

Keith Hadick, President (Division 3)
Randy Sharer, Vice President (Division 7)
Andrew Adam, Secretary (Division 2)
Casey Conrad, Treasurer (Division 6)
Ramon Elias, Director (Division 1)
Gerald Mahoney, Director (Division 4)
Vacant, Director (Division 5)



**SANTA MARIA VALLEY WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING**

January 16, 2025 – 6:30 p.m.

2255 S. Broadway, Ste. 8E, Santa Maria, California

Members of the Public may also join the meeting via Zoom:

<https://us06web.zoom.us/j/89283522552?pwd=ivyQkaTtvASduYa45ivQFV5hwkaGOM.1>

Meeting ID: 892 8352 2552

Passcode: 697604

One tap mobile

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Or Dial +1 669 444 9171 US

AGENDA

1. CALL TO ORDER

- a. Roll Call
- b. Pledge of Allegiance

2. PUBLIC COMMENT

*Members of the public may address the Board on any subject within the jurisdiction of the Board and which is **not** on the agenda for Regular Meetings or that **is** on the agenda for Special Meetings. The public is encouraged to work through District staff to place items on the agenda for Board consideration. No action can be taken on matter not listed on the agenda. Comments are limited to five (5) minutes.*

3. ADDITIONS TO THE AGENDA

Items may be added to the agenda in accordance with Section 54954.2(b) of the Government Code, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action come to the attention of the District after the Agenda was posted.

4. APPROVAL OF AGENDA

Recommended Action: Motion to approve Agenda as published.

5. CONSENT CALENDAR

Items on the Consent Calendar are routine items that come before the Board of Directors on a regular basis. Unless a Director or member of the public requests separate discussion/action on an item, all items on the Consent Calendar will be considered for approval on one motion.

a. Approval of Minutes

Regular Meeting of December 19, 2024

6. CONSIDERATION OF AMENDMENT TO PROCUREMENT POLICY

Recommended Action: Consider motion to approve amended District Procurement Policy

7. APPROVAL OF AGREEMENT WITH ASHLEY AND VANCE FOR ON-CALL ENGINEERING SERVICES

Recommended Action: Consider approval of agreement with Ashley and Vance for on-call engineering services

8. REPORTS AND INFORMATION

a. Report on Operations at Twitchell Dam --

The Board of Directors will hear a report on dam conditions.

b. Twitchell Operations Committee (TOC) – Interim General Manager

The Board of Directors will hear an update from the TOC, which oversees all operational aspects of Twitchell Dam

c. Financial Committee -Director Conrad, Chair

Financial Reports are prepared and reviewed by the District's CPA, Carrie Troup.

Recommended Action: Motion to approve committee recommendation to transfer \$500,000 from Community Bank checking account to Cal CLASS investment account.

Recommended Action: Motion to receive and file report(s)

d. Report from Horne-Director Hadick

Recommended Action: Motion to receive and file report(s)

9. DIRECTOR & STAFF REPORTS

a. Director Reports

Directors will report on any events or items of note concerning their Division/the District during the prior month, if any. Directors may also request placement of items on future agendas for Board consideration.

b. General Manager's Report

The interim General Manager will report on new or pending District matters and activities.

c. District Counsel Report

District Counsel will report on any relevant legal matters that may impact the District.

10. NEXT MEETING: February 20, 2025

11. ADJOURNMENT

Upon request, agendas can be made available in appropriate alternative formats to persons with disabilities, as required by section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to observe and participate in a meeting should direct such a request to the District Office at (805) 925-5212 at least 48 hours before the meeting, if possible.

POSTED/PUBLISHED: January 13, 2025

Keith Hadick, President (Division 3)
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Vacant, Director (Division 5)



SANTA MARIA VALLEY WATER CONSERVATION DISTRICT BOARD OF DIRECTORS REGULAR MEETING MINUTES – December 19, 2024

District Office
2255 S. Broadway, Ste. 8E
Santa Maria, California

- 1. CALL TO ORDER:** With a quorum present, the meeting was called to order at 6:31 p.m.
 - a. Roll Call:** Present were Directors Hadick, Adam, Conrad, Elias, Mahoney and Sharer. Also present were Carrie Troup, CPA; Sam Hurst, Horne LLC; Ed Apalategui; Gregg Gilbert; District Counsel Keith Lemieux; and Interim General Manager Carol Thomas-Keefer.
 - b. Pledge of Allegiance:** President Hadick led the Pledge of Allegiance.
- 2. PUBLIC COMMENT:** Mr. Gregg Gilbert of ROC Sciences addressed the Board regarding payment for sediment removal work performed by ROC in 2023 and regarding additional sediment removal work in the future.
- 3. ADDITIONS TO THE AGENDA:** President Hadick noted that he was participating electronically from home due to illness and requested that the Board consider approving his remote participation due to illness pursuant to the Brown Act exception. On motion by Director Conrad and seconded by Director Adam, President Hadick's remote participation was approved. Motion carried: 5-0-1-1.
- 4. APPROVAL OF AGENDA:** On motion by Director Sharer and seconded by Director Adam, the agenda was approved. Motion carried: 6-0-0-1.
- 5. CONSENT CALENDAR:** The Interim General Manager reported that this item is deferred as the minutes from the November 21 and December 5 meetings were not yet available.
- 6. REVIEW AND APPROVAL OF POLICY RE USE OF DISTRICT PROPERTY:** The Interim General Manager reported that this item was brought back for reconsideration from the November meeting. Following discussion, on motion by Director Elias and seconded by Director Mahoney, the Policy regarding Use of District Property was approved. Motion carried 5-0-1-1 with Director Conrad abstaining.
- 7. APPROVAL OF EQUIPMENT MAINTENANCE PROPOSALS FROM PC MECHANICAL:** Ms. Thomas-Keefer reviewed the proposals received for maintenance on District vehicles and equipment. Director Conrad disclosed his employment relationship with PC Mechanical, noting that he is not in an ownership or principal role. He then recused himself from further discussion and left the meeting. Following a brief discussion, on motion by Director Sharer and seconded by Director Adam, the Board approved the equipment maintenance proposals as presented by

PC Mechanical for a total of \$6,578.78. Motion carried 5-0-0-2.

8. APPROVAL OF CONTRACT EXTENSION WITH GAEDEKE HYDROLOGIC LLC FOR AS NEEDED TEMPORARY DAM MONITORING SERVICES:

Ms. Thomas-Keefer reported that the current contract with Gaedeke Hydrologic will expire December 31, 2024. Although the District is now working with a staffing agency to expedite recruitment activities, the District would continue to need temporary dam monitoring services until such time as the positions are filled. On motion by Director Adam and seconded by Director Sharer, the Board approved the contract extension with Gaedeke Hydrologic Services LLC for temporary dam monitoring services on an as-needed basis through March 31, 2025. Motion carried 5-0-0-2.

9. REVIEW AND CONSIDERTION OF ON-CALL ENGINEERING CONSULTANT

QUALIFICATIONS: Ms. Thomas-Keefer reviewed the District's recent solicitation for Statements of Qualifications from engineering firms and reviewed the qualifications of the firm of Ashley and Vance, a consulting engineering firm with offices in Santa Barbara and San Luis Obispo. Following discussion, on motion by Director Adam and seconded by Director Elias, staff was authorized to negotiate a contract with Ashley and Vance for on-call engineering services. Motion carried 5-0-0-2. It was further suggested that a representative of Ashley and Vance attend the next TOC meeting, and Ms. Thomas-Keefer indicated she would extend the invitation.

10. REVIEW AND CONSIDER CONTINUED AGREEMENT WITH HORNE LLC: (ITEM 11d.

Report from Horne was moved up in the agenda to be included with this item.) Mr. Sam Hurst provided a report on ongoing activities to pursue cost reimbursement opportunities with FEMA. Following considerable discussion, Director Adam moved to discontinue the District's contract with Horne LLC, but the motion died for lack of a second. The Board then determined that no action was required at this time with regard to the agreement with Horne.

11. REPORTS AND INFORMATION

a. Report on Operations at Twitchell Dam: President Hadick reported that the reservoir elevation is currently at 533.8 feet, with 556 acre-feet of water in storage and 2.93 inches of rain to date, as compared to 1.61 inches this time last year.

b. Twitchell Operations Committee (TOC): Ms. Thomas-Keefer reported that the committee is working to obtain estimates for a several maintenance activities at the dam site, and Director Adam had conducted a site visit with two contractors.

c. Financial Committee: Ms. Troup reviewed the November month-end financial statements, along with invoices paid. On motion by Director Mahoney and seconded by Director Adam, the financial statements for November were received and filed. Motion carried 5-0-0-2.

d. Report from Horne: Report was moved to be included in Item 10.

12. DIRECTOR & STAFF REPORTS

a. Director Reports: President Hadick stated that the January agenda would include an item to consider revisions to the District's Procurement Policy. Director Mahoney requested an update on progress toward improvements needed pursuant to the recent USBR report on the May 2023 inspection. Director Sharer reported that Mr. Gaedeke took water levels on October 4-5; he also noted that oncoming director Ed Apalategui should be seated at the January 16 board meeting.

b. General Manager's Report: Ms. Thomas-Keefer reported that she has been working with the staffing agency, Excel, on recruitment, and asked the ad hoc Personnel Committee to set a meeting to review potential dam tender resumes. A meeting was set for January 7 at 5:00 p.m.

c. District Counsel Report: District Counsel Lemieux had no report.

10. NEXT MEETING: January 16, 2025

11. ADJOURNMENT: It was moved and seconded by Director Sharer and Director Adam to adjourn at 8:50 p.m.

Minutes approved on _____

Keith Hadick, President

Submitted by Carol Thomas-Keefer

STAFF REPORT

TO: SMVWCD Board of Directors
FROM: Carol Thomas-Keefer, Interim General Manager
DATE: January 16, 2025
RE: Procurement Policy Revisions

Background:

In 2023, the District Board adopted a Procurement Policy to establish policies and procedures for procuring vendor and contractor services. The Policy includes, among other things, formal and informal bidding procedures and dollar amounts to determine when board approval is needed.

Recently, the Twitchell Operations Committee recommended that the Board consider revising the Procurement Policy to increase the amount that the General Manager can authorize without seeking board approval. The Policy allows the General Manager to authorize expenditures under \$5,000. The TOC members felt that the amount should be increased to allow the General Manager the ability to contract for needed services in a timely manner without requiring Board approval. The committee did not identify a specific amount for the General Manager's proposed authorization limit, but suggested it should perhaps be in the \$25,000 range.

Recommendation:

The Board should review the existing Procurement Policy and determine if the General Manager's expenditure limit should be increased; if so, then the Board should also determine what the revised expenditure limit should be.

Attachment:

- District Procurement Policy

Purchasing Policy
Santa Maria Valley Water Conservation District

1. PURPOSE AND SCOPE

(a) This Policy provides direction regarding the procurement of supplies, equipment, works of improvement, professional services, and other goods and services to ensure the District will receive high quality goods and services at a fair price. The following terms are defined for the purposes of this Article:

(1) "Formal bidding" means: 1. the solicitation of bids with written specifications and pursuant to publication of a Notice Inviting Bids at least once a week for two successive weeks in a newspaper of general circulation, the last publication to be made not less than two weeks nor more than six weeks prior to the opening of bids; or, 2. the solicitation of bids with written specifications through an online portal which provides access to advertised bid opportunities, such as BidNet.com

(2) "Informal bidding" means the solicitation of at least three quotations after approval of specifications by the General Manager pursuant to a notice to potential bidders as determined by the General Manager.

(3) "Request for proposals" means the solicitation of a written scope, schedule and cost of the work to be accomplished by a service provider.

(4) "Goods" means a tangible product, not including a work of improvement.

(5) "Service" means an intangible product.

(6) "Work of improvement" means the construction of works, structures, and equipment, the furnishing of labor, and the acquisition of real or personal property for works.

(7) "Designated qualified vendor" means a vendor selected for the purchase of certain items or classes of items as a result of a formal or informal bid process to fulfill an on-going need.

(8) "Emergency" means procurement of goods or services that are estimated to cost \$35,000 or more necessary for the repair of public facilities caused by a sudden, unexpected occurrence that poses a clear and

imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property or essential public services.

(9) "Urgent" means a procurement of works of improvement, professional services or goods and services that are estimated to cost less than \$35,000 and necessary for the repair of public facilities of the District, damaged by unanticipated calamity where expeditious action is required to prevent potential interruption of service, restore required redundancy or avoid additional damages.

2. EMERGENCIES

(a) Emergency purchases of \$35,000 or more may be made without formal bids, informal bids, or requests for proposals, if this Section is followed.

(1) When a meeting of the Board can be commenced in a timely manner to authorize emergency action, by 4/5's vote, the Board shall be requested to authorize procurement of works of improvement, professional services, or goods and services without formal bids, informal bids, or requests for proposal. Such authorization shall be based on substantial evidence set forth in the minutes of the meeting that the emergency will not permit delay and action is necessary to respond to the emergency. Until the emergency subsides or the work is complete, at each subsequent regular meeting the board shall determine by 4/5's vote whether to continue to terminate the authorization for emergency.

(2) When a meeting of the Board cannot be commenced in a timely manner to authorize emergency action, the General Manager may authorize procurement of works of improvement, professional services, or goods or services without formal bids, informal bids, or requests for proposal. The General Manager shall report to the board within 7 days of the emergency or at the next regular or special board meeting. The report shall describe the emergency and present evidence that the emergency did not permit delay and action was necessary to respond to the emergency. Until the emergency subsides or the work is complete, at each subsequent regular meeting following the General Manager's action, the board shall determine by 4/5's vote whether

the need for emergency action continues.

(b) Urgent purchases under \$35,000 may be made without informal bids or requests for proposals following procedures established by the General Manager.

3. WORKS OF IMPROVEMENT

(a) The District shall procure works of improvement in accordance with Public Contract Code, Section § 20640, et seq. Works of improvement estimated to cost less than \$35,000 may be procured through the informal bid process. If the work is included in the current year budget, the General Manager may solicit informal bids without prior Board approval. If the work is not included in the current year budget, Board approval shall be obtained before informal bids are solicited.

(b) Works of improvement estimated to cost \$35,000 or more shall be procured through the formal bid process. The General Manager may solicit formal bids only with prior Board approval.

4. PREQUALIFICATION OF BIDDERS

(a) The General Manager may designate works of improvement that require specialized skills which cost in excess of five million (\$5,000,000) to be subject to prequalification of bidders.

(b) To become a prequalified bidder, a contractor must submit to the District a prequalification application consisting of a standardized questionnaire, financial statement, and statement of experience as part of the pre-qualification bidding packet.

(c) The questionnaires and financial statements submitted by prospective contractors are not public records and are not subject to public inspection. Records of the names of contractors applying for prequalification status are public records and subject to disclosure. Documents submitted by a prospective contractor will be submitted under penalty of perjury.

(d) The District will rate prospective contractors in accordance with a rating

system based on (1) Public Contract Code § 20101 and (2) the model guidelines and standardized questionnaire created by the Department of Industrial Regulations, as modified by the District to address the needs of the particular project, or projects, to which they are to be applied.

(e) The District will devise the questions, process and scoring for the rating system, to best evaluate a contractor's ability to successfully complete a particular project. This information will be provided as part of the pre-qualification bidding packet. The rating system will be applied uniformly and objectively to prospective contractors, which have submitted properly completed documents in accordance with this policy. The District may determine only a certain number of the top scoring pass-rated contractors shall be considered prequalified for a specific project. This determination shall be made prior to issuing the Notice Inviting Prequalification for the specific project.

(f) When the District uses this prequalification process, the only contractors eligible to submit a bid are prequalified contractors. Further, such contractors shall submit bids only naming a prequalified subcontractor when subcontractors are prequalified. A bid received listing an unqualified subcontractor will be disqualified as nonresponsive. No bid shall be accepted for the project from unqualified contractors.

(g) A contractor's prequalification status will immediately terminate if: (1) The contractor fails to give the District written notice of change in the information previously provided within 10 days before a bid opening; (2) the contractor's license is suspended or terminated by the California State Licensing Board; (3) the contractor is convicted of a crime of moral turpitude; (4) the contractor's application contains materially false information; or (5) the contractor's control over a public works contract, whether within the District's jurisdiction or otherwise is terminated for cause.

(h) The District shall give written notice to each contractor of the prequalification determination for that contractor. A contractor may appeal a rating of "not qualified", including a decision to revoke a previous qualified rating. There is no appeal from a finding that a contractor is not prequalified because of a failure to submit required information or failure to submit required

information in a timely manner.

- (1) Contractor may appeal the decision as follows:
 - a. By giving written notice of appeal to the General Manager no later than ten days after receipt of the not qualified rating.
 - b. The notice of appeal shall contain at least the following:
 - (i) The name, address and telephone number of the person making the appeal.
 - (ii) A description of the determination which is the subject of the appeal, and the date of the Notice of Determination; or
 - (iii) A brief description of the grounds for the appeal.
- (2) The District will provide the contractor with a written statement of the basis for the not qualified determination and supporting evidence received from others or adduced as a result of investigation.
- (3) Within 14 days of sending the response to the contractor, the General Manager shall hear the appeal. The hearing shall be an informal one. The contractor may rebut evidence which is the basis for the determination and present evidence why the contractor is qualified.
- (4) The General Manager or designee may affirm the earlier determination or reverse the determination and assign an alternate rating. This decision will be in writing containing a summary of the facts that led to the decision. The decision of the General Manager is final. A contractor shall have no right to appeal the decision to the Board.
 - a. The General Manager may cancel the prequalification process at any time during the prequalification process, even after receiving and scoring applications. If the prequalification process is cancelled, the normal competitive bidding rules will apply. The District assumes no liability for the cost a prospective contractor may have incurred by submitting an application for prequalification, and the submittal of a prequalification application is a waiver to claim any such cost or losses due to cancellation of the process.

5.

DEBARMENT

(a) The District shall have the right to debar a contractor, prohibiting it from entering into any agreements with the District. Debarment of a contractor is not meant to be a punishment, but a procedure to ensure that publicly funded business is conducted legally with responsible parties, maintaining the integrity of the District's procurement process.

(b) Reasons for debarment.

(1) A finding by the District that a contractor has within the last three (3) years demonstrated a lack of integrity that could jeopardize the District's interest if the District were to contract with the contractor. Factors which may result in a finding that a contractor is not able to perform responsibly include, but are not limited to, any of the following:

- (i) A conviction of a criminal offense incident to the application for or performance of a contract or subcontract with a public agency.
- (ii) A conviction of a criminal offense which negatively reflects on the contractor's business integrity, including but not limited to, embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, negligent misrepresentation, price-fixing, bid-rigging, or a violation of state or federal anti-trust statutes.
- (iii) A loss or suspension of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.
- (iv) A conviction of a criminal offense or other violation of other state or federal law, as determined by a court of competent jurisdiction or an administrative proceeding,

which in the opinion of the District indicates that the contractor is unable to perform responsibly or which reflects a lack of integrity that could negatively impact or reflect upon the District

(2) A finding by the District that the contractor is not able to perform responsibly, based upon any of the following upon the sole judgement and at the discretion of the District:

- (i) Violation by the contractor of bid solicitation procedures or violations of the terms of a solicitation after bid submission.
- (ii) Failure by the contractor to substantially perform a public contract or subcontract according to its terms, conditions, and specifications within specified time limits.
- (iii) Refusal by the contractor to provide information or documents required by a contract, including but not limited to, information or documents necessary for the District to monitor contract compliance.
- (iv) Failure by the contractor to respond to requests for information regarding its performance or accumulating repeated substantiated complaints regarding performance of a contract or purchase order.
- (v) Failure of the contractor to perform a public contract or subcontract in a manner consistent with any applicable state or federal law, rule, or regulation.
- (vi) Repeated unsafe work practices that have put workers, the District employees and/or the general public at risk.
- (vii) An inferior finished work product/poor workmanship that does not comply with the contract specifications or what is considered generally acceptable workmanship by industry standards that is not remedied at the request of the District.
- (viii) Any contract in which the contractor's Surety is

requested by the District to satisfactorily perform or complete the work as specified in the contract.

- (ix) Violations of Division of Industrial Relations requirements including but not limited to non-payment of prevailing wages.

(c) Debarment Procedure

(1) The District will issue a notice of proposed debarment to a contractor subject to debarment by certified mail, return receipt requested, or by courier service. All of the following shall be included in the notice:

- (i) A statement that proposed debarment action is being considered by the District.
- (ii) A description of the reasons for the proposed debarment in sufficient detail to put the contractor on notice of the conduct and causes upon which proposed debarment is based.
- (iii) A statement indicating that within thirty (30) calendar days from the date of the notice, the contractor may submit, in writing, information in opposition to the proposed debarment, including any additional specific information that raises a genuine dispute over the material facts and any mitigating circumstances.
- (iv) Explanation that the contractor has thirty (30) calendar days to request a hearing.
- (v) A statement that failure by the contractor to respond with a written request for a hearing within thirty (30) calendar days, will result in debarment by the District without a hearing. A description of the potential implications of debarment.

(2) If debarment is imposed, the contractor shall be given prompt notice by certified mail, return receipt requested, or by courier service. The notice of debarment shall include the following information:

- (i) Reference to the notice of debarment.
- (ii) Specific reasons for debarment.
- (iii) The period and scope of debarment including the effective dates.
- (iv) An explanation that the vendor has ten (10) business days after receipt of the notice of debarment to protest the debarment in writing to the District.

(3) If debarment is not imposed, the official shall promptly notify the contractor by certified mail, return receipt requested, or by courier service.

(D) Debarment Protest:

(1) A debarred contractor may protest the debarment action by written submission to the District stating in detail the reasons that debarment is in error. The written protest shall be received within ten (10) business days after the date of the notice of debarment. The District shall review all facts on which the debarment was based and the contractor's protest, and shall make a decision within thirty (30) calendar days after receipt of the protest to either uphold or overturn the debarment. The contractor shall be notified in writing of the decision.

(2) The District may reduce the debarment period, upon the debarred contractor's request, supported by documentation for the following reasons:

- (i) Newly discovered material evidence.
- (ii) Reversal of the conviction or civil judgment upon which the debarment was based.
- (iii) A good faith change in ownership or management.

(E) Elimination of other causes for which the debarment was imposed.

Period of Debarment:

(1) Debarment shall be for a period commensurate with the seriousness of the contractor's actions and causes for debarment. After the debarment period expires, the vendor may reapply for inclusion on bidder lists through the regular application process.

(F) Effect and Scope Debarment:

(1) Debarment affects all divisions or other organizational units of the contractor, unless the debarment decision is limited by its terms to specific divisions or organizational units. The debarment decision may extend to any affiliates of the contractor or named individuals, if the affiliate or individual is specifically named in the notice of debarment and given written notice of the proposed debarment and an opportunity to respond. Contractors debarred are excluded from receiving contracts, and the District shall not solicit offers from, award contracts to, or consent to subcontracts with these contractors. Bids or proposals received that name or indicate an intention to use any debarred subcontractors, affiliates or individuals shall be deemed non-responsible and rejected. Awarded contracts later discovered to utilize debarred subcontractors, affiliates or individuals shall immediately cease from utilizing them and will be subject to cancellation of the contract with monetary penalties as permitted by law including but not limited to the forfeiture of any monies due to the contractor for work in progress. Notwithstanding the debarment or proposed debarment of a contractor, contracts or subcontracts in existence at the time a contractor is debarred may continue unless cancelled pursuant to the cancellation clause of the contract. However, contracts with debarred contractors may not be renewed or otherwise extended.

6. PREQUALIFICATION OF VENDORS

(a) The GM may establish a list of qualified vendors for goods or services which the district frequently purchases. The list will be valid for 5 years and vendors who prove to be unqualified shall be removed and vendors who demonstrate their qualifications may be added.

(b) The GM may purchase goods or services from qualified vendors on the list described above without further bidding if the amount of the purchase is less than \$5,000. The board must approve purchases from qualified vendors if the amount of the purchase is \$5,000 or more.

7.

SERVICES

(a) The District shall procure professional services, such as legal, medical, engineering, architectural, financial, human resources, labor relations, and educational, in accordance with the procedures recommended by the ethics of the discipline involved and taking into consideration quality of work, performance, and price.

(b) The District shall procure contractual services, such as those for custodial work and landscaping, in accordance with procedures that allow for consideration of the quality of work, warranty and establishment of performance standards in addition to price.

(c) If the service is estimated to cost less than \$5,000, the General Manager may informally solicit proposals and enter into contracts without Board approval.

(d) If the service is estimated to cost \$5,000 or more and is included in the current year budget, the General Manager may solicit formal proposals without Board approval. Formal proposals are solicited with a written request for proposals made publicly available on the District's website for at least 2 weeks. If the service is not in the current year budget, the General Manager may solicit proposals and enter into contracts only with prior Board approval.

(e) All contracts for unbudgeted expenditures of \$5,000 or more require Board approval.

8.

GOODS

(a) The District shall procure goods, other than works of improvement and services, as mentioned above, pursuant to this Section.

(b) Goods included in the current year budget and estimated to cost less than \$5,000 shall be purchased without further Board action following informal bidding procedures.

(c) Goods and services included in the current year budget and estimated to cost \$5,000 or more shall be purchased by the formal bidding process.

(d) The General Manager may solicit formal bids for items estimated to cost more than \$5,000 without prior Board approval only if the amount is included in the current year budget.

- (e) All contracts for unbudgeted expenditures of \$5,000 or more require Board approval.

9. EXCEPTIONS

(a) The General Manager may approve changes to contracts ("change orders") for the procurement of supplies, equipment, contracts for professional services, and other goods and services provided;

(1) The change order is within the scope of the approved contract by the board, the cost of the changed work does not exceed the adopted budget; and,

(2) The cumulative change orders are within 10% of the original contract amount; and

(3) Other parameters set by the Board are followed.

(b) The General Manager may approve change orders for works of improvement provided the changed work is within the scope of the project approved by the board, the cost of the changed work does not exceed the budget for the work approved by the board, and:

(1) For contracts less than or equal to \$1,000,000:

a. a single change order does not exceed \$50,000; the total of all change orders does not exceed \$100,000;

(2) For contracts greater than \$1,000,000:

a. a single change order does not exceed 5% of the original amount awarded by the board;

b. the total of all change orders do not exceed 10% of the original amount awarded by the board; and

(3) For contracts regardless of amount:

a. a time extension up to 25% of the time stated in the contract; and

b. a deduction change order within the foregoing parameters, but a deduction change order shall not offset the above amounts.

(c) The General Manager shall file a written notice to the board when a

change order is approved by the General Manager pursuant to this sub-section.

(d) Bidding shall not be required for goods or services in the following circumstances:

(1) Goods and services included in the current year budget and that have an estimated value less than \$2,500.

(2) A vendor is the sole source for the goods or services as determined by the General Manager.

(3) If the vendor has been selected during the past twelve consecutive months as the designated qualified vendor for the items, or classes of items, to be purchased.

(4) Emergency or urgent purchases, as defined.

(e) The procurement procedures set forth in this Article do not apply if the cost of goods or services is established by federal, state or local regulation, such as is the case with utility services and the supplies and appurtenant equipment.

(f) If competitive bid procedures have already been utilized, such as in purchasing from federal, state, county, city or special district governmental agencies, or from cooperative purchasing consortiums consisting of such agencies, and these materials and services are supplied to the District at the same or better price, the informal or formal bidding procedures specified herein may be waived.

10. MISCELLANEOUS

(a) Goods and services shall be procured from the responsive vendor who provides the greatest value as determined by the criteria specified in the Notice Inviting Bids, the written specifications, or the request for proposal.

(b) The procedures, personnel, and system of forms to be used by District employees in the procurement of goods and services shall be determined by the General Manager and set forth in clean and concise written form consistent with the provisions of this Article. The directive shall be made available to employees and shall become the process for the procurement of goods and services.

11. SURPLUS

The General Manager may declare supplies, materials or equipment as surplus, obsolete or unused and authorize its disposal. The General Manager shall implement procedures to ensure that the District receives fair value for surplus items.

12. FEDERALLY DECLARED EMERGENCY PURCHASING PROCEDURES

(a) In the event of an emergency declared by the President of the United States, the District must comply with Federal procurement standards as a condition of receiving public assistance funding from the Federal Emergency Management Agency (FEMA) for contract costs for eligible work. FEMA funding is governed by Title 2 of the Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

a. Federal Emergency Procurement Procedures. Micro-Purchases Purchases within the micro-purchase threshold specified by Federal statute (e.g., currently set at purchases of \$10,000 or less) may be awarded without soliciting competitive quotations if the District considers the price to be reasonable. To the extent practicable, the District must distribute micro-purchases equitably among qualified suppliers.

(2) Small Purchases

a. Purchases within the simplified acquisition threshold, as specified by Federal statute (e.g., currently set at purchases of \$250,000 or less) shall not be required to be formally bid. Price quotations must be received from no less than three (3) sources.

(3) Formal, Sealed Bid

a. Formal, sealed bidding is required for purchases greater than the simplified acquisition threshold, which is

currently set at \$250,000, or as may be adjusted by the Federal Acquisition Regulation, pursuant to 48 CFR § 2.101.

- b. The District must publicly advertise the Invitation for Bids and publicly open all bids at the time and place prescribed in the invitation.
- c. Any contracts awarded pursuant to this procedure shall be to the lowest responsible bidder submitting a responsive bid and shall be for a firm fixed price.

(b) Solicitation of Competitive Proposals

- (1) When the nature of a procurement does not lend itself to formal, sealed bidding (e.g., professional services), the District may solicit competitive proposals.
- (2) A request for proposals (RFP) must be publicly advertised, and the District must solicit proposals from an adequate number of sources. The RFP must identify all evaluation factors and their relative importance; however, the numerical or percentage ratings or weights need not be disclosed.
- (3) Any contract awarded based on the competitive proposal procurement process cannot be based exclusively on price or price-related factors.
- (4) If a contract is awarded, it shall be to the responsible firm whose proposal is most advantageous to the District ("best value"), with price and other factors considered.

(c) Federal Emergency Noncompetitive Procurements

- a. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply: The item is only available from a single source;
- b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive

- solicitation;
 - c. The District authorizes noncompetitive proposals, as otherwise permitted by the Procurement Policy; or
 - d. Competition is deemed inadequate after the solicitation of a number of sources.
- (d) Federal Emergency Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Area Surplus Firms
- (1) The District must conduct all necessary affirmative steps to ensure the use of minority businesses, women's business enterprises, and labor surplus area firms when possible, as set forth at 2 CFR § 200.321.
- (e) Federal Emergency Cost or Price Analysis
- (1) The District shall perform a cost or price analysis in connection with every procurement action, including contract modifications, in excess of the simplified acquisition threshold. While the method and degree of analysis depend on the facts surrounding the particular procurement situation, the District must at minimum, make independent estimates before receiving bids or proposals.
 - (2) The District shall negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where a cost analysis is performed as required by 2 CFR § 200.323(b).
- (f) Federal Emergency Payment Procedures
- (1) Contracts entered into pursuant to this Section 2-6.412 shall utilize only fixed-price, cost-reimbursement, or, to a limited extent, time and materials payment methods.
- (g) Time and Materials (T&M) Contracts
- (1) T&M contracts should be used rarely, and the use of T&M contracts should be limited to a reasonable time period (e.g., no more than 70 hours) based on circumstances during which the District cannot define a clear scope of work.

- (2) The District shall only enter into a time and materials contract if all of the following apply:
 - a. No other contract was suitable; and
 - b. The contract has a guaranteed maximum price that the contractor exceeds at its own risk; and
 - c. The District provides a high degree of oversight to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.
 - (3) The District must define the scope of work as soon as possible to enable procurement of a more acceptable type of contract (i.e., non- T&M).
 - (4) Separate Invoicing All purchases made during a proclaimed Emergency shall require separate invoicing from routine (i.e., non- emergency related) purchases. All invoices shall state the goods, services, or equipment provided and shall specify where the goods or services were delivered. All invoices shall specify the location(s) where the goods or services were used, if possible. Any invoice which fails to properly identify the emergency nature of the purchase and provide details as to the date(s) and location(s), as appropriate, shall not be paid until such errors are corrected by the vendor and re-submitted in correct form.
- (h) Auditing of Invoices for Debris Removal
- (1) All invoices for debris clearance and removal shall be audited prior to payment to the vendor. Vendors shall be notified of this requirement prior to the award of any contract for debris clearance and/or removal. Audits shall be in accordance with procedures for debris removal monitoring specified in FEMA's Publication 325, Debris Management Guide.

STAFF REPORT

TO: SMWWCD Board of Directors
FROM: Carol Thomas-Keefer, Interim General Manager
DATE: January 16, 2025
RE: Contract for On-call Engineering Services

Background:

Earlier this year, the District approved a Request for Qualifications for On-call Engineering Services. The RFQ was sent directly to a number of qualified engineering consultant firms within the general area, and it was also posted on the District website. Staff followed up with several firms to determine interest but most firms were either not prepared to submit qualifications at this time or did not respond at all. Ultimately, the District received one responsive Statement of Qualifications from the firm of Ashley and Vance. This consultant appears to have strong civil engineering capabilities as well as water management expertise, and has offices in San Luis Obispo and Santa Barbara.

At the December 19 regular meeting, the Board reviewed the qualifications of Ashley and Vance and authorized staff to negotiate an agreement for Board consideration. Due to time off for holidays and vacations in late December/early January, a draft agreement has been prepared but has not been fully reviewed by both parties. Consequently, the Board should defer this item until the contract has been fully negotiated.

Recommendation:

Staff recommends that the Board defer this item until a contract between the District and Ashley and Vance has been fully reviewed and negotiated by both parties.

Santa Maria Valley Water Conservation District
Profit & Loss Budget vs. Actual
 July through December 2024

50% of the year has elapsed

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Charges for Services				
4877 · Other Special Assessment	642,456.72	1,200,000.00	-557,543.28	53.54%
Total Charges for Services	642,456.72	1,200,000.00	-557,543.28	53.54%
Intergovernmental Revenue				
4220 · Homeowners Prop Tax-Stat	212.75	1,495.00	-1,282.25	14.23%
4690 · Homeownrs Prop Tx/pymts in Lieu	0.00	200.00	-200.00	0.0%
Total Intergovernmental Revenue	212.75	1,695.00	-1,482.25	12.55%
Taxes				
3011 - Property Tax-Unitary	0.04	3,400.00	-3,399.96	0.0%
3015 - PT Prior Yr Escapes Sec	723.34	700.00	23.34	103.33%
3020 - Property Tax-Current Uns	14,752.29	15,000.00	-247.71	98.35%
3028 - RDA Pass-Through Payment	0.00	1,200.00	-1,200.00	0.0%
3010 · Property Tax-Current Sec	229,167.14	395,000.00	-165,832.86	58.02%
3023 · PT PY Corr/Escapes Unsec	253.97	475.00	-221.03	53.47%
3025 · Property Tax-Other Cnty	49,949.62	156,000.00	-106,050.38	32.02%
3029 · RDA RPTTF Distributions	0.00	5,300.00	-5,300.00	0.0%
3040 · Property Tax-Prior Secured	34.84			
3050 · Property Tax- Prior Unsecured	188.14	470.00	-281.86	40.03%
3054 · Supplemental Prop Tax	1,224.87	4,350.00	-3,125.13	28.16%
3056 · Supplemental Prop- Prior	7.66	85.00	-77.34	9.01%
3057 · PT-506 INT,480 CIOS/CIC	34.22	35.00	-0.78	97.77%
Total Taxes	296,336.13	582,015.00	-285,678.87	50.92%
Use of Money and Property				
3382-Interest Savings Acct	6,717.99	25,000.00	-18,282.01	26.87%
3380 · Interest Income	31,638.84	40,000.00	-8,361.16	79.1%
Total Use of Money and Property	38,356.83	65,000.00	-26,643.17	59.01%
5909 · Other Miscellaneous Revenue	1,501.55			
Total Income	978,863.98	1,848,710.00	-869,846.02	52.95%
Expense				
1 · Salaries & Employee Benefits				
6100 · Regular Salaries	0.00	130,000.00	-130,000.00	0.0%
6500 · FICA Contribution	0.00	8,100.00	-8,100.00	0.0%
6550 · FICA/Medicare	0.00	1,900.00	-1,900.00	0.0%
6600 · Health Insurance Contrib	0.00	27,000.00	-27,000.00	0.0%
6700 · Unemployment Ins Contrib	0.00	1,000.00	-1,000.00	0.0%

Santa Maria Valley Water Conservation District
Profit & Loss Budget vs. Actual
 July through December 2024

50% of the year has elapsed

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
6900 · Workers Compensation	0.00	7,000.00	-7,000.00	0.0%
Total 1 · Salaries & Employee Benefits	0.00	175,000.00	-175,000.00	0.0%
2 · Services and Supplies				
7050 · Communications	3,706.22	10,000.00	-6,293.78	37.06%
7060 · Food	0.00	2,500.00	-2,500.00	0.0%
7090 · Insurance	14,930.65	23,000.00	-8,069.35	64.92%
7110 · Directors Fees	7,600.00	30,000.00	-22,400.00	25.33%
7120 · Maintenance-Equipment	2,005.61	22,000.00	-19,994.39	9.12%
7121 · Operating Supplies	4,253.62	26,000.00	-21,746.38	16.36%
7200 · MTC-Struct/Impr & Ground	43,128.05	100,000.00	-56,871.95	43.13%
7324 · Audit Fees	3,045.00	6,300.00	-3,255.00	48.33%
7430 · Memberships	3,578.00	3,900.00	-322.00	91.74%
7450 · Office Expense	7,011.45	13,500.00	-6,488.55	51.94%
7460 · Professional & Spec Svcs	152,150.38	225,000.00	-72,849.62	67.62%
7506 · Administration Fees	1,347.00	7,400.00	-6,053.00	18.2%
7507 · ADP Fees	0.00	3,410.00	-3,410.00	0.0%
7508 · Legal Fees	44,149.73	190,000.00	-145,850.27	23.24%
7509 · Other Expense - BOE	20,397.89	22,000.00	-1,602.11	92.72%
7510 · Contractual Services	45,341.50	90,000.00	-44,658.50	50.38%
7580 · Rents/Leases-Structure	9,800.00	17,000.00	-7,200.00	57.65%
7710 · Watershed Planning	30,000.00	19,000.00	11,000.00	157.9%
7711 · Groundwater Planning	12,965.00	12,000.00	965.00	108.04%
7731 · Gasoline, Oil, Fuel	3,008.06	20,000.00	-16,991.94	15.04%
7732 · Training & Travel	0.00	3,000.00	-3,000.00	0.0%
7760 · Utilities	2,919.61	8,000.00	-5,080.39	36.5%
Total 2 · Services and Supplies	411,337.77	854,010.00	-442,672.23	48.17%
3 · Fixed Assets				
8000 · Deferred Maintenance	0.00	350,000.00	-350,000.00	0.0%
8100 · Structures/Structure Imprvmnts	0.00	240,000.00	-240,000.00	0.0%
8200 · Land Improvements (Roads)	0.00	100,000.00	-100,000.00	0.0%
8300 · Equipment	10,759.01	45,000.00	-34,240.99	23.91%
8400 · Sediment Management	0.00	400,000.00	-400,000.00	0.0%
Total 3 · Fixed Assets	10,759.01	1,135,000.00	-1,124,240.99	0.95%
Total Expense	422,096.78	2,164,010.00	-1,741,913.22	19.51%
Net Ordinary Income	556,767.20	-315,300.00	872,067.20	-176.58%
Other Income/Expense				
Other Income				

Santa Maria Valley Water Conservation District
Profit & Loss Budget vs. Actual
 July through December 2024

50% of the year has elapsed

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
9999 · Operating Transfer In	0.00	315,300.00	-315,300.00	0.0%
Total Other Income	0.00	315,300.00	-315,300.00	0.0%
Net Other Income	0.00	315,300.00	-315,300.00	0.0%
Net Income	556,767.20	0.00	556,767.20	100.0%

The financial report omits substantially all disclosures required by accounting principles generally accepted in the United States of America; no assurance is provided on them.

Santa Maria Valley Water Conservation District
Cash Balances Report
As of December 31, 2024

TOTAL

Current Assets

Checking/Savings

California Class	1,325,326.89
Community Bank of Santa Maria	890,221.37
Community Bank of SM-Saving	52,490.82
Community Bank SM-Agency Fund	100.00
Community BankCD4%Mat05.15.25	<u>514,772.44</u>
Total Checking/Savings	2,782,911.52

Santa Maria Valley Water Conservation District
Vendors
December 2024

	Type	Date	Num	Memo	Debit
ALESHIRE & WYNDER LLP					
	Check	12/05/2024	6436	BILL# 91111	3,808.06
	Check	12/05/2024	6436	BILL# 91109	2,939.10
	Check	12/18/2024	6447	BILL# 91942	1,940.76
	Check	12/18/2024	6447	BILL# 91940	<u>4,119.57</u>
Total ALESHIRE & WYNDER LLP					12,807.49
ANDY ADAM					
	Check	12/05/2024	6434	NOV 2024	<u>300.00</u>
Total ANDY ADAM					300.00
CARRIE TROUP, CPA					
	Check	12/05/2024	6437	INV # 1124W	<u>2,950.00</u>
Total CARRIE TROUP, CPA					2,950.00
CASEY CONRAD					
	Check	12/05/2024	6432	NOV 2024	<u>400.00</u>
Total CASEY CONRAD					400.00
COMCAST					
	Check	12/05/2024	6438	SERVICES NOV 22 TO DEC 21,2024	<u>203.92</u>
Total COMCAST					203.92
FRONTIER					
	Check	12/18/2024	6448	805-925-8989-010168-5	<u>389.91</u>
Total FRONTIER					389.91
GAEDEKE HYDROLOGIC CONSULTING, LLC					
	Check	12/18/2024	6452	DAM TENDING 6 WEEKEND DAYS	2,340.00
	Check	12/18/2024	6452	DAM TENDING 18 WEEK DAYS	7,560.00
	Check	12/18/2024	6452	STAFF GAGE CLEANING	<u>275.00</u>
Total GAEDEKE HYDROLOGIC CONSULTING, LLC					10,175.00

Santa Maria Valley Water Conservation District
Vendors
December 2024

	Type	Date	Num	Memo	Debit
GERALD MAHONEY					
	Check	12/05/2024	6433	NOV 2024	300.00
Total GERALD MAHONEY					<u>300.00</u>
GTECH					
	Check	12/18/2024	6445	INV # 1247	10,759.01
	Check	12/18/2024	6446	INV # 1286	452.00
Total GTECH					<u>11,211.01</u>
JUAREZ ADAM & FARLEY LLP					
	Check	12/18/2024	6449	INV # 9941	4,889.50
	Check	12/18/2024	6451	INV # 10070	949.00
Total JUAREZ ADAM & FARLEY LLP					<u>5,838.50</u>
KEITH HADICK					
	Check	12/05/2024	6435	NOV 2024	200.00
Total KEITH HADICK					<u>200.00</u>
LINDE GAS & EQUIPMENT INC.					
	Check	12/05/2024	6442	46489939	103.14
Total LINDE GAS & EQUIPMENT INC.					<u>103.14</u>
PG&E					
	Check	12/05/2024	6440	9469185104-5	188.41
	Check	12/18/2024	6453	0008355481-6	44.43
	Check	12/18/2024	6454	ACCT # 5386134685-5	25.86
Total PG&E					<u>258.70</u>
RANDY SHARER					
	Check	12/05/2024	6431	NOV 2024	300.00
Total RANDY SHARER					<u>300.00</u>

Santa Maria Valley Water Conservation District
Vendors
December 2024

	Type	Date	Num	Memo	Debit
SWRCB					
	Check	12/18/2024	6450	PERMIT FEE	563.00
Total SWRCB					<u>563.00</u>
TEIXEIRA FARMS					
	Check	12/05/2024	6443	RENT JANUARY 2025	1,400.00
Total TEIXEIRA FARMS					<u>1,400.00</u>
U.S. GEOLOGICAL SURVEY					
	Check	12/18/2024	6444	BILL# 90063804	8,950.00
Total U.S. GEOLOGICAL SURVEY					<u>8,950.00</u>
US BANK					
	Check	12/05/2024	6441	MSFT	25.00
	Check	12/05/2024	6441	MSFT	54.00
	Check	12/05/2024	6441	ADT SECURITY	80.89
	Check	12/05/2024	6441	FREE CONFERENCE	3.00
	Check	12/05/2024	6441	ADT SECURITY	51.99
	Check	12/05/2024	6441	FREE CONFERENCE	39.00
	Check	12/05/2024	6441	BALANCE DUE	314.87
Total US BANK					<u>568.75</u>
VERIZON					
	Check	12/05/2024	6439	INV 9979450466	103.38
Total VERIZON					<u>103.38</u>
TOTAL					<u><u>57,022.80</u></u>



Twitchell Dam Project Update

***California Severe Winter Storms,
Flooding, Landslides, and Mudslides
(DR-4683 & DR-4699)***

January 16, 2025

Financial Summary

The below tables outline the current financial landscape of the Twitchell Dam emergency efforts in response to DR-4683 and DR-4699.

TWITCHELL DAM PROJECT UPDATE

Vegetative Debris Removal				
Contractor	Invoice #	Invoice Period	Scope	Amount
MSL	CAT A - Vegetative Debris - 6	04.11.23 - 04.13.23	Debris Removal & Disposal Costs	\$ 17,324.50
MSL	CAT A - Vegetative Debris - 6	04.17.23 - 04.25.23	Debris Removal & Disposal Costs	\$ 33,613.41
			Total	\$ 50,937.91
Reservoir Pumping Efforts				
Contractor	Invoice #	Invoice Period	Scope	Amount
MSL	1001	1.16.23 - 02.25.23	Mobilization, Temporary Storage Facility	\$ 14,858,798.35
MSL	1001S	01.16.23 - 02.25.23	Mobilization, Equipment, Per Diem, Labor	\$ 379,512.89
MSL	1002	02.26.23 - 05.26.23	Mobilization, Equipment, Per Diem, Labor	\$ 10,534,785.06
MSL	1003	07.10.23 - 08.27.23	Demobilization, Per Diem, Labor	\$ 737,308.36
ROC Sciences*	TBD	TBD	TBD	\$ 3,800,000.00
			Total	\$ 30,310,404.66
Administrative				
Contractor	Invoice #	Invoice Period	Scope	Amount
Synergy	1516	01.19.23 - 02.25.23	Planning	\$ 183,405.12
Synergy	1517	01.19.23 - 02.25.23	Mobilization	\$ 110,975.83
Synergy	1549	02.26.23 - 03.31.23	Field Oversight	\$ 217,606.31
			Total	\$ 511,987.26
Other Costs				
Contractor	Invoice #	Invoice Period	Scope	Amount
HORNE	001 2023.07	07.01.23 - 07.31.23	Grant Assistance	\$ 27,625.00
HORNE	002 2023.08	08.01.23 - 08.31.23	Grant Assistance, LiDAR	\$ 48,913.00
HORNE	003 2023.09	09.01.23 - 09.30.23	Grant Assistance	\$ 18,000.00
HORNE	004 2023.10	10.01.23 - 10.31.23	Grant Assistance	\$ 17,250.00
HORNE	005 2023.11	11.01.23 - 11.30.23	Grant Assistance, Appeal	\$ 29,948.75
HORNE	006 2023.12	12.01.23 - 12.31.23	Grant Assistance, Appeal	\$ 46,434.00
HORNE	007 2024.01	01.01.24 - 01.31.24	Grant Assistance, Appeal	\$ 23,426.00
HORNE	008 2024.02	02.01.24 - 02.29.24	Grant Assistance	\$ 1,250.00
HORNE	009 2024.03	03.01.24 - 03.31.24	Grant Assistance	\$ 875.00
HORNE	010 2024.04	04.01.24 - 04.30.24	Grant Assistance	\$ 7,750.00
HORNE	011 2024.05	05.01.24 - 05.31.24	Grant Assistance, Appeal	\$ 9,428.00
HORNE	012 2024.06	06.01.24 - 06.30.24	Grant Assistance	\$ 4,187.50
HORNE	013 2024.07	07.01.24 - 07.31.24	Grant Assistance	\$ 7,750.00
HORNE	014 2024.08	08.01.24 - 08.31.24	Grant Assistance, LiDAR and Appeal	\$ 54,777.15
HORNE	015 2024.09	09.01.24 - 09.30.24	Grant Assistance Appeal	\$ 7,883.50
HORNE	016 2024.10	10.01.24 - 10.31.24	Grant Assistance, LiDAR	\$ 13,899.73
HORNE	017 2024.12	12.01.24 - 12.31.24	Grant Assistance, LiDAR	\$ 22,099.60
			Total	\$ 341,497.23
			Total Costs Incurred	\$ 31,214,827.06
HORNE Invoice Detail - SMVWCD - Professional Services				As of 1/16/2025
Invoice Scope	Contract Amount	Invoiced to Date	Contract Remaining	
Grant Assistance and Project Management	\$ 3,823,823.02	\$ 166,365.00	\$ 3,657,458.02	
LiDAR (2023 LiDAR - \$19,178 and 2024 LiDAR - \$66,998.65)	\$ 86,176.98	\$ 86,176.98	\$ -	
Appeal	\$ 75,000.00	\$ 74,669.25	\$ 330.75	
2nd Appeal	\$ 15,000.00	\$ 14,286.00	\$ 714.00	
Total	\$ 4,000,000.00	\$ 341,497.23	\$ 3,658,502.77	

Key Dates

DR-4683 INCIDENT PERIOD: Dec 27, 2022 - Jan 31, 2023

DR-4683 DECLARATION DATE: Jan 14, 2023

DR-4699 INCIDENT PERIOD: Feb 21, 2023 - Continuing

DR-4699 DECLARATION DATE: Feb 21, 2023 - Continuing

DR-4683 END OF 100% REIMBURSEMENT PERIOD: Feb 25, 2023

DR-4699 DECLARATION DATE: Apr 3, 2023

DR-4683 EMERGENCY WORK ACTIVITY COMPLETION DEADLINE: Jul 14, 2023

DR-4683 PERMANENT WORK ACTIVITY COMPLETION DEADLINE: Jul 14, 2024

DR-4699 FEMA SITE VISIT: Sept 21, 2023

DR-4699 FEMA SITE VISIT: Oct 4, 2023

DR-4683 EMERGENCY WORK ACTIVITY APPEAL DEADLINE: Dec 16, 2023

CALOES/FEMA VIRTUAL MEETING: April 2, 2024

FEMA SITE INSPECTION MEETING: April 25, 2024

CALOES IN-PERSON MEETING: May 15, 2024

SECOND APPEAL SUBMITTED: July 29, 2024

CALOES RFI REQUESTED: August 6, 2024

CALOES RFI DUE DATE: August 21, 2024

CALOES RFI SUBMITTED: August 21, 2024

FEMA DETERMINATION SECOND APPEAL - DENIED: December 5, 2024

Key Status Updates

- **General Updates/Needs**

- Project 746600 – Elevator – Approved by FEMA –
 - Total Cost \$8,752.63
 - 75% Federal Cost Share \$6,564.48
 - 18.5% CalOES Cost Share \$1,619.24
 - 6.5% District Cost Share \$568.91
- Project 746580 – Shaft House Electronics – Pending Obligation
 - Reviewing for 406 Mitigation
- Pending SAM.GOV Registration
- CalOES – Requested updates to Account Activation Documents as of 12/6/24.
 - Documents Needed:
 - Designation of Applicant’s Agents Resolution for Non-State Agencies
 - Federal Financial Accountability Transparency Act (FFATA) Financial Disclosure
 - Authorized Agent (AA) Form
 - Project Assurances for Federal Assistance (Cal OES 89)
 - Unique Entity ID from SAM.gov
 - Payee Data Record Form (STD 204)
- 1/16/2025 – FEMA PDMG notified CalOES/District they have forwarded the request to halt the DM for Project 732460 to leadership. Pending a decision.

- **Current Projects Outstanding**

Project #	Title	Type	Process Step	Potential Cost
727757	Water Based Vegetative Removal, Transportaion, Staging and Disposal	Work Completed / Fully Documented	Pending CRC Project Development	\$ -
746580	Shaft House Electronics	Standard	Pending Recipient Final Review	\$ 9,778.99
727760	Santa Maria Valley Water Conservation District-Protective Measure	Work Completed / Fully Documented	Pending CRC Project Development	\$ -
732460	Reservoir Debris-Based Sediment Removal from the Twitchell Dam Reservoir	Standard	Pending DDD Completion	\$ 68,213,969.11
729544	Keyhole and Keyway Tunnel	Standard	Pending CRC Project Development	\$ -
750212	Gate (Shaft) House and Face of Dam Repairs	Standard	Pending DDD Completion	\$ 106,000.00
747989	Control Gates and Intake Structure	Standard	Pending Initial Project Development	\$ 135,000.00



HORNE