

**AGENDA**  
**REGULAR MEETING**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS**  
**6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, DECEMBER 11, 2018**  
**2:00 P.M.**

**MISSION STATEMENT**

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It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies
  - Ensure high quality drinking water
  - Promote stewardship to protect community resources, public health, and quality of life
  - Provide excellent and responsive customer services through dedicated and valued staff
  - Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.
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**1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

**2. ADOPTION OF AGENDA**

**3. BOARD REORGANIZATION**

**A. Adoption of Resolution 2018-55 Accepting and Declaring the Results from the El Dorado Registrar of Voters for the November 6, 2018 Election of the Georgetown Divide Public Utility District Board of Directors.**

**Possible Board Action:** Adopt Resolution 2018-55.

**B. Oath of Office of Elected Directors, Administered by Legal Counsel**

- ❖ **Cynthia Garcia**
- ❖ **Michael Saunders**
- ❖ **David Souza**

**C. Election of Officers for Calendar Year 2019 (President, Vice-President, and Treasurer)**

**D. Presentation of Commendations to Outgoing Directors for Distinguished Service to the District**

**4. PUBLIC FORUM** – Any member of the public may address the Board on any matter within the jurisdictional authority of the District. Public members desiring to provide comments, must be recognized by the Board President, and speak from the podium. Comments must be directed only to the Board. The public should address the Board members during the public meetings as President, Vice President, or Director, followed by the Board member's individual last name. The Board will hear communications on matters not on the agenda, but no action will be taken. No disruptive conduct shall be permitted at any Board meeting.

Persistence in disruptive conduct shall be grounds for summary termination, by the President, of that person's privilege of address.

## **5. PROCLAMATIONS AND PRESENTATIONS**

**A. Brown Act Training – Churchwell White, LLP**

## **6. CONSENT CALENDAR**

### **A. Approval of Minutes**

1. Regular Meeting of October 9, 2018
2. Regular Meeting of November 13, 2018

### **B. Financial Reports**

1. Statement of Cash Balances
2. Month-End Cash Disbursements Report

### **C. First Quarter Budget Comparison**

**Possible Board Action:** Receive and file.

## **7. INFORMATIONAL ITEMS**

**A. President's Report**

**B. Board Reports**

**C. General Manager's Report**

**D. Operation Manager's Report**

**E. ALT Treatment Plant Update**

**F. Finance Committee Report**

## **8. NEW BUSINESS**

**A. Appointment of Representative to Joint Powers Insurance Agency**

**Possible Board Action:** Adopt Resolution 2018-58.

**B. Nomination of General Manager to Serve on ACWA Region 3 Board**

**Possible Board Action:** Adopt Resolution 2018-59.

**C. Approval of Contract Agreement with PACE Supply**

**Possible Board Action:** Adopt Resolution 2018-60.

9. **BOARD MEMBER COMMENTS, REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF** – Opportunity for Board members to discuss matters of interest to them and provide input for future meetings as well as report on their District-related meeting attendance.
10. **NEXT MEETING DATE AND ADJOURNMENT** – Next Regular Meeting is January 8, 2019, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Steve Palmer by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on December 7, 2018.



\_\_\_\_\_  
Steven Palmer, PE, General Manager

12/7/18

\_\_\_\_\_  
Date

**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF DECEMBER 11, 2018  
AGENDA ITEM NO. 3.A.**



**AGENDA SECTION: BOARD REORGANIZATION**

**SUBJECT: ACCEPTING AND DECLARING THE RESULTS FROM THE EL DORADO COUNTY NOVEMBER 6, 2018 GENERAL ELECTION**

**PREPARED BY:** Diana Michaelson, Board Assistant

A handwritten signature in blue ink, appearing to read "Dm", is written over the name Diana Michaelson.

**APPROVED BY:** Steven Palmer, PE, General Manager

A handwritten signature in blue ink, appearing to read "SP", is written over the name Steven Palmer.

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**BACKGROUND**

The Registrar of Voters of the County of El Dorado has certified the results of the official canvass of the November 6, 2018 Election. The Certificate of Results is included as **Attachment 1**.

**DISCUSSION**

The Georgetown Divide Public Utility District ("GDPUD") has three (3) seats on the Board of Directors to be filled by the November 6, 2018 Election. GDPUD Directors are elected "at large" for a four-year term. The three candidates with the highest number of votes in the November 6, 2018 election are:

- Cynthia Garcia
- Michael Saunders
- Dave Souza

**FISCAL IMPACT**

There is no fiscal impact.

**CEQA ASSESSMENT**

This is not a CEQA project.

**RECOMMENDED ACTION**

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District adopt the attached Resolution 2018-55 accepting and declaring the results of the November 6, 2018 General Election.

**ALTERNATIVES**

Reject the Resolution.

**ATTACHMENTS**

1. Certificate of Results
2. Resolution 2018-55

**COUNTY OF EL DORADO**  
**CONSOLIDATED GUBERNATORIAL GENERAL ELECTION**  
**TUESDAY, NOVEMBER 6, 2018**  
**OFFICIAL FINAL REPORT**

Date: 12/04/18  
Time: 14:36:15  
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Registered Voters 121192 - Cards Cast 90730 74.86%

Num. Report Precinct 166 - Num. Reporting 166 100.00%

Governor			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		89437	
JOHN H. COX	REP	53140	59.42%
GAVIN NEWSOM	DEM	36297	40.58%

State Attorney General			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		87862	
STEVEN C. BAILEY	REP	50908	57.94%
XAVIER BECERRA	DEM	36954	42.06%

Lieutenant Governor			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		64238	
ED HERNANDEZ	DEM	22576	35.14%
ELENI KOUNALAKIS	DEM	41662	64.86%

State Insurance Commissioner			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		81903	
RICARDO LARA	DEM	27875	34.03%
STEVE POIZNER	NPP	54028	65.97%

Secretary of State			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		88018	
ALEX PADILLA	DEM	38500	43.74%
MARK P. MEUSER	REP	49518	56.26%

Board of Equalization - 1st District			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		86745	
TOM HALLINAN	DEM	34382	39.64%
TED GAINES	REP	52363	60.36%

State Controller			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		87868	
KONSTANTINOS RODITIS	REP	47503	54.06%
BETTY T. YEE	DEM	40365	45.94%

United States Senator			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		72563	
DIANNE FEINSTEIN	DEM	33772	46.54%
KEVIN DE LEON	DEM	38791	53.46%

State Treasurer			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		87523	
GREG CONLON	REP	49179	56.19%
FIONA MA	DEM	38344	43.81%

US Representative - 4th District			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		89189	
TOM MCCLINTOCK	REP	48034	53.86%
JESSICA MORSE	DEM	41155	46.14%

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Num. Report Precinct 166 - Num. Reporting 166 100.00%

State Assembly - 5th District			
		Total	
Number of Precincts		111	
Precincts Reporting		111	100.0 %
Vote For		1	
Times Counted		56867/76782	74.1 %
Total Votes		54523	
CARLA J. NEAL	DEM	23166	42.49%
FRANK BIGELOW	REP	31357	57.51%

Associate Justice, Court of Appeal, 3rd Appellate District, LOUIS MAURO			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted		90730/121192	74.9 %
Total Votes		57229	
YES		38496	67.27%
NO		18733	32.73%

State Assembly - 6th District			
		Total	
Number of Precincts		55	
Precincts Reporting		55	100.0 %
Vote For		1	
Times Counted		33863/44410	76.3 %
Total Votes		32478	
KEVIN KILEY	REP	19662	60.54%
JACALYN SMITH	DEM	12816	39.46%

State Superintendent of Public Instruction			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted		90730/121192	74.9 %
Total Votes		74713	
MARSHALL TUCK		45119	60.39%
TONY K. THURMOND		29064	38.90%

Associate Justice of the Supreme Court CAROL A. CORRIGAN			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted		90730/121192	74.9 %
Total Votes		62294	
YES		46080	73.97%
NO		16214	26.03%

Placer County Board of Education - Trustee Area 4			
		Total	
Number of Precincts		2	
Precincts Reporting		2	100.0 %
Vote For		1	
Times Counted		422/591	71.4 %
Total Votes		304	
ANTHONY W. PALMER		165	54.28%
E. KEN TOKUTOMI		137	45.07%

Associate Justice of the Supreme Court LEONDRA R. KRUGER			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted		90730/121192	74.9 %
Total Votes		59603	
YES		38247	64.17%
NO		21356	35.83%

Lake Tahoe Community College District - Trustee Area 5			
		Total	
Number of Precincts		10	
Precincts Reporting		10	100.0 %
Vote For		1	
Times Counted		2787/3955	70.5 %
Total Votes		2186	
MICHAEL MARINI		736	33.67%
TONY SEARS		1439	65.83%

Associate Justice, Court of Appeal, 3rd Appellate District, COLE BLEASE			
		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted		90730/121192	74.9 %
Total Votes		57525	
YES		35717	62.09%
NO		21808	37.91%

El Dorado Union High School District Governing Board Member			
		Total	
Number of Precincts		130	
Precincts Reporting		130	100.0 %
Vote For		3	
Times Counted		71928/94720	75.9 %
Total Votes		126124	
TIMOTHY M. CARY		27203	21.57%
DELOY LINK		21314	16.90%
JOE FERGERSON		18661	14.80%
TRISHA WILKINS		25394	20.13%
DALLAS SWEENEY		10036	7.96%
KEVIN BROWN		22913	18.17%

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Num. Report Precinct 166 - Num. Reporting 166 100.00%

Mother Lode Union School District		
Governing Board Member	Total	
Number of Precincts	20	
Precincts Reporting	20	100.0 %
Vote For	3	
Times Counted	7870/10491	75.0 %
Total Votes	11785	
CHARLES RICHARDS	2383	20.22%
ALAN PRIESTLEY	2935	24.90%
JANET VANDER LINDEN	3312	28.10%
CHUCK WOLFE	3107	26.36%

City of Placerville - City Council		
Member	Total	
Number of Precincts	5	
Precincts Reporting	5	100.0 %
Vote For	3	
Times Counted	4352/6061	71.8 %
Total Votes	9141	
LENA JORDAN CULL	1125	12.31%
JOHN L. CLERICI	1568	17.15%
ERIN YOUNG	1375	15.04%
KARA TAYLOR	1610	17.61%
DENNIS THOMAS	1651	18.06%
PATRICIA BORELLI	1774	19.41%

Silverfork School District Governing		
Board Member	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Vote For	2	
Times Counted	92/125	73.6 %
Total Votes	132	
JAMES USSERY	48	36.36%
DAVID SCHLOSSER	38	28.79%
ALISON E. STANTON	45	34.09%

City of South Lake Tahoe - City Council		
Member	Total	
Number of Precincts	9	
Precincts Reporting	9	100.0 %
Vote For	3	
Times Counted	7127/10959	65.0 %
Total Votes	17322	
HAL COLE	1678	9.69%
PATRICK F. JARRETT	662	3.82%
WENDY DAVID	2162	12.48%
TOM DAVIS	1343	7.75%
TAMARA WALLACE	2495	14.40%
DEVIN MIDDLEBROOK	3309	19.10%
AUSTIN C. SASS	885	5.11%
BRUCE GREGO	1634	9.43%
CODY BASS	3095	17.87%

County Supervisor - 4th District		
	Total	
Number of Precincts	47	
Precincts Reporting	47	100.0 %
Vote For	1	
Times Counted	19634/25204	77.9 %
Total Votes	17293	
MICHAEL RANALLI	8335	48.20%
LORI PARLIN	8909	51.52%

City of South Lake Tahoe - City Clerk		
	Total	
Number of Precincts	9	
Precincts Reporting	9	100.0 %
Vote For	1	
Times Counted	7127/10959	65.0 %
Total Votes	5655	
ELLEN PALAZZO	2220	39.26%
SUSAN BLANKENSHIP	3411	60.32%

County Supervisor - 5th District		
	Total	
Number of Precincts	27	
Precincts Reporting	27	100.0 %
Vote For	1	
Times Counted	14307/20896	68.5 %
Total Votes	12860	
KENNY CURTZWILER	5955	46.31%
SUE NOVASEL	6846	53.23%

City of South Lake Tahoe - City		
Treasurer	Total	
Number of Precincts	9	
Precincts Reporting	9	100.0 %
Vote For	1	
Times Counted	7127/10959	65.0 %
Total Votes	5168	
DAVID W. OLIVO	5089	98.47%

County Recorder-Clerk		
	Total	
Number of Precincts	166	
Precincts Reporting	166	100.0 %
Vote For	1	
Times Counted	90730/121192	74.9 %
Total Votes	76502	
JANELLE K. HORNE	44727	58.47%
TODD WHITE	31591	41.29%

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Num. Report Precinct 166 - Num. Reporting 166 100.00%

Cameron Park Community Services		
District - Director - Full Term	Total	
Number of Precincts	16	
Precincts Reporting	16	100.0 %
Vote For	3	
Times Counted	9019/12241	73.7 %
Total Votes	15516	
<hr/>		
FELICITY CARLSON	3990	25.72%
BARBARA ROGERS	2344	15.11%
SAM PARCHER	2111	13.61%
ELLIE WOOTEN	3528	22.74%
MONIQUE SCOBEY	3448	22.22%

Mosquito Fire Protection District -		
Director	Total	
Number of Precincts	1	
Precincts Reporting	1	100.0 %
Vote For	3	
Times Counted	629/798	78.8 %
Total Votes	1239	
<hr/>		
TAFFY WARNER	339	27.36%
KARRYN MORRIS	206	16.63%
BARBARA A. MIKEL	284	22.92%
CHARLES SCHNELL	399	32.20%

Cameron Park Community Services		
District - Director - Unexpired Short	Total	
Number of Precincts	16	
Precincts Reporting	16	100.0 %
Vote For	1	
Times Counted	9019/12241	73.7 %
Total Votes	7123	
<hr/>		
CHRIS COCKRELL	2757	38.71%
HOLLY MORRISON	4338	60.90%

El Dorado Irrigation District - Division 2		
- Director	Total	
Number of Precincts	33	
Precincts Reporting	33	100.0 %
Vote For	1	
Times Counted	13944/18374	75.9 %
Total Votes	11225	
<hr/>		
PAT DWYER	7495	66.77%
GREG PRADA	3681	32.79%

El Dorado Hills Community Services		
District - Director	Total	
Number of Precincts	23	
Precincts Reporting	23	100.0 %
Vote For	3	
Times Counted	21621/28030	77.1 %
Total Votes	36008	
<hr/>		
SEAN HANSEN	8840	24.55%
ALLAN J. PRIEST	9439	26.21%
BILL VANDEGRIFT	6064	16.84%
WILLIAM A. WILLMAN	5206	14.46%
MICHAEL MARTINELLI	6213	17.25%

El Dorado Irrigation District - Division 4		
- Director	Total	
Number of Precincts	18	
Precincts Reporting	18	100.0 %
Vote For	1	
Times Counted	12290/16285	75.5 %
Total Votes	10139	
<hr/>		
DALE COCO	4168	41.11%
LORI ANZINI	5921	58.40%

Golden West Community Services		
District - Director	Total	
Number of Precincts	2	
Precincts Reporting	2	100.0 %
Vote For	3	
Times Counted	641/774	82.8 %
Total Votes	1232	
<hr/>		
STEPHEN ATKINSON	215	17.45%
DUANE HEILMAN	357	28.98%
DIANA J. KAIGHN	269	21.83%
AUDREY B. KEEBLER	380	30.84%

Georgetown Divide Public Utility		
District - Director	Total	
Number of Precincts	10	
Precincts Reporting	10	100.0 %
Vote For	3	
Times Counted	6011/7812	76.9 %
Total Votes	13477	
<hr/>		
LONDRES USO	1714	12.72%
JESSE HANSCHILD	1203	8.93%
BONNIE L. NEELEY	1303	9.67%
MICHAEL SAUNDERS	2904	21.55%
DAVE SOUZA	2935	21.78%
CYNTHIA A. GARCIA	3361	24.94%



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Registered Voters 121192 - Cards Cast 90730 74.86%

Num. Report Precinct 166 - Num. Reporting 166 100.00%

South Tahoe Public Utility District -		
Director	Total	
Number of Precincts	13	
Precincts Reporting	13	100.0 %
Vote For	3	
Times Counted	11370/16729	68.0 %
Total Votes	22286	
CHRIS CEFALU	3877	17.40%
JAMES R. JONES	3512	15.76%
LOUIS J. PIERINI	2891	12.97%
DUANE WALLACE	3309	14.85%
NICK EXLINE	5333	23.93%
ERIC W. SCHAFER	3291	14.77%

Tahoe City Public Utility District -		
Director	Total	
Number of Precincts	3	
Precincts Reporting	3	100.0 %
Vote For	2	
Times Counted	422/591	71.4 %
Total Votes	572	
JOHN PANG	235	41.08%
DANIEL WILKINS	181	31.64%
GAIL SCOVILLE	151	26.40%

State Proposition 1		
	Total	
Number of Precincts	166	
Precincts Reporting	166	100.0 %
Vote For	1	
Times Counted	90730/121192	74.9 %
Total Votes	86409	
YES	33640	38.93%
NO	52769	61.07%

State Proposition 2		
	Total	
Number of Precincts	166	
Precincts Reporting	166	100.0 %
Vote For	1	
Times Counted	90730/121192	74.9 %
Total Votes	86464	
YES	42829	49.53%
NO	43635	50.47%

State Proposition 3		
	Total	
Number of Precincts	166	
Precincts Reporting	166	100.0 %
Vote For	1	
Times Counted	90730/121192	74.9 %
Total Votes	85478	
YES	32376	37.88%
NO	53102	62.12%

State Proposition 4		
	Total	
Number of Precincts	166	
Precincts Reporting	166	100.0 %
Vote For	1	
Times Counted	90730/121192	74.9 %
Total Votes	85813	
YES	42251	49.24%
NO	43562	50.76%

State Proposition 5		
	Total	
Number of Precincts	166	
Precincts Reporting	166	100.0 %
Vote For	1	
Times Counted	90730/121192	74.9 %
Total Votes	85024	
YES	40276	47.37%
NO	44748	52.63%

State Proposition 6		
	Total	
Number of Precincts	166	
Precincts Reporting	166	100.0 %
Vote For	1	
Times Counted	90730/121192	74.9 %
Total Votes	87308	
YES	50228	57.53%
NO	37080	42.47%

State Proposition 7		
	Total	
Number of Precincts	166	
Precincts Reporting	166	100.0 %
Vote For	1	
Times Counted	90730/121192	74.9 %
Total Votes	85716	
YES	52818	61.62%
NO	32898	38.38%

State Proposition 8		
	Total	
Number of Precincts	166	
Precincts Reporting	166	100.0 %
Vote For	1	
Times Counted	90730/121192	74.9 %
Total Votes	85668	
YES	29038	33.90%
NO	56630	66.10%

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Num. Report Precinct 166 - Num. Reporting 166 100.00%

State Proposition 10		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		86392	
YES		23676	27.41%
NO		62716	72.59%

Measure P - County Cannabis		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		83371	
YES		50475	60.54%
NO		32896	39.46%

State Proposition 11		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		85386	
YES		55633	65.15%
NO		29753	34.85%

Measure Q - County Cannabis		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		83115	
YES		49234	59.24%
NO		33881	40.76%

State Proposition 12		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		85722	
YES		42204	49.23%
NO		43518	50.77%

Measure R - County Cannabis		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		82665	
YES		50587	61.20%
NO		32078	38.80%

Measure J - County TOT		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		84009	
YES		36869	43.89%
NO		47140	56.11%

Measure S - County Cannabis		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		82012	
YES		49226	60.02%
NO		32786	39.98%

Measure N - County Cannabis		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		83428	
YES		53937	64.65%
NO		29491	35.35%

Measure U - County Charter		Total	
Number of Precincts		166	
Precincts Reporting		166	100.0 %
Vote For		1	
Times Counted	90730/121192		74.9 %
Total Votes		81517	
YES		19079	23.40%
NO		62438	76.60%

**COUNTY OF EL DORADO**  
**CONSOLIDATED GUBERNATORIAL GENERAL ELECTION**  
**TUESDAY, NOVEMBER 6, 2018**  
**OFFICIAL FINAL REPORT**

Date:12/04/18  
Time:14:36:16  
Page:7 of 7

Registered Voters 121192 - Cards Cast 90730 74.86%

Num. Report Precinct 166 - Num. Reporting 166 100.00%

Measure V - County Charter			
	Total		
Number of Precincts	166		
Precincts Reporting	166	100.0 %	
Vote For	1		
Times Counted	90730/121192	74.9 %	
Total Votes	77061		
YES	31946	41.46%	
NO	45115	58.54%	

Measure H - Cameron Estates CSD			
	Total		
Number of Precincts	2		
Precincts Reporting	2	100.0 %	
Vote For	1		
Times Counted	490/595	82.4 %	
Total Votes	479		
YES	362	75.57%	
NO	117	24.43%	

Measure AA - Tahoe/Truckee USD			
	Total		
Number of Precincts	2		
Precincts Reporting	2	100.0 %	
Vote For	1		
Times Counted	422/591	71.4 %	
Total Votes	401		
YES	292	72.82%	
NO	109	27.18%	

Measure K - Hickok Road CSD			
	Total		
Number of Precincts	2		
Precincts Reporting	2	100.0 %	
Vote For	1		
Times Counted	74/93	79.6 %	
Total Votes	70		
YES	43	61.43%	
NO	27	38.57%	

Measure M - City of Placerville			
	Total		
Number of Precincts	5		
Precincts Reporting	5	100.0 %	
Vote For	1		
Times Counted	4352/6061	71.8 %	
Total Votes	3915		
YES	2641	67.46%	
NO	1274	32.54%	

Measure T - City of South Lake Tahoe			
	Total		
Number of Precincts	9		
Precincts Reporting	9	100.0 %	
Vote For	1		
Times Counted	7127/10959	65.0 %	
Total Votes	6976		
YES	3517	50.42%	
NO	3459	49.58%	

Measure L - Cameron Park Airport			
	Total		
Number of Precincts	1		
Precincts Reporting	1	100.0 %	
Vote For	1		
Times Counted	195/221	88.2 %	
Total Votes	189		
YES	108	57.14%	
NO	81	42.86%	

**RESOLUTION NO. 2018-55**  
**OF THE BOARD OF DIRECTORS OF THE**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**ACCEPTING AND DECLARING THE RESULTS FROM THE EL DORADO COUNTY**  
**REGISTRAR OF VOTERS FOR THE NOVEMBER 6, 2018 ELECTION FOR THE**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS**

**WHEREAS**, a general statewide election was held and conducted by the County of El Dorado on November 6, 2018; and

**WHEREAS**, notice of the election was given in time, form, and manner as provided by law; that election officers were appointed, and that in all respects the election was held and conducted and the votes were cast, received and canvassed, and that the returns were made and declared in time, form, and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in public utility districts; and

**WHEREAS**, the Registrar of Voters of the County of El Dorado has certified the results of the official canvass of the November 6, 2018 Election; and

**WHEREAS**, the Georgetown Divide Public Utility District has three (3) seats on the Board of Directors to be filled by the November 6, 2018 Election; and

**WHEREAS**, the Registrar of Voters of the County of El Dorado has submitted a Certificate of Facts stating the results for the Georgetown Divide Public Utility District Board of Directors seats in the November 6, 2018 Election.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT**

1. The results of the November 6, 2018 Election, held to elect three (3) Directors to the Georgetown Divide Public Utility District’s Board of Directors was certified by the Registrar of Voters of the County of El Dorado, as indicated in the attached Exhibit A, Certificate of Results of the Official Canvass.
2. The total number of votes cast in the Georgetown Divide Public Utility District’s Board of Directors election was 13,477.
3. The names and number of votes cast for the Candidates for the Georgetown Divide Public Utility District Board of Directors are as follows:

<b>Candidate</b>	<b>Votes Cast</b>	<b>Percent of Vote</b>
Cynthia A. Garcia	3361	24.94%
Dave Souza	2935	21.78%
Michael Saunders	2904	21.55%
Londres Uso	1714	12.72%
Bonnie L. Neeley	1303	9.67%
Jesse Hanschild	1203	8.93%

4. The Board of Directors accept the results of the election from the El Dorado Registrar of Voters and declare that the following individuals, having received the highest number of votes in the November 6, 2018 General Election, are elected to the Georgetown Divide Public Utility District Board of Directors for a four (4) year term, expiring upon the election of a successor thereto at the General Election in November 2022:

- **Cynthia A. Garcia**
- **Michael Saunders**
- **Dave Souza**

**PASSED AND ADOPTED** by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the 11<sup>th</sup> day of December 2018, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

---

President, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

*Attest:*

---

Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

### **CERTIFICATION**

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2018-55 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this 11<sup>th</sup> day of December 2018.

---

Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**CERTIFICATE OF ELECTION AND OATH OF OFFICE**

STATE OF CALIFORNIA }  
County of El Dorado } **SS.**

*I, the undersigned Registrar of Voters of El Dorado County, having jurisdiction over the conduct of the **Consolidated General Election** held in and for the **Georgetown Divide Public Utility District** on the **6<sup>th</sup> of November, 2018**, do hereby certify that at the election \_\_\_\_\_ was elected to the office of **Director** for the district, as appears by the official record of the results of the election, on file in my office.*

*IN WITNESS WHEREOF, I have affixed my hand and official seal this 4<sup>th</sup> of December, 2018  
William E. Schultz, Recorder-Clerk-Registrar of Voters.*

By \_\_\_\_\_  
(Deputy)



STATE OF CALIFORNIA }  
County of El Dorado } **SS.**

**OATH OF OFFICE**

*I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.*

\_\_\_\_\_  
(Candidate's Signature)

*Subscribed and sworn to before me, this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.*

\_\_\_\_\_  
(Signature of Person Administering Oath)

\_\_\_\_\_  
(Title)

**RESOLUTION NO. 2018-56**  
**OF THE BOARD OF DIRECTORS OF THE**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**IN RECOGNITION AND PROFOUND APPRECIATION OF DISTINGUISHED**  
**SERVICE TO THE COMMUNITY BY**  
**JESSE HANSCHILD**

**WHEREAS**, Jesse Hanschild was elected to the Board of Directors of the Georgetown Divide Public Utility District (“District”) on November 4, 2014; and

**WHEREAS**, during his term of office, Director Hanschild has been mindful of the interests of the ratepayers of the District, and he has worked to advance the mission of the District to provide reliable water supplies; ensure high quality drinking water; promote stewardship to protect community resources, public health, and quality of life; provide excellent and responsive customer services through dedicated and valued staff; and ensure that fiscal responsibility and accountability are observed by balancing immediate and long-term needs; and

**WHEREAS**, during his term of office, Jesse Hanschild served as Vice-President; and

**WHEREAS**, Jesse Hanschild has faithfully served as Director of the Georgetown Divide Public Utility District.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT** formally acknowledges that Jesse Hanschild is deserving of special public recognition, and hereby extends the respect, esteem, and gratitude of the residents of the District for his years of dedicated service to the community.

**PASSED AND ADOPTED** by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the 11<sup>th</sup> day of December 2018, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

---

President, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

*Attest:*

---

Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

### **CERTIFICATION**

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2018-56 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this 11<sup>th</sup> day of December 2018.

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Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT



**RESOLUTION NO. 2018-57**  
**OF THE BOARD OF DIRECTORS OF THE**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**IN RECOGNITION AND PROFOUND APPRECIATION OF DISTINGUISHED**  
**SERVICE TO THE COMMUNITY BY**  
**LON USO**

**WHEREAS**, Lon Uso was elected to the Board of Directors of the Georgetown Divide Public Utility District (“District”) on November 4, 2014; and

**WHEREAS**, during his term of office, Director Uso has been mindful of the interests of the ratepayers of the District, and he has worked to advance the mission of the District to provide reliable water supplies; ensure high quality drinking water; promote stewardship to protect community resources, public health, and quality of life; provide excellent and responsive customer services through dedicated and valued staff; and ensure that fiscal responsibility and accountability are observed by balancing immediate and long-term needs; and

**WHEREAS**, during his term of office, Lon Uso served first as Treasurer and then as President, and represented the District at the El Dorado County Water Agency; and

**WHEREAS**, Lon Uso has faithfully served as Director of the Georgetown Divide Public Utility District.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT** formally acknowledges that Lon Uso is deserving of special public recognition, and hereby extends the respect, esteem, and gratitude of the residents of the District for his years of dedicated service to the community.

**PASSED AND ADOPTED** by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the 11<sup>th</sup> day of December 2018, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

---

President, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

*Attest:*

---

Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

### **CERTIFICATION**

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2018-57 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this 11<sup>th</sup> day of December 2018.

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Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

Churchwell White<sup>LLP</sup>

The Ralph M. Brown Act  
(Government Code section 54950 *et seq.*)

## The People's Business

- Purpose: Access to government agencies and prohibit secret governmental decisions
- The Legislature intended that public agency action and deliberations be taken openly:
  - “All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.” (CA. Gov't Code § 54953(a).)
- Serious consequences may apply if the Brown Act is violated:
  - Misdemeanor criminal charges (knowledge of violation and intent to deprive public of info)
  - Civil action and liability
  - Invalidation of agency action
  - Damage to Reputation and Public Perception

Churchwell White<sup>LLP</sup>

## Brown Act Requirements

- All meetings of a legislative body of a local agency must be open and public unless a specific exemption applies
- The Brown Act applies to Local Agencies including:
  - Governing bodies – City Council, Board of Directors
  - Appointed bodies – Planning Commission
  - Standing Committees

Churchwell White<sup>LLP</sup>

## Meetings

- Any activity involving a majority of the legislative body in which issues under its subject matter jurisdiction are discussed, decided, or voted on (CA. Gov't Code § 54952.2(a).)
- This includes:
  - Face-to-face gatherings
  - Telephone calls
  - E-mails
  - Collective briefings
  - Informal gatherings
- Note: a “meeting” for purposes of the Brown Act includes communications of any kind, directly or through intermediaries

Churchwell White <sup>LLP</sup>

## What does NOT constitute a meeting?

- Conversations that do not involve public agency business
- Conferences open to the public
- Public events
- Social or ceremonial occasions

Churchwell White <sup>LLP</sup>

## Scenario #1 - Meetings

- If 3 of 5 Board of Director members attend a monthly meeting at the community center and hear public comments related to utility rate concerns, is this a meeting?

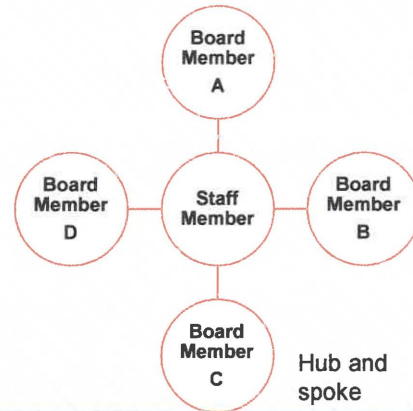
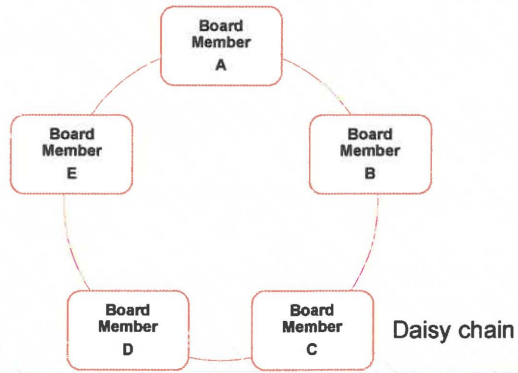
Churchwell White<sup>LLP</sup>

## Serial Meetings

- A series of communications that each involve less than a quorum of the legislative body, but taken as whole involve a majority of the members for the purpose of developing concurrence regarding an action to be taken
- Strictly prohibited
- Circumvents the requirement that there be an open and public deliberation of issues

Churchwell White<sup>LLP</sup>

## 2 Examples of Serial Meetings



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## Scenario # 2 - Serial Meetings

- Scenario: An agenda is posted and the meeting announcement email is sent out. One Member responds that he/she thought that an item had been decided. Others reply back, that issues are still pending and the Board wants to do X,Y, and Z, a chain of communications between a majority of members is started unintentionally.
- Has a serial meeting been created?

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## Agendas for Regular Meetings

- Must be publically posted at least 72 hours in advance
- Must contain a general description of all matters to be discussed
- Items not listed on the agenda may not be acted on unless an exception applies
  - An emergency (determination by majority vote)
  - Immediate action needed (2/3<sup>rd</sup> vote or unanimous vote)
  - Posted on a previous agenda (within 5 days of last meeting)

Churchwell White<sup>LLP</sup>

## Agenda Descriptions

- Adequately alerts the public about the item to be discussed, so they can attend if interested
- Only a brief description is required, generally 20 words or less
- Note: the Brown Act does not require that the agenda describe “all possible permutations” of possible actions which might result after discussion of the general item. *Coalition to Save Cambria and San Simeon v. Cambria Community Services Dist.* (Cal. Ct. App., Oct. 11, 2005 B178100) 2005 WL 2496857

Churchwell White<sup>LLP</sup>



### Scenario # 3 - Agenda Descriptions

- The Agenda states:
  - New Business Item 4.2 Fair Agreement
  - At the meeting – the Council decides to transfer operation of a fair to the County Board of Supervisors
- Was the agenda description adequate?

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### Additional Types of Meetings

- Special Meetings
- Adjourned Meetings
- Emergency Meetings
- Closed Session

Churchwell White<sup>LLP</sup>

## Closed Session

- Must be held for one of the statutorily identified reasons:
  - Personnel matters
  - Potential litigation
  - Existing litigation
  - Real estate negotiations
  - Labor negotiations
  - Public safety threats

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## Location of meetings

- Must be held in the jurisdiction of the agency unless:
  - Compliance with state or federal law requires meeting outside the jurisdiction
  - Inspection of real property
  - Participation as a body in a multi-agency meeting
  - The agency lacks a facility to meet in its jurisdiction

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## Scenario # 4 - Location of meetings

- The City Council gets access to a large suite at the Ports baseball stadium in Stockton. There is enough space to accommodate all public members that would like to attend. Can the City Council hold the next regular meeting at the stadium?

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GDPUD Board Mtg. of 12/11/2018  
AGENDA ITEM 5.A.  
Brown Act Training  
Page 9 of 13

## Teleconferencing

- Must comply with the rest of the Brown Act
- A vote taken during a teleconference must be by roll call
- Agendas must be posted at all locations
- Each location must be identified on the agenda
- Each location must be accessible to the public
- A quorum of the legislative body must be within the jurisdiction
- Public comment must be allowed at each location

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## Scenario # 5 - Teleconferencing

- Because of a family emergency, a Board member had to fly out of state and unexpectedly miss a meeting. The Board member is really passionate about a project that is on the agenda and would like to call in to the meeting and vote from the airport. Is this permissible?

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## Tips to Avoid Violating the Brown Act

- Avoid substantive communication with members of the legislative body regarding items that are on the agenda or likely to be placed on a future agenda and are within the legislative body's jurisdiction.
- Discussing procedural issues is NOT prohibited. Providing the time, date, and order of matters on an agenda is not a violation.
- Do not reply all on emails to/from staff or other members of the legislative body.

Churchwell White<sup>LLP</sup>

## More Tips to Avoid Violating the Brown Act

- Be very clear that you are appearing at public events in your personal capacity, not on behalf of the agency
- Try not to sit with other agency members or talk privately at events
- Review the Brown Act rules and training materials, keep it fresh!
- Do not talk to other members about District business, or a majority of members, at public or social events

Churchwell White<sup>LLP</sup>

## More Tips to Avoid Violating the Brown Act

- Make agenda descriptions thorough and complete
- Keep meeting discussion to items listed on the agenda
- Provide meeting materials in advance to the public
- Adopt policies for meetings and how to comply with the Brown Act

Churchwell White<sup>LLP</sup>

## Frequently Asked Questions

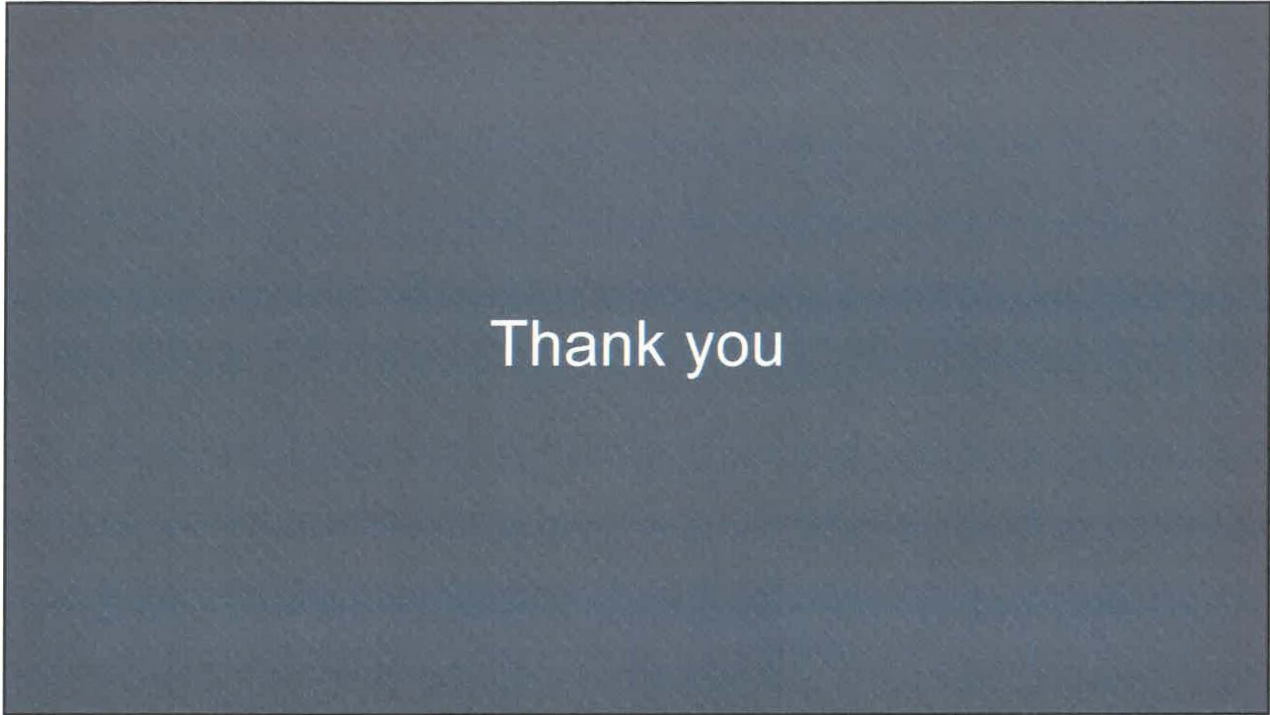
- Is a meeting created by calling a fellow board member to clarify the “facts” on an item on an upcoming agenda?
- Can use of text messages violate the Brown Act?
- Can clicking “like” on Facebook violate the Brown Act?
- Can sharing a “tweet” constitute a violation of the Brown Act?

Churchwell White<sup>LLP</sup>

## When in doubt....

1. Do NOT discuss the business outside of the public meeting
2. If you must discuss, contact the General Counsel first!

Churchwell White<sup>LLP</sup>



**CONFORMED AGENDA  
REGULAR MEETING  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS  
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, OCTOBER 9, 2018  
2:00 P.M.**

**MISSION STATEMENT**

---

It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies
  - Ensure high quality drinking water
  - Promote stewardship to protect community resources, public health, and quality of life
  - Provide excellent and responsive customer services through dedicated and valued staff
  - Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.
- 

**1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

*The meeting was called to order at 2:00 P.M. Director Hanschild led in the Pledge of Allegiance.*

*Directors Present: David Halpin, Jesse Hanschild, Lon Uso, David Souza, Dane Wadle.*

*Staff Present: General Manager Steven Palmer; Operations Manager Darrell Creeks; Board Assistant Diana Michaelson. Legal Counsel: Barbara Brenner, Churchwell White, LLP.*

**2. ADOPTION OF AGENDA**

***Motion by Director Hanschild to adopt the agenda. Second by Director Halpin.***

***Public Comment:*** *There were no comments from the public.*

***Vote:*** *The motion passed unanimously.*

- 3. PUBLIC FORUM –** Any member of the public may address the Board on any matter within the jurisdictional authority of the District. Public members desiring to provide comments, must be recognized by the Board President, and speak from the podium. Comments must be directed only to the Board. The public should address the Board members during the public meetings as President, Vice President, or Director, followed by the Board member's individual last name. The Board will hear communications on matters not on the agenda, but no action will be taken. No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive



conduct shall be grounds for summary termination, by the President, of that person's privilege of address.

*Stephen Proe asked about the General Manager's purchasing authority and about claims paid out by the District.*

#### **4. PROCLAMATIONS AND PRESENTATIONS**

##### **A. GASB 68 Unfunded Liability Planning – Presentation by Brandon Young, LSL CPAs**

*Brandon Young, Assurance Manager for LSL CPAs, the District's external auditors, presented information on some options the District has for funding its increasing pension costs.*

#### **5. CONSENT CALENDAR**

***It was moved and seconded to adopt the Consent Calendar.***

***Public Comment:*** *Cherie Carlyon requested that Items 5.B.1. and 5.B.2. be removed from the Consent Calendar.*

***Vote:*** *The Consent Calendar minus Items 5.B.1 and 5.B.2 was approved unanimously.*

##### **A. Approval of Minutes**

1. Regular Meeting of September 11, 2018

##### **B. Financial Reports**

***Items 5.B.1. and 5.B.2. were pulled from the Consent Calendar.***

1. Statement of Cash Balances

*Ms. Carlyon asked about the Wells Fargo account. GM Palmer said that the Wells Fargo account is a non-fiduciary account.*

2. Month-End Cash Disbursements Report

*Ms. Carlyon asked about specific checks.*

***Vote:*** *The Financial Reports were approved unanimously.*

##### **C. Adopt Amended Conflict of Interest Code**

**Possible Board Action:** Adopt Resolution 2018-48.

##### **D. Approve Revision to Procurement Policy to Clarify Purchasing through Cooperative Agreements, add Federal Grant Provisions, and Clarify Contract Authority**

**Possible Board Action:** Adopt Resolution 2018-46.

## 6. INFORMATIONAL ITEMS

### A. President's Report

*There was no President's Report.*

### B. Board Reports

*Director Wadle reported that in conjunction with his full-time job he attended the annual CSDA (California Special Districts Association) conference. He also reported that certain bills recently signed by the Governor are of interest to local water agencies.*

*Directors Souza and Hanschild reported on the Folsom Dam educational program and tour that they attended.*

### C. General Manager's Report

*Mr. Palmer reported that two interactive tools have been added to the GDPUD website: The Capital Improvement Program Storyboard, and the Fire Hydrant Locator. He also reported that the Treated Water Line Replacement and Main Canal Reliability Projects are moving forward. Engineering design proposals were received October 5. Mr. Palmer noted that the second Irrigation Ordinance Workshop would be held at Northside School on October 16. He also reported that staff would be bringing data to the Finance Committee later in the month or early in November for a preliminary wastewater fee review.*

### D. Operation Manager's Report

*Operations Manager Darrell Creeks reported that the lake is a little lower, but now that irrigation season has ended the level has stabilized at about 76%, which is good for this time of year. Treatment plants are not producing as much water with the cooler temperatures. There were 11 water leaks last month, most of which were service laterals and not mains.*

*Director Wadle complimented Brian Rule for his great customer service when he came out to the Wadle residence to do an inspection. Director Uso mentioned that he has received several compliments on Brian's service, too.*

### E. ALT Treatment Plant Update

*Engineering Consultant George Sanders gave a brief status report of the work done at the plant in September. Following his report, he showed a 10-minute video tour of the plant. (Note: The video can be viewed on the District's website, [http://www.gd-pud.org/#Projects/Auburn Lake Trails \(ALT\) Water Treatment Plant Replacement](http://www.gd-pud.org/#Projects/Auburn_Lake_Trails_(ALT)_Water_Treatment_Plant_Replacement).)*

## F. Finance Committee Report

*In the absence of Committee Chairperson Rick Gillespie, Mr. Palmer reported that the Finance Committee did not meet in September. Staff intends to schedule a special meeting for the Committee in either late October or early November to review the Wastewater ALT Zone fee information. Staff also intends to bring the draft reserve policy to the Committee at that time.*

## 7. NEW BUSINESS

### A. Approve Purchase of Two Replacement Trucks

**Possible Board Action:** Adopt Resolution 2018-49.

*Mr. Creeks presented the staff report and recommendation.*

***Motion by Director Halpin to adopt Resolution 2018-49. Second by Director Wadle.***

***Public Comment:*** *Ms. Carlyon commented regarding truck usage in ALT and vehicle mileage.*

***Vote: The motion passed unanimously.***

## 8. BOARD MEMBER COMMENTS, REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF – Opportunity for Board members to discuss matters of interest to them and provide input for future meetings as well as report on their District-related meeting attendance.

*There were no additional comments.*

*The Board adjourned to closed session at 3:42 PM.*

## 9. ADJOURN TO CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL

### A. Conference with Labor Negotiators Pursuant to Government Code Section 54954.5(f) and Government Code 54957.6:

District Representatives – District General Manager Steven Palmer; District General Counsel.

Employee Organization – Management and Confidential Employees, Local No. 1.

*The Board returned to open session at 4:15 P.M. and reported that no action was taken in closed session.*

## 10. NEXT MEETING DATE AND ADJOURNMENT – Next Regular Meeting will be November 13, 2018, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

*The Board adjourned at 4:15 P.M.*

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Steve Palmer by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on October 5, 2018.

\_\_\_\_\_  
Steven Palmer, PE, General Manager

\_\_\_\_\_  
Date

**CONFORMED AGENDA – DRAFT**

**REGULAR MEETING**

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS  
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, NOVEMBER 13, 2018  
2:00 P.M.**

**MISSION STATEMENT**

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It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies
  - Ensure high quality drinking water
  - Promote stewardship to protect community resources, public health, and quality of life
  - Provide excellent and responsive customer services through dedicated and valued staff
  - Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.
- 

**1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

*The meeting was called to order at 2:00 P.M. Director Hanschild led in the Pledge of Allegiance.*

*Directors Present: David Halpin, Jesse Hanschild, Lon Uso, David Souza, Dane Wadle.*

*Staff Present: General Manager Steven Palmer; Operations Manager Darrell Creeks; Board Assistant Diana Michaelson. Legal Counsel: Barbara Brenner, Churchwell White, LLP.*

**2. ADOPTION OF AGENDA**

***Motion by Director Souza to adopt the agenda. Second by Director Wadle.***

*General Manager Steven Palmer noted a correction to Agenda Item 7.B. The correct amount should be \$71,374.*

***Public Comment:*** *Steven Proe commented on Item 7.A.*

***Vote:*** *The motion passed unanimously.*

- 3. PUBLIC FORUM –** Any member of the public may address the Board on any matter within the jurisdictional authority of the District. Public members desiring to provide comments, must be recognized by the Board President, and speak from the podium. Comments must be directed only to the Board. The public should address the Board members during the public meetings as President, Vice President, or Director, followed by the Board member's individual last name. The Board will hear communications on matters not on the agenda, but no action will be taken. No disruptive conduct shall be permitted at any Board meeting.

Persistence in disruptive conduct shall be grounds for summary termination, by the President, of that person's privilege of address.

*Mr. Proe spoke regarding CEQA, and bifurcating projects.*

*Stephen Dowd spoke regarding the new water rate.*

#### **4. PROCLAMATIONS AND PRESENTATIONS**

*There were no proclamations or presentations.*

#### **5. CONSENT CALENDAR**

***Motion by Director Halpin to approve the Consent Calendar. Second by Director Wadle.***

***Public Comment:*** *Cherie Carlyon requested that Items 5.A. and 5.B. be pulled from the Consent Calendar.*

***Vote:*** *The Consent Calendar minus Items 5.A. and 5.B. was approved unanimously.*

##### **A. Approval of Minutes**

1. Regular Meeting of October 9, 2018

*Ms. Carlyon asked that the October 9, 2018 Minutes be corrected to reflect her comment on Item 7.A.*

***Item 5.A. was pulled for correction.***

##### **B. Financial Reports**

1. Statement of Cash Balances
2. Month-End Cash Disbursements Report

*Mr. Palmer responded to Ms. Carlyon questions regarding specific information in the Financial Reports.*

*Mr. Proe's had a question that did not pertain to the agenda item under discussion.*

***Vote:*** *The Financial Reports were approved unanimously.*

##### **C. Approve Professional Services Agreement for Temporary As-Needed Labor with Blue Ribbon Personnel Services (MJT).**

**Possible Board Action:** Adopt Resolution 2018-50.

***Item 5.C was approved by consent.***

**D. Authorize the General Manager to Execute an amended Professional Services Agreement for Vavrinek, Trine, Day & Co., LLP increasing the amount by \$50,000.**

**Possible Board Action:** Adopt Resolution 2018-54 authorizing the amended Agreement with Vavrinek, Trine, Day & Co., LLP.

*Item 5.D was approved by consent.*

**6. INFORMATIONAL ITEMS**

**A. President's Report**

*Director Uso congratulated Cindy Garcia, Michael Saunders, and Dave Souza for their victories in the last election. He offered some words of advice to the newly elected directors. He then thanked Directors Halpin, Hanschild, and Wadle for their courageous decisions, particularly acknowledging Director Hanschild, and former Director Krizl for getting the ALT plant built.*

**B. Board Reports**

*Director Hanschild congratulated the new Board Members. He also noted that the new plant will have to be maintained and protected, as required in the 218.*

*Director Wadle commented that as someone who has worked with state and local officials for the past 15 years, he had not encountered any Board who had to make the kind of difficult decisions some of the members of this Board had to make, and were willing to make, during their four years in office, regardless of the political ramifications. He commended and thanked Directors Hanschild and Uso for taking the right actions that will benefit the District for years to come.*

*Mr. Palmer pointed out that Director Wadle had included in the Agenda Packet legislative information from CSDA (California Special Districts Association).*

**C. General Manager's Report**

*Mr. Palmer provided an update on current projects and listed upcoming agenda items.*

*He congratulated Management Analyst Christina Cross on receiving a scholarship from the California Society of Municipal Finance Officers to attend their annual conference. The Society's purpose is "to improve the knowledge, skills, and performance of individuals responsible for municipal and other local government fiscal policy and management." He said that having a staff member attend this conference is important to developing a high performing finance function.*

*Mr. Palmer also congratulated long-time employee Stephanie Beck on her promotion to the newly created position of Human Resources/Information Technology Specialist, noting that she has already implemented an online benefits enrollment program for District employees. Currently she is working on a project to replace paper timecards with an electronic timecard reporting and approval system that is linked to the electronic payroll system. The District has begun implementation of this new electronic system and a full transition is expected to be completed in January.*

*He also reported that he had received information from Congressman McClintock on how to file a claim with PG&E for costs incurred by the District due to the recent 2-day power outage. HR/IT Specialist Stephanie Back filed a claim, but it was denied.*

*Director Hanschild asked if the District has a back-up generator. Mr. Palmer said that it has some portable emergency generators that are not sufficient to keep the entire office running but do supply minimal power so that the office can remain open and serve customers, noting that a robust backup system is needed.*

#### **D. Operation Manager's Report**

*Operations Manager Darrell Creeks reported that crews have been kept busy. They responded to a few more water breaks and replaced some failing water lines. He displayed an example of a water line that had multiple patches.*

*He reported that the lake is at about 75% capacity.*

#### **E. ALT Treatment Plant Update**

*Engineering Consultant George Sanders gave a brief status report of the work done at the plant in October and provided a slide show of recent photos. As usual, the project is on time and on budget.*

#### **F. Finance Committee Report**

*Finance Committee Chair Rick Gillespie reported that as a result of the recent election, there are open positions on the committee and applications are being accepted. He reported that two presentations were made at the October 31 meeting: 1) a cost of study on the ALT wastewater treatment system Zone charges, and 2) the draft reserve policy. The committee recommended that a meeting be held to solicit input from the Zone customers before making any changes to the fees. Mr. Gillespie noted that the draft reserve policy was on the agenda for Board action later during this meeting.*

### **7. NEW BUSINESS**

#### **A. Approve Professional Services Agreement for Engineering Services with Bennett Engineering Services Inc. in the Amount of \$108,750.**

**Possible Board Action:** Adopt Resolution 2018-51.

*Mr. Palmer presented the staff report and recommendation.*



**Motion by Director Hanschild to adopt Resolution 2018-51. Second by Director Halpin.**

**Public Comment:** Mr. Proe commented that the District should award to the lowest priced firm and not negotiate with the most qualified firm. Mr. Palmer noted that since this agreement is for professional engineering services, the selection used a qualification-based system where the firms are ranked based on qualifications and without reviewing price proposal, as required by law and by the District's Board adopted purchasing policy. The District is allowed to negotiate price with the most qualified firm. If the District is unable to agree to terms with the first ranked firm, they may reject them and negotiated with the second most qualified firm.

**Vote: The motion passed unanimously.**

**B. Approve Professional Services Amendment for Engineering Services with PSOMAS in the Amount of \$71,374.**

**Possible Board Action:** Adopt Resolution 2018-52.

Mr. Sanders presented the staff report and recommendation.

**Motion by Director Wadle to adopt Resolution 2018-52. Second by Director Hanschild.**

**Public Comment:** There was no public comment.

**Vote: The motion passed unanimously.**

**C. Fourth Quarter Budget Comparison**

**Possible Board Action:** Receive and file.

Mr. Palmer presented the report and thanked Finance Consultant Kristin West for preparing the report. The Board received the report.

**D. Adopt Revised Financial Reserve Policy.**

**Possible Board Action:** Adopt Resolution 2018-53.

Ms. West presented the staff report and recommendation, which was based on work done by the Finance Committee and recommendations of the Finance Department.

**Motion by Director Wadle to adopt Resolution 2018-53. Second by Director Halpin.**

**Public Comment:** Ms. Carlyon, Mr. Proe, and Finance Committee member Michael Saunders commented on the item.

**Vote: The motion passed unanimously.**

- 8. BOARD MEMBER COMMENTS, REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF** – Opportunity for Board members to discuss matters of interest to them and provide input for future meetings as well as report on their District-related meeting attendance.

*There were no additional comments.*

*The Board adjourned to closed session at 3:42 PM.*

**9. ADJOURN TO CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL**

**A. Conference with Labor Negotiators Pursuant to Government Code Section 54954.9(f) and Government Code 54957.6:**

District Representatives – District General Manager Steven Palmer; District General Counsel.

Employee Organization – Management and Confidential Employees, Local No. 1.

**B. Public Employee Performance Evaluation** – Pursuant to Government Code 54957(b)(1). Title: General Manager

**C. Existing Litigation** – Pursuant to Paragraph (1) of Subdivision (d) of Section 54956.9: Georgetown Divide Taxpayers Association v. Georgetown Divide Public Utility District.

**D. Existing Litigation** – Pursuant to Paragraph (1) of Subdivision (d) of Government Code Section 54956.9: Jean Lee Choo Leow v. Georgetown Divide Public Utility District.

*The Board returned to open session at 5:04 P.M. Vice-president Hanschild reported that President Uso left prior to the conclusion of closed session. He also reported that the Board accepted the Management and Employees Local No. 1 Memorandum of Understanding from Item 9.A. Reportable action was not taken on the other Closed Session Items.*

- 10. NEXT MEETING DATE AND ADJOURNMENT** – Next Regular Meeting is December 11, 2018, at 2:00 P.M. at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

*The Board adjourned at 5:05 P.M.*

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Steve Palmer by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on November 9, 2018.

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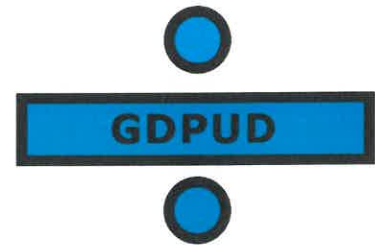
Steven Palmer, PE, General Manager

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Date

DRAFT

**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF DECEMBER 11, 2018  
AGENDA ITEM NO. 6.B.1.**



**AGENDA SECTION: CONSENT CALENDAR**

**SUBJECT: CASH BALANCES – OCTOBER 2018**

**PREPARED BY:** Christina Cross, Management Analyst

**APPROVED BY:** Steven Palmer, PE, General Manager

A handwritten signature in blue ink, appearing to be "SP", is written over the name Steven Palmer.

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**BACKGROUND**

The Cash Balances Report details the District's cash position as of the month end to demonstrate transparency and accountability of relevant financial data from which prudent fiscal decisions and policies are made. The Cash Balances Report is unlike a quarterly budget to actual report; its purpose is to report on ending cash balances and the related sources and uses of cash during the period.

**DISCUSSION**

The Cash Balance Report as of month ending October 31, 2018 shows the District's cash balances total \$10,002,811.92.

Cash is held with the following institutions in the amounts of:

El Dorado Savings Bank - Checking	\$ 143,905.55
El Dorado Savings Bank - Savings	2,769,854.47
Local Agency Investment Fund (LAIF)	7,089,051.90
	<u>\$ 10,002,811.92</u>

Cash balances are allocated based on the Fund for which the source of the monies are generated by or used from.

Fund	Beginning Balance	Cash In Cash Receipts	Accounts Payable	Payroll	Journal Entries	Ending Balance
08 SMUD FUND	194,522.78	0	0	0	735.02	195,257.80
09 CABY GRANT	-52,430.37	0	-3,042.73	-785.7	-62.36	-56,321.16
10 Water Fund	2,058,581.64	290,923.33	-222,476.88	-107,433.40	-49,821.82	1,969,772.87
12 RETIREE FUND	481,137.79	8,517.58	-8,120.58	0	1,835.98	483,370.77
14 STEWART MINE FD	34,169.03	0	-348.11	0	148.87	33,969.79
17 WATER DEVE.FUNC	408,426.83	0	0	0	1,544.02	409,970.85
19 SMERFUND	1,056,141.39	0	0	0	3,992.62	1,060,134.01
20 ALT Fund	633,380.81	586,382.00	-248,250.45	0	3,574.13	975,086.49
24 CAPITAL REPLACE	662,509.62	0	0	0	2,504.55	665,014.17
25 BAYNE RD BND FD	45,700.08	0	0	0	172.76	45,872.84
29 STATE REV FUND	-10,220.16	0	-4,593.90	0	0	-14,814.06
30 Hydro Fund	662,877.74	9,024.96	-67.07	0	2,532.90	674,368.53
35 Restricted P/L	-90,530.11	0	0	0	0	-90,530.11
37 GARDEN VALLEY	72,710.33	0	0	0	274.87	72,985.20
39 CAP FAC CHARGE	1,729,166.81	0	-154.06	0	6,571.64	1,735,584.39
40 Zone Fund	1,000,586.85	14,732.06	-10,256.26	-6,055.84	3,062.59	1,002,069.40
41 CDS M & O Fund	39,633.34	0	0	0	149.83	39,783.17
42 CDS RESRV EXP.	170,855.72	0	0	0	645.86	171,501.58
43 CAPITAL RESERVE	464,977.28	0	0	0	2,138.85	467,116.13
51 KELSEY NORTH	114,283.83	0	-696.22	0	462.45	114,050.06
52 KELSEY SOUTH	55,785.43	0	0	0	210.89	55,996.32
53 PILOT HILL NO.	-7,480.80	0	0	0	0	-7,480.80
54 PILOT HILL SO.	53.68	0	0	0	0	53.68
	<b>\$ 9,724,839.54</b>	<b>\$ 909,579.93</b>	<b>\$ (498,006.26)</b>	<b>\$ (114,274.94)</b>	<b>\$ (19,326.35)</b>	<b>\$ 10,002,811.92</b>

Sources of cash during the month were from recurring utility payments, lease payments, and retiree health reimbursements in the amount of \$323,197.93. The district also received a loan draw from the SWRCB in the amount of \$586,382.00. The details of the uses of cash during the month can be seen on the approved check register in the amount of \$498,006.26. Additional uses of cash during the month not in the check register include payroll disbursements in the amount of \$114,274.94. Journal entries to cash include adjustments for PERS Unfunded Liability payments and bi-weekly retirement contributions in the amount of \$59,811.05, interest income in the amount of \$40,862.62, and bank fees in the amount of \$377.92.

**FISCAL IMPACT**

No fiscal impact.

**CEQA ASSESSMENT**

Not a CEQA Project.

**RECOMMENDED ACTION**

Staff recommends the Board of Directors receive and file for month ending October 31, 2018.

**ALTERNATIVES**

No alternatives.

**ATTACHMENTS**

1. Statement of Cash Flows October 2018

Georgetown Divide Public Utility District  
Statement of Cash Flow

For Period October 1, 2018 through October 31, 2018

Fund Description	Beginning Balance	Cash In Cash Receipts	Accounts Payable	Payroll	Journal Entries	Ending Cash Balance
08 - SMUD Fund	194,522.78	0	0	0	735.02	195,257.80
09 - CABY Grant	(52,430.37)	0	(3,042.73)	(785.70)	(62.36)	(56,321.16)
10 - Water Fund	2,058,581.64	290,923.33	(222,476.88)	(107,433.40)	(49,821.82)	1,969,772.87
12 - Retiree Fund	481,137.79	8,517.58	(8,120.58)	0	1,835.98	483,370.77
14 - Stewart Mine Water Project Fund	34,169.03	0	(348.11)	0	148.87	33,969.79
17 - Water Development Fund	408,426.83	0	0	0	1,544.02	409,970.85
19 - STUMPY MDWS Emergency Fund	1,056,141.39	0	0	0	3,992.62	1,060,134.01
20 - ALT Fund	633,380.81	586,382.00	(248,250.45)	0	3,574.13	975,086.49
24 - Capital Replacement Fund	662,509.62	0	0	0	2,504.55	665,014.17
25 - Bayne Rd bond Fund	45,700.08	0	0	0	172.76	45,872.84
29 - State Revolving Fund	(10,220.16)	0	(4,593.90)	0	0	(14,814.06)
30 - Hydro Fund	662,877.74	9,024.96	(67.07)	0	2,532.90	674,368.53
35 - Restricted Pipeline Fund	(90,530.11)	0	0	0	0	(90,530.11)
37 - Garden Valley Maintenance Fund	72,710.33	0	0	0	274.87	72,985.20
39 - Cap Facility Charges ORD 2007-01	1,729,166.81	0	(154.06)	0	6,571.64	1,735,584.39
40 - Zone Fund	1,000,586.85	14,732.06	(10,256.26)	(6,055.84)	3,062.59	1,002,069.40
41 - CDS M&O Fund	39,633.34	0	0	0	149.83	39,783.17
42 - CDS Reserve Expansion Fund	170,855.72	0	0	0	645.86	171,501.58
43 - New Capital Reserve	464,977.28	0	0	0	2,138.85	467,116.13
51 - Kelsey North WAD 1989-1	114,283.83	0	(696.22)	0	462.45	114,050.06
52 - Kelsey South WAD 1989-4	55,785.43	0	0	0	210.89	55,996.32
53 - Pilot Hill North WAD 1989-2	(7,480.80)	0	0	0	0	(7,480.80)
54 - Pilot Hill South WAD 1989-3	53.68	0	0	0	0	53.68
<b>Total Distributed Cash -----&gt;</b>	<b>9,724,839.54</b>	<b>909,579.93</b>	<b>(498,006.26)</b>	<b>(114,274.94)</b>	<b>(19,326.35)</b>	<b>10,002,811.92</b>

Cash in Eldorado Savings and LAIF

1000 - El Dorado Savings Bank General Checking	143,905.55
1010 - El Dorado Savings Bank Collections	2,769,854.47
1022 - LAIF	7,089,051.90
<b>Total Cash -----&gt;</b>	<b>10,002,811.92</b>

Date...: Dec 5, 2018  
 Time...: 3:27 pm  
 Run by.: Hannah Schnetz

Georgetown Divide PUD  
 BOARD CHECK REVIEW

GDPUD Board Mtg. of 12/11/2018  
 AGENDA ITEM 6.B.2.  
 Disbursements Report  
 Page 1 of 7

Page: 1  
 List: BOAR  
 ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
029394	11/21/18	AFL01	AMERICAN FAMILY LIFE INS	Insurance - H&L	1495.68
Sub-Total:(1)					1495.68
Sub-Count: 1					
029395	11/21/18	ICM02	ICMA-R.T.-457 (ee)	Payroll withholding-ICMA	1519.84
Sub-Total:(1)					1519.84
Sub-Count: 1					
029396	11/21/18	IU001	IUOE, LOCAL 39	Union Dues Payable-LOCAL 39	346.19
Sub-Total:(1)					346.19
Sub-Count: 1					
029397	11/21/18	IU002	PEU LOCAL #1	UNION DUES- LOCAL 1	216.90
Sub-Total:(1)					216.90
Sub-Count: 1					
029398	11/21/18	AAR01	AARP MEDICARERX SAVER PLUS, PD	AARP MEDICARE M DAVIS DECEMBER 2018	44.20
Sub-Total:(1)					44.20
Sub-Count: 1					
029399	11/21/18	ANS01	ANSWERING SPECIALISTS INC	NOVEMBER 2018 ANSWERING SERVICE	79.95
Sub-Total:(1)					79.95
Sub-Count: 1					
029400	11/21/18	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE P. HEREFORD 12/1-02/28/19	598.17
029400	11/21/18	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE J. MANZER 12/01-12/31/18	298.35
029400	11/21/18	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE W. MANZER 12/01-12/31/18	298.35
029400	11/21/18	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE R.PRINCE JR 12/1-12/31/18	234.81
029400	11/21/18	BLU01	ANTHEM BLUE CROSS	PREPAID HEALTH INSURANCE M. WILSON 12/01-12/31/18	298.35
Sub-Total:(1)					1728.03
Sub-Count: 5					
029401	11/21/18	BLU06	BLUE SHIELD OF CALIFORNIA	PREPAID HEALTH INSURANCE M. DAVIS 12/1/18-02/28/19	546.00
Sub-Total:(1)					546.00
Sub-Count: 1					
029402	11/21/18	CAL16	CALTRONICS BUSINESS SYSTEMS CO	KONICA COPIER CONTRACT 10/14-11/13/18	553.96
Sub-Total:(1)					553.96
Sub-Count: 1					
029403	11/21/18	CHU02	CHURCHWELL WHITE, LLP	PROFESSIONAL SERVICES THROUGH 10/31/18	19543.32
029403	11/21/18	CHU02	CHURCHWELL WHITE, LLP	PROFESSIONAL SERVICES THROUGH 10/31/18	1454.20
Sub-Total:(1)					20997.52
Sub-Count: 2					
029404	11/21/18	CLS01	CLS LABS	QUARTERLY 1,2,3-TCP PWS MONITORING	157.78
029404	11/21/18	CLS01	CLS LABS	STATION 16	149.94
029404	11/21/18	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
029404	11/21/18	CLS01	CLS LABS	LT2ESWTR RAW BACT	78.40
Sub-Total:(1)					430.22
Sub-Count: 4					
029405	11/21/18	DEL05	DELAGE LANDEN, INC	KONICA COPIER CONTRACT 11/01-11/30/18	228.20
029405	11/21/18	DEL05	DELAGE LANDEN, INC	FORMAX FOLDING MACHINE 11/01-11/30/18	185.65
Sub-Total:(1)					413.85
Sub-Count: 2					
029406	11/21/18	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	4618.25
029406	11/21/18	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	5636.30
029406	11/21/18	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	270.00
Sub-Total:(1)					10524.55
Sub-Count: 3					
029407	11/21/18	HAN09	HANSFORD ECONOMIC CONSULTING	WASTEWATER RATE STUDY OCTOBER 2018	7750.60
Sub-Total:(1)					7750.60
Sub-Count: 1					

Date...: Dec 5, 2018  
 Time...: 3:27 pm  
 Run by.: Hannah Schnetz

Georgetown Divide USD  
 BOARD CHECK REVIEW

GDPUD Board Mtg. of 12/11/2018  
 AGENDA ITEM 6.B.2.  
 Disbursements Report  
 Page 2 of 7

Page: 2  
 List: BOAR  
 ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
029408	11/21/18	MED01	MEDICAL EYE SERVICES	VISION INSURANCE DECEMBER 2018	18.74
029408	11/21/18	MED01	MEDICAL EYE SERVICES	VISION INSURANCE DECEMBER 2018	46.85
029408	11/21/18	MED01	MEDICAL EYE SERVICES	VISION INSURANCE DECEMBER 2018	18.74
029408	11/21/18	MED01	MEDICAL EYE SERVICES	VISION INSURANCE DECEMBER 2018	46.85
029408	11/21/18	MED01	MEDICAL EYE SERVICES	VISION INSURANCE DECEMBER 2018	28.11
029408	11/21/18	MED01	MEDICAL EYE SERVICES	VISION INSURANCE DECEMBER 2018	200.48
029408	11/21/18	MED01	MEDICAL EYE SERVICES	VISION INSURANCE DECEMBER 2018	18.74
Sub-Total:(1)					378.51
Sub-Count: 7					
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	DIANA M. 10/29/18-11/04/18	431.20
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	GLORIA O. 10/29/18-11/04/18	372.40
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	GLORIA O. 10/29/18-11/04/18	117.60
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	MINDEE R. 10/29/18-11/04/18	670.70
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	MINDEE R. 10/29/18-11/04/18	208.90
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	DIANA M. 11/05/18-11/11/18	695.80
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	GLORIA O. 11/05/18-11/11/18	274.40
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	GLORIA O. 11/05/18-11/11/18	156.80
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	GLORIA O. 11/05/18-11/11/18	58.80
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	MINDEE R. 11/05/18-11/11/18	868.60
029409	11/21/18	MJT01	MJT ENTERPRISES, INC.	MINDEE R. 11/05/18-11/11/18	11.00
Sub-Total:(1)					3866.20
Sub-Count: 11					
029410	11/21/18	OCC01	OCCU-MED, LTD	EXAM FOR BRIAN CANN ON 09/06/18	290.00
029410	11/21/18	OCC01	OCCU-MED, LTD	EXAM FOR ALEXIS ELLIOTT ON 09/07/18	290.00
Sub-Total:(1)					580.00
Sub-Count: 2					
029411	11/21/18	PAL01	STEVE PALMER	MILEAGE REIMB FOR ACWA REGIONAL MEETING 11/15/18	59.19
Sub-Total:(1)					59.19
Sub-Count: 1					
029412	11/21/18	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE DECEMBER 2018	116.60
029412	11/21/18	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE DECEMBER 2018	291.50
029412	11/21/18	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE DECEMBER 2018	116.60
029412	11/21/18	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE DECEMBER 2018	291.50
029412	11/21/18	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE DECEMBER 2018	174.90
029412	11/21/18	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE DECEMBER 2018	2070.06
029412	11/21/18	PRE01	PREMIER ACCESS INS CO	DENTAL INSURANCE DECEMBER 2018	116.60
Sub-Total:(1)					3177.76
Sub-Count: 7					
029413	11/21/18	SOU01	DAVE SOUZA	REIMB: MCWRA WATER SYMPOSIUM 10/26/18	35.00
Sub-Total:(1)					35.00
Sub-Count: 1					
029414	11/21/18	THA01	THATCHER COMPANY OF CALIFORNIA	PO#017919: SODA ASH & CHLORINE 3650 SWEETWATER TR	1305.65
029414	11/21/18	THA01	THATCHER COMPANY OF CALIFORNIA	DEPOSIT REFUND: 10 DRUMS 3650 SWEETWATER TR	-400.00
029414	11/21/18	THA01	THATCHER COMPANY OF CALIFORNIA	DEPOSIT REFUND: 8 DRUMS 8180 BALDERSTON RD	-320.00
Sub-Total:(1)					585.65
Sub-Count: 3					
029415	11/21/18	UNI06	UNITEDHEALTHCARE INSURANCE CO	PREPAID HEALTH INSURANCE D SCHWAGEL 12/1-12/31/18	149.25
Sub-Total:(1)					149.25
Sub-Count: 1					
029416	11/21/18	UNI07	UNITEDHEALTHCARE CLAIM DIVISIO	PREPAID HEALTH INSURANCE J ST DENNIS 12/1-12/31/18	167.07
Sub-Total:(1)					167.07
Sub-Count: 1					
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	AMAZON	99.73
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	MICROSOFT	16.00
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	MICROSOFT	16.00
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	MICROSOFT	84.00
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	BEST BUY	96.50
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	HOME DEPOT	63.99
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	HOME DEPOT	63.99
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	HOME DEPOT	64.00
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	BROWN PAPER TICKETS - MCWRA WATER SYMPOSIUM	35.00
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	LAKE TAHOE RESORT HOTEL FOR CSDA TRAINING	451.92
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	DRI CRASHPLAN COMPUTER BACKUP	2.49
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	STAMPS.COM	15.99
029417	11/21/18	USB05	U.S. BANK CORPORATE PAYMENT SY	STAMPS.COM	400.00



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Sub-Total:(1)					1409.61
Sub-Count: 13					
029418	11/21/18	WEL02	WELLS FARGO BANK, NA	WALTON LAKE ANNUAL RESERVE DECEMBER 2018	2296.95
Sub-Total:(1)					2296.95
Sub-Count: 1					
029419	11/21/18	YOU01	YOUNGDAHL CONSULTING GRP.	PROFESSIONAL SERVICES THROUGH 10/31/18	720.00
Sub-Total:(1)					720.00
Sub-Count: 1					
029420	12/05/18	ICM02	ICMA-R.T.-457 (ee)	Payroll withholding-ICMA	1519.84
Sub-Total:(1)					1519.84
Sub-Count: 1					
029421	12/05/18	IU001	IUOE, LOCAL 39	Union Dues Payable-LOCAL 39	346.19
Sub-Total:(1)					346.19
Sub-Count: 1					
029422	12/05/18	IU002	PEU LOCAL #1	UNION DUES-LOCAL 1	216.90
Sub-Total:(1)					216.90
Sub-Count: 1					
029423	12/05/18	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	20.27
029423	12/05/18	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	20.27
029423	12/05/18	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	120.00
029423	12/05/18	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	19.23
029423	12/05/18	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	19.23
029423	12/05/18	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	19.24
029423	12/05/18	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	68.60
029423	12/05/18	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	142.55
029423	12/05/18	ALL01	ALLEN KRAUSE	Misc. Vehicle Maintenance & Repairs	418.71
Sub-Total:(1)					848.10
Sub-Count: 9					
029424	12/05/18	AME08	AMERICAN MESSAGING	MSGNG SVCS 12/1/18-2/28/19 PAGECOPY USAGE 11/23/18	36.34
Sub-Total:(1)					36.34
Sub-Count: 1					
029425	12/05/18	ATT02	AT&T	Utilities-PHONE 530-333-4356 918 9 11/14-12/13/18	263.76
029425	12/05/18	ATT02	AT&T	Utilities-PHONE 530-333-4356 918 9 11/14-12/13/18	395.64
029425	12/05/18	ATT02	AT&T	Utilities-PHONE 530-333-4356 918 9 11/14-12/13/18	395.64
029425	12/05/18	ATT02	AT&T	Utilities-PHONE 530-333-9442 243 7 11/14-12/13/18	134.42
029425	12/05/18	ATT02	AT&T	Utilities-PHONE 530-333-1119 106 5 11/14-12/13/18	170.70
029425	12/05/18	ATT02	AT&T	Utilities-PHONE 530-885-6287 473 6 11/14-12/13/18	164.07
029425	12/05/18	ATT02	AT&T	Utilities-PHONE 234-343-7252 777 4 11/14-12/13/18	67.07
029425	12/05/18	ATT02	AT&T	Utilities-PHONE 234-371-7957 823 9 11/14-12/13/18	67.07
Sub-Total:(1)					1658.37
Sub-Count: 8					
029426	12/05/18	BOE02	CA. DEPT. OF TAX & FEE ADMINIS	WATER RIGHTS FEES 7/1/18-6/30/19 WR STF 094-001289	5651.67
029426	12/05/18	BOE02	CA. DEPT. OF TAX & FEE ADMINIS	WATER RIGHTS FEES 7/1/18-6/30/19 WR STF 094-005168	1710.83
029426	12/05/18	BOE02	CA. DEPT. OF TAX & FEE ADMINIS	WATER RIGHTS FEES 7/1/18-6/30/19 WR STF 094-011440	1103.99
029426	12/05/18	BOE02	CA. DEPT. OF TAX & FEE ADMINIS	WATER RIGHTS FEES 7/1/18-6/30/19 WR STF 094-004933	1684.27
Sub-Total:(1)					10150.76
Sub-Count: 4					
029427	12/05/18	BRO05	BROWN, ADAM	SPILLWAY INSPECTION 11/14/18 32 MILES	17.44
029427	12/05/18	BRO05	BROWN, ADAM	GROUNDWATER SAMPLING 11/19/18 20 MILES	10.90
Sub-Total:(1)					28.34
Sub-Count: 2					
029428	12/05/18	CAN02	BRIAN CANN	REIMB: BOOTS FY 18-19, PANTS CALENDAR YEAR 2018	298.40
Sub-Total:(1)					298.40
Sub-Count: 1					
029429	12/05/18	CAR09	CARNAHAN COMPUTER SERVICE	2 HRS LABOR CHARGE; INSTALL NEW MODEM, FIX PRINTER	200.00
Sub-Total:(1)					200.00

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Sub-Count: 1					
029430	12/05/18	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
029430	12/05/18	CLS01	CLS LABS	QUARTERLY DBP MONITORING	413.56
029430	12/05/18	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
Sub-Total:(1)					501.76
Sub-Count: 3					
029431	12/05/18	CWS01	CORBIN WILLITS SYS. INC.	CREATED CUSTOM CASH STATUS/CASH FLOW REPORT PER CC	400.00
029431	12/05/18	CWS01	CORBIN WILLITS SYS. INC.	MONTHLY CHARGE FOR DECEMBER 2018	573.20
Sub-Total:(1)					973.20
Sub-Count: 2					
029432	12/05/18	FER02	FERGUSON ENTERPRISES INC	PO#017922: DIST PARTS FOR TEGRA RD	1351.57
Sub-Total:(1)					1351.57
Sub-Count: 1					
029433	12/05/18	GOL01	BEVERLY HOWARD	1,000 DOOR HANGERS - ALT	408.52
Sub-Total:(1)					408.52
Sub-Count: 1					
029434	12/05/18	HOM01	HOME DEPOT CREDIT SERVICE	PO#017929:RAPID CEMENT FOR STUMPY SPILLWAY PROJECT	70.69
029434	12/05/18	HOM01	HOME DEPOT CREDIT SERVICE	PO#017928: TOOLS FOR TRUCK #30	357.09
Sub-Total:(1)					427.78
Sub-Count: 2					
029435	12/05/18	HRD01	H.R. DIRECT	FULL CALENDAR PLANNER+BLACK MARKER	137.87
Sub-Total:(1)					137.87
Sub-Count: 1					
029436	12/05/18	MJT01	MJT ENTERPRISES, INC.	DIANA M. 11/12/18-11/18/18	480.20
029436	12/05/18	MJT01	MJT ENTERPRISES, INC.	GLORIA O. 11/12/18-11/18/18	58.80
029436	12/05/18	MJT01	MJT ENTERPRISES, INC.	GLORIA O. 11/12/18-11/18/18	372.40
029436	12/05/18	MJT01	MJT ENTERPRISES, INC.	MINDEE R. 11/12/18-11/18/18	643.21
Sub-Total:(1)					1554.61
Sub-Count: 4					
029437	12/05/18	MOB01	MOBILE MINI, LLC-CA	STORAGE RENTAL 11/28/18-12/25/18	197.79
Sub-Total:(1)					197.79
Sub-Count: 1					
029438	12/05/18	MYE01	Myers and Sons	CONTRACTOR'S APPLICATION #19 PERIOD: 9/1-9/30/18	96788.47
Sub-Total:(1)					96788.47
Sub-Count: 1					
029439	12/05/18	NEX00	NEXGEN	2017 PROFESSIONAL SERVICE AGREEMENT	74135.00
Sub-Total:(1)					74135.00
Sub-Count: 1					
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	9644745072-5	63.59
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	1383483826-3	18.29
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	8019291332-7	39.38
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	9592050405-7	45.18
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	7269328928-1	19.71
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	9103062795-3	311.13
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	0800178691-5	50.43
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	2102211877-8	24.48
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	7804325001-4	10.90
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	2060545213-3	363.08
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	2060545213-3	121.03
029440	12/05/18	PAC02	PACIFIC GAS & ELECTRIC	6228064022-8	412.40
Sub-Total:(1)					1479.60
Sub-Count: 12					
029441	12/05/18	POL01	POLLARD WATER	PO#017925: 6 FT CURB & VLV BX CLNR FOR DIST	285.97
Sub-Total:(1)					285.97
Sub-Count: 1					

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029442	12/05/18	POW01	POWERNET GLOBAL COMM.	Utilities-LONG DISTANCE 10/19/18-11/19/18	178.33
Sub-Total:(1)					178.33
Sub-Count: 1					
029443	12/05/18	PRO04	PAUL FUNK	CLEANING SERVICES FOR NOVEMBER 2018	265.00
Sub-Total:(1)					265.00
Sub-Count: 1					
029444	12/05/18	PSO01	PSOMAS	PROFESSIONAL SERVICES FROM 9/28/18-10/25/18	7044.00
Sub-Total:(1)					7044.00
Sub-Count: 1					
029445	12/05/18	ROB02	ROBINSON ENTERPRISES	T & D RAW WATER FUEL USAGE ALLOCATION	597.10
029445	12/05/18	ROB02	ROBINSON ENTERPRISES	WATER TREATMENT FUEL USAGE ALLOCATION	224.55
029445	12/05/18	ROB02	ROBINSON ENTERPRISES	T & D TREATED WTR FUEL USAGE ALLOCATION	841.75
029445	12/05/18	ROB02	ROBINSON ENTERPRISES	ZONE FUEL USAGE ALLOCATION	152.68
029445	12/05/18	ROB02	ROBINSON ENTERPRISES	UPCOUNTRY FUEL USAGE ALLOCATION	261.04
029445	12/05/18	ROB02	ROBINSON ENTERPRISES	ADMIN. FUEL USAGE ALLOCATION	.00
Sub-Total:(1)					2077.12
Sub-Count: 6					
029446	12/05/18	ROC02	KENNETH D. WELSH	9" STEEL TRIM BLADES SET & SHARPENED x21 @7.50ea	78.75
029446	12/05/18	ROC02	KENNETH D. WELSH	9" STEEL TRIM BLADES SET & SHARPENED x21 @7.50ea	78.75
Sub-Total:(1)					157.50
Sub-Count: 2					
029447	12/05/18	SWR03	STATE WATER RESOURCES CONTROL	DRINKING WATER DIST. OPER CERT RENEWAL: D.A.CREEKS	60.00
Sub-Total:(1)					60.00
Sub-Count: 1					
029448	12/05/18	THA01	THATCHER COMPANY OF CALIFORNIA	PO#017919: SODA ASH & CHLORINE 8180 BALDERSTON RD	1305.65
Sub-Total:(1)					1305.65
Sub-Count: 1					
029449	12/05/18	TIR01	TIREHUB, LLC	PO#017918: TIRES FOR DITCH TRUCK UNIT	746.04
029449	12/05/18	TIR01	TIREHUB, LLC	PO#017920: 2 TIRES FOR UNIT #11 DIST	362.12
Sub-Total:(1)					1108.16
Sub-Count: 2					
029450	12/05/18	USA03	USA BLUE BOOK	PO#017921: CAULK GUN & TURBOKRETE FOR UP COUNTRY	383.34
Sub-Total:(1)					383.34
Sub-Count: 1					
029451	12/05/18	VER01	VERIZON WIRELESS	530-333-3494	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	530-333-3760	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	530-333-3872	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	530-333-3940	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	530-333-3978	163.54
029451	12/05/18	VER01	VERIZON WIRELESS	530-333-7608	26.98
029451	12/05/18	VER01	VERIZON WIRELESS	530-957-3814	46.61
029451	12/05/18	VER01	VERIZON WIRELESS	530-957-4413	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	530-957-5427	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	530-957-5471	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	530-957-5472	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	530-957-5492	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	530-957-8086	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	530-957-8155	53.34
029451	12/05/18	VER01	VERIZON WIRELESS	CREDIT ADJUSTMENT	-200.00
Sub-Total:(1)					623.87
Sub-Count: 15					
029452	12/05/18	WIE01	WIENHOFF & ASSOCIATES INC	ANNUAL CONSORTIUM MEMBERSHIP	175.00
029452	12/05/18	WIE01	WIENHOFF & ASSOCIATES INC	ANNUAL CONSORTIUM MEMBERSHIP	175.00
Sub-Total:(1)					350.00
Sub-Count: 2					
029453	12/11/18	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS JANUARY 2018	3581.02
029453	12/11/18	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS JANUARY 2018	7901.74
029453	12/11/18	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS JANUARY 2018	5365.96
029453	12/11/18	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS JANUARY 2018	8949.18

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029453	12/11/18	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS JANUARY 2018	1920.03
029453	12/11/18	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS JANUARY 2018	9882.32
029453	12/11/18	ACW05	ACWA/JPIA HEALTH	EMPLOYEE HEALTH INSURANCE PREMIUMS JANUARY 2018	2033.78
029453	12/11/18	ACW05	ACWA/JPIA HEALTH	RETIREE HEALTH INSURANCE PREMIUMS JANUARY 2018	6377.33
Sub-Total:(1)					46011.36
Sub-Count: 8					
029454	12/11/18	CAR08	CSI	MONTHLY SERVICE FEE DECEMBER 2018	59.00
Sub-Total:(1)					59.00
Sub-Count: 1					
029455	12/11/18	CCS01	CCSINTERACTIVE	MONTHLY WEBSITE HOSTING DECEMBER 2018	69.00
Sub-Total:(1)					69.00
Sub-Count: 1					
029456	12/11/18	CLS01	CLS LABS	LT2ESWTR RAW BACT	78.40
029456	12/11/18	CLS01	CLS LABS	ROUTINE DIST. SYST. BACTERIA	44.10
Sub-Total:(1)					122.50
Sub-Count: 2					
029457	12/11/18	ELD16	EL DORADO DISPOSAL	Utilities-GARBAGE 6425 MAIN ST 11/01-11/30/18	110.47
029457	12/11/18	ELD16	EL DORADO DISPOSAL	Utilities-GARBAGE 3650 SWEETWATER TR 11/1-11/30/18	110.47
029457	12/11/18	ELD16	EL DORADO DISPOSAL	Utilities-GARBAGE 8180 BALDERSTON 11/01-11/30/18	110.47
Sub-Total:(1)					331.41
Sub-Count: 3					
029458	12/11/18	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	113.66
029458	12/11/18	GAR02	GARDEN VALLEY FEED & HDW.	Misc. Materials & Supplies for treated water and	28.80
Sub-Total:(1)					142.46
Sub-Count: 2					
029459	12/11/18	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	5455.20
029459	12/11/18	GEO12	GEORGE SANDERS	PROFESSIONAL SERVICES AGREEMENT: GEORGE SANDERS	2375.20
Sub-Total:(1)					7830.40
Sub-Count: 2					
029460	12/11/18	HAC01	HACH COMPANY	PO#017709: QUARTERLY REAGENT & STBLCAL STD 20 NTU	705.45
Sub-Total:(1)					705.45
Sub-Count: 1					
029461	12/11/18	INT05	INTERWEST CONSULTING GROUP	PROFESSIONAL SERVICES FOR 10/1-10/31/18	420.00
Sub-Total:(1)					420.00
Sub-Count: 1					
029462	12/11/18	PAC02	PACIFIC GAS & ELECTRIC	7727208388-0 WALTON	2632.49
029462	12/11/18	PAC02	PACIFIC GAS & ELECTRIC	0967683154-9 ALT	10038.66
Sub-Total:(1)					12671.15
Sub-Count: 2					
029463	12/11/18	WAL02	WALKER'S OFFICE SUPPLY	Misc. Office Supplies	97.03
029463	12/11/18	WAL02	WALKER'S OFFICE SUPPLY	Misc. Office Supplies	18.39
Sub-Total:(1)					115.42
Sub-Count: 2					
029464	12/11/18	WOO03	WOOD ENVIRONMENT & INFRASTRUCT	PROFESSIONAL SERVICES THROUGH 11/02/18	4091.00
Sub-Total:(1)					4091.00
Sub-Count: 1					
029465	12/11/18	\H001	HOULBERG, STANLEY/NANCY	MQ CUSTOMER REFUND FOR HOU0010	273.32
Sub-Total:(1)					273.32
Sub-Count: 1					
029466	12/11/18	\R009	RILEY, CHARLES	MQ CUSTOMER REFUND FOR RIL0004	43.22
Sub-Total:(1)					43.22
Sub-Count: 1					

Date...: Dec 5, 2018  
Time...: 3:27 pm  
Run by.: Hannah Schnetz

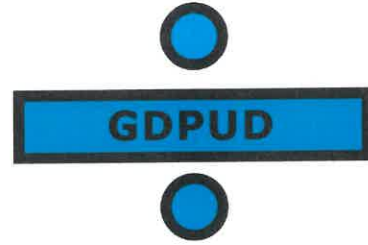
Georgetown Divide PUD  
BOARD CHECK REVIEW

GDPUD Board Mtg. of 12/11/2018  
AGENDA ITEM 6.B.2.  
Disbursements Report  
Page 7 of 7

Page: 7  
List: BOAR  
ID #: PYDMPH

Check#	Check Date	Vend#	Vendor Name	Description	Check Amount
029467	12/11/18	\S007	SHORE, CARL	MQ CUSTOMER REFUND FOR SHO0014	134.93
Sub-Total:(1)					134.93
Sub-Count: 1					
Grn-Total:					340191.65
Ttl-Count: 195					

**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF DECEMBER 11, 2017  
AGENDA ITEM NO. 6.C.**



**AGENDA SECTION: CONSENT**

**SUBJECT: FISCAL YEAR 2018-2019 FIRST QUARTER BUDGET REVIEW**

**PREPARED BY: Christina Cross, Management Analyst**

**APPROVED BY: Steven Palmer, PE, General Manager**

A blue ink signature of Steven Palmer, General Manager, written over a horizontal line.

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**BACKGROUND**

The attached reports provide a comparison of approved operating budget to actual revenues and expenditures for the First Quarter of Fiscal Year 2018-2019. Material differences are explained in the staff report.

**DISCUSSION**

**Revenues**

At the end of the first quarter, water operating fund revenues including property taxes, leases, and the water treatment plant supplemental charge are at 17% of the budgeted amount. Residential water sales are at 22.5%, commercial water sales are at 29.4%, and irrigation water sales are at 52.4%. Property tax revenues were not received during the first quarter and the first installment is anticipated during the second quarter.

Wastewater operating fund revenues are at 38.3% of the budgeted amount.

**Expenditures**

At the end of the first quarter, water operating fund expenditures are at 23.1% of the budgeted amount, and wastewater operating fund expenditures are at 14.4% of the budgeted amount.

All operating expenditures during the first quarter are within expected ranges for this point in the fiscal year.

**FISCAL IMPACT**

First Quarter operating revenues and expenditures are within the expected ranges for this time of year.

**CEQA ASSESSMENT**

This action is not a CEQA Project.

**RECOMMENDED ACTION**

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) receive and file this report.

**ATTACHMENTS**

1. Fiscal Year 2018-2019 First Quarter Budget Report for Revenues
  2. Fiscal Year 2018-2019 First Quarter Budget Report for Expenditures
-

REPORT.: 11/29/18  
 RUN...: 11/29/18 TIME: 10:01  
 Run By.: Christina Cross

Georgetown Divide PUD  
 Budget Report for Revenues by FUND  
 For Calendar Period.: 09-18 Fiscal.: 03-19

GDPUD Board Mtg. of 12/11/2018  
 AGENDA ITEM 6.C.  
 Attachment 1  
 Page 1 of 2

PAGE: 002  
 ID #: GLRR  
 CTL.: GEO

FUND #: 10

Name: Water Fund

Revenue Description	Year-to-Date Proforma Budget	Year-to-Date Amended Budget	Current Actual	Year-to-Date Actual	Pct (%)	Budget Remaining
3010 Water Sales-Res	0.00	2,381,907.00	-5,287.18	537,052.75	-22.5	1,844,854.25
3020 Water Sales-Com	0.00	294,393.00	0.00	86,515.87	-29.4	207,877.13
3030 Water Sales-Cst	0.00	10,000.00	2,512.20	4,322.50	-43.2	5,677.50
3040 Water Sales-Irr	0.00	480,000.00	-290.96	251,302.98	-52.4	228,697.02
3045 SURCHARGE	0.00	648,923.00	109,899.25	109,929.41	-16.9	538,993.59
3060 Installation	0.00	10,436.00	283.85	3,356.80	-32.2	7,079.20
3090 Other Operating	0.00	0.00	0.00	-5.48	.0	5.48
4020 Interest	0.00	10,500.00	295.89	950.81	-9.1	9,549.19
4025 UNRLZD +/-	0.00	0.00	0.00	1,894.92	.0	-1,894.92
4030 Penalties	0.00	46,000.00	-574.83	7,239.85	-15.7	38,760.15
4040 Lease/Media One	0.00	105,500.00	3,959.76	22,462.53	-21.3	83,037.47
4050 Property Taxes	0.00	1,660,000.00	0.00	-64,077.87	3.9	1,724,077.87
4090 Other/lease	0.00	0.00	3.00	310.50	.0	-310.50
4095 MISC INCOME	0.00	0.00	0.00	840.00	.0	-840.00
4998 unreconciled***	0.00	0.00	-1,260.28	0.00	.0	0.00
DEPT Subtotal ----->	0.00	5,647,659.00	109,540.70	962,095.57	-17.0	4,685,563.43
3045 5300 SURCHARGE Water Treatmnt	0.00	0.00	-109,904.04	0.00	.0	0.00
 FUND TOTAL	 0.00	 5,647,659.00	 -363.34	 962,095.57	 -17.0	 4,685,563.43



REPORT.: 11/29/18  
 RUN...: 11/29/18 TIME: 10:01  
 Run By.: Christina Cross

Georgetown Divide PUD  
 Budget Report for Revenues by FUND  
 For Calendar Period.: 09-18 Fiscal.: 03-19

GDPUD Board Mtg. of 12/11/2018  
 AGENDA ITEM 6.C.  
 Attachment 1  
 Page 2 of 2

PAGE: 014  
 ID #: GLRR  
 CTL.: GEO

FUND #: 40

Name: Zone Fund

Revenue Description	Year-to-Date Proforma Budget	Year-to-Date Amended Budget	Current Actual	Year-to-Date Actual	Pct(%)	Budget Remaining
3192 Zone Charges	0.00	391,600.00	-771.70	156,201.44	-39.9	235,398.56
3193 ZONE-ESCROW FEE	0.00	25,100.00	2,400.00	6,000.00	-23.9	19,100.00
3194 Septic Design	0.00	2,700.00	0.00	0.00	.0	2,700.00
4020 Interest	0.00	7,200.00	0.00	0.00	.0	7,200.00
4025 UNRLZD +/-	0.00	0.00	0.00	1,253.55	.0	-1,253.55
DEPT Subtotal ----->	0.00	426,600.00	1,628.30	163,454.99	-38.3	263,145.01
FUND TOTAL	0.00	426,600.00	1,628.30	163,454.99	-38.3	263,145.01

FUND #: 10		Name: Water Fund	Year-to-Date	Year-to-Date	Encumbrance	Current	Year-to-Date	Unencumbered
Expenditure Description		Prof Budget	Amended Budget	Balance	Actual	Actual	Pct (%)	Balance
5010	5100 Super & Labor Srce of Supply	0.00	113229.00	0.00	8053.62	22009.73	19.4	91219.27
5011	5100 Wages-Part time Srce of Supply	0.00	5000.00	0.00	2553.60	2553.60	51.1	2446.40
5013	5100 PERS UAL Srce of Supply	0.00	19189.00	0.00	-10875.02	4797.44	25.0	14391.56
5014	5100 P.E.R.S. Srce of Supply	0.00	11180.00	0.00	995.71	2858.42	25.6	8321.58
5016	5100 Payroll Taxes Srce of Supply	0.00	11323.00	0.00	849.83	2466.69	21.8	8856.31
5017	5100 Standby Srce of Supply	0.00	6530.00	0.00	1210.00	4220.00	64.6	2310.00
5018	5100 Insurance - H&L Srce of Supply	0.00	37920.00	0.00	3121.88	10061.79	26.5	27858.21
5019	5100 Overtime Srce of Supply	0.00	6063.00	0.00	1061.64	4971.92	82.0	1091.08
5020	5100 Insurance - W.C Srce of Supply	0.00	3838.00	0.00	699.19	699.19	18.2	3138.81
5038	5100 Mat.& Supp. Srce of Supply	0.00	11900.00	0.00	251.59	822.01	6.9	11077.99
5041	5100 Staff Develop Srce of Supply	0.00	1500.00	0.00	0.00	0.00	.0	1500.00
5044	5100 Utilities Srce of Supply	0.00	9491.00	0.00	53.34	160.59	1.7	9330.41
5046	5100 Veh. Maint. Srce of Supply	0.00	8000.00	0.00	79.28	615.60	7.7	7384.40
5048	5100 Vehicle - Oper Srce of Supply	0.00	6000.00	0.00	457.63	1665.69	27.8	4334.31
5080	5100 Outside Serv Srce of Supply	0.00	18000.00	0.00	2233.00	16265.83	90.4	1734.17
5084	5100 Government Reg Srce of Supply	0.00	34300.00	0.00	42.40	3697.09	10.8	30602.91
5089	5100 Memberships Srce of Supply	0.00	0.00	0.00	0.00	13.33	.0	-13.33
5090	5100 Other Srce of Supply	0.00	0.00	0.00	0.00	16.99	.0	-16.99
5095	5100 CAPITAL ACQ Srce of Supply	0.00	86033.00	0.00	439.22	439.22	.5	85593.78
DEPT 5100	Subtotal ----->	0.00	389496.00	0.00	11226.91	78335.13	20.1	311160.87
5010	5200 Super & Labor T&D Raw Water	0.00	259665.00	0.00	14186.23	71157.21	27.4	188507.79
5011	5200 Wages-Part time T&D Raw Water	0.00	5000.00	0.00	-2553.60	3579.60	71.6	1420.40
5013	5200 PERS UAL T&D Raw Water	0.00	155606.00	0.00	7500.45	38895.75	25.0	116710.25
5014	5200 P.E.R.S. T&D Raw Water	0.00	25638.00	0.00	1747.47	7785.32	30.4	17852.68
5016	5200 Payroll Taxes T&D Raw Water	0.00	25967.00	0.00	1491.21	6678.12	25.7	19288.88
5017	5200 Standby T&D Raw Water	0.00	13060.00	0.00	2420.00	8440.00	64.6	4620.00
5018	5200 Insurance - H&L T&D Raw Water	0.00	86960.00	0.00	9797.99	30059.17	34.6	56900.83
5019	5200 Overtime T&D Raw Water	0.00	13905.00	0.00	2667.78	8806.42	63.3	5098.58
5020	5200 Insurance - W.C T&D Raw Water	0.00	8803.00	0.00	3597.05	3597.05	40.9	5205.95
5038	5200 Mat.& Supp. T&D Raw Water	0.00	22200.00	0.00	519.82	3697.74	16.7	18502.26
5040	5200 Office Supplies T&D Raw Water	0.00	1600.00	0.00	0.00	0.00	.0	1600.00
5041	5200 Staff Develop T&D Raw Water	0.00	1500.00	0.00	0.00	0.00	.0	1500.00
5044	5200 Utilities T&D Raw Water	0.00	1292.00	0.00	106.68	321.18	24.9	970.82
5046	5200 Veh. Maint. T&D Raw Water	0.00	10000.00	0.00	391.02	1454.23	14.5	8545.77
5048	5200 Vehicle - Oper T&D Raw Water	0.00	13500.00	0.00	1383.31	4599.57	34.1	8900.43
5080	5200 Outside Serv T&D Raw Water	0.00	0.00	0.00	0.00	288.75	.0	-288.75
5089	5200 Memberships T&D Raw Water	0.00	0.00	0.00	0.00	13.33	.0	-13.33
5095	5200 CAPITAL ACQ T&D Raw Water	0.00	36033.00	0.00	439.22	439.22	1.2	35593.78
DEPT 5200	Subtotal ----->	0.00	680729.00	0.00	43694.63	189812.66	27.9	490916.34
5010	5300 Super & Labor Water Treatmnt	0.00	227281.00	0.00	14034.53	45579.59	20.1	181701.41
5013	5300 PERS UAL Water Treatmnt	0.00	28490.00	0.00	3928.59	7126.89	25.0	21363.11
5014	5300 P.E.R.S. Water Treatmnt	0.00	22441.00	0.00	1481.68	4843.77	21.6	17597.23
5016	5300 Payroll Taxes Water Treatmnt	0.00	22728.00	0.00	1264.37	4165.19	18.3	18562.81
5017	5300 Standby Water Treatmnt	0.00	15710.00	0.00	1210.00	4220.00	26.9	11490.00
5018	5300 Insurance - H&L Water Treatmnt	0.00	76115.00	0.00	5658.42	16268.20	21.4	59846.80
5019	5300 Overtime Water Treatmnt	0.00	12171.00	0.00	2035.21	5189.29	42.6	6981.71
5020	5300 Insurance - W.C Water Treatmnt	0.00	7705.00	0.00	1242.63	1242.63	16.1	6462.37
5038	5300 Mat.& Supp. Water Treatmnt	0.00	69400.00	0.00	6430.94	21440.96	30.9	47959.04
5039	5300 Materials - Oth Water Treatmnt	0.00	10000.00	0.00	0.00	0.00	.0	10000.00
5040	5300 Office Supplies Water Treatmnt	0.00	1800.00	0.00	0.00	0.00	.0	1800.00
5041	5300 Staff Develop Water Treatmnt	0.00	1500.00	0.00	0.00	250.00	16.7	1250.00
5044	5300 Utilities Water Treatmnt	0.00	164829.00	0.00	17629.41	55177.11	33.5	109651.89
5046	5300 Veh. Maint. Water Treatmnt	0.00	7000.00	0.00	129.86	525.82	7.5	6474.18
5048	5300 Vehicle - Oper Water Treatmnt	0.00	6000.00	0.00	498.88	1608.82	26.8	4391.18
5076	5300 Bldg. Maint. Water Treatmnt	0.00	2000.00	0.00	0.00	0.00	.0	2000.00
5084	5300 Government Reg Water Treatmnt	0.00	35000.00	0.00	156.80	699.00	2.0	34301.00
DEPT 5300	Subtotal ----->	0.00	710170.00	0.00	55701.32	168337.27	23.7	541832.73
5010	5400 Super & Labor T&D Treated Wtr	0.00	375487.00	0.00	27475.74	86615.02	23.1	288871.98
5013	5400 PERS UAL T&D Treated Wtr	0.00	168773.00	0.00	22984.05	42182.19	25.0	126590.81
5014	5400 P.E.R.S. T&D Treated Wtr	0.00	37074.00	0.00	2340.72	7820.19	21.1	29253.81
5016	5400 Payroll Taxes T&D Treated Wtr	0.00	37549.00	0.00	1997.46	6735.03	17.9	30813.97
5017	5400 Standby T&D Treated Wtr	0.00	15710.00	0.00	1210.00	4220.00	26.9	11490.00
5018	5400 Insurance - H&L T&D Treated Wt	0.00	125748.00	0.00	9947.60	30339.83	24.1	95408.17
5019	5400 Overtime T&D Treated Wtr	0.00	20107.00	0.00	1820.57	6218.56	30.9	13888.44
5020	5400 Insurance - W.C T&D Treated Wt	0.00	12729.00	0.00	2588.71	2588.71	20.3	10140.29
5038	5400 Mat.& Supp. T&D Treated Wtr	0.00	99200.00	0.00	239.96	9375.77	9.5	89824.23
5040	5400 Office Supplies T&D Treated Wt	0.00	300.00	0.00	0.00	0.00	.0	300.00
5041	5400 Staff Develop T&D Treated Wtr	0.00	2000.00	0.00	0.00	0.00	.0	2000.00
5044	5400 Utilities T&D Treated Wtr	0.00	21850.00	0.00	754.38	2047.22	9.4	19802.78
5046	5400 Veh. Maint. T&D Treated Wtr	0.00	10000.00	0.00	374.02	2162.26	21.6	7837.74
5048	5400 Vehicle - Oper T&D Treated Wtr	0.00	19000.00	0.00	1873.80	5962.95	31.4	13037.05
5084	5400 Government Reg T&D Treated Wtr	0.00	11600.00	0.00	178.20	1791.11	15.4	9808.89
5089	5400 Memberships T&D Treated Wtr	0.00	0.00	0.00	0.00	556.03	.0	-556.03
5090	5400 Other T&D Treated Wtr	0.00	0.00	0.00	0.00	7.74	.0	-7.74
5095	5400 CAPITAL ACQ T&D Treated Wtr	0.00	38833.00	0.00	0.00	3108.11	8.0	35724.89
DEPT 5400	Subtotal ----->	0.00	995960.00	0.00	73785.21	211730.72	21.3	784229.28
5010	5500 Super & Labor Customer Accts	0.00	99684.00	0.00	4828.10	30312.98	30.4	69371.02
5011	5500 Wages-Part time Customer Accts	0.00	0.00	0.00	2946.66	10684.41	.0	-10684.41
5013	5500 PERS UAL Customer Accts	0.00	12819.00	0.00	1792.21	3210.87	25.0	9608.13
5014	5500 P.E.R.S. Customer Accts	0.00	9842.00	0.00	414.32	2730.16	27.7	7111.84
5016	5500 Payroll Taxes Customer Accts	0.00	9968.00	0.00	353.61	2353.97	23.6	7614.03
5018	5500 Insurance - H&L Customer Accts	0.00	33384.00	0.00	2560.36	7098.61	21.3	26285.39

REPORT.: 11/28/18  
 RUN...: 11/28/18 TIME: 14:07  
 Run By.: Christina Cross

Georgetown Divide PUD  
 Budget Report for Expenditures by FUND  
 For Calendar Period.: 09-18 Fiscal.: 03-19

GDPUD Board Mtg. of 12/11/2018  
 AGENDA ITEM 6.C.  
 Attachment 2  
 Page 2 of 4

PAGE: 003  
 ID #: GLER  
 CTL.: GEO

FUND #:		Name:	Water Fund	Year-to-Date	Year-to-Date	Encumbrance	Current	Year-to-Date	Unencumbered	
				Prof Budget	Amended Budget	Balance	Actual	Actual	Pct(%)	
Expenditure Description									Balance	
5019	5500	Overtime Customer Accts		0.00	5338.00	0.00	0.00	217.59	4.1	5120.41
5020	5500	Insurance - W.C Customer Accts		0.00	3379.00	0.00	358.34	358.34	10.6	3020.66
5040	5500	Office Supplies Customer Accts		0.00	16500.00	0.00	2503.85	5969.42	36.2	10530.58
5041	5500	Staff Develop Customer Accts		0.00	1290.00	0.00	0.00	450.00	34.9	840.00
5044	5500	Utilities Customer Accts		0.00	5830.00	0.00	724.33	1485.02	25.5	4344.98
5060	5500	Payroll Process Customer Accts		0.00	0.00	0.00	0.00	40.00	.0	-40.00
5080	5500	Outside Serv Customer Accts		0.00	48000.00	0.00	79.95	309.85	.6	47690.15
5095	5500	CAPITAL ACQ Customer Accts		0.00	30000.00	0.00	0.00	0.00	.0	30000.00
DEPT	5500	Subtotal ----->		0.00	276034.00	0.00	16561.73	65221.22	23.6	210812.78
5010	5600	Super & Labor		0.00	294584.00	0.00	31344.67	99825.16	33.9	194758.84
5011	5600	Wages-Part time		0.00	0.00	0.00	3537.80	10005.80	.0	-10005.80
5013	5600	PERS UAL		0.00	94873.00	0.00	13280.05	23722.77	25.0	71150.23
5014	5600	P.E.R.S.		0.00	29086.00	0.00	2860.87	9285.56	31.9	19800.44
5015	5600	I.C.M.A.		0.00	7790.00	0.00	596.16	2086.56	26.8	5703.44
5016	5600	Payroll Taxes		0.00	29458.00	0.00	2441.53	8013.27	27.2	21444.73
5018	5600	Insurance - H&L		0.00	98654.00	0.00	5689.70	15174.44	15.4	83479.56
5019	5600	Overtime		0.00	15775.00	0.00	0.00	0.00	.0	15775.00
5020	5600	Insurance - W.C		0.00	9986.00	0.00	279.21	279.21	2.8	9706.79
5027	5600	Audit		0.00	21945.00	0.00	0.00	0.00	.0	21945.00
5034	5600	Insurance - Gen		0.00	72500.00	0.00	0.00	0.00	.0	72500.00
5036	5600	Legal		0.00	150000.00	0.00	13476.78	34027.26	22.7	115972.74
5039	5600	Materials - Oth		0.00	2400.00	0.00	197.79	593.37	24.7	1806.63
5040	5600	Office Supplies		0.00	38150.00	0.00	6834.30	15972.52	41.9	22177.48
5041	5600	Staff Develop		0.00	5000.00	0.00	1113.82	2163.19	43.3	2836.81
5042	5600	Travel		0.00	9140.00	0.00	45.00	635.62	7.0	8504.38
5044	5600	Utilities		0.00	12169.00	0.00	1755.91	5646.43	46.4	6522.57
5046	5600	Veh. Maint.		0.00	0.00	0.00	122.88	122.88	.0	-122.88
5048	5600	Vehicle - Oper		0.00	0.00	0.00	33.03	33.03	.0	-33.03
5060	5600	Payroll Process		0.00	6000.00	0.00	1090.93	1090.93	18.2	4909.07
5063	5600	BANK FEES		0.00	0.00	0.00	30.00	30.00	.0	-30.00
5070	5600	Director Remun		0.00	0.00	0.00	2000.00	3600.00	.0	-3600.00
5076	5600	Bldg. Maint.		0.00	5000.00	0.00	521.14	1271.14	25.4	3728.86
5080	5600	Outside Serv		0.00	152600.00	0.00	10286.49	13844.96	9.1	138755.04
5084	5600	Government Reg		0.00	3300.00	0.00	0.00	0.00	.0	3300.00
5089	5600	Memberships		0.00	25000.00	0.00	100.00	520.00	2.1	24480.00
5090	5600	Other		0.00	45000.00	0.00	1050.00	1181.33	2.6	43818.67
5091	5600	Elections		0.00	10000.00	0.00	0.00	0.00	.0	10000.00
5095	5600	CAPITAL ACQ		0.00	30000.00	0.00	0.00	7384.92	24.6	22615.08
7010	5600	Interest		0.00	0.00	0.00	77.24	243.49	.0	-243.49
7011	5600	PRINCIPLE EXP		0.00	0.00	0.00	1153.64	3449.15	.0	-3449.15
DEPT	5600	Subtotal ----->		0.00	1168410.00	0.00	99918.94	260202.99	22.3	908207.01
FUND TOTAL				0.00	4220799.00	0.00	300888.74	973639.99	23.1	3247159.01

REPORT.: 11/28/18  
 RUN...: 11/28/18 TIME: 14:07  
 Run By.: Christina Cross

Georgetown Divide PUD  
 Budget Report for Expenditures by FUND  
 For Calendar Period.: 09-18 Fiscal.: 03-19

GDPUD Board Mtg. of 12/11/2018  
 AGENDA ITEM 6.C.  
 Attachment 2  
 Page 3 of 4

PAGE: 004  
 ID #: GLER  
 CTL.: GEO

FUND #: 12

Name: RETIREE FUND

Expenditure Description	Year-to-Date Prof Budget	Year-to-Date Amended Budget	Encumbrance Balance	Current Actual	Year-to-Date Actual	Pct (%)	Unencumbered Balance
5068 5600 Retiree Bene	0.00	90000.00	0.00	9744.91	24458.41	27.2	65541.59
FUND TOTAL	0.00	90000.00	0.00	9744.91	24458.41	27.2	65541.59

REPORT.: 11/28/18  
 RUN...: 11/28/18 TIME: 14:07  
 Run By.: Christina Cross

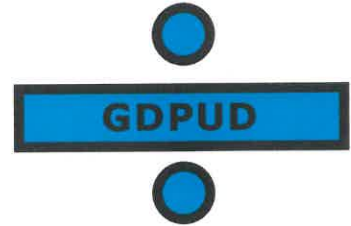
Georgetown Divide PUD  
 Budget Report for Expenditures by FUND  
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GDPUD Board Mtg. of 12/11/2018  
 AGENDA ITEM 6.C.  
 Attachment 2  
 Page 4 of 4

PAGE: 008  
 ID #: GLER  
 CTL.: GEO

FUND #:		Name: Zone Fund		Encumbrance	Current	Year-to-Date	Pct(%)	Unencumbered
Expenditure Description		Year-to-Date	Year-to-Date	Balance	Actual	Actual		Balance
		Prof Budget	Amended Budget					
5070	5600 Director Remun	0.00	0.00	0.00	0.00	2000.00	.0	-2000.00
5010	6700 Super & Labor Zone	0.00	130159.00	0.00	5870.50	23843.70	18.3	106315.30
5013	6700 PERS UAL Zone	0.00	23917.00	0.00	3361.99	5981.05	25.0	17935.95
5014	6700 P.E.R.S. Zone	0.00	12851.00	0.00	503.34	2103.13	16.4	10747.87
5016	6700 Payroll Taxes Zone	0.00	13016.00	0.00	429.49	1809.20	13.9	11206.80
5018	6700 Insurance - H&L Zone	0.00	43589.00	0.00	3370.33	8836.00	20.3	34753.00
5019	6700 Overtime Zone	0.00	6970.00	0.00	0.00	0.00	.0	6970.00
5020	6700 Insurance - W.C Zone	0.00	4412.00	0.00	492.60	492.60	11.2	3919.40
5034	6700 Insurance - Gen Zone	0.00	5000.00	0.00	0.00	0.00	.0	5000.00
5038	6700 Mat. & Supp. Zone	0.00	18000.00	0.00	254.40	856.47	4.8	17143.53
5039	6700 Materials - Oth Zone	0.00	2750.00	0.00	0.00	0.00	.0	2750.00
5040	6700 Office Supplies Zone	0.00	2750.00	0.00	0.00	300.00	10.9	2450.00
5041	6700 Staff Develop Zone	0.00	1500.00	0.00	0.00	299.61	20.0	1200.39
5044	6700 Utilities Zone	0.00	12169.00	0.00	843.96	2707.97	22.3	9461.03
5046	6700 Veh. Maint. Zone	0.00	4000.00	0.00	-259.72	-223.62	-5.6	4223.62
5048	6700 Vehicle - Oper Zone	0.00	4200.00	0.00	286.03	915.43	21.8	3284.57
5080	6700 Outside Serv Zone	0.00	57720.00	0.00	2329.00	5158.25	8.9	52561.75
5084	6700 Government Reg Zone	0.00	34050.00	0.00	2830.24	2980.18	8.8	31069.82
5089	6700 Memberships Zone	0.00	616.00	0.00	0.00	0.00	.0	616.00
5095	6700 CAPITAL ACQ Zone	0.00	25000.00	0.00	0.00	0.00	.0	25000.00
DEPT	6700 Subtotal ----->	0.00	402669.00	0.00	20312.16	56059.97	13.9	346609.03
FUND TOTAL		0.00	402669.00	0.00	20312.16	58059.97	14.4	344609.03

**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF DECEMBER 11, 2018  
AGENDA ITEM NO. 7.C.**



**AGENDA SECTION: INFORMATIONAL ITEMS**

**SUBJECT: GENERAL MANAGER'S REPORT**

**PREPARED BY: Steven Palmer, PE, General Manager**

A handwritten signature in blue ink, appearing to be "S. Palmer", is written over the printed name of the General Manager.

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**PROJECTS**

- Water Conservation, Supply Reliability, and Environmental Protection Project funded by CABY
  - Construction started on October 3.
  - Completion expected by end of December
- Treated Water Line Replacement and Main Canal Reliability Projects
  - Engineering services agreement awarded at November 13, 2018 board meeting.
- Automated Meter Reading and Meter Replacement Project
  - Reviewing finance application with State
- Irrigation Ordinance Update
  - First Workshop on September 20
  - Second Workshop on October 16
  - Staff working to update based on direction from Second Workshop
- Wastewater Fee Review
  - Draft presented to Finance Committee on October 31.
  - Staff is addressing comments
  - Public workshop being scheduled for January

**UPCOMING BOARD ITEMS**

*January*

- Receive Fiscal Year 2018/2019 Audit
- Update Leakage Consideration Policy
- Communications Professional Services Agreement
- Irrigation Ordinance Update

*February*

- Accounting/Finance Software Contract
- Mid-Year Budget Comparison
- Annual Board Goal Setting Workshop

*Future*

- Board Policy Updates
- Personnel Manual
- Capital Facility Charge Update
- District Fee Update

# GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

## Operations Manager's Report for December 2018

Presented to the GDPUD Board of Directors by Darrell Creeks, Operations Manager

December 11, 2018, AGENDA ITEM #7.D.

### Water Production for the Month of November

#### Auburn Lake Trails Water Treatment Plant

18.365 million gallons  
612,166 gallons/day average

#### Walton Lake Water Treatment Plant

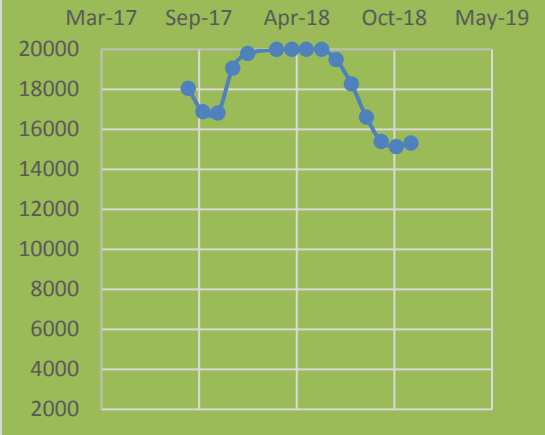
19.829 million gallons  
660,966 gallons/day average

### Water Quality Monitoring

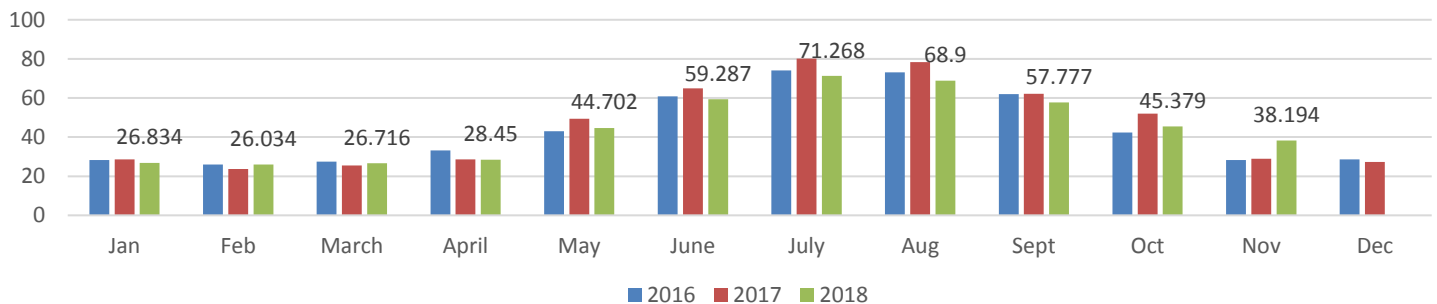
Monitoring has been completed and reports have been submitted to the State Water Resources Control Board.

- ✓ The treatment plants are in compliance with all drinking water standards, with the exception of the ALTWTP which is currently under a SWRCB Compliance Order. To comply with this Order, a new plant is under construction.
- ✓ Distribution system monitoring results showed all samples absent/negative of any bacteriological contamination and adequate levels of disinfection through the system.

### Stumpy Meadows Volume (Acre-FT)



### Chart Water Production (MG)



### Summary of Field Work Activities

#### Distribution Crew

- ✓ Repaired leaks: 3 service leaks and 1 Main leak on Sliger Mine Road
- ✓ Repair/replace meters: 2
- ✓ Installed new service: 0 treated
- ✓ Adjusted altitude and pressure reducing valves
- ✓ Performed Maintenance on Pressure Reducing Stations
- ✓ Cleaned brush from around storage tanks and burned it.
- ✓ Located and measured blacktop repairs in ALT
- ✓ Inventoried distribution parts and supplies

#### Maintenance Crew

The maintenance crew rebuilt a waste gate on the Spanish Dry Diggins ditch. They have spent a lot of time walking ditch and clearing debris from grizzlies and other areas due to wind and rain. Finished cleaning up logs and debris on the Stumpy dam (Edson Dam). Began pressuring washing and sealing cracks on spillway at Stumpy.

### Georgetown Divide Public Utility District

6425 Main Street P.O. Box 4240, Georgetown, CA 95634 • (530) 333-4356 • [www.gd-pud.org](http://www.gd-pud.org)  
Steven Palmer, PE, General Manager • Darrell Creeks, Operations Manager



**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**

P.O. Box 4240, Georgetown, CA 95634-4240  
(530) 333-4356 Fax: (530) 333-9442  
www.gd-pud.org

**MEMORANDUM**

**DATE:** December 3, 2018  
**TO:** Darrell Creeks, Operations Manager  
**FROM:** Adam Brown, Water Resources Manager *AB*  
**SUBJECT:** Auburn Lake Trails Monthly Zone Activity Summary (November 2018)

---

This memorandum has been prepared to summarize inspections, zone monitoring, maintenance, repairs and other activities completed to wastewater disposal systems located in Auburn Lake Trails (ALT) during the month of November 2018. Activities were completed in compliance with California Regional Water Quality Control Board (CRWQCB) Monitoring and Reporting Program (MRP) No. R5-2002-0031 for Georgetown Divide Public Utility District (GDPUD) ALT On-Site Wastewater Disposal Zone (OSWDS). As of December 3, 2018, there are 1,020 developed lots utilizing septic systems within ALT. The following activities occurred during the month of November.

**ALT Zone Activities**

Wastewater Disposal Systems Finalled	1 (Lot 202)
Routine Inspections	46
Follow-up Inspections	3
Routine POA Inspections	9
Escrow Inspections	4
Homeowner Requests for Service	1
Construction Inspection	Lot 194, 1029, 86, 38, 202, 1708 and 1392
Plan/Review Inspections	0
Re-testing of Lots	0
New Wastewater Disposal Systems Design	0
Enforcement/Correction Notices Sent	45 door hangers

**ALT Zone Activities and Homeowner Requests for Service**

New Conventional System	0
New Pump Tank	2 (Lot 194 and 1029)
CDS Tank Replacement	2 (Lot 86 and 38)





**ALT CDS Activities**

Number of CDS connections	137
Routine CDS Inspections	28
Follow-up CDS Inspections	0
CDS Tanks Replaced to Date	85
Lots Video Camera Inspected	0
CDS Watertight Test	1 (Lot 69)
New CDS Tank	2 (Lot 86 and 38)
Routine Community Disposal Field Inspections	4
CDS Pump Station Inspections	4

**Monitoring Activities – Groundwater Monitoring Wells**

The Fourth quarter 2018 groundwater monitoring and sampling was conducted on November 19, 2018, by GDPUD staff. The third quarter groundwater monitoring and sampling report was submitted on November 1, 2018.

**Training**

N/A

**ALT Regulatory Zone Reports**

The monthly Sanitary Sewer Overflow (SSO) – *No Spill Certification* was submitted electronically to California Integrated Water Quality System (CIWQS) December 4, 2018.

**CDS Average Daily Flow & Average Daily Wastewater Flow/Home**

Month	Flow Amount (gallons)	Per Home Per Day (gallons)	Rain (inches)	Date Range
November 2017	24,274	179.80	10.85	11/1 – 11/30/17
December 2017	23,209	168.18	1.02	12/1/17 – 1/1/18
January 2018	40,458	295.31	7.84	1/1 – 2/1/18
February 2018	25,607	186.91	1.40	2/1 – 3/1/18
March 2018	62,727	457.86	12.95	3/1 – 4/2/18
April 2018	40,000	291.97	4.31	4/1 – 5/1/18
May 2018	19,838	144.8	0.5	5/1 – 6/1/18
June 2018	16,454	120.1	0	6/1 – 7/1/18
July 2018	16,845	122.9	0	7/1 – 8/2/18
August 2018	15,412	112.4	0	8/2/18-8-31-18
September 2018	16,974	123.9	0	8/31-18-10/1/18
October 2018	16,761	122.3	1.09	10/1/18-10/31/18
November 2018	25,509	186.19	7.18	10/31/18-12/3/18

Notes: WDR Limit – 71,800 gallons/day



**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF DECEMBER 11, 2018  
Agenda Item No. 7.E.**



**AGENDA SECTION: INFORMATIONAL ITEMS**

**SUBJECT: ALT WATER TREATMENT PLANT PROJECT UPDATE**

**PREPARED BY: George Sanders, Engineering Consultant**

**APPROVED BY: Steven Palmer, PE, General Manager**

A handwritten signature in blue ink, appearing to be "S. Palmer", is written over the name of the General Manager in the "APPROVED BY" line.

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This is a summary of the various work activities at the ALT Treatment Plant for the month of November. Attachment 1 is an updated flyer that will be posted on the District's website and Facebook.

In addition to the construction work performed by Myers & Sons, the District is also under contract with NEXGEN for Construction Management, PSOMAS for Engineering Support during construction, Youngdahl Consulting Group for Material Testing, and Foothill Associates for CEQA compliance.

**Myers & Sons Construction**

Construction activities at the site, during the month of November, have taken place in the Filter Building together with Site Improvements.

**Filter Building** – This is the largest building at the site, approximately 5,500 SF. It is a metal building on a concrete slab with exterior footings. In addition to the Filters, this building is home to the Chemical Storage Room, Office and Lab, Air Compressor and Blower Room together with the Electrical Room. The Chlorine Contact Basin is below grade and under the center portion of this building.

Work activities during this reporting period have concentrated on the near completion of various piping systems in the building together with the backwashing of filter media in filters 1,2 and 3 together with finalizing the cabinetry in the .

**Raw Water Pump Station Building** – This is a metal building on a concrete slab with exterior footings, consisting of approximately 1350 SF. In addition to the raw water pumps, this building contains a main electrical panel together with the pre-treatment chemical injection systems for polymer and chlorine.

Work activities within this building have been limited to painting of the various piping systems.

**Backwash Water Storage Tank** – The clarifier at the existing plant will be retrofitted to serve as a storage tank for the backwash water from the filters.

Work activities on this system have consisted of the installation of pumps.

Site Improvements – Site improvements consist of all areas outside of the buildings and tanks. Work activities during this reporting period have consisted of paving. The areas that received paving are the main entrance to the facility, area around the perimeter of the Filter Building, access road to the Raw Water Pump Station Building and the access area along the North side of the Sludge Drying Beds.

PSOMAS

This firm is under contract with the District to provide Engineering Support during construction. During this reporting period this firm conducted reviews of contractor submittals, requests for information (RFI) and added clarity to various construction related matters.

Youngdahl Consulting Group

This firm is under contract to provide material testing of soils and concrete. During this reporting period this firm conducted compaction testing and general inspection of the Asphalt Concrete paving.

Foothill Associates

This firm is under contract with the District to assist with CEQA compliance together with implementation of the Storm Water Pollution Prevention Plan (SWPPP). This firm has not performed any work activities during this reporting period.

SWPPP – Myers & Sons

Under the construction contract, Myers & Sons is responsible for the installation and maintenance of the storm water improvements together with the inspection and reporting of individual storm events. There were two qualifying rain events during the month of November.

NEXGEN

This firm is under contract with the District to provide Construction Management Services. NEXGEN is currently providing daily construction inspection at the site.

Budget

Project expenses since start of construction as compared to budget are summarized in the table below. At this point, projected expenditures are within the approved project budget.

<b>Phase</b>	<b>Expended to Date</b>	<b>Budget</b>
Construction	\$ 9,610,496	\$ 11,249,000
Construction Engineering, Construction Management, and Environmental	\$ 714,651	\$ 1,076,226
<b>Total</b>	<b>\$ 10,325,147</b>	<b>\$ 12,325,226</b>

Schedule

As the project nears completion it is becoming apparent that the Contractor will not complete all elements of the work on schedule. In addition to the normal delays associated with weather, the Contractor is currently experiencing unexpected delays with the filters together with the SCADA

control system. The District and Nexgen are currently working with the Contractor in the development of an updated schedule which will address all remaining items of work through completion.

Contract Change Orders

There were no Contract Change Orders processed during this reporting period. Contract Change Orders are summarized as follows:

- Contract Change Order Number 1 resulted in a net increase in the contract amount by \$39,772. This Change Order was identified at the regular Board meeting in September.
- Contract Change Order Number 2 resulted in a net decrease in the contract amount by <\$970.41>. This Change Order was identified at the regular Board meeting in October.
- Contract Change Order Number 3, a no cost change order, increased the contract time by 17 days due to weather related days during the months of March, April, May and June of this year. This Change Order was identified at the regular Board meeting in November.
- Contract Change Order Number 4 resulted in a net increase in the contract amount by \$12,184.00. This Change Order relates to the placement of additional backfill material in the sludge drying beds and was identified at the regular Board meeting in February.
- Contract Change Order Number 5 resulted in a net increase in the contract amount by \$20,922. This change order relates to the addition and upgrade of miscellaneous pipe supports to meet current seismic requirements together with an upgrade of moisture resistant sheetrock in all rooms within the Filter Building. This Change Order was identified at the regular Board Meeting in June.

State SRF Payment Requests

The District has received sixteen reimbursement payments from the State Revolving Fund Loan Agreement for a total amount of \$ 8,278,513.

Claim #	Date of Payment	Amount	Claim #	Date of Payment	Amount
1	6/26/2017	1,157,141	9	2/23/2018	350,605
2	8/17/2017	439,850	10	3/30/2018	891,256
3	9/22/2017	68,457	11	4/18/2018	766,107
4	10/6/2017	540,675	12	5/22/2018	395,007
5	11/8/2017	497,125	13	6/14/2018	255,916
6	12/15/2017	550,310	14	8/16/2018	513,640
7	1/26/2018	1,047,320	15	9/24/2018	336,926
8	2/21/2018	218,722	16	10/17/2018	249,456

Two additional claims were submitted and approved by the State in September and October and the District is awaiting payment: Claim 17 in the amount of \$241,029 and Claim 18 in the amount of \$94,094. Claim 19 in the amount of \$206,269 was submitted on November 16, 2018, and the District is awaiting approval and payment. Claim 20, in the amount of \$231,234, is being processed for submittal.

Information contained in this report will be supplemented with project-related photos. This concludes the ALT update for work activities during the month of November. Staff remains available to answer questions.

**ATTACHMENTS**

1. Project Update #19



**GDPUD**



# Georgetown Divide Public Utility District

Update No.19 ♦ Nov. 30, 2018  
Agenda Item 7.E.

## AUBURN LAKE TRAILS WATER TREATMENT PLANT

# PROJECT UPDATE

### UPCOMING ACTIVITIES:

- Filter Bldg.- Paving around building and roadway
- Filters – Testing of filter units
- SCADA System
- Operator Training

### COMPLETED ACTIVITIES:

- Raw Water Siphon
- Filter Building
- Chlorine Contact Basin with Baffles
- Raw Water Pump Station
- Backwash Water Recovery Tank
- Site Paving



### CONTRACT UPDATE:

Original Contract Amount:	\$ 10,249,000	
Contract Change Order #1:	\$ 39,772	
Contract Change Order #2:	(\$ 970)	
Contract Change Order #3:	No Cost	
Contract Change Order #4:	\$ 12,184	
Contract Change Order #5:	\$ 20,922	
<b>New Contract Amount</b>		<b>\$10,320,908</b>
<b>Expended thru November 2018</b>		<b>\$9,610,496</b>
<b>Percent Complete</b>		<b>93%</b>
<b>Anticipated Completion Date</b>		<b>Early 2019</b>

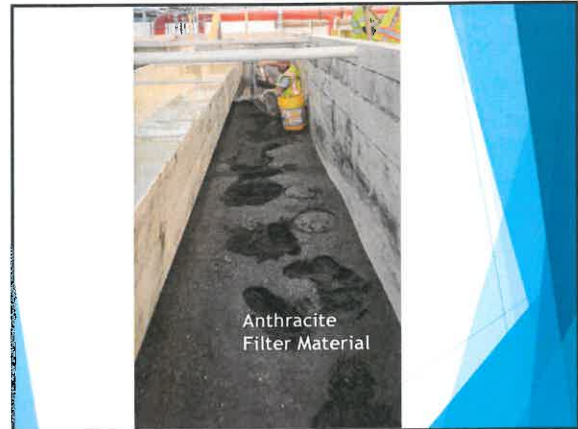
### PROJECT CONSTRUCTION SCHEDULE:

. Issue Notice to Proceed	. Mobilization & Demolition	. Complete Raw Water Siphon	. First Concrete Pour - Filter Building	. Complete Earthwork	. Complete Chlorine Contact Basin	. Erect Raw Water Pump Station Bldg.	. Complete Concrete Filter Building	. Filters Placed in Building	. Erect Filter Building	. Filters and Outside Electrical	. Filters Installed and Site Work	. Electrical Inside and Outside	. Electrical Inside and Outside	. Electrical Outside and Filters	. Electrical Raw Water Pump Station	. Electrical Filter Building	. Complete Filter Installation & Sludge Beds	. Complete Site Work & Raw Water Pump Station	. Complete Filter Building & Backwash Basin	. Site Improvements	. SCADA System	. Operator Training	<b>. PROJECT 100% COMPLETE</b>
M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	Early 2019	

**GEORGETOWN DIVIDE  
PUBLIC UTILITY DISTRICT**  
6425 Main Street  
P.O. Box 4240  
Georgetown, CA 95634  
[www.gd-pud.org](http://www.gd-pud.org) (530) 333-4356  
Steven Palmer, PE,  
General Manager  
For additional information,  
contact:  
**George Sanders, Project  
Manager**, at [gsanders@gd-  
pud.org](mailto:gsanders@gd-pud.org) or  
Call (530) 333-4356

A Presentation for the  
GDPUD Board of Directors  
December 11, 2018

**Summary of  
Work Activities at ALT Plant  
November 2018**



ALT Water Treatment Plant Project Partners

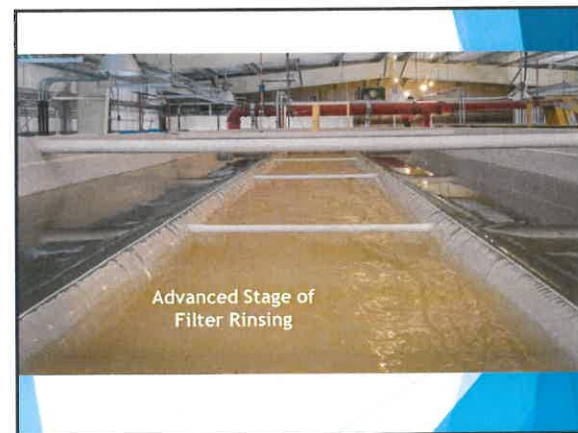
**MYERS** Construction  
BEST & LOWE CONSTRUCTION

**PSOMAS** Engineering Support

**YOUNGDAHL** 30  
CONSULTING GROUP INC. Materials Testing

**FOOTHILL ASSOCIATES**  
ENVIRONMENTAL CONSULTING • PLANNING • LANDSCAPE ARCHITECTURE  
CEQA Compliance and SWPPP

**NEXGEN** Construction Management





Backwash Water in Recovery Basin



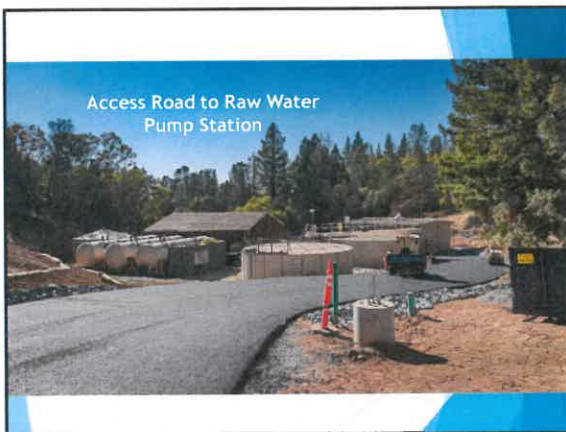
Paving  
 Around Filter  
 Building



Miscellaneous Piping  
 in Filter Building

**SWRCB SRF LOAN DISBURSEMENT REQUESTS**

	CLAIM NO.	CONSTRUCTION	CONST MAINT & ADMIN	AMOUNT
SRF PAYMENTS RECEIVED	1	1,101,614	55,527	1,157,141
	2	439,850	0	439,850
	3	0	68,457	68,457
	4	540,675	0	540,675
	5	403,060	94,065	497,125
	6	550,310	0	550,310
	7	952,916	94,404	1,047,320
	8	218,722	0	218,722
	9	350,605	0	350,605
	10	630,366	60,890	691,256
	11	744,230	21,877	766,107
	12	329,492	65,515	395,007
	13	255,916	0	255,916
	14	509,295	4,345	513,640
	15	192,102	144,824	336,926
	16	240,040	9,416	249,456
TOTALS	7,659,193	619,320	8,278,513	
SUBMITTED	17	210,349	30,680	241,029
	18	94,094	0	94,094
	19	206,269	0	206,269
	20	231,234	0	231,234



Access Road to Raw Water  
 Pump Station



**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF DECEMBER 11, 2018  
AGENDA ITEM NO. 8.A.**



**AGENDA SECTION: NEW BUSINESS**

**SUBJECT: APPOINTMENT OF REPRESENTATIVE TO JOINT POWERS INSURANCE AGENCY**

**PREPARED BY:** Diana Michaelson, Board Assistant

Handwritten signature of Diana Michaelson in blue ink.

**APPROVED BY:** Steven Palmer, PE, General Manager

Handwritten signature of Steven Palmer in blue ink.

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**BACKGROUND**

The Georgetown Divide Public Utility District (GDPUD) is a member of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA). The ACWA JPIA is governed by the Board of Directors which is composed of one representative from each member agency.

**DISCUSSION**

As a member of the ACWA JPIA Board of Directors, the GDPUD Board of Directors must appoint one of its Directors as a representative to the ACWA JPIA. In addition, it must appoint at least one alternate who must be an officer, member, or employee of the GDPUD Board. The alternate has the authority to attend and participate in any meeting of the ACWA JPIA Board when the regular member is absent from the meeting. Currently, Jesse Hanschild is the GDPUD appointee.

**FISCAL IMPACT**

This action has no fiscal impact.

**CEQA ASSESSMENT**

This is not a CEQA Project.

**RECOMMENDED ACTION**

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District (GDPUD) adopt the attached Resolution appointing one representative from its own Board of Directors and one or more alternates to the ACWA JPIA Board for the 2019 calendar year.

**ALTERNATIVES**

(a) Request substantive changes to the Resolution for staff to implement; (b) Reject the Resolution.

**ATTACHMENTS**

1. ACWA JPIA Board of Directors – Member/Alternate Form
2. Resolution 2018-58

## JPIA Board of Directors - Member/Alternate



An excerpt from the JPIA Agreement:

### "Article 7 - Board of Directors"

- (a) The Authority shall be governed by the Board of Directors which is hereby established and which shall be composed of one representative from each Member, who shall be a Member director selected by the governing board of that Member. Each Member, in addition to appointing its member of the Board, shall appoint at least one alternate who shall be an officer, member of the governing board, or employee of that Member. The alternate appointed by a Member shall have the authority to attend and participate in any meeting of the Board when the regular member for whom he or she is an alternate is absent from said meeting.
- (b) Each Director or alternate of the Board shall serve until a successor is appointed. Each Director or alternate shall serve at the pleasure of the Member by which he or she has been appointed.
- (c) Each Director representing a Member, or his or her alternate, shall have one vote.

Please have your agency's Board of Directors designate a JPIA Director Representative and Alternate Representative.

Member Agency: \_\_\_\_\_

**JPIA Director Representative:** \_\_\_\_\_

Must be a member of the agency's board of directors.

Preferred mailing address: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Assuming office date: \_\_\_\_\_

**JPIA Alternate Representative:** \_\_\_\_\_

Preferred mailing address: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Phone number: \_\_\_\_\_

---

Please mail form to: Attn: Bobbette Wells, ACWA/JPIA, PO Box 619082, Roseville, CA 95661-9082

or FAX to: (916) 774-7040

**RESOLUTION NO. 2018-58**  
**OF THE BOARD OF DIRECTORS OF THE**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**APPOINTING A REPRESENTATIVE AND ALTERNATE(S) TO THE**  
**JOINT POWERS INSURANCE AUTHORITY**

**WHEREAS**, the Georgetown Divide Public Utility District (“GDPUD”) is a member of the Association of California Water Agencies Joint Powers Insurance Authority (“ACWA JPIA”); and

**WHEREAS**, the ACWA JPIA is governed by a board of directors which is composed of one representative from each member agency; and

**WHEREAS**, as a member of the ACWA JPIA Board of Directors, the GDPUD Board of Directors must appoint one of its Directors as a representative to ACWA JPIA and must also appoint at least one alternate who must be an officer, member, or employee of the GDPUD Board; and

**WHEREAS**, the alternate has the authority to attend and participate in any meeting of the Board when the regular member is absent from the meeting.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT** hereby appoints

1. Director \_\_\_\_\_ as a representative to ACWA JPIA; and
2. \_\_\_\_\_ as an alternate representative to ACWA JPIA.

**PASSED AND ADOPTED** by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the 11<sup>th</sup> day of December 2018, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

\_\_\_\_\_  
President, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

*Attest:*

---

Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

### **CERTIFICATION**

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2018-58 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this 11<sup>th</sup> day of December 2018.

---

Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF DECEMBER 11, 2018  
AGENDA ITEM NO. 8.B.**



**AGENDA SECTION: NEW BUSINESS**

**SUBJECT: NOMINATION OF GENERAL MANAGER STEVEN PALMER TO SERVE ON ASSOCIATION OF CALIFORNIA WATER AGENCIES REGION 3 BOARD**

**PREPARED BY:** Steven Palmer, PE, General Manager

**APPROVED BY:** Steven Palmer, PE, General Manager

A blue ink signature of Steven Palmer, consisting of a stylized 'S' and 'P'.

---

**BACKGROUND**

The Association of California Water Agencies (ACWA) is a statewide coalition of more than 430 public water agencies with the mission “to help members promote the development, management and use of good quality water at the lowest practical cost and in an environmentally responsible manner.” ACWA provides a means for agencies throughout the State to share technical information, shape water policy, and advocate with the State regarding legislation and regulations.

ACWA is governed by a 37-member Board of Directors. ACWA membership is divided into ten (10) hydrologic regions, and each region has a governing board consisting of seven (7) members. The chair and vice-chair from each region Board also participate on the statewide board. The Georgetown Divide Public Utility District (“District”) belongs to ACWA Region 3.

Region 3 Board Member Dave Eggerton has been named as ACWA’s next executive director and will no longer be serving on ACWA Region 3 Board. Consequently, ACWA issued a call for candidates to serve on the Region 3 Board (Attachment 1). According to the ACWA call for candidates, the primary responsibility of each region is to:

- Provide a structure where agencies can come together and discuss/resolve issues of mutual concern and interest and based on that interaction, provide representative input to the ACWA board.
- Assist the Outreach Task Force in building local grassroots support for the ACWA Outreach Program in order to advance ACWA's legislative and regulatory priorities as determined by the ACWA Board and the State Legislative, Federal Affairs or other policy committees.
- Provide a forum to educate region members on ACWA's priorities and issues of local and statewide concern.
- Assist staff with association membership recruitment at the regional level.
- Recommend specific actions to the ACWA Board on local, regional, state and federal issues as well as to recommend endorsement for various government offices and positions.

- Individual region boards CANNOT take positions, action or disseminate communication on issues and endorsements without going through the ACWA Board structure.

The call for candidates requires that interested individuals submit a nomination form and resolution of support from their agency's Board of Directors by December 15, 2018.

### **DISCUSSION**

The General Manager is interested in serving a leadership role within ACWA by becoming a Region 3 Board Member. The General Manager's varied experience and background provides him with the ability to see water related issues from multiple points of view, and to provide thoughtful input. Additionally, his attitude of developing solutions instead of assigning blame, and his desire to be effective instead of being right will serve ACWA well.

Having the General Manager serve as a Region 3 Board member will provide benefits to the District. The District will receive the benefits of a larger role and increased representation in state water issues, as well as input into ACWA related issues that concern the District.

By submitting the nomination and serving on the Region 3 Board, the General Manager is committing to:

- Participate in at least two Region membership meetings to be held at each of the ACWA Conferences and periodic Region Board meetings.
- Support program planning and activities for the region.
- Participate and encourage region involvement in ACWA's Outreach Program.
- Potentially serving as alternate for the chair and/or vice chair in their absence to represent the region to the ACWA Board.

In order to submit the nomination, the Board must adopt the attached resolution of support.

### **FISCAL IMPACT**

One of the commitments is to attend two meetings a year, which are held at the ACWA conferences. The District's annual operating budget will need to include the cost for the General Manager to attend these conferences. The cost to attend each conference, including conference fees, meals, lodging, and travel is typically between \$1,000 and \$1,600 per conference. The cost varies based on the location.

### **CEQA ASSESSMENT**

This is not a CEQA Project.

### **RECOMMENDED ACTION**

Staff recommends the Board of Directors of the Georgetown Divide Public Utility District adopt Resolution 2018-59 (Attachment 3) nominating General Manager Steven Palmer to serve as a member of the ACWA Region 3 Board.

### **ALTERNATIVES**

(a) Reject the Resolution, and the General Manager will not submit the nomination packet..

**ATTACHMENTS**

1. ACWA Region 3 Call for Candidates Packet
2. Resolution 2018-59

## MEMORANDUM

Date: October 5, 2018

To: ACWA Region 3 Member Agency Presidents and General Managers  
(sent via e-mail)

From: ACWA Region 3 Board

The Region 3 Board is looking for ACWA members who are interested in leading the direction of ACWA Region 3 for the remainder of the 2018-2019 term. The Board is seeking candidates to fill one Board Member vacancy.

The leadership of ACWA's ten geographical regions is integral to the leadership of the Association as a whole. The Chair and Vice Chair of Region 3 serve on ACWA's Statewide Board of Directors and recommend all committee appointments for Region 3. The members of the Region 3 Board determine the direction and focus of region issues and activities. Additionally, they support the fulfillment of ACWA's goals on behalf of members.

If you, or someone within your agency, are interested in serving in a leadership role within ACWA by becoming a Region 3 Board Member, please familiarize yourself with the Role of the Regions and Responsibilities; and the Region 3 Rules and Regulations (attached) and complete the following steps:

- **Complete the attached Nomination Form**
- **Obtain a Resolution of support from your agency's Board of Directors**
- **Submit the requested information to ACWA by December 15, 2018**

The Region 3 Board will make their appointment no later than February 2019 and will inform the region of the results.

If you have any questions, please contact ACWA Regional Affairs Representative Brian Sanders at [brians@acwa.com](mailto:brians@acwa.com), or call (916) 441-4545.



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## THE ROLE OF THE REGIONS

### Mission:

*ACWA Regions will provide the grassroots support to advance ACWA's legislative and regulatory agenda.*

### Background:

As a result of ACWA's 1993 strategic planning process, known as Vision 2000, ACWA modified its governance structure from one that was based on sections to a regional-based configuration. Ten regions were established to provide geographic balance and to group agencies with similar interests.

### The primary charge of regions:

- To provide a structure where agencies can come together and discuss / resolve issues of mutual concern and interest and based on that interaction, provide representative input to the ACWA board.
- To assist the Outreach Task Force in building local grassroots support for the ACWA Outreach Program in order to advance ACWA's legislative and regulatory priorities as determined by the ACWA Board and the State Legislative, Federal Affairs or other policy committees.
- To provide a forum to educate region members on ACWA's priorities and issues of local and statewide concern.
- To assist staff with association membership recruitment at the regional level.
- To recommend specific actions to the ACWA Board on local, regional, state and federal issues as well as to recommend endorsement for various government offices and positions.
  - *Individual region boards CANNOT take positions, action or disseminate communication on issues and endorsements without going through the ACWA Board structure.*

Region chairs and vice chairs, with support from their region boards, provide the regional leadership to fulfill this charge.

### **GENERAL DUTIES / RESPONSIBILITIES FOR REGION OFFICERS**

#### Region Chair:

- Serves as a member of the ACWA Board of Directors at bimonthly meetings at such times and places as the Board may determine. The Chair will also call at least two Region membership meetings to be held at each of the ACWA Conferences and periodic Region Board meetings.
- Is a member of ACWA's Outreach Program, and encourages region involvement.

- Appoints Outreach Captain to help lead outreach effort within the region.
- Presides over all region activities and ensures that such activities promote and support accomplishment of ACWA's Goals.
- Makes joint recommendations to the ACWA President regarding regional appointments to all ACWA committees.
- Appoints representatives in concurrence of the region board, to serve on the region's nominating committee with the approval of the region board.
- Facilitates communication from the region board and the region membership to the ACWA board and staff.

Region Vice Chair:

- Serves as a member of the ACWA Board of Directors at bimonthly meetings at such times and places as the Board may determine. The Vice Chair will also participate in at least two Region membership meetings to be held at each of the ACWA Conferences and periodic Region Board meetings.
- In the absence of the chair and in partnership with the chair, exercises the powers and performs duties of the region chair.
- Is a member of ACWA's Outreach Program, and encourages region involvement.
- Makes joint recommendations to the ACWA president regarding regional appointments to all ACWA committees.

Region Board Member:

- May serve as alternate for the chair and/or vice chair in their absence (if appointed) to represent the region to the ACWA Board.
- Will participate in at least two Region membership meetings to be held at each of the ACWA Conferences and periodic Region Board meetings.
- Supports program planning and activities for the region.
- Actively participates and encourages region involvement in ACWA's Outreach Program.

## ACWA Region 3 Rules & Regulations

*Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association (ACWA Bylaw V, 6.).*

### **Officers**

The chair shall appoint a secretary to the Board if one is deemed necessary.

### **Meetings**

Region 3 will hold full membership meetings at least three times a year, two of those meeting to be held at the ACWA spring and fall conferences.

### **Attendance**

If a region chair or vice chair is no longer allowed to serve on the Board of Directors due to his / her attendance, the region board shall appoint from the existing region board a new region officer. (ACWA Policy & Guideline Q, 1.)

If a region chair or vice chair misses three consecutive region board / membership meetings, the same process shall be used to backfill the region officer position. (ACWA Policy & Guideline Q, 1.)

If a region board member has three consecutive unexcused absences from a region board meeting or general membership business meeting, the region board will convene to discuss options for removal of the inactive board member. If the vacancy causes the board to fail to meet the minimum requirement of five board members, the region must fill the vacancy according to its rules and regulations. (ACWA Policy & Guideline Q, 3.)

### **Elections**

All nominations received for the region chair, vice chair and board positions must be accompanied by a resolution of support from each sponsoring member agency, signed by an authorized representative of the Board of Directors. Only one individual may be nominated from a given agency to run for election to a region board. Agencies with representatives serving on the nominating committees should strive not to submit nominations for the region board from their agency. (ACWA Policy & Guideline P, 2.)

Election ballots will be e-mailed to ACWA member agency general managers and presidents.

The nominating committee shall consist of three to five members.

The nominating committee should pursue qualified members within the region to run for the region board, and should consider geographic diversity, agency size and focus in selecting a slate.

See current region election timeline for specific dates.

### **Endorsements**

ACWA, as a statewide organization, may endorse potential nominees and nominees for appointment to local, regional, and statewide commissions and boards. ACWA's regions may submit a recommendation for consideration and action to the ACWA Board of Directors to endorse a potential nominee or nominee for appointment to a local, regional or statewide commission or board. (ACWA Policy & Guideline P, 3.)

### **Committee Recommendations & Representation**

All regions are given equal opportunity to recommend representatives of the region for appointment to a standing or regular committee of the Association. If a region fails to provide full representation on all ACWA committees, those committee slots will be left open for the remainder of the term or until such time as the region designates a representative to complete the remainder of the term. (ACWA Policy & Guideline P, 4. A.)

At the first region board / membership meeting of the term, regions shall designate a representative serving on each of the standing and regular committees to serve as the official reporter to and from the committee on behalf of the region to facilitate input and communication. (ACWA Policy & Guideline P, 4. B.)

### **Tours**

ACWA may develop and conduct various tours for the regions. All tour attendees must sign a “release and waiver” to attend any and all region tours. Attendees agree to follow environmental guidelines and regulations in accordance with direction from ACWA staff; and will respect the rights and privacy of other attendees. (ACWA Policy & Guideline P, 6.)

### **Finances**

See “Financial Guidelines for ACWA Region Events” document.

### **Amending the Region Rules & Regulations**

ACWA policies and guidelines can be amended by approval of the ACWA Board of Directors.

The Region 3 Rules & Regulations can be amended by a majority vote of those present at any Region 3 meeting as long as a quorum is present.



# REGION BOARD CANDIDATE NOMINATION FORM

Name of Candidate: \_\_\_\_\_

Agency: \_\_\_\_\_ Title: \_\_\_\_\_

Agency Phone: \_\_\_\_\_ Direct Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ ACWA Region: \_\_\_\_\_ County: \_\_\_\_\_

Address: \_\_\_\_\_

**Agency Function(s):** (check all that apply)

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Wholesale          | <input type="checkbox"/> Sewage Treatment       | <input type="checkbox"/> Flood Control                          |
| <input type="checkbox"/> Urban Water Supply | <input type="checkbox"/> Retailer               | <input type="checkbox"/> Groundwater Management / Replenishment |
| <input type="checkbox"/> Ag Water Supply    | <input type="checkbox"/> Wastewater Reclamation | <input type="checkbox"/> Other: _____                           |

**Describe your ACWA-related activities that help qualify you for this office:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**In the space provided, please write or attach a brief, half-page bio summarizing the experience and qualifications that make you a viable candidate for ACWA Region leadership. Please include the number of years you have served in your current agency position, the number of years you have been involved in water issues and in what capacity you have been involved in the water community.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*I acknowledge that the role of a region board member is to actively participate on the Region Board during my term, including attending region board and membership meetings, participating on region conference calls, participating in ACWA's Outreach Program, as well as other ACWA functions to set an example of commitment to the region and the association.*

*I hereby submit my name for consideration by the Nominating Committee.  
(Please attach a copy of your agency's resolution of support/sponsorship for your candidacy.)*

\_\_\_\_\_  
Signature Title Date

Submit completed form to Ana Javaid at [anaj@acwa.com](mailto:anaj@acwa.com).

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
(DISTRICT NAME)  
PLACING IN NOMINATION (NOMINEE NAME)  
AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES  
REGION \_\_\_\_ (POSITION)**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF (DISTRICT NAME) AS FOLLOWS:

A. Recitals

(i) The Board of Directors (Board) of the (District Name) does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).

(ii) (Nominee Title), (Nominee Name) is currently serving as (Position) for ACWA Region \_\_\_\_

and/or

(iii) (Nominee Name) has indicated a desire to serve as a (Position) of ACWA Region \_\_\_\_.

B. Resolves

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF (DISTRICT NAME),

(i) Does place its full and unreserved support in the nomination of (Nominee Name) for the (Position) of ACWA Region \_\_\_\_.

(ii) Does hereby determine that the expenses attendant with the service of (Nominee Name) in ACWA Region \_\_\_\_ shall be borne by the (District Name).

Adopted and approved this \_\_\_\_ day of \_\_\_\_ (month) 2018.

(SEAL)

\_\_\_\_\_  
(Nominee Name), (Title)  
(District Name)

ATTEST:

\_\_\_\_\_  
(Secretary Name), Secretary

I, (SECRETARY NAME), Secretary to the Board of Directors of (District Name), hereby certify that the foregoing Resolution was introduced at a regular meeting of the Board of Directors of said District, held on the \_\_\_\_ day of \_\_\_\_ (month) 2018, and was adopted at that meeting by the following role call vote:

AYES:

NOES:

ABSENT:

ATTEST:

\_\_\_\_\_  
(Secretary Name), Secretary to the  
Board of Directors of  
(District Name)

**RESOLUTION NO. 2018-59**  
**OF THE BOARD OF DIRECTORS OF THE**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**PLACING IN NOMINATION STEVEN PALMER AS A MEMBER OF THE**  
**ASSOCIATION OF CALIFORNIA WATER AGENCIES REGION 3 BOARD**

**WHEREAS**, the Board of Directors of the Georgetown Divide Public Utility District (“District”) does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA); and

**WHEREAS**, the District General Manager, Steven Palmer, has indicated a desire to serve as a Board Member for ACWA Region 3.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT THE DISTRICT DOES HEREBY:**

1. Place its full and unreserved support in the nomination of General Manager Steven Palmer for the position of ACWA Region 3 Board Member; and
2. Determine that the expenses attendant with the service of General Manager Steven Palmer as ACWA Region 3 Board Member shall be borne by the District.

**PASSED AND ADOPTED** by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the 11<sup>th</sup> day of December 2018, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

\_\_\_\_\_  
President, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

*Attest:*

\_\_\_\_\_  
Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT



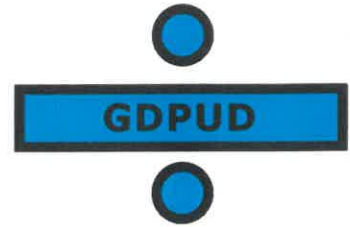
## CERTIFICATION

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2018-59 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this 11<sup>th</sup> day of December 2018.

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Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

**REPORT TO THE BOARD OF DIRECTORS  
BOARD MEETING OF DECEMBER 11, 2018  
AGENDA ITEM NO. 8.C.**



**AGENDA SECTION: NEW BUSINESS**

**SUBJECT: ADOPT A RESOLUTION APPROVING THE VENDOR AGREEMENT WITH PACE SUPPLY FOR THE PURCHASE OF DISTRIBUTION PARTS AND SUPPLIES FOR FISCAL YEAR 2018/19**

**PREPARED BY:** Darrell Creeks, Operations Manager

A blue ink signature of Darrell Creeks, consisting of stylized initials and a surname.

**APPROVED BY:** Steven Palmer, PE, General Manager

A blue ink signature of Steven Palmer, consisting of stylized initials and a surname.

---

**BACKGROUND**

The District routinely purchases distribution parts and supplies throughout the year to keep up with repairs in the District's distribution system. The District needs distribution parts and supplies on a regular basis. These supplies are used to maintain and repair the distribution system when failures occur. The District keeps supplies in stock in the shop, so District staff is ready for water breaks and other problems when they happen. As supplies are used they are re-ordered to stock the shelf. This allows staff to be efficient and make repairs quickly and gets customers water back on sooner.

In accordance with the District's Procurement Policy and Procedures, a request for bids was issued on October 12, 2018 (Attachment 1). It was posted on the District website and on Ebidboard.com and emailed to vendors known to the District.

**DISCUSSION**

Three bids were received by Operations Manager Darrell Creeks and opened on November 9, 2018. The request for bids included a Bid Schedule list of anticipated items and the estimated quantities that the District would purchase this year. The intent of the Bid Schedule is to obtain a basis for comparing the bids; it is not a commitment by the District to purchase those items at those quantities. The District may not order all of the items during the fiscal year, may order more or less than the estimated quantity during the fiscal year, and may order items not listed in the Bid Schedule. The District intends to issue an agreement and blanket purchase order with the vendor with the lowest Total Bid Amount to be used for purchases throughout the remainder of the fiscal year. At the conclusion of this fiscal year the District may extend the agreement and issue a new purchase order for an additional year. The District may extend the agreement twice.

The following table summarizes the bids received. The comparison is based on prices for all items, except twelve items which were not readily available to all bidders.

<b>Vendor</b>	<b>Total Bid Amount</b>
CORIX	\$ 29,401.50
Ferguson	\$ 26,510.00
PACE Supply	\$ 25,065.80

Comparing prices for equal parts it was determined that PACE Supply was the vendor with the lowest total bid amount. The total costs for the parts and supplies is expected to be less than \$65,000 for the rest of this fiscal year. According to the District's Procurement Policy and Procedures, purchases over \$45,000 require Board authorization.

**FISCAL IMPACT**

These purchases are included in the Fiscal Year 2018-2019 Operating Budget, and a budget adjustment is not required. Upon approval of this agreement, Staff will issue a blanket purchase in an amount not to exceed \$65,000 for this fiscal year.

**CEQA ASSESSMENT**

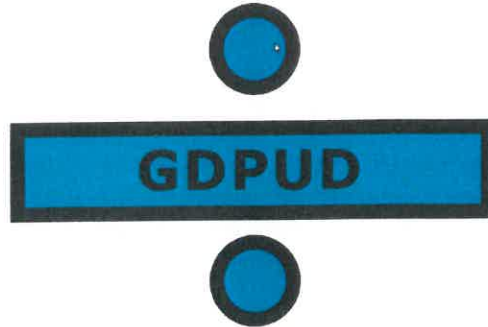
This action is not a CEQA project.

**RECOMMENDED ACTION**

Adopt the attached resolution authorizing the vendor agreement with PACE Supply.

**ATTACHMENTS**

1. Request for Bids (Including Addendums)
2. Bid Documents from PACE Supply
3. Resolution 2018-60 approving the vendor agreement with PACE Supply
4. Final vendor agreement signed by PACE



## GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

### REQUEST FOR BIDS

#### Water Distribution Parts and Supplies

---

Responders to this Request for Bids (RFB) must deliver one signed original, two (2) copies, and one electronic copy of the proposal.

**Proposal Submission Deadline (date/time): October 26, 2018 at 3:00pm**

**Submit Proposal to: Georgetown Divide Public Utility District Office  
6425 Main Street  
Georgetown, CA 95634**

#### REGISTERING YOUR EMAIL ADDRESS

#### FOR QUESTIONS CONCERNING THIS REQUEST FOR BIDS:

Potential respondents who want to receive changes, additions, and deletions to the RFB, as well as a copy of all the questions and responses by the Georgetown Divide Public Utility District, should register online by following the link on the GDPUD website. The link to open RFBs is at the following website: [http://gd-pud.org/#Bids\\_&\\_Proposals](http://gd-pud.org/#Bids_&_Proposals)

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**REQUEST FOR BID  
 Water Distribution Parts and Supplies**

**SECTION 1 — INTRODUCTION**

The Georgetown Divide Public Utility District (GDPUD) is soliciting Bids from Vendors to provide Water Distribution Parts and Supplies for 2018/2019 fiscal year. In general, the bids will cover prices for supplies for this fiscal year.

GDPUD will open and review the Bids at 3:00pm on October 26, 2018.

Submission of a Bid indicates acceptance by the Vendor of the conditions contained in this RFB, unless clearly and specifically noted in the bid submitted and confirmed in the contract between GDPUD and the Vendor selected. GDPUD reserves the right, without prejudice, to reject any or all bids.

**1.1 RFB Schedule**

Advertisement of RFB	October 12, 2018
Deadline for Questions	October 18, 2018
Response to Questions	October 19, 2018
<b>Deadline for Proposal/Bid Submittal</b>	<b>No later than 3:00 PM, October 26, 2018</b>
Award by Board	Anticipated November 13, 2018

**1.2 General Selection Process**

GDPUD intends to select a responsible and responsive Vendor with the lowest total bid amount.

**SECTION 2 — SCOPE OF SERVICES**

The Vendor will provide pricing for the water distribution parts and supplies listed in Attachment A, Bid Schedule. The Bid Schedule is a list of anticipated items and their estimated quantities for the remainder of the fiscal year. GDPUD may not order all of the items during the fiscal year, may order more or less than the estimated quantity during the fiscal year, and may order items not identified in the Bid Schedule. The objective of this RFB is to select a vendor that sells the products identified in the Bid Schedule, obtain the lowest possible pricing for those items, and issue a blanket purchase order to the Vendor to be used for purchases throughout the fiscal year. GDPUD does not guarantee a minimum quantity that will be ordered under this purchase order.

The Vendor shall supply and deliver materials and supplies to GDPUD at the main office and at various times throughout the year. The primary delivery location will be:

GDPUD Office  
6426 Main Street  
Georgetown, California 95634

### **SECTION 3 — RFB SUBMITTAL REQUIREMENTS**

The intent of these requirements is to assist Vendors in the preparation of their proposal and to simplify the review process for GDPUD. One signed original, two (2) copies, and one electronic copy of the proposal must be received, and date stamped by GDPUD no later than **October 26, 2018 at 3:00 PM**. If a proposal is sent by mail or other delivery system, the sender is totally responsible for the mail or delivery system delivering the proposal to GDPUD on or before the deadline.

Bids shall be clearly marked "Request for Bids for Water Distribution Parts and Supplies," and submitted to:

**Georgetown Divide Public Utility District  
6425 Main Street  
PO Box 4240  
Georgetown, California 95634**

Note: Late submittals or submittals delivered to the wrong location will be rejected.

GDPUD requires the proposer to submit a concise proposal clearly addressing all the requirements outlined in this RFB. The Bids must be signed by proposer's representative authorized to execute a contract between GDPUD and proposer. The Bids must include the following:

#### **A. Cover Letter**

- List the name, address, and telephone number of the Vendor.
- Signed by an authorized representative of the consultant. The Vendor shall furnish documentation that the person signing the proposal is empowered with signatory authority for the Vendor. The form could be a Corporate Resolution.
- State the bids are firm for the 2018/2019 fiscal year.
- Provide the name, title, address and telephone number of the individual to whom correspondence and other contacts should be directed during the Vendor selection process.
- Provide the location of the Vendors headquarters.

#### **B. Bid Schedule**

- Provide a completed and signed bid schedule (Attachment A).

## **SECTION 4 — SELECTION PROCESS AND EVALUATION CATEGORIES**

### **4.1 Selection Criteria**

GDPUD intends to select a responsible and responsive Vendor with the lowest total bid amount. The lowest total bid amount will be determined based on the Total Bid Amount provided by the Vendor on Attachment A, Bid Schedule.

## **SECTION 5 — GENERAL TERMS AND CONDITIONS**

### **5.1 Limitation**

This RFB does not commit GDPUD to award a contract, to pay any cost incurred in the preparation of the Consultant's RFB response, or to procure or contract for services or supplies. GDPUD is not responsible for proposals that are delinquent, lost, mismarked, and sent to an address other than that given above, or sent by mail or courier service. GDPUD reserves the right to accept or reject any or all RFB responses received because of this request or to cancel all or part of this RFB.

### **5.2 Public Records**

All proposals shall become the property of GDPUD and will become public records and, as such, may be subject to public review.

## **SECTION 6 — QUESTIONS**

If you have any questions regarding this RFB, prior to October 18, 2018, please email:

Darrell Creeks, Operations Manager  
Email: [dacreeks@gd-pud.org](mailto:dacreeks@gd-pud.org)



Attachment A  
Bid Schedule

Vendor Name: \_\_\_\_\_

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
1	*NLA 6 HYMAX REP COUP 6.42-7.68 - 6" hymax	10		
2	1 MACH10 CF 6' PITPAD	8		
3	1-1/2 CARB TIP HOLE SAW 24CT - 1.5" carbide holesaw	1		
4	1-1/4X3 FC REDI-CLAMP 1.66 - 1.66 service clamp 3" long	12		
5	1-1/4X6 FC REDI-CLAMP 1.66 - 1.66 service clamp 6" long	6		
6	14 ALUM STRT PIPE WRCH 814 - pipe wrench	1		
7	1X3 FC REDI-CLAMP 1.32 - 1.32 service clamp 3" long	50		
8	1X300 IPS SIDR7 HDPE PIPE - 1" poly tube	600		
9	1X520 PTFE PIPE THRD TAPE - pipe tape	5		
10	1X6 FC REDI-CLAMP 1.32 - 1.32 service clamp 6" long	24		
11	2 HYMAX REP COUP 2.10-3.03 - 2" hymax	12		
12	2X100 IPS SIDR7 HDPE PIPE - 2" poly tube	100		
13	3 ZN 150# FLG NUT/BLT SET - 3" nut & bolt gasket set	10		
14	3/4 MACH10 R9001 CF	18		

Attachment A  
Bid Schedule

Vendor Name: \_\_\_\_\_

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
15	3/4X3 FC REDI-CLAMP 1.05 - 1.05 service clamp 3"	12		
16	3/4X520 PTFE PIPE THRD TAPE -pipe thread tape	20		
17	3/4X6 FC REDI-CLAMP 1.05 - 1.05 service clamp 6"	8		
18	4 C900 DR14 PVC GJ BLUE PIPE - 4" C900	40		
19	4 DI 125# C110 FLG 90 BEND - 4" flange with 90 bend	2		
20	4 FLG TYTE GSKT - 4" flange gasket	10		
21	4 HYMAX REP COUP 4.25 - 5.63 - 4" hymax	12		
22	4 ZN 150# FLG NUT/BLT SET - 4" flange nut & bolt	10		
23	4-1/2 DRESSER 129 NEW STYL B/O COUP - break away coupler	2		
24	4-1/2 DRESSER 129 OLD STYL B/O COUP - break away coupler	2		
25	4X12-1/2 1B REP CLMP 4.45-4.73, 12"	3		
26	4X7-1/2 1B REP CLMP 4.45-4.73, 7"	4		
27	6 A/C X CI TRAN GSKT - A/C - C900 transition gasket	12		
28	6 FLG TYTE GSKT - 6" flange gasket	30		
29	6 HYMAX 2 REP COUP 6.42-7.68 - 6" hymax	6		

Attachment A  
Bid Schedule

Vendor Name: \_\_\_\_\_

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
30	6 MIXFLG C153 ADPT L/A - 6" M3 - flange adapter	1		
31	6 ZN 150# FLG NUT/BLT SET - 6" flange nut & bolt set	30		
32	6X12-1/2 1B REP CLMP 6.56-6.96 - 12" repair clamp	1		
33	6X12-1/2 1B REP CLMP 6.84-7.24 - 12" repair clamp	2		
34	6X12-1/2 1B REP CLMP 7.05-7.45 - 12" repair clamp	10		
35	6X12-1/2 1B REP CLMP 7.45-7.85 - 12" repair clamp	2		
36	6X25 1B REP CLMP 6.56-6.96 - 25" repair clamp	1		
37	6X25 1B REP CLMP 7.05-7.45 - 25" repair clamp	1		
38	6X25 7.45-7.85 - 25" repair clamp	1		
39	6X7-1/2 1B REP CLMP 6.84-7.24 - 7.5" repair clamp	1		
40	6X7-1/2 1B REP CLMP 7.05-7.45 - 7.5" repair clamp	15		
41	6X7-1/2 1B REP CLMP 7.45-7.85 - 7.5" repair clamp	2		
42	8 DI 125# C110 FLG 90 BEND - flange kit with 90 bend	1		
43	8 FLG TYTE GSMT - 8"flange gasket	4		
44	8 HYMAX REP COUP 8.54-9.84 - 8" hymax	2		

Attachment A  
Bid Schedule

Vendor Name: \_\_\_\_\_

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
45	8 ZN 150# FLG NUT/BLT SET - 8"flange nut & bolt set	4		
46	8X12-1/2 1B REP CLMP 8.99-9.39 - 12" repair clamp	1		
47	8X25 1B REP CLMP 8.54-8.94 - 25" repair clamp	2		
48	8X7-1/2 1B REP CLMP 8.99-9.39 - 7.5" repair clamp	2		
49	CNCRT LID WTR - concrete box lid	25		
50	DRESSER 300 4-1/2 TRAF REP KIT - 4.5" dresser repair kit	6		
51	DRESSER 300 HYD OP NUT #308 OL 1.5P - operation nut repair kit	6		
52	DRESSER 4-1/2 UPPER STEM OPEN LEFT	2		
53	DRESSER 500 4-1/2 TRAF REP KIT - repair kit for dresser 500	6		
54	FLBL WTR INV MARK PAINT - blue marking paint	45		
55	G-5BOX VLV BX L/LID - valve box	36		
56	G-5GR10 VLV BX GRD RNG - valve riser 1"	10		
57	G5GR15 VLV BX GRD RNG - valve riser 1.5"	10		
58	G5GR20 VLV BX GRD RNG - vlave riser 2"	10		
59	LF 1 BRS 125# THRD GATE VLV - 1" gate valve	30		

Attachment A  
Bid Schedule

Vendor Name: \_\_\_\_\_

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
60	LF 1 BRS 125# THRD SWG CHK VLV - 1" check valve	10		
61	LF 1 BRS 200# THRD NRS GATE VLV - 2" gate valve	40		
62	LF 1 BRS 45 ELL - 1" 45	10		
63	LF 1 BRS 90 ELL - 1" 90	10		
64	LF 1 BRS ST 45 ELL 1" ST 45	10		
65	LF 1 BRS ST 90 ELL - 1" ST 90	20		
66	LF 1 FIP X FIP BALL CURB ST LW - 1" fxf curb stop	1		
67	LF 1 FIP X IPS INSTATITE COUP - 1" F instatite	40		
68	LF 1 IPS COMP UNION - 1" comp coupler	12		
69	LF 1 IPS X IPS INSTATITE COUP - 1" instatite coupler	18		
70	LF 1 IPS X MTR ANG MTR VLV - 1" angle stop	10		
71	LF 1 MIP X MIP BALL CORP ST - 1" mxm corp stop	6		
72	LF 1-1/2X1 BRS BUSH - 1" x 1.5" bushing	6		
73	LF 1X3/4 BRS BUSH - 1" x 3/4" bushing	25		
74	LF 1X4 BRS NIP GBL - 1" x 4" nipple	8		

Attachment A  
Bid Schedule

Vendor Name: \_\_\_\_\_

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
75	LF 1X6 BRS NIP GBL - 1" x 6" nipple	18		
76	LF 1XCLOSE BRS NIP GBL - 1" close nipple	36		
77	LF 2X1 BRS BUSH - 2" x 1" bushing	35		
78	LF 3/4 BRS 125# THRD GATE VLV - 3/4" gate valve	8		
79	LF 3/4 BRS 125# THRD SWG CHK VLV - 3/4" check valve	32		
80	LF 3/4 BRS 45 ELL - 3/4" 45	12		
81	LF 3/4 BRS COUP - 3/4" coupler	6		
82	LF 3/4 BRS ST 45 ELL - 3/4" ST 45	6		
83	LF 3/4 BRS ST 90 ELL - 3/4" ST 90	18		
84	LF 3/4 BRS TEE - 3/4" tee	6		
85	LF 3/4 FIP X FIP BV W/ LW - 3/4" lock wing	6		
86	LF 3/4 FIP X IPS INSTATITE COUP - 3/4" IPS instatite coupler	12		
87	LF 3/4 IPS X IPS INSTATITE COUP - 3/4" FxF coupler IPS	6		
88	LF 3/4 MIP X IPS INSTATITE COUP - M x IPS coupler	12		
89	LF 3/4X1 MTR ADPT PR - A - 34	12		

Attachment A  
Bid Schedule

Vendor Name: \_\_\_\_\_

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
90	LF 3/4X2 BRS NIP GBL - 3/4" x2" nipple	30		
91	LF 3/4X2-1/2 MTR COUP - 3/4" meter spud	12		
92	LF 3/4X4 BRS NIP GBL - 3/4" x 2" nipple	12		
93	LF 3/4X6 BRS NIP GBL - 3/4" x 6" nipple	12		
94	LF 3/4XCLOSE BRS NIP GBL - 3/4" close nipple	20		
95	MTR BX - B 16 mete box	25		
96	MTR BX PVC HAND PUMP W/ 6 FT HOSE - water hand pump	10		

TOTAL BID AMOUNT \_\_\_\_\_

Signature, Printed Name \_\_\_\_\_ TOTAL AMOUNT IN WORDS \_\_\_\_\_

**ATTACHMENT B  
SERVICES AGREEMENT**

**THIS SERVICES AGREEMENT** (“Agreement”) is made and entered into this \_\_\_ day of \_\_\_\_\_ 201\_\_\_, (the “Effective Date”) by and between the Georgetown Divide Public Utilities District, a California Public Utilities District (“District”), and \_\_\_\_\_ (“Vendor”). District and Vendor may herein be referred to individually as a “Party” and collectively as the “Parties”. There are no other parties to this Agreement.

**RECITALS**

**A.** District has determined that a Vendor is required to provide Water Distribution Parts and Supplies (“the Service”)

**B.** Vendor represents that it is qualified, willing and able to provide the Services to District, and that it will perform Services according to the bid schedule attached hereto as **Exhibit A** (the “Bid Schedule”).

**NOW, THEREFORE**, in consideration of the promises and covenants set forth below, the Parties agree as follows:

**AGREEMENT**

**1. Recitals.** The recitals set forth above (“Recitals”) are true and correct and are hereby incorporated into and made part of this Agreement by this reference. In the event of any inconsistency between the Recitals and Sections 1 through 20 of this Agreement, Section 1 through 20 shall prevail.

**2. Services.** Vendor agrees, during the term of this Agreement, to perform the Services for District. Any request for services in addition to the Services described in **Exhibit A** will be considered a request for additional services and not compensated unless the Parties otherwise agree in writing. No subcontract shall be awarded or an outside supplier engaged by Vendor unless prior written approval is obtained from District.

**3. Compensation.** District shall pay Vendor according to the bid schedule set forth in **Exhibit A**.

**4. Term.** This Agreement shall become effective on the Effective Date and will continue in effect until June 30, 2019, unless terminated earlier as provided in Section 5 or 6 below (the “Term”).

**5. Termination.** District may terminate this Agreement prior to the expiration of the Term (“Termination”), without cause or reason, by notifying Vendor in writing of District’s desire to terminate this Agreement (the “Termination Notice”). Upon receipt of a Termination Notice, Vendor shall immediately cease performing the Services.



**6. Termination for Cause.** Notwithstanding Section 6 above, this Agreement may be terminated by District for cause based on the loss or suspension of any licenses, permits or registrations required for the continued provision of the Services, or Vendor's malfeasance. Termination of the Agreement for cause as set forth in this Section shall relieve District from compensating Vendor.

**7. Confidential Information.** Vendor understands and agrees that, in the performance of Services under this Agreement or in the contemplation thereof, Vendor may have access to private or confidential information that may be owned or controlled by District and that such information may contain proprietary or confidential details, the disclosure of which to third parties may be damaging to District ("Confidential Information").

Vendor shall not, either during or after the Term, disclose to any third party any Confidential Information without the prior written consent of District. If District gives Vendor written authorization to make any such disclosure, Vendor shall do so only within the limits and to the extent of that authorization. Such authorization does not guarantee that the District will grant any further disclosure of Confidential Information. Vendor may be directed or advised by the District's General Counsel on various matters relating to the performance of the Services on the Project or on other matters pertaining to the Project, and in such event, Vendor agrees that it will treat all communications between itself, its employees and its subcontractors as being communications which are within the attorney-client privilege.

**8. Duties of District.** In order to permit Vendor to render the services required hereunder, District shall, at its expense and in a timely manner:

**A.** Provide such information as Vendor may reasonably require to undertake or perform the Services;

**B.** Promptly review any and all documents and materials submitted to District by Vendor in order to avoid unreasonable delays in Vendor's performance of the Services; and

**C.** Promptly notify Vendor of any fault or defect in the performance of Vendor's services hereunder.

**9. Representations of Vendor.** District relies upon the following representations by Vendor in entering into this Agreement:

**A. Qualifications.** Vendor represents that it is qualified to perform the Services and that it possesses the necessary licenses, permits and registrations required to perform the Services or will obtain such licenses or permits prior to the time such licenses or permits are required. Vendor represents and warrants to District that Vendor shall, at Vendor's sole cost and expense, keep in effect or obtain at all times during the Term of this Agreement, any licenses, permits, and registrations that are legally required.

**10. Compliance with Laws and Standards.** Vendor shall insure compliance with all applicable federal, state, and local laws, ordinances, regulations and permits, including but not limited to federal, state, and county safety and health regulations. Vendor shall perform all work according to generally accepted standards within the industry. Vendor shall comply with all ordinances, laws, orders, rules, and regulations, including the administrative policies and guidelines of District pertaining to the work.

**11. Independent Contractor; Subcontracting.** Vendor will employ, at its own expense, all personnel reasonably necessary to perform the Services. All acts of Vendor, its agents, officers, employees and all others acting on behalf of Vendor relating to this Agreement will be performed as independent contractors. Vendor, its agents and employees will represent and conduct themselves as independent contractors and not as employees of District. Vendor has no authority to bind or incur any obligation on behalf of District. Except as District may specify in writing, Vendor shall have no authority, express or implied, to act on behalf of District in any capacity whatsoever as an agent. Vendor shall have no authority, express or implied, pursuant to this Agreement to bind District to any obligation whatsoever. Vendor is prohibited from subcontracting this Agreement or any part of it unless such subcontracting is expressly approved by District in writing.

**12. Insurance.** Vendor and all of Vendor's contractors and subcontractors shall obtain and maintain insurance of the types and in the amounts described in this paragraph and its subparagraphs with carriers reasonably satisfactory to District.

**A. General Liability Insurance.** Vendor shall maintain occurrence version commercial general liability insurance or an equivalent form with a limit of not less than Two Million Dollars (\$2,000,000) per claim and Two Million Dollars (\$2,000,000) for each occurrence.

**B. Workers' Compensation Insurance.** Vendor shall carry workers' compensation insurance as required by the State of California under the Labor Code. Vendor shall also carry employer's liability insurance in the amount of One Million Dollars (\$1,000,000.00) per accident, with a One Million Dollar (\$1,000,000.00) policy limit for bodily injury by disease, and a One Million Dollar (\$1,000,000.00) limit for each employee's bodily injury by disease.

**C. Automobile Insurance.** Vendor shall carry automobile insurance for the vehicle(s) Vendor uses in connection with the performance of this Agreement in the amount of One Million Dollars (\$1,000,000.00) per occurrence for bodily injury and property damage.

**D. Other Insurance Requirements.** Within five (5) days of the Effective Date, Vendor shall provide District with certificates of insurance for all of the policies required under this Agreement ("Certificates"), excluding the required worker's compensation insurance. Such Certificates shall be kept current for the Term of the Agreement and Vendor shall be responsible for providing updated copies and notifying District if a policy is cancelled, suspended, reduced, or voided. With the exception of the worker's compensation insurance, all of the insurance policies required in this Agreement shall: (a) provide that the policy will not be cancelled, allowed to expire, or materially reduced in coverage without at least thirty (30) days'

prior written notice to District of such cancellation, expiration, or reduction and each policy shall be endorsed to state such; (b) name District, and District's Agents as additional insureds with respect to liability arising out of Services, work or operations performed by or on behalf of the Vendor; products and completed operations of the Vendor; premises owned, occupied, or used by the Vendor, or automobiles owned, leased, or hired or borrowed by the Vendor. The coverage shall contain no special limitations on the scope of protection afforded to the District; (c) be primary with respect to any insurance or self-insurance programs covering District or District's Agents and any insurance or self-insurance maintained by District or District's Agents shall be in excess of Vendor's insurance and shall not contribute to it; (d) contain standard separation of insured provisions; and (e) state that any failure to comply with reporting or other provisions of the policy including breaches of warranties shall not affect the coverage provided to the District.

**13. Indemnification.** Vendor hereby agrees to indemnify and hold harmless District, its agents, officers, employees and volunteers, against all liability, obligations, claims, loss, and expense (a) caused or created by Vendor, its subcontractors, or the agents or employees of either, whether negligent or not, pertaining to or related to acts or omissions of Vendor in connection with the Services, or (b) arising out of injuries suffered or allegedly suffered by employees of Vendor or its subcontractors (i) in the course of their employment, (ii) in the performance of work hereunder, or (iii) upon premises owned or controlled by District. Vendor's obligation to defend, indemnify and hold District and its agents, officers, employees and volunteers harmless is not terminated by any requirement in this Agreement for Vendor to procure and maintain a policy of insurance.

**14. Consequential Damages.** Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement or the Services performed in connection with this Agreement.

**15. Litigation.** In the event that either Party brings an action under this Agreement for the breach or enforcement hereof, or must incur any collection expenses for any amounts due hereunder the prevailing Party in such action shall be entitled to its costs including reasonable attorney's fees, whether or not such action is prosecuted to judgment.

**16. Notices.** Any notice or communication required hereunder between District or Vendor must be in writing, and may be given either personally, by registered or certified mail (return receipt requested), or by Federal Express, UPS or other similar couriers providing overnight delivery. If personally delivered, a notice shall be deemed to have been given when delivered to the Party to whom it is addressed. Notices given by registered or certified mail shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the party to whom notices are to be sent, (b) on the date delivered as shown on a receipt issued by the courier, or (c) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto,

designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at the addresses in this paragraph set forth below:

If to District: Georgetown Divide Public Utility District  
P.O. Box 4240  
6425 Main Street  
Georgetown, CA 95634  
Attention: General Manager

With courtesy copies to: Churchwell White LLP  
1414 K Street, 3rd Floor  
Sacramento, California 95814  
Attention: Barbara A. Brenner, Esq.

If to Vendor: Attention:

## 20. General Provisions.

**A. Modification.** No alteration, modification, or termination of this Agreement shall be valid unless made in writing and executed by all Parties.

**B. Waiver.** The waiver by any Party of a breach of any provision hereof shall be in writing and shall not operate or be construed as a waiver of any other or subsequent breach hereof unless specifically stated in writing.

**C. Assignment.** No Party shall assign, transfer, or otherwise dispose of this Agreement in whole or in part to any individual, firm, or corporation without the prior written consent of the other Party. Subject to the forgoing provisions, this Agreement shall be binding upon, and inure to the benefit of, the respective successors and assigns of the Parties.

**D. Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of California.

**E. Venue.** Venue for all legal proceedings shall be in the Superior Court of California for the County of El Dorado.

**F. Partial Invalidity.** If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

**G. Counterparts.** This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall be deemed a single agreement.

**H. Severability.** If any term, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall remain in effect.

**I. Audit.** District shall have access at all reasonable times to all reports, contract records, contract documents, contract files, and personnel necessary to audit and verify Vendor's charges to District under this Agreement.

**J. Entire Agreement.** This Agreement sets forth the entire understanding between the Parties as to the subject matter of this Agreement and merges all prior discussions, negotiations, proposal letters or other promises, whether oral or in writing.

**K. Headings Not Controlling.** Headings used in this Agreement are for reference purposes only and shall not be considered in construing this Agreement.

**L. Time is of the Essence.** Time is of the essence in this Agreement for each covenant and term of a condition herein.

**M. Drafting and Ambiguities.** Any rule of construction that ambiguities are to be resolved against the drafting party does not apply in interpreting this Agreement.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement as of the last day and date below written.

**DISTRICT:**

GEORGETOWN DIVIDE PUBLIC  
UTILITIES DISTRICT, a California Public  
Utilities District

By: \_\_\_\_\_  
Steven V. Palmer, General Manager

Date: \_\_\_\_\_

Approved as to Form:

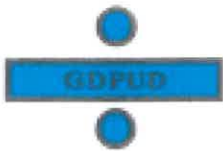
\_\_\_\_\_  
Barbara A. Brenner, General Counsel

**VENDOR:**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_



**ADDENDUM NO. 1**

**Automated Meter Reading and Meter Replacement Project**

Date: October 25, 2018  
To: Vendors and Prospective Bidders  
Subject: Addendum No. 1


Except as described below, the original bid documents remain unchanged.

- I. **The Bid Due Date is hereby changed to Friday November 9, 2018 by 3:00 PM. Bids must be received prior to this time and date at:**

**Georgetown Divide Public Utility District  
6425 Main Street  
Georgetown, California 95634**

- II. **The bid documents are modified and/or clarified as follows:**
- a. Notice to Contractors, pages 1,3 and 4 of 6, replace the bid due date with **November 9, 2018.**

**THIS CONCLUDES ADDENDUM NO. 1**



Steven Palmer, PE  
General Manager



GEORGETOWN  
Public Utility District

P.O. BOX 4240

GEORGETOWN, CALIFORNIA 95634-4240

GDPUD Board Mtg. of 12/1/2018  
AGENDA ITEM 8.C.  
Attachment 1  
Page 21 of 21

PHONE (530) 333-4356

FAX (530) 333-9449

gd-pud.org

**ADDENDUM NO. 2**

**Water Distribution Parts and Supplies Vendor Agreement**

Date: November 2, 2018  
To: Vendors and Prospective Bidders  
Subject: Addendum No. 2

Except as described below, the original bid documents remain unchanged.

- I. **Replace "Attachment B Services Agreement" included with the bid documents with the attached "Attachment B Water Distribution Parts and Supplies Vendor Agreement."**

**THIS CONCLUDES ADDENDUM NO. 2**

A handwritten signature in blue ink, appearing to read "Steven Palmer", is written over a horizontal line.

Steven Palmer, PE  
General Manager





Georgetown Divide Public Utility District  
6425 Main Street  
PO Box 4240  
Georgetown, California 95634

COPY

"Request for Bids for Water Distribution Parts and Supplies"  
November 9, 2018 at 3:00 PM

Attached bid is good for the 2018/2019 fiscal year

All correspondence and contact for the attached bid should be addressed to:

Rick Merri  
Valley Waterworks Manager  
PACE Supply  
8400 24<sup>th</sup> Ave.  
Sacramento, CA. 95826

916-379-5129  
Cell 916-826-7060

Ted Green  
Chairman Of Board  
PACE Supply Corporate Headquarters  
6000 State Farm Drive #200  
Rohnert Park, CA 94928

Authorized Signature

Regards,

Rick Merri

PACE Supply  
8400 24<sup>th</sup> Ave.  
Sacramento CA. 95826



## GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

### REQUEST FOR BIDS

#### Water Distribution Parts and Supplies

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Responders to this Request for Bids (RFB) must deliver one signed original, two (2) copies, and one electronic copy of the proposal.

**Proposal Submission Deadline (date/time): October 26, 2018 at 3:00pm**

**Submit Proposal to: Georgetown Divide Public Utility District Office  
6425 Main Street  
Georgetown, CA 95634**

#### REGISTERING YOUR EMAIL ADDRESS

##### FOR QUESTIONS CONCERNING THIS REQUEST FOR BIDS:

Potential respondents who want to receive changes, additions, and deletions to the RFB, as well as a copy of all the questions and responses by the Georgetown Divide Public Utility District, should register online by following the link on the GDPUD website. The link to open RFBs is at the following website: [http://gd-pud.org/#Bids\\_&\\_Proposals](http://gd-pud.org/#Bids_&_Proposals)



GEORGETOWN  
Public Utility District  
PHONE (509) 338-4050  
GEORGETOWN, WA 98544

**ADDENDUM NO. 1**

**Automated Meter Reading and Meter Replacement Project**

Date: October 25, 2018  
To: Vendors and Prospective Bidders  
Subject: Addendum No. 1

Except as described below, the original bid documents remain unchanged.

- I. **The Bid Due Date is hereby changed to Friday November 9, 2018 by 3:00 PM. Bids must be received prior to this time and date at:**

**Georgetown Divide Public Utility District  
6425 Main Street  
Georgetown, California 95634**

- II. **The bid documents are modified and/or clarified as follows:**
- a. Notice to Contractors, pages 1,3 and 4 of 6, replace the bid due date with **November 9, 2018.**

**THIS CONCLUDES ADDENDUM NO. 1**

Steven Palmer, PE  
General Manager

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ATTACHMENTS

- A. Bid Schedule
- B. Sample Services Agreement

**REQUEST FOR BID**  
**Water Distribution Parts and Supplies**

**SECTION 1 — INTRODUCTION**

The Georgetown Divide Public Utility District (GDPUD) is soliciting Bids from Vendors to provide Water Distribution Parts and Supplies for 2018/2019 fiscal year. In general, the bids will cover prices for supplies for this fiscal year.

GDPUD will open and review the Bids at 3:00pm on October 26, 2018.

Submission of a Bid indicates acceptance by the Vendor of the conditions contained in this RFB, unless clearly and specifically noted in the bid submitted and confirmed in the contract between GDPUD and the Vendor selected. GDPUD reserves the right, without prejudice, to reject any or all bids.

**1.1 RFB Schedule**

Advertisement of RFB	October 12, 2018
Deadline for Questions	October 18, 2018
Response to Questions	October 19, 2018
<b>Deadline for Proposal/Bid Submittal</b>	<b>No later than 3:00 PM, October 26, 2018</b>
Award by Board	Anticipated November 13, 2018

**1.2 General Selection Process**

GDPUD intends to select a responsible and responsive Vendor with the lowest total bid amount.

**SECTION 2 — SCOPE OF SERVICES**

The Vendor will provide pricing for the water distribution parts and supplies listed in Attachment A, Bid Schedule. The Bid Schedule is a list of anticipated items and their estimated quantities for the remainder of the fiscal year. GDPUD may not order all of the items during the fiscal year, may order more or less than the estimated quantity during the fiscal year, and may order items not identified in the Bid Schedule. The objective of this RFB is to select a vendor that sells the products identified in the Bid Schedule, obtain the lowest possible pricing for those items, and issue a blanket purchase order to the Vendor to be used for purchases throughout the fiscal year. GDPUD does not guarantee a minimum quantity that will be ordered under this purchase order.

The Vendor shall supply and deliver materials and supplies to GDPUD at the main office and at various times throughout the year. The primary delivery location will be:

GDPUD Office  
6426 Main Street  
Georgetown, California 95634

### **SECTION 3 — RFB SUBMITTAL REQUIREMENTS**

The intent of these requirements is to assist Vendors in the preparation of their proposal and to simplify the review process for GDPUD. One signed original, two (2) copies, and one electronic copy of the proposal must be received, and date stamped by GDPUD no later than **October 26, 2018 at 3:00 PM**. If a proposal is sent by mail or other delivery system, the sender is totally responsible for the mail or delivery system delivering the proposal to GDPUD on or before the deadline.

Bids shall be clearly marked "Request for Bids for Water Distribution Parts and Supplies," and submitted to:

**Georgetown Divide Public Utility District  
6425 Main Street  
PO Box 4240  
Georgetown, California 95634**

Note: Late submittals or submittals delivered to the wrong location will be rejected.

GDPUD requires the proposer to submit a concise proposal clearly addressing all the requirements outlined in this RFB. The Bids must be signed by proposer's representative authorized to execute a contract between GDPUD and proposer. The Bids must include the following:

#### **A. Cover Letter**

- List the name, address, and telephone number of the Vendor.
- Signed by an authorized representative of the consultant. The Vendor shall furnish documentation that the person signing the proposal is empowered with signatory authority for the Vendor. The form could be a Corporate Resolution.
- State the bids are firm for the 2018/2019 fiscal year.
- Provide the name, title, address and telephone number of the individual to whom correspondence and other contacts should be directed during the Vendor selection process.
- Provide the location of the Vendors headquarters.

#### **B. Bid Schedule**

- Provide a completed and signed bid schedule (Attachment A).

## **SECTION 4 — SELECTION PROCESS AND EVALUATION CATE**

### **4.1 Selection Criteria**

GDPUD intends to select a responsible and responsive Vendor with the lowest total bid amount. The lowest total bid amount will be determined based on the Total Bid Amount provided by the Vendor on Attachment A, Bid Schedule.

## **SECTION 5 — GENERAL TERMS AND CONDITIONS**

### **5.1 Limitation**

This RFB does not commit GDPUD to award a contract, to pay any cost incurred in the preparation of the Consultant's RFB response, or to procure or contract for services or supplies. GDPUD is not responsible for proposals that are delinquent, lost, mismarked, and sent to an address other than that given above, or sent by mail or courier service. GDPUD reserves the right to accept or reject any or all RFB responses received because of this request or to cancel all or part of this RFB.

### **5.2 Public Records**

All proposals shall become the property of GDPUD and will become public records and, as such, may be subject to public review.

## **SECTION 6 — QUESTIONS**

If you have any questions regarding this RFB, prior to October 18, 2018, please email:

Darrell Creeks, Operations Manager

Email: [dacreeks@gd-pud.org](mailto:dacreeks@gd-pud.org)

Attachment A  
 Bid Schedule

Order Name:

PAVE SUPPLY

LINE NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	*N/A 6 HYMAX REP COUP 6.42-7.68 - 6" hymax	10	200.25	2002.50
2	1 MACH10 CF 6' PITPAD	8		
3	1-1/2 CARB TIP HOLE SAW 24CT - 1.5" carbide holesaw	1	18.80	18.80
4	1-1/4X3 FC REDI-CLAMP 1.66 - 1.66 service clamp 3" long	12	17.71	212.52
5	1-1/4X6 FC REDI-CLAMP 1.66 - 1.66 service clamp 6" long	6	38.23	229.38
6	14 ALUM STRT PIPE WRCH 814 - pipe wrench	1	39.67	39.67
7	1X3 FC REDI-CLAMP 1.32 - 1.32 service clamp 3" long	50	18.56	932.50
8	1X300 IPS SIDR7 HDPE PIPE - 1" poly tube	600	.41	246.00
9	1X520 PTFE PIPE THRD TAPE - pipe tape	5	.75	3.75
10	1X6 FC REDI-CLAMP 1.32 - 1.32 service clamp 6" long	24	37.53	900.72
11	2 HYMAX REP COUP 2.10-3.03 - 2" hymax	12	87.55	1050.60
12	2X100 IPS SIDR7 HDPE PIPE - 2" poly tube	100	1.55	155.00
13	3 ZN 150# FLG NUT/BLT SET - 3" nut & bolt gasket set	10	1.67	16.70
14	3/4 MACH10 R9001 CF	18		

NO QUOTE PER  
 EMAIL CORRESPONDENCE

NO QUOTE PER  
 EMAIL CORRESPONDENCE



Attachment A  
 Bid Schedule

Supplier Name: PAVE Supply

NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
17	3/4X6 FC REDI-CLAMP 1.05 - 1.05 service clamp 6"	8	37.27	298.16
18	4 C900 DR14 PVC GJ BLUE PIPE - 4" C900	40	2.45	98.00
19	4 DI 125# C110 FLG 90 BEND - 4" flange with 90 bend	2	59.63	119.26
20	4 FLG TYTE GSKT - 4" flange gasket	10	8.00	80.00
21	4 HYMAX REP COUP 4.25 - 5.63 - 4" hymax	12	151.20	1814.40
22	4 ZN 150# FLG NUT/BLT SET - 4" flange nut & bolt	10	3.24	32.40
23	4-1/2 DRESSER 129 NEW STYL B/O COUP - break away coupler	2	30.45	60.90
24	4-1/2 DRESSER 129 OLD STYL B/O COUP - break away coupler	2	30.45	60.90
25	4X12-1/2 1B REP CLMP 4.45-4.73, 12"	3	65.90	197.70
26	4X7-1/2 1B REP CLMP 4.45-4.73, 7"	4	44.21	176.84
27	6 A/C X CI TRAN GSKT - A/C - C900 transition gasket	12	10.48	125.76
28	6 FLG TYTE GSKT - 6" flange gasket	30	9.25	277.50
29	6 HYMAX 2 REP COUP 6.42-7.68 - 6" hymax	6	200.25	1201.50

Attachment A  
 Bid Schedule

Supplier Name:

*Price Supply*

LINE NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	6 MIXFLG C153 ADPT L/A - 6" M3 - flange adapter	1	43.00	43.00
	6 ZN 150# FLG NUT/BLT SET - 6" flange nut & bolt set	30	5.16	154.80
32	6X12-1/2 1B REP CLMP 6.56-6.96 - 12" repair clamp	1	88.46	88.46
33	6X12-1/2 1B REP CLMP 6.84-7.24 - 12" repair clamp	2	90.11	180.22
34	6X12-1/2 1B REP CLMP 7.05-7.45 - 12" repair clamp	10	90.11	901.10
35	6X12-1/2 1B REP CLMP 7.45-7.85 - 12" repair clamp	2	87.26	174.52
36	6X25 1B REP CLMP 6.56-6.96 - 25" repair clamp	1	122.80	122.80
37	6X25 1B REP CLMP 7.05-7.45 - 25" repair clamp	1	188.02	188.02
38	6X25 7.45-7.85 - 25" repair clamp	1	122.80	122.80
39	6X7-1/2 1B REP CLMP 6.84-7.24 - 7.5" repair clamp	1	54.54	54.54
40	6X7-1/2 1B REP CLMP 7.05-7.45 - 7.5" repair clamp	15	56.32	844.80
41	6X7-1/2 1B REP CLMP 7.45-7.85 - 7.5" repair clamp	2	54.54	109.08
42	8 DI 125# C110 FLG 90 BEND - flange kit with 90 bend	1	153.00	153.00
43	8 FLG TYTE GSMT - 8" flange gasket	4	13.00	52.00
44	8 HYMAX REP COUP 8.54-9.84 - 8" hymax	2	226.08	452.16

Attachment A  
 Bid Schedule

Supplier Name:

*PATE Supply*

NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	8 ZN 150# FLG NUT/BLT SET - 8" flange nut & bolt set	4	5.36	21.44
	8X12-1/2 1B REP CLMP 8.99-9.39 - 12" repair clamp	1	102.48	102.48
47	8X25 1B REP CLMP 8.54-8.94 - 25" repair clamp	2	140.55	281.10
48	8X7-1/2 1B REP CLMP 8.99-9.39 - 7.5" repair clamp	2	63.97	127.94
49	CNCRT LID WTR - concrete box lid	25	23.47	586.75
50	DRESSER 300 4-1/2 TRAF REP KIT - 4.5" dresser repair kit	6	113.47	680.82
51	DRESSER 300 HYD OP NUT #308 OL 1.5P - operation nut repair kit	6	151.57	909.42
52	DRESSER 4-1/2 UPPER STEM OPEN LEFT	2	96.26	192.52
53	DRESSER 500 4-1/2 TRAF REP KIT - repair kit for dresser 500	6	113.47	680.82
54	FLBL WTR INV MARK PAINT - blue marking paint	45	3.25	146.25
55	G-5BOX VLV BX L/LID - valve box	36	27.99	1007.64
56	G-5GR10 VLV BX GRD RNG - valve riser 1"	10	19.00	190.00
57	G5GR15 VLV BX GRD RNG - valve riser 1.5"	10	22.78	227.80
58	G5GR20 VLV BX GRD RNG - valve riser 2"	10	39.54	395.40
59	LF 1 BRS 125# THRD GATE VLV - 1" gate valve	30	17.52	525.60

Attachment A  
 Bid Schedule  
 Contractor Name: Pat Supply

NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	LF 1 BRS 125# THRD SWG CHK VLV - 1" check valve	10	26.40	264.00
	LF 1 BRS 200# THRD NRS GATE VLV - 2" gate valve	40	50.18	2007.20
62	LF 1 BRS 45 ELL - 1" 45	10	5.04	50.40
63	LF 1 BRS 90 ELL - 1" 90	10	4.61	46.10
64	LF 1 BRS ST 45 ELL 1" ST 45	10	6.44	64.40
65	LF 1 BRS ST 90 ELL - 1" ST 90	20	6.30	126.00
66	LF 1 FIP X FIP BALL CURB ST LW - 1" fxf curb stop	1	65.89	65.89
67	LF 1 FIP X IPS INSTATITE COUP - 1" F instatite	40	19.39	775.60
68	LF 1 IPS COMP UNION - 1" comp coupler	12	36.56	438.72
69	LF 1 IPS X IPS INSTATITE COUP - 1" instatite coupler	18	36.56	658.08
70	LF 1 IPS X MTR ANG MTR VLV - 1" angle stop	10	99.58	995.80
71	LF 1 MIP X MIP BALL CORP ST - 1" mxm corp stop	6	44.41	266.46
72	LF 1-1/2X1 BRS BUSH - 1" x 1.5" bushing	6	5.27	31.62
73	LF 1X3/4 BRS BUSH - 1" x 3/4" bushing	25	2.37	59.25
74	LF 1X4 BRS NIP GBL - 1" x 4" nipple	8	4.27	34.16

Attachment A  
 Bid Schedule

Supplier Name:

*Pat Supply*

NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	LF 1X6 BRS NIP GBL - 1" x 6" nipple	18	6.29	113.22
	LF 1XCLOSE BRS NIP GBL - 1" close nipple	36	1.94	69.84
77	LF 2X1 BRS BUSH - 2" x 1" bushing	35	9.19	321.65
78	LF 3/4 BRS 125# THRD GATE VLV - 3/4" gate valve	8	12.45	99.60
79	LF 3/4 BRS 125# THRD SWG CHK VLV - 3/4" check valve	32	20.14	644.48
80	LF 3/4 BRS 45 ELL - 3/4" 45	12	2.99	35.88
81	LF 3/4 BRS COUP - 3/4" coupler	6	2.42	14.52
82	LF 3/4 BRS ST 45 ELL - 3/4" ST 45	6	3.89	23.34
83	LF 3/4 BRS ST 90 ELL - 3/4" ST 90	18	3.89	70.02
84	LF 3/4 BRS TEE - 3/4" tee	6	3.67	22.02
85	LF 3/4 FIP X FIP BV W/ LW - 3/4" lock wing	6	42.99	257.94
86	LF 3/4 FIP X IPS INSTATITE COUP - 3/4" IPS instatite coupler	12	15.61	197.32
87	LF 3/4 IPS X IPS INSTATITE COUP - 3/4" Fxf coupler IPS	6	18.13	108.78
88	LF 3/4 MIP X IPS INSTATITE COUP - M x IPS coupler	12	15.93	191.16
89	LF 3/4X1 MTR ADPT PR - A - 34	12	15.31	183.72

Attachment A  
 Bid Schedule

Dr Name:

*Pat Supply*

NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	LF 3/4X2 BRS NIP GBL - 3/4" x2" nipple	30	1.69	50.70
	LF 3/4X2-1/2 MTR COUP - 3/4" meter spud	12	7.82	93.84
92	LF 3/4X4 BRS NIP GBL - 3/4" x 2" nipple	12	1.69	20.28
93	LF 3/4X6 BRS NIP GBL - 3/4" x 6" nipple	12	4.31	51.72
94	LF 3/4XCLOSE BRS NIP GBL - 3/4" close nipple	20	1.31	26.20
95	MTR BX - B 16 mete box	25	28.44	711.00
96	MTR BX PVC HAND PUMP W/ 6 FT HOSE - water hand pump	10	32.32	323.20

TOTAL BID AMOUNT 29,793.17

*DS*  
 Signature, Printed Name *Pat Supply* TWENTY NINE THOUSAND, SEVEN HUNDRED NINETY THREE AND SEVENTEEN CENTS

TOTAL AMOUNT IN WORDS



GEORGETOWN  
Public Utility District  
P.O. BOX 4240  
5608 GEORGETOWN, CALIFORNIA 95934-4240  
PHONE (530) 333-4358  
FAX (530) 333-0449  
gd.pud.com

**ADDENDUM NO. 2**


**Water Distribution Parts and Supplies Vendor Agreement**

Date: November 2, 2018  
To: Vendors and Prospective Bidders  
Subject: Addendum No. 2

Except as described below, the original bid documents remain unchanged.

- I. **Replace "Attachment B Services Agreement" included with the bid documents with the attached "Attachment B Water Distribution Parts and Supplies Vendor Agreement."**

**THIS CONCLUDES ADDENDUM NO. 2**



Steven Palmer, PE  
General Manager

**RESOLUTION NO. 2018-60**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT  
APPROVING THE VENDOR AGREEMENT WITH PACE SUPPLY FOR THE  
PURCHASE OF DISTRIBUTION PARTS AND SUPPLIES**

**WHEREAS**, the District routinely orders distribution parts and supplies; and

**WHEREAS**, the Fiscal Year 2018-2019 Operating Budget includes funding to purchase distribution parts and supplies; and

**WHEREAS**, the District obtained pricing for distribution parts and supplies through a request for bids document on the District website and Ebidboard.com; and

**WHEREAS**, Staff recommends purchasing the supplies from PACE Supply with the prices from the bid received; and

**WHEREAS**, the District's Procurement Policy and Procedures require Board authorization for purchases greater than \$45,000; and

**WHEREAS**, Staff anticipates the purchases made under this vendor agreement for Fiscal Year 2018-2019 will not exceed \$65,000; and

**WHEREAS**, the Vendor Agreement can be extended, and new purchase orders issued for each of the next two fiscal years.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT THAT** the General Manager is authorized to execute the Vendor Agreement for distribution parts and supplies from PACE Supply.

**PASSED AND ADOPTED** by the Board of Directors of the Georgetown Divide Public Utility District at a meeting of said Board held on the 11<sup>th</sup> day of December 2018, by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

---

President, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT



*Attest:*

---

Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

### **CERTIFICATION**

I hereby certify that the foregoing is a full, true and correct copy of Resolution 2018-60 duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this 11<sup>th</sup> day of December 2018.

---

Steven Palmer, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

## **WATER DISTRIBUTION PARTS AND SUPPLIES VENDOR AGREEMENT**

**THIS WATER DISTRIBUTION PARTS AND SUPPLIES VENDOR AGREEMENT** (“Agreement”) is made and entered into this 26 day of November 2018 \_\_, (the “Effective Date”) by and between the Georgetown Divide Public Utilities District, a California public utilities district (“District”), and Pace Supply (“Vendor”), whose address is 8400 24<sup>th</sup> Avenue Sacramento, Ca 95826. District and Vendor may herein be referred to individually as a “Party” and collectively as the “Parties.” There are no other parties to this Agreement.

### **RECITALS**

A. District seeks to engage a vendor involved in the sale of water distribution parts and supplies (the “Products”) to purchase the Products on an as-needed basis.

B. District issued a Request for Bids on October 12, 2018 and determined that Vendor is the lowest bidder that fulfills the requirements outlined in the Request for Bids. The Request for Bids is attached as **Exhibit A**.

C. Vendor represents that it is licensed to sell the Products to the District from the Effective Date through June 30, 2019.

D. Vendor has made a proposal to District to sell the Products to District on an as-needed basis. A description of the Products Vendor has proposed to sell District is attached hereto as **Exhibit B** (the “Products List”).

E. District desires to retain Vendor to provide Products on an as-needed basis, subject to the terms and conditions set forth in this Agreement. However, District has no obligation to purchase any Products from Vendor.

**NOW, THEREFORE**, in consideration of the promises and covenants set forth below, the Parties agree as follows:

### **AGREEMENT**

**Section 1. Recitals.** The recitals set forth above (“Recitals”) are true and correct and are hereby incorporated into and made part of this Agreement by this reference. In the event of any inconsistency between the Recitals and Section 1 through 46 of this Agreement, Sections 1 through 46 shall prevail.

**Section 2. Term.** The term of this Agreement shall commence on the Effective Date and will continue in effect until June 30, 2019, with the option to renew for two (2) additional one (1) year terms, unless the Parties mutually agree in writing to terminate the Agreement earlier, or it is terminated earlier as provided for in Sections 16 or 18 below (“Term”).

**Section 3. Non-Exclusive Agreement.** Nothing in this Agreement is intended nor shall be construed as creating any exclusive arrangement between District and Vendor. This Agreement shall not restrict District from acquiring similar, equal, or like goods from other entities or sources.

**Section 4. Purchase Orders.** Subject to the terms and conditions set forth in this Agreement, Vendor shall provide District with the Products described in Exhibit B on an as-needed basis when in receipt of a purchase order from District. A sample purchase order is attached hereto as **Exhibit C** (“Purchase Order”).

4.1 *Purchase Order Cancellation.* Vendor shall deliver the Products on the delivery date specified in the Purchase Order. District reserves the right to cancel a Purchase Order without penalty by notice to Vendor on or before the given cancellation date in the Purchase Order and at any time if the completion or delivery date is not met or, if prior to such date, District had reason to demand adequate assurance of due performance and such assurance is not forthcoming within ten (10) days after the date of District’s demand. If a delivery date or completion date is not specified on the Purchase Order, reasonable time will be allowed. District may cancel the unreceived portion of a Purchase Order at any time if delivery of the Products is not timely. If Vendor can fulfill its delivery obligation only by shipping by premium routing, the premium charges shall be paid by Vendor. If Vendor ships the Products after the “delivery by” date, “ship on” date, after the cancellation date, or after actual cancellation, District may, in the exercise of its sole discretion, refuse the shipment, or District may accept the Products.

4.2 *Non-Conforming or Unordered Products.* District will have no obligation to accept or pay for any unordered Products or Products shipped that do not conform to, or comply with, the terms and conditions of the District Purchase Order or the terms and conditions of this Agreement, including shipping and routing instructions and dates of shipment and delivery. If District takes delivery of such nonconforming order, or any part of such an order, District reserves the right to deduct from its payment all actual or reasonable expenses, including but not limited to transportation, inspection, receipt, recall, care and custody of the Products, and notice to Vendor, incurred as a result of such non-conformity or non-compliance.

If District takes delivery of unordered or non-complying Products, District may, without notice to Vendor of such fact, ship the unordered or non-complying Products to Vendor at Vendor’s cost and expense. District will have no obligation to accept or to pay for any substituted goods or excess shipment of any Products made without District’s prior written approval.

4.3 *Right of Inspection.* District will have the right to inspect the Products and reject any nonconforming Products within thirty (30) days of delivery. This right of inspection, whether exercised or not, will not affect District’s right to revoke acceptance or pursue other remedies if defects or nonconformities are discovered at a later date, notwithstanding that any defect or nonconformity could have been discovered upon inspection. Payment by District will not be construed as an acceptance of Products or as a waiver or