED

A. *Scope of work to be performed*

The Grizzly Flats Community Services District is accepting proposals from consultants to perform a Cost of Services Study. The intent of the study is to establish a cost of service methodology that conforms to existing legal requirements and calculates the cost of service using recent District financial, operational and customer data. The result of this study shall be used to update the District's current system of water service rates and charges that:

- Conforms to legal requirements;
- Generates adequate revenues to keep the District financially sound;
- Is fair and defensible;
- Is understandable to customers without imposing undue administrative burden on the District;
- Encourages water conservation; and
- Funds the District's reserve accounts in a responsible manner in order to meet targets set by the Board of Directors.

The consultant selected will perform the following tasks:

Task 1 – Review and evaluate the following rates and charges:

a) Base and Volumetric Rates

Water rates are used to fund the District's Operation and Maintenance (O&M) budget. Water rates are charged to all properties within our District boundaries that have a service connection installed. This study will establish the cost of service for all customers and compare that to the revenue generated by the current rate structure. The project will evaluate how to adjust the rates and charges to match the cost of service. In addition, the project will examine how costs are assigned to fixed and variable costs.

b) Standby Charge

Standby Charges are collected from developed and undeveloped parcels within the GFCSD boundaries for capital improvements per California Government Code, Section 61124 (formally Section 61765.16). The charge has been collected since the formation of the District in 1987. It was last increased in 1990 from \$3 per parcel per month to \$4 per parcel per month. These funds are used to

improve system reliability so current and future customers all share in the cost. The Study will examine the District's CIP budget and long term plans and compare that to the revenue generated by the current Standby charge. The District has been advised not to change the Standby Charge due to its current legal standing; the District may hear proposals of funding alternatives such as if additional funding is necessary for capital improvements.

c) Capital Connection Charge

The Capital Connection Charge is collected from new customers when they connect to the District's system. The charge is assessed to pay for the cost of new facilities, improvements and capital expansions necessitated by increased demands of new development on the District. The study will examine the charge to see if it is something that needs to be adjusted to meet current needs of the District.

d) Fire Hydrant Water Sales

The District occasionally sells treated water to customers in need of water for dust control or other uses within our District boundaries. The study will evaluate the current rate charged and recommend modifications if necessary. The revenue from this item is minimal; the District wants to charge a rate that is equitable and defensible.

Task 2 – Water Customer Class Definitions and Use Characteristics

Currently, GFCSD doesn't have a formal classification for water customers. Most of our customers are single-family residential services, but we also have, an elementary school, the U.S. Forest Service station, the volunteer fire station, a Post Office, and a church.

Use characteristics should be created using recent consumption data and the rate these "other" customers pay should be reviewed and compared to the cost of service.

Task 3 – Assignment of Water Cost of Service Elements to Fixed and Variable Charges

Currently, the District charges a basic rate \$68.97 per month, and a volumetric rate of \$1.20 for 748 gallons (1 hcf).

The District would like this study to include information on how O&M expenses are determined to be "fixed" or "variable" and how that could assist us in

developing a rate structure that includes a “basic” or “connection” charge and a “commodity” charge.

Task 4 – Comparison of Revenue from Current Water Rates to Proposed Cost of Service

The consultant shall analyze the revenue from the current rate structure and compare that to the proposed cost of service. The consultant shall propose adjustments to the current structure so that the revenues match the recommended cost of service including analyzing the impacts to customers. In preparation for the Board meeting, described in Task 9, the consultant shall outline a minimum of three (3) new and alternative rate structures that could be suitable for the District.

Task 5 – Board Workshop on Results of the Analysis of Cost of Service and Rate Revenue

A Board workshop will be held within three months of the start date of this project to present the following:

a) Consultant shall provide an overview of rate setting and to explain the process of establishing the cost of service. The consultant will work with GFCSD staff to prepare the workshop materials and will be called upon to present at the workshop. This item should cover:

- (1) History of District Rate and Charges.
- (2) How District revenues are assigned and how the revenue requirement from rates is established.
- (3) How and why customer classes are established.
- (4) How cost of service is translated to fixed and variable costs.
- (5) Review of District Standby Charge and Capital Connection Fee.
- (6) Outline proposed cost of service methodology and impact to rates and charges.

b) Consultant shall provide an overview of the results of the Cost of Services Study with a comparison to the current rate revenues. This item should cover:

- (1) Recommended cost of service by customer class and fixed and variable charges.

- (2) Comparison with current rate structure and analysis of what adjustments are required to meet the recommended cost of service.
- (3) Introduce a minimum of three (3) preliminary alternatives to the current rate structure that would meet the recommended cost of service.

Task 6 – Final Report

The consultant shall prepare a final report on the cost of service and the analysis of the current rate revenue. The report will be used to support the adoption of water rates for the Fiscal Year 2024-2025 and used for the budget and financial data of the District.

The District expects that this study will propose significant changes to the current rate structure. The Final Report should develop a work plan to develop and analyze the rate proposals and implement them through the Proposition 218 process required by law.

Task 7 – Presentation at a Prop 218 Public Meeting for Water Rates

The Consultant shall prepare a presentation of the proposed new rate structure selected by the Board that meets all requirements of Proposition 218 and present that at a public meeting. The presentation may be the same used for the Board of Directors with the proposed rate structure explained to the public. District staff will be responsible for all customer notifications and publications to customers.

B. Project Background

The Grizzly Flats Community Services District (GFCSD) is a California Special District, formed in 1987 to provide treated water for domestic use and fire protection to the residents within our service area. Approximately 1220 parcels exist within the service area. The District currently has approximately 600 service connections, with a service population of about 1,100 people.

The District had a formal Cost of Services Study performed by Bartle Wells Associates in 2016. The District currently charges a basic rate of \$68.97 per month, and \$1.20 for 748 (1 hcf) water usage.

In August 2021, the Grizzly Flats community was ravaged by the Caldor fire, and approximately 400 homes were lost. Affected customers were not billed for eight

months following the fire which resulted in the District depleting most of our Operations and Maintenance reserves.

The District's goal is to adopt a water rate structure that is fair and equitable to all of our customers, conforms to legal requirements, encourages water conservation and generates enough revenue to keep the District financially sound. In addition, the District will want to adopt a rate structure that continues to produce enough revenue even in times of required conservation or reduced water use by our customers.

II. DESCRIPTION OF THE DISTRICT

A. *Name and telephone number of principal contact*

The principal contact with the District will be with the Interim General Manager, Ms. Kim Gustafson. Requests for additional information, visits to our site, and/or appointments with the IGM should be coordinated through the Office Facilitator, who may be reached at (530) 622-9626. Additional information regarding the District can be found at the District's website: www.grizzlyflatscsd.com.

III. SELECTION PROCESS AND CRITERIA

A. *Selection Process*

The selection process will involve the review of the proposals by a panel from the District for compliance with the requirements of the Request for Proposal. The District will evaluate the proposal including related experience of the firm. Cost will be considered; however this will not be the sole selection criteria. The Board of Directors will make the final determination on awarding the contract.

All proposals received by the deadline will be reviewed by the District for content, completeness, experience and qualifications. After those firms deemed the most qualified are selected in the initial round of screening, further evaluation of the selected firms may be conducted as part of the final selection process.

The District reserves the right to select a firm which, in its sole judgment, best meets the needs of the District.

B. *Selection Criteria*

Proposals submitted in response to this RFP will be evaluated on the following criteria. The successful firm will demonstrate through its proposal that it has carefully studied the District's expectations as stated in this RFP. The proposal and presentation of past

experience must demonstrate to the District that the firm has the professional capability and competency to perform the Cost of Services Study and develop rate structures as needed.

Selection criteria include:

- * Previous experience with Community Services Districts and public agencies.
- * Knowledge of Special District's unique status within the State.
- * Complete familiarity with California law and its requirements regarding water rates and Proposition 218 requirements.
- * Cost of services.
- * Responsiveness to the RFP.

IV. PROPOSAL REQUIREMENTS

It is the desire of the District to receive accurate and easily comparable information on all interested firms. We have structured this RFP process in a way which allows for variation in proposals while asking all respondents to provide needed basic information. The process should not get in the way of your proposal, and we do not expect flashy or very lengthy proposals. Proposals should be but are not required to be presented in an 8.5" x 11" size.

All materials submitted which have not been clearly designated as proprietary information, becomes the property of the District and may be returned only at the District's discretion. Proposals shall become a public record of the District. The District will not be responsible for expenses incurred in preparing and submitting this proposal.

The proposal should include the following information to be considered:

1. Cover Letter / Letter of Interest

Please state firm name, address of office submitting proposal (also include main firm office if proposal is submitted by a branch office), telephone number, fax number, email and type of firm (e.g., corporation, partnership, proprietorship).

2. Bidder Qualifications

Bidder, bidder's principal, or bidder's staff shall have been regularly engaged in the business of providing utility rate service cost studies and reporting for at least five (5) years. Previous experience shall be with utility districts of similar size and demographics to those of the District (GFCSD). Bidder shall possess all permits, licenses and professional credentials necessary to supply product and perform services as specified under this RFP.

3. Qualifications Summary

To be considered for this project, your firm must include a list of projects and a brief description of each project to demonstrate the required experience. The Qualification Summary must provide information to demonstrate that the firm and the persons proposed for this project meet the minimum qualifications required for this project. References, including names and telephone numbers of individuals who can verify time, budget and quality of referenced work must be provided for all qualifying project experience.

4. Project Team

Please provide a brief description of the individual or team who will be performing the work for our District, including their names and contact information. Also make it known to the District if sub-consultants may be used in any part of this project.

5. Pricing

The District would ask that proposals include a "not-to-exceed" amount for all services. Prices shall be broken out by task for billing and invoicing verification. Prices shall be firm for the first eighteen (18) months of any contract that may be awarded pursuant to this RFP. All prices quoted shall be in United States dollars.

Please provide three (3) copies and one unbound copy of proposal. Proposals should be addressed to:

Grizzly Flats Community Services District
Attn: Cost of Services Study RFP
P.O. Box 250 (or 4765 Sciaroni Rd. if sending via FedEx or UPS)
Grizzly Flats, Ca 95636

V. PROJECT SCHEDULE:

Our goal is to implement a new water rate structure by July 2024. To meet that goal, we have estimated a schedule for this project, but it may be subject to change:

- Release of Request for Proposals (RFP) - March 10, 2023
- Proposals due – March 31, 2023
- Selection of Consultant to be announced - April 13, 2023
- Work to Begin – April 14, 2023 (Tasks 1-4)
- ~~Board-Workshop (Task-5) – July-13, 2023~~
- Final Report due (Task 6) – August 4, 2023

Proposition 2018 Process Schedule (tentative) for Alternative Water Rates:

- Final decision by the Board on a water rate alternative – August 10, 2023
- Proposition 218 Notices mailed out to customers – August 17, 2023
- Public Meeting (Task 7) – October 21, 2023 (Saturday)

The District reserves the right to request additional information or interview some or all of the proposing firms if necessary to obtain additional information that the District considers necessary to fully evaluate a proposing firm's qualifications.

The District also reserves the right to: (1) request clarification or additional information from any proposing firm at any time; (2) waive immaterial defects or minor irregularities in a proposing firm's responses to this request for proposal; (3) suspend or reopen the request for proposals process; and (4) reject any or all responses and terminate the request for proposals process at any time.

Late submittals will not be considered. Postmark date will not be considered. Proposals must be received in the District office on or before the day and time indicated.



California
Rural Water Association
1234 N. Market Blvd.
Sacramento, CA 95834

ISSUED ON: 2/14/23

INVOICE

2022 MEMBERSHIP RENEWAL
NOTICE

PLEASE RETURN THIS INVOICE TO CALIFORNIA RURAL WATER ASSOCIATION WITH YOUR PAYMENT

Jodi Lauther
Grizzly Flats Community Services District
PO Box 250
Grizzly Flats, CA 95636

FOR OFFICE USE ONLY	
Payment Received	
Check No.	
CC Auth	
DB Updated	

CRWA ANNUAL MEMBERSHIP RENEWAL - May (5/1/2023 - 5/1/2024)

Our records show the below water/wastewater connection count. If the information is wrong, please update using the back of this invoice

Membership Tier	Add CWJ Subscription	Water Connections	Wastewater Connections	Dues Amount
500 - 999 Connections		607	0	\$709

Annual Membership Rates	
1. Under 99 Connections	\$240
2. 100 - 199 Connections	\$488
3. 200 - 499 Connections	\$601
4. 500 - 999 Connections	\$709
5. 1000 - 1999 Connections	\$900
6. 2000 - 3300 Connections	\$1299
7. Over 3300 Connections	\$1507
8. Associate Membership	\$976
9. California Water Journal Subscription	\$64

Contributions or gifts to California Rural Water Association are not tax deductible as charitable contributions. CRWA estimates that the nondeductible portion of your 2022 dues – the portion which is dedicated to legislative activity and/or grassroots lobbying – is less than 1%.

PAYMENT DUE DATE
05-01-2023

Pay with Credit Card (**PROVIDE INFORMATION BELOW**)

<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	<input type="checkbox"/> Amex	<input type="checkbox"/> Discover
Name			
Signature			
Card No.			
Exp.	Security	Zip	

INVOICE TOTAL
\$709

Pay by CHECK (**ATTACH WITH THIS INVOICE – DO NOT STAPLE**)

For all questions regarding payments and membership, please contact Channing Vang by email (cvang@calruralwater.org) or phone 916-553-4900

AK17



CALDOR FIRE EVENT GRIZZLY FLATS CSD WATER SYSTEM



STATUS REPORT

Date: March 7, 2023

General: The purpose of Status Reporting is to provide current information to District staff, administration, and elected officials of ongoing progress on water service and infrastructure restoration. The Status Report will be updated on a regular basis and as information critical to restoration of the water system becomes available.

CURRENT STATUS

<p>Situation Summary</p>	<ul style="list-style-type: none"> • FEMA established deadline of 01/31/2023 for all damages and supporting documentation. There is a 60 day appeal timeline for any items not completed or provided by the 01/31/2023 deadline. • 18 month deadline for completion of all projects is approaching in March 2023. Extension requests for the 6 month damage assessments sent to FEMA via Cal OES have been acknowledged but not approved formally. • Contract for Forester/Arborist to mark and document trees to be felled on private lands adjacent to Eagle Ditch Pipeline was awarded at 01/12/2023 GFCSD Board Meeting to Foresters Co-op. They have started marking the trees but have requested a change order so that they can finish the work. They are contracted to be completed by the 03/31/2023 deadline. • USDA tree felling grant application was approved. GFCSD reviewed the Letter of Conditions with Mike Vukas at USDA, and is marking up a final version for signature. • Insurance funding and FEMA funding for the reservoir liner has been received by GFCSD. Contract to H2Ou for engineering has been placed on hold due to EDWA concerns. GFCSD recently met with General Counsel to discuss and their opinion is being presented to the Board for review. H2Ou is waiting for Board direction on how to proceed. • Comments were provided to Acuren for their Draft versions of "Fit for Service" reports for Tyler and Winding Tanks. EDWA has communicated with Acuren to finalize reports so damage assessments can be reviewed and submitted by 01/31/2023 FEMA deadline. The revised reports were received from Acuren on 03/06/2023 and are under review. • District staff continue regular weekly coordination meetings with FEMA, Cal OES, EDWA.
---------------------------------	--

PK18



CALDOR FIRE EVENT

GRIZZLY FLATS CSD WATER SYSTEM



	<ul style="list-style-type: none">• District staff continue regular bi-weekly meetings with Insurance Co.• Not directly related to the fire, water treatment operations have become more challenging due to changing raw water quality conditions, failing equipment, regular power outages, limited water storage capacity, and consistent leaks in the distribution system. H2Ou is working on a project description to obtain quotes from three qualified integrators for replacing the PLC (Automated Controller), I/O (Communication Modules), and five chemical feed pumps.
Water System Assessment	<ul style="list-style-type: none">• District staff is complete with all assessments of the water system. District staff is responding to FEMA's requests for information (RFI) and reviewing damage and recovery costs to support emergency funding applications.<ul style="list-style-type: none">- H2Ou prepared a memo to FEMA for consideration of repairing entire water service to water meters and services damaged from the Caldor Fire.- A response or damage determination has not been provided by FEMA to date.- Additionally, the burned tree stumps into the ground has not been added to the damages or project related to the Eagle Ditch pipeline at this time and may be added as an amendment to the project while under construction.
Actions and Activities	<ul style="list-style-type: none">• Finalizing documentation requested by FEMA to support damages.• Reviewing updated inspection reports for Tyler and Winding Tanks for both the Insurance Co. and FEMA.• On Hold - Contract documents and repair work to the reservoir liner repair project.• Maintaining Water Treatment and Distribution Operations with water quality impacts due to aftermath of fire and heavy snow rains this winter. This includes challenges with equipment failures from regular power outages and aging equipment.

pk19



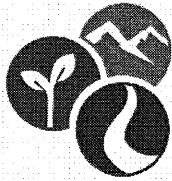
CALDOR FIRE EVENT

GRIZZLY FLATS CSD WATER SYSTEM



Future Actions

- Review damage determination by FEMA and prepare cost estimates of damages. Compare to FEMA and insurance cost estimates.
- Regular efforts to secure funding sources and opportunities for system repair and replacement. Coordination with FEMA and Cal OES is expected to continue for several months.
- Prepare a "Water System Restoration Plan" for Board review and approval. The Plan will address replacement and/or repair of damaged infrastructure using resources from FEMA, insurance, and other sources.
- Develop standards for returning residents, both temporary (RV) and permanent (rebuids), for Board review and approval. Standards to address changes in fees, rates, service improvements, etc., as a result of the Caldor fire.
- Resume preparation of construction documents for reservoir liner repairs.
- Retain contractor to repair reservoir liner.
- Retain contractor for felling hazard trees for both FEMA and USDA funding.
- Retain contractor to replace surface water metering station.
- Planning and design of replacement facilities for Tyler and Winding Way, and the surface water metering station.
- Use ARPA funding for non-fire related improvements is much needed to begin making progress and address challenges with current water treatment production, monitoring processes, tank levels, system pressures, etc. during power outages and remotely. Loss of Tyler Tank does not allow for low tank level alarm in system at this time. Loss of equipment due to failures may be reimbursable by ARPA funding if it is part of the permanent repairs or replacement and as long as it is competitively bid.



El Dorado Water Agency

MEMORANDUM

To: Kenneth V. Payne, General Manager
From: Stantec Consulting Services
Week of: February 27, 2023
Subject: GFCSD-FEMA Public Assistance Weekly Status

PROJECT STATUS

Obligated Projects

- Project- 437331- Temporary Road Access-Self Cert (1/13/22)- \$33,600
- Project- 546167- Clearwell Water Tank (1/13/22)- \$6,450
- Project- 548122- HDPE Reservoir (7/20/22)- \$127,870
- Project- 657294- Miscellaneous Facility Damages (8/25/22)- \$23,777
- Project- 437364- Emergency Protective Measures & Temporary Repairs (8/30/22)- \$348,860

2/27- Permanent Project extension requests are being drafted by Stantec. Will be ready for review by 3/3/2023.

Project- 437322- Debris Removal

Status: Phase 2, Pending Initial Project Development

- Private Property Debris (PPD) removal- 7/11/22 update
 - 14 parcels were walked through, marking trees, getting GPS locations.
 - Foresters to advise on hazardous trees.
 - Requested GFCSD submit request to the County to remove trees for PPD program as well as the USDA grant.
 - Trees removal on private land is an eligible FEMA expense.
 - FEMA will need additional information specifically for removal i.e., Forester's report, dbh, GPS, etc.
 - GFCSD has indicated that the USDA grant does not require a Forester's report- however, will get one started
 - CalOES concurs and the debris removal can remain in the current Category A- Debris Removal Project- 437322
 - CalOES to provide draft letter/request to County and FEMA PPD
- 8/26- FEMA and CalOES approved 90-day extension to submit documentation for Project. The new deadline is September 15, 2022.
- 8/29- During meeting it was decided the debris project is to be withdrawn from FEMA PA consideration since GFCSD will not be using FEMA PA funding for debris removal.
 - Kim to email FEMA of this once confirmation of Eagle Ditch stump burns will be covered under the Eagle Ditch project and private property tree removal will be covered by State.
- 9/12 - Private tree removal along Eagle Ditch

pk21

- In order for State to consider it we needed a letter requesting that from GFCSD but may be too late as contract is nearly done. Stantec drafted and GFCSD sent letter to CalOES and County (Completed on 9/16).
- Potential issue: some of the private property owners (2-4 of them) did not join the State debris removal program. Also, an arborist is needed to tag the threatened the ditch, which will be covered PPDR.
- 9/15 – GFCSD requested 90-day extension for submittal of Project documents. Response not yet received. (response never received)
- 10/3- CalOES to coordinate with County of El Dorado on status of PPDR request letter. Hazardous trees along Eagle Ditch need to be removed before repairs to the pipeline can occur. USDA funds are being used for hazardous trees on public lands and only includes felling trees. PPDR is being requested for private properties along Eagle Ditch because they will both fell and remove the hazardous trees.
 - 10/11- County of El Dorado sent email to CalOES in support for the PPDR request. CalOES to move this forward.
 - 10/17- CalOES has denied request for PPDR assistance, citing the main reason is the late request and state debris contracts are no longer open for this disaster. CalOES to research “Special District and PPDR” for alternate methods to remove hazardous trees.
 - GFCSD will continue to work on gaining Right of Entry authorization from property owners.
 - GFCSD will need to proceed with obtaining a certified arborist hazard tree report. Derick with CalOES to send email with typical requirements (i.e., pictures of whole hazardous tree and threat, GPS, tree measurements, etc.)
- 10/17- H2O reports arborist report may be funded through USDA grant; Cort has been in contact with foresters/arborists. H2O will lead this task. This Cat A project will remain open to cover private property debris removal.
- 11/28- GFCSD to solicit bids from at least 2 certified arborists to conduct the hazardous tree removals. Internal deadline of 12/6.
- 12/7- GFCSD sent email to FEMA PDMG requesting a time extension for submitting Project documents, citing lack of response from arborists and inclement weather (snowfall). (no response)
- 12/12- GFCSD awaiting arborists bids. 12/19- Only one arborist has responded to the bid request, GFCSD would like to get a few more bids before proceeding with work.
- 1/9- GFCSD has received 4 bids from arborists to complete the work. Kim will present at the board meeting on Thursday to select a company.
- 1/23- An arborist has been selected and contract approved by the Board. As soon as weather and snow conditions are favorable, the work will begin.
- 1/30- Tree crews were out last week marking trees; inclement weather continues to impede the crews.
- 2/13- Arborists are still conducting field work, expected to complete marking trees in the next few weeks. Report estimated mid to late March.
- 2/23- Amendment to contract for additional funding will be proposed to the Board in the next coming weeks.
- 2/27- PDMG states DM is pending.

Project- 660345- 2022 Emergency Protective Measures

Status: Phase 4, Pending Final FEMA Review (2/25)

- GFCSD asked to keep this project open for now in case additional emergency expenses come up. FEMA is asking to close this soon as we are out of the emergency (6 months) period.

pk 22

- Stantec received West Coast invoices on 7/19. To review and upload to Grants Portal
- H2O to provide their Pace invoices to Stantec.
- 8/1- FEMA asked if this Project can be changed to Completed Lane
 - GFCSD has been getting invoices together and will need to check on current status.
- 8/4 – Stantec uploaded invoice from West Coast Pipeline to project in Grants Portal.
- 8/8- Awaiting H2O invoices and updates from GFCSD.
 - 8/22-GFCSD to request again from H2O
 - 8/22-GFCSD to confirm that no other work to be completed
 - 9/12 – H2O said they will provide invoices this week to Stantec. Not yet received as of 9/26.
 - 9/26- H2O stated the invoice would be submitted to Kim today.
 - 10/3- Received invoices from H2O. Stantec will organize and present to GFCSD to approve.
 - 10/7- Stantec sent compiled list of expenses to GFCSD for review that all expenses are included. 10/25, Kim provided invoices. 10/26 – Stantec reviewed and had follow-up questions for Kim 10/27- Kim to address questions
- 8/22 – Stantec requested GFCSD send email to FEMA to move project to ‘completed’ lane so we could upload missing invoices once available. Draft email text was provided. Completed on 9/19.
- 9/15 – GFCSD requested 60-day extension for submittal of Project documents. Response not yet received. (response never received)
- 11/8- GFCSD has provided additional Cat. B invoices. Stantec to review and compile for review.
 - 11/15- GFCSD has provided more final invoices, Stantec compiling. 11/17- sent request to FEMA PDMG to send back Project EEI in order to upload final invoices.
 - FEMA PDMG completed request during 11/22 meeting. Stantec will upload project documents.
- 11/29- All Project documentation and invoices have been uploaded to Project in Grants Portal. Email sent to FEMA PDMG for review and submittal to the CRC.
- 12/1- Project advanced to Phase 3- CRC development.
- 1/23- FEMA PDMG has not gotten update from EHP.
- 1/30- EHP RFI issued for project. The RFI was answered by Stantec and GFCSD and submitted back to FEMA.
- 2/25- Project advanced to FEMA Final Review.

Project- 548682- North Canyon Creek Diversion

Status: Phase 4, Pending FEMA EHP Review (10/13)

- Mitigation has not been discussed to improve resiliency for future events.
- FEMA is separating Site Inspection Report and will provide updated report for GFCSD signature.
 - 8/25- FEMA submitted corrected Site Inspection Report and DDD for review and approval. GFCSD to review/approve.
- 8/22- Stantec submitted EEI to FEMA on behalf of GFCSD.
- 8/26- FEMA and CalOES approved 90-day extension to submit documentation for Project. The new deadline is September 15, 2022.
- 9/8- Project will be sent to the CRC soon. FEMA had a question about mitigation on the project. Stated GFCSD will be utilizing mitigation by installing ductile iron. FEMA to coordinate with FEMA Mitigation team.

pk23

- 9/12 – PDMG states will send to CRC today.
 - 9/19- Stantec inquired if there were any issues with the Project, FEMA stated none. Project not yet sent to CRC as of 9/27.
- 10/13 – Pending EMMIE Submission (meaning it's at the late stages of the CRC). Includes \$17k in 406 mitigation funds to use Ductile Iron in lieu of PVC.
- 10/13 – Still pending CRC EHP Review. No additional RFIs at this time.
- 10/18- FEMA EHP sent RFI for project. RFI response was submitted on 10/20. Response and photos uploaded to Project documents in Grants Portal.
- 10/28- FEMA EHP requested additional information on the location and dimensions of the access road required for the repairs.
 - 11/10- Stantec submitted response to RFI to FEMA PDMG.
- 11/14- Discussed SOP change in Project since FEMA CRC did not factor in the costs for an access road. FEMA and CalOES to discuss next steps for Project. 11/18- Stantec provided additional GPS coordinates for access road to CalOES.
- 12/16 - Uploaded USFS approval for temporary access road, received by FEMA EHP.
- 1/9- FEMA PDMG has not gotten update from EHP.
 - 1/30- Same Status.
- 2/6- PDMG stated project is waiting on response from USFS. Unknown when the project will move forward.

Project- 548687- Metering and Diversion Station (surface water)

Status: Phase 4, Pending FEMA EHP Review (10/26)

- GFCSD to compile and submit paper timecards for maintenance history
 - EDWA submitted 2019 Leak Detection report for distribution lines to show historical maintenance to FEMA.
 - Applicant working on getting timecards. EDWA intern scanned timecards 7/15 and 7/20. Stantec reviewing and assigning PWs to each hour spent and will send to Tony Ramirez (CalOES) to put into FAL template.
- 8/3- Stantec reviewed DDD, provided recommendation to GFCSD.
- 8/18- FEMA requested Applicant to send back Project/DDD so changes can be made. – GFCSD accidentally accepted. CalOES is working to fix the mistake in the system.
 - 8/23- GFCSD sent back DDD for corrections as indicated to FEMA via email on 7/29.
 - 8/25- FEMA sends DDD for GFCSD approval.
- 8/26- FEMA and CalOES approved 90-day extension to submit documentation for Project. The new deadline is September 15, 2022.
- 9/8- GFCSD would like FEMA mitigation to install a meter station in an underground vault. FEMA is aware of this and will coordinate accordingly.
- 9/9- GFCSD sent back DDD for edits to include additional 10” flow meter and cast in place concrete foundation that was not captured.
 - Edits were completed on 9/29.
 - 10/3- GFCSD approved DDD.
- 9/15 – GFCSD requested 60-day extension for submittal of Project documents. Response not yet received. (response never received)
- 10/12- FEMA PDMG submitted Project to CRC.
- 10/13 – Still pending CRC project development. No RFIs at this time.
- 10/26- Project in EHP queue.
- 1/9- FEMA PDMG has not gotten update from EHP.
 - 1/30- Same Status.

- 2/6- PDMG stated project is expected to advance in PA process by end of week.
 - 2/17- Project still in EHP Review.

Project- 547435- Big Canyon Water Diversion and Retaining Wall

Status: Phase 4, Pending Applicant Project Review (2/10)

- Mitigation has not been discussed to improve resiliency for future events.
- 7/27- Project sent to CRC. The pipe has been repaired, and the retaining wall still needs to be completed.
- 8/18 – FEMA requested additional information for EHP review. EDWA and GFCSD provided answers on 8/18.
- 9/19- FEMA PDMG to inquire on the status of Project with FEMA EHP.
 - 10/3- PDMG confirmed the project is pending Tribal/SHPO coordination. This may take up to 45-60 days.
- 10/13 – Pending SHPO/TPO Review as part of EHP Review. Sent to tribes on 9/22. Expect 60-day response time.
 - 11/22- FEMA PDMG will contact EHP for update.
- 12/1- EHP determination of no historic properties affected for the Project. Project advanced to Pending PDMG Project Review.
- 12/19- FEMA PDMG sent back Project to CRC for edits, “Actual costs have been submitted for completed work. Sent back to swap out "estimated" costs with actual costs.”
- 2/15- Stantec reviewed Project scope and cost. Recommended GFCSD approve project.
- 2/27- H2O concerned with costs associated with additional coordination and permitting requirements to complete work. Project may need scope and cost adjustment to capture these costs.

Project- 659585- Miscellaneous Utility Damages (6 DI's)

Status: Phase 4, Pending FEMA 406 HMP Completion (1/30)

- 8/22- Stantec recommended GFCSD approve Project DDD.
 - 8/23- Stantec uploaded maintenance records to Project EEI.
 - 8/25- GFCSD approves DDD
1. Forest View Tank and Pump Station (DI-929475)- 100% Complete- Site Inspection (SI) Required and Unscheduled
 - GFCSD to compile and submit paper timecards for maintenance history
 - Applicant working on getting timecards. EDWA intern scanned timecards 7/15 and 7/20. Stantec reviewing and assigning PWs to each hour spent.
 - GFCSD already submitted Pace invoice. Stantec to confirm FEMA included this.
 - 7/21 Site inspector had questions: What caused the damage there?
 - Jodi: Pressure buildup. There was a pump there. When the fire went through all the pressures from the system created and issue and the PVC failed and need to be replaced because pump could not run
 - Jodi: Replaced with galvanized steel (upgraded material) for mitigation
 - 8/3- Stantec reviewed DDD, provided recommendation to GFCSDs.
 - 8/17- EDWA uploaded Force Account data from GFCSD on Forest View.
 2. Grizzly Pond Property (DI- 929478)- 0% Complete- SI Approved- Ready for bids/CRC development
 3. Water Quality Sample Stations (DI- 929479)- 0% Complete- SI Approved- Ready for bids/CRC development
 4. Stream Gages (DI- 929485)- 0% Complete- SI Approved- Ready for bids/CRC development
 5. Old Mine PRV (DI- 929488)- 0% Complete- SI Approved- Ready for bids/CRC development

6. Hydrant Flow Meter (DI- 929490)- 0% Complete- SI Approved- Ready for bids/CRC development
 - 8/26- FEMA and CalOES approved 90-day extension to submit documentation for Project. New deadline is September 15, 2022.- Not Applicable for Project anymore
 - Project at the CRC as of 8/25.
 - 9/20- Project sent back to CRC for EHP request for information related to the Forest View Tank damage repairs. GFCSD provided information to address request on 9/22.
 - 9/26- FEMA PDMG will send to FEMA EHP team today.
 - 10/13 – FEMA EHP requested USFS-GFCSD agreement. Stantec re-sent to them.
 - 10/17 – Still pending CRC EHP Review. No additional RFIs at this time.
 - 11/1- Jeff (Western Hydrologics) is looking into possible mitigation and will provide us the information. He is also updating costs from his earlier report to account for inflation. Stantec requested his feedback by 11/2.
 - 11/8- Stantec uploaded an updated estimate and mitigation measures for the Stream Gauge damage.
 - 1/9- Project is missing 406 Mitigation activities. Requests sent to FEMA PDMG and FEMA hazard mitigation specialist. Project will be sent back.
 - 1/23- Project pending addition of 406 Mitigation. GFCSD sent back for inclusion on 1/13.
 - 2/13- PDMG sent email detailing the CRC's 406 mitigation issues. CRC claims the project is not cost effective and will require BCAs. Andrew and Jan disagree and will be drafting responses/ costs to support 406 HMP. PDMG to request costing spreadsheets used by the CRC specialist.
 - 2/23- CRC 406 HM replied if Grizzly Flats is not satisfied with the mitigation plans written up, they should create their own cost estimates and submit to CRC for validation.
 - 2/27- Stantec working on cost estimates and 406 mitigation documents.

Project- 659587- Eagle Ditch Pipeline

Status: Phase 4, Pending EHP Review (12/23)

- Mitigation has not been discussed to improve resiliency for future events.
- FEMA is separating Site Inspection Report and will provide updated report for GFCSD signature.
 - 8/1- FEMA still waiting for SIR to be fixed.
 - 8/22- FEMA reports still with Site Inspector (staff shortages).
 - 8/25- FEMA states Damage has been separated and SIR to be reviewed.
- EDWA is working with GFCSD to walk the pipelines to identify/locate, document and assess root that threaten the conveyance pipeline. Assessment to be performed by EDWA intern and a GFCSD operator.
 - EDWA intern, Andy, and Cort collected data on 7/26.
 - EDWA reviewed data and posted it to Grants Portal as of 7/29.
- 8/4- Stantec uploaded burned stumps maps, photos, and spreadsheets to project.
- 8/15 – EDWA exploring methods to prove damage to pipeline
- 8/23- Stantec uploaded maintenance records to Project EEI.
- 8/26- FEMA and CalOES approved 90-day extension to submit documentation for Project. The new deadline is September 15, 2022.
- 9/15 – GFCSD requested 90-day extension for submittal of Project documents. Response not yet received. (response never received)
- 9/1- GFCSD sent back the DDD in order for FEMA to add the burnt stump damages.
 - FEMA received the burnt stump data for the Eagle Ditch project. The DDD edits are still pending, however, FEMA raised concerns regarding the eligibility of the burnt

- stumps since the pipeline itself was not damaged from them. Resolution may take up to 2 weeks for personnel to address.
- 10/3- PDMG stated FEMA is reviewing and will likely make a decision in the next week.
 - 10/13 - FEMA leadership has determined that the adjacent voids from burnt trees will not be added to the DDD
 - GFCSD to consider if we should prepare a technical engineering report describing how damages directly affect the structure or accept current DDD and plan to version the project later.
 - 10/17- Derick from CalOES recommends accepting the DDD as it is since there are unknowns with the extent of damages. This will allow the Project to continue forward in the FEMA PA process, and the Project can be amended on the back end with additional documentation such as geotechnical report affirming the findings.
 - 10/24- GFCSD signed the DDD after discussion with CalOES.
 - 11/29- Project advanced to Phase 3- CRC development.
 - 1/23- FEMA PDMG has not gotten update from EHP.
 - 1/30- Same Status.
 - 2/6- PDMG stated FEMA EHP has not yet sent out the SHPO/THPO coordination letters for the project. Once they are sent, response time will be 60-days.
 - 2/13- EHP issued RFI for GPS points and list of equipment to be used to complete the repairs. Response expected from GFCSD in the next couple of days.
 - 2/27- Stantec answered RFI for project, response sent to Charlotte Lin.

Project- 683606 – Distribution Lines

Status: Phase 2, Pending Initial Project Development (9/26)

All System Distribution Pipelines (DI-929675)

- EDWA uploaded to FEMA Grants Portal on 7/14 the Phase 1 and Phase 2 Leak Report.
- Comment on 4/19/2022 states “929675 All System Distribution Pipelines: Was not inspected during this site inspection.”
 - Recommend FEMA remove DI from current Work Order and issue new Work Order for Site Inspection in order to complete DDD so Project can move forward.
- 8/29- FEMA removed this damage from the “Pipelines” Project. New Project not yet assigned.
- 9/8- FEMA PDMG will formulate new project for damage.
 - 9/19- Stantec inquired when damage will be formulated into Project, FEMA PDMG states today. Damage is unassigned as of 9/22. Completed 9/26.
- 9/15 – GFCSD requested 90-day extension for submittal of Project documents. Response not yet received. (response never received)
- 9/26- Stantec uploading Project documentation into Grants Portal.
- 10/17- Scott to provide justification/codes for damages and repairs to the service lines.
- 10/17- Kim working on getting status of repairs.
 - 12/12- Invoices and repair status submitted to Grants Portal and FEMA PDMG for EEI Approval. Comment added to Project.
- 1/9- FEMA site inspectors tasked to be working on completing the DDD and site inspection report.
 - 1/23- No updates on when FEMA SI will complete SIR or DDD.
- 2/13- Site Inspector had questions on what damages are going to be claimed for the project. PDMG will send an email requesting more information this week.

- 2/27- Scott to work on GPS locations for each leak, along with a “standard” damage description for leaks that haven’t been repaired.

Project- 437365- Fire Hydrants

Status: Phase 2, Pending Initial Project Development

- FEMA identified 36 hydrants with visible paint damage and 1 destroyed.
 - EDWA intern measured hydrant height to determine if meets NFPA on 7/15 per H2O’s request.
 - H2O mentioned on 7/18 that hydrants should have sufficient clearance around hydrant. Some hydrants only meet NFPA on one side of the hydrant. This was not measured on 7/15 as this was a new issue not mentioned until after data was collected.
 - EDWA drafting memo to justify internal damage of an additional ~60 hydrants in burn zone based on manufacturer information and recommendations.
 - H2O to provide cost estimates for repair vs. replacement
 - 8/1- H2O is reviewing the report from a consultant who inspected and identified more damaged fire hydrants. Hoping for internal distribution by end of week. Up to 69 damaged hydrants now. H2O reiterated the need to consider coating and gaskets to be assessed.
- 8/15 – EDWA working on bringing on an inspector to prove internal damage.
 - 8/29- Task not required anymore. Meeting with GFCSD and H2O on 8/29/22, they agreed that no additional inspections are required. The DDD will include the hydrants FEMA identified plus the additional hydrants identified from the report.
- 8/23- Stantec uploaded maintenance records to Project EEI.
- 8/8- H2O still reviewing fire hydrant report, which will be sent to Stantec once completed.
 - EDWA received it on 8/15.
 - 8/24 – Stantec requested revisions to fire hydrant report via H2O. GPS coordinates were not provided, and numbering does not match Field Maps app.
 - Scott was to go to GF on 9/2 to confirm photos
 - On 9/2 H2O took additional photos of hydrant damages and updated the spreadsheet. Stated they found additional damages to fire hydrants. Plans to confirm remaining non damaged hydrants have no damage. Plans to revisit 37 hydrants to verify any visual damage.
 - Issue with photos and FieldMaps/MCS report resolved.
 - 9/22- Scott needs to verify a few more hydrants this weekend. Then Stantec to prepare final mapbook and upload to Grants Portal.
 - 9/26- H2O will be collecting last 4 fire hydrant data today. Will then compile into spreadsheet/document.
- 9/15 – GFCSD requested 90-day extension for submittal of Project documents. Response not yet received. (response never received)
- 9/29- Stantec received the final reports and uploaded them to Grants Portal. Project sent to FEMA PDMG for review.
- 10/17- All documentation has been provided; FEMA Site Inspectors should have what they need to amend the DDD, confirmed by CalOES on Monday meeting.
- 11/16- Still waiting on FEMA site inspector to complete DDD.
 - 12/13-Comment added to Project.
- 1/9- FEMA site inspectors tasked to be working on completing the DDD and site inspection report.
 - 1/23- No updates on when FEMA-SI will complete-SIR-or-DDD.

- 2/6- PDMG stated FEMA SI has requested more detailed records of maintenance or damages for hydrants to compare before and after. GFCSD stated a spreadsheet is available and will send to PDMG.
- 2/13- PDMG received maintenance documents and will share with Site Inspector.
 - 2/14- Kim sent PDMG an additional maintenance report.
- 2/23- All damage information has been sent to the site inspection team.

Project- 437355- Tanks and Booster Facilities (2 DI's)

Status: Phase 2, Pending Initial Project Development (2/23)

1. Tyler Drive Storage and Booster Facility (DI- 787417)- SI Approved by PDMG.
2. Winding Way Tank and Booster Station (DI- 787428)- SI Approved by PDMG
 - EDWA finalized the contract with Acuren. Inspectors to come out in early August from Texas for both tanks.
 - H2O requested additional scope on 7/20 with Acuren for a NACE coating inspection. H2O to provide scope of work to EDWA. EDWA requested on 7/26 that H2O does not directly contact Acuren.
 - 8/23- Stantec uploaded maintenance records to Project EEL.
 - The Fitness for Service Inspection is confirmed for August 3, 2022. Acuren to confirm inspection date (August 8th or 9th) for the API Visual Tank Inspection.
 - 8/1- Inspection for tank will start tomorrow, once complete, wait for report.
 - 8/8- Acuren to conduct API tank inspection on 8/9.
 - 8/22- Awaiting findings and report from Acuren to EDWA
 - 9/6-EDWA confirms inspection report available soon. Initial assessment states tanks are serviceable. EDWA has requested a quote for coating inspections and estimates for tank repairs and coating.
 - 9/12 – EDWA said still waiting on report as of today; initial inspection passed fit for service, but need to perform coating inspections for potable water tanks
 - Expected repairs for Tyler Tank welded steel: repaired and coated
 - Expected repairs for Winding Way bolted steel: gasketed between panels will need to be disassembled, coated, and reassembled. Will not be cost-effective.
 - Regardless we will likely want to relocate tanks
 - 9/15 – EDWA sent findings and report from Acuren to Stantec. H2O sent results of lead testing on the tank liners.
 - 9/15 – GFCSD requested 90-day extension for submittal of Project documents. Response not yet received. (response never received)
 - 9/19- EDWA confirmed tank report findings, awaiting quote for interior inspections.
 - 9/26- EDWA is currently waiting on comments from H2O and insurance. It was decided to hold off on submitting reports to FEMA until a full picture of what is required to repair/replace the tanks is understood and Acuren addresses comments from the reports.
 - 10/3 – EDWA coordinating tank inspections. 10/17- Internal tank inspection scheduled for the week of Oct. 24. Final report anticipated mid-November.
 - 10/17- Acuren will not provide cost estimates for repairs. H2O will provide estimates once all report findings are submitted.
 - 11/22- Internal tank reports delivered to EDWA, GFCSD, and Stantec. Reports are being reviewed.
 - 11/29- Draft tank reports were uploaded to Grants Portal for FEMA to review. Request for Alternate Project (moving the tank facilities) was submitted to FEMA PDMG.
 - 12/8- DDD has been updated by FEMA Site Inspectors, GFCSD and Stantec to review.

- 12/12- H2O to review and note what items are missing from the DDD. 12/19- Scott is questioning the Acuren interior report and will be in contact with Acuren for comments. Will review DDD and submit damages hopefully by end of week.
- 1/9- Scott on vacation, still tasked with reviewing tank report and providing comments. Now states estimated time to complete 2 weeks.
- 1/23- H2O sent comments on Acuren Tank Report to EDWA for Acuren to address. Response expected in 2 weeks.
- 1/30- Project DDD has been reviewed by GEI consultant and provided edits. Awaiting report comments from Acuren.
- 2/6- Initial DDD edits will be sent to PDMG while Acuren finalizes their response.
- 2/13- Acuren has replied to comments and will need to issue new report. They have agreed that the tanks were empty now, and the fire exposed the tanks to temperatures above manufacturer recommended levels. The DDD will need to be updated to include the specific tank damages. Estimated time to complete is next week.
- 2/23- PDMG has sent back Project for DDD modifications.
- 2/25- DDD pending review after changes. Project pending final report from Acuren.

Project- 437326- Water Lines and Meters

Status: Phase 2, Pending Initial Project Development

- FEMA reviewing supporting damage documentation
 - EDWA uploaded to FEMA Grants Portal on 7/25 the requested GPS data, photos, and description of meters/service lines within the burn zone.
- Pending Site Inspector Submission.
 - 8/22- FEMA reports still with Site Inspector (staff shortages).
 - 9/12- PDMG said Site Inspectors hoping to finish up road inspections for others today, so will review this project starting tomorrow.
- 8/29- H2O contacted metering company regarding calibration- no response to date. H2O will coordinate on this Project. There are 621 total meters, approximately 400 in burn scar, of which, estimate 200 or so not functioning properly. GFCSD can show records of current and pre-fire usage. Out of the 621 meters around 300 were brand new in the last 3 years.
- 9/15 – GFCSD requested 90-day extension for submittal of Project documents. Response not yet received. (response never received)
- 9/8- H2O states water meters with no visible damage are not reading usage properly, intends to check internal workings with calibration device.
 - 9/26- Master meter has been obtained to conduct meter testing. Field work to be completed under H2O's coordination in 2 weeks (early October), with report of findings to follow (late October).
 - 10/17- Preliminary meter calibration has indicated that the "undamaged" meters thought to be reading incorrectly, are in fact within 98%-100% accuracy. H2O will review the remaining meters and re-evaluate the need to continue testing.
 - 10/24 – H2O to provide report soon
- 11/14- H2O to complete:
 - Write up report on additional damages based on testing
 - Write up mitigation for concrete boxes (Meter boxes need to be bigger or have two per location to accommodate 1" service line. Use brass/metal meters vs. plastic.)
 - Write up justification on how service line and meter are one unit
 - 12/8- Scott sent memo to Stantec to review and revise.
- 12/12- Updated damage list uploaded and sent to FEMA PDMG for Site Inspectors to update DDD. Comment added to Project.

- 1/9- FEMA site inspectors tasked to be working on completing the DDD and site inspection report.
 - SI requested photos to be provided. Stantec confirmed and uploaded water meter photo book.
 - 1/23- No updates on when FEMA SI will complete SIR or DDD.
- 2/27- per PDMG “The site inspector just reached out for some more detail on the water lines in order to complete the site inspection report. He’d like you to provide a description of the damaged water line with a GPS location, diameter, and length.”
 - Owen will pare down the meter spreadsheet and send to Scott. Scott will develop a “standard” damage description for replacing a meter.

Project- 547264- Fencing, Signage, and Retaining Walls (2 DI’s)

Status: Phase 2, Pending DDD Completion (2/28)

1. Fence and Wooden Retaining wall at Tyler Pump Station (DI-922016)
2. Fences, Wooden Retaining walls, signage, and misc. items (DI- 929486)
 - Site inspection occurred on 04/06/2022. Damage waiting for Site Inspector to submit Report and DDD. 7/29- Stantec uploaded supporting documentation to Project/Damage
 - 8/1- FEMA confirmed Site Inspector is in progress of developing DDD.
 - 8/22- FEMA reports still with Site Inspector (staff shortages).
 - 8/23- Stantec uploaded maintenance records to Project EEI.
 - 9/15 – GFCSD requested 90-day extension for submittal of Project documents. Response not yet received. (response never received)
 - 10/3- Stantec sent request to H2O/GFCSD to provide inventory of the damages. FEMA needs this to complete the Site Inspection.
 - 11/14- GFCSD to collect GPS, size, descriptions by putting photos and information into H2O’s Meter map.
 - 12/1- Stantec uploaded photos and information into Grants Portal. Ready for FEMA Site Inspector to write up DDD.
 - 12/6- additional dimensions and photos were uploaded to GP, email notification sent to PDMG to relay to Site Inspectors.
 - 12/12- Project EEI sent to FEMA PDMG for review/approval and FEMA Site Inspector to complete DDD. Comment added to Project.
 - 1/9- FEMA site inspectors tasked to be working on completing the DDD and site inspection report.
 - 1/23- No updates on when FEMA SI will complete SIR or DDD.
 - 2/13- FEMA Site Inspector sent over spreadsheet of missing information to GFCSD in order to complete the DDD. Kim is gathering information and finalized spreadsheet was sent back to PDMG today.
 - 2/22- Project DDD sent to GFCSD to review.
 - 2/28- DDD sent back for revisions. An updated spreadsheet for sign damages was provided.

MISCELLANEOUS UPDATES

- 2/23- Caroline Woods will be taking over for Michael as PDMG.
- 2/13- PDMG, Michael Hancock, will be leaving the disaster at the end of the month. Replacement PDMG unknown at this time.
- 2/13- Due to holiday on 2/20, next week’s meeting will be rescheduled for 2/23 at 10:00AM PST.
- 2/12- 30-day deadline to complete permanent work is 3/12/23. Reminder email was sent from Grants Portal. A Project extension request will be drafted for all remaining permanent project repairs.

PK 31

- 2/7/23 – Project purgatory updated provided
- 1/19/23 – Stantec held meeting with Rob Roscoe, GEI Consultants, to provide briefing on status of ongoing efforts, identify immediate and near-term priorities/needs. Forward project DDDs, SOW, Budget and file attached at request of Rebecca Guo and Kyle Ericson, EDWA.
- 9/26- Stantec presenting GFCSD with potential mitigation opportunities for damages. Stantec will be compiling a list for FEMA.
- 9/8- The project documentation extension that was granted by CalOES/FEMA has a deadline set for September 15. Stantec drafted another letter requesting additional time for the remaining projects.
- 9/8- CalOES would like to start tracking the status of funds being dispersed. Stated the check for around \$115,000 was sent out to GFCSD for the liner repair. CalOES requested confirmation of receipt from GFCSD. GFCSD/Stanterc provided confirmation.
- 8/29- The group decided to continue with one meeting per week, on Mondays, starting 9/12.
- 8/25-Obligated funds for HDPE Reservoir project are still pending disbursement. CalOES fiscal year ended in June, should expect funds soon.
- GFCSD appointed Kim Gustafson interim GM and will be taking over FEMA PA activities.
 - CalOES sent Form 130 Designation of Applicant Agent to Stantec and GFCSD.
 - Kim to complete and send back to gain primary Applicant functions in Grants Portal
 - Kim to add EDWA to Form 130. Will need GFCSD Board approval.
 - Next board meeting 10/13/22.

Public Assistance Grants Management

- EDWA prepared time extension requests for Emergency Projects. GFCSD submitted on 2/14/22.
- CalOES approved GFCSD's time extension request for supporting documents through 9/15/22
- Stantec prepared another time extension to provide additional 90-days to prepare supporting documents (submitted to GFCSD on 9/14, GFCSD submitted request to Cal OES on 9/15)

OTHER FUNDING SOURCES

North Canyon & Big Canyon Diversions (water supply intakes) & Conveyance Pipelines:

The North Canyon (Project- 548682) and Big Canyon (Project- 547435) Diversions were impacted by the Caldor Fire. For the Diversions, EDWA has 2 main concerns that include: (1) Erosion and debris from the upstream areas that could block or enter the diversions and (2) Damage to the pipelines that deliver raw water from the creeks to the GFCSD Water Treatment Plant (WTP). Item 2 is covered by FEMA Public Assistance.

Erosion & Debris

WaterSMART EWRP Grant

- EDWA/RCD approved for \$1.85 million grant through Bureau of Reclamation for watershed restoration for the GFCSD's North Canyon and Big Creek watersheds for restoration to address erosion and debris concerns.
- 10/13 - EDWA is responding to RFI with Reclamation to support an award for this fall/winter.

FEMA Hazard Mitigation Grant Program

- EDWA/RCD also prepared a grant application through FEMA Hazard Mitigation Grant Program for watershed restoration for the GFCSD's North Canyon and Big Creek watersheds for restoration to address erosion and debris concerns. Still under FEMA review.
- 8/1- CalOES questioned, and EDWA/RCD confirmed that the scope of work for the \$1.85 million grant is for water-intake and infrastructure protection, removal of dead trees and restore trees from upper watershed. This grant funding has nothing to do with FEMA PA or Eagle Ditch trees. Revised SOW was submitted to the online portal on 9/1.

Tree Removal to allow for pipeline repair

USDA Grant

- The \$998k grant application is under review by USDA and waiting for final approval.
- 10/3 – GFCSD awarded grant by USDA. GFCSD to solicit bids.

Recover Lost O&M Revenue

FEMA Community Disaster Loan

- Loan is a max \$5M or 25% of operating budget of GFCSD
- The operating budget for 2022 was \$590k. Using this number, would get \$146,301 in CDL
- GFCSD to provide a more accurate post-fire budget. Would be higher than \$590k.
- Interest TBD (3.0% interest was for another project as of July 11)
- At end of monitoring period (3 yrs.)
- If you have a cumulative loss that exceeds the loss of the loan, the loan is 100% forgiven. If cumulative loss only equaled 50% of loan, then only forgiven 50%, etc.
- At this time, you can either pay all or in payments. Can also ask for an extension for up to another 5 years.
- State needs to approve because they are the co-signers in case GFCSD defaults on payments.
- 10/3 – Kim provided budget information to CDL. CDL is reviewing. CDL and GFCSD have a meeting on 11/2 to discuss.

State Revolving Fund

- 10/3 – Kim is pursuing additional funding opportunities under SRF.

Other

- 10/5 – EDWA, GFCSD, Stantec met to discuss projected O&M expenses vs. budget.
- 10/10 - Stantec provided table of projected O&M expenses vs. budget based on 10/5 meeting to EDWA and GFCSD to aid in their exploration of other potential funding assistance.

FEMA Grant - Cal Fire Emergency Hazard Tree Mark and Photo Documentation Change Order Request

From: Tom Amesbury (tom@forco-op.com)

To: gfwater@sbcglobal.net

Cc: frank@forco-op.com; sierra@forco-op.com

Date: Monday, February 13, 2023 at 03:45 PM PST

Hi Kim,
 As discussed on the phone, we are about 2/3 of the way done on the hazard tree marking and photo documentation log creation for this project and have exhausted our initial project budget estimate. This is mostly due to the time needed to document the tree's location to the pipe and to take the required three photos of each hazard tree designated for removal.

In order to finish the project in a timely fashion we are requesting a change order of \$9,400.00 to our budget to do so. The following table outlines the requested C/O.

Grizzly Flatts CSD Cal Fire Emergency Exemption Project Change Order Request, February 14, 2023							
2023 Field Season - FCO Project Staff	Unit	Unit Cost (\$/hour)	Recon	Arch Survey, Report and NETO Report	Tree Marking (40 Trees/MD)	Total Units	Total Cost
Registered Professional Forester (Project Lead) - Arch Adendum & Land Owner Signatures	Hour	\$130.00		20		20	\$2,600.00
Forestry Foreman, RPF Designee & ISA Arborist	Hour	\$92.50			48	48	\$4,440.00
GIS Analyst	Hour	\$105.00				12	\$1,260.00
VRBO Crew Lodging & Per Diem	Week	\$700.00				1	\$700.00
Incidental Expenses - Quad, Paint & Flagging - \$225/Week	3 days	\$150.00				1	\$150.00
Mileage -160 miles GV/Grizzly Flat Round Trip @ \$112/Trip (.79 CPM)	Round Trip	\$125.00				2	\$250.00
Feb 15, 2023 - Total Project Change Order Request =							\$9,400.00

Thank you for your understanding in getting this unique project completed. Please don't hesitate to call me if you have any questions.

Tom Amesbury
 Principal Forester, Forester's Co-Op & AA-NRM
 Office: (530) 273-8326
 Cell: (530) 945-6276
www.forco-op.com

pk34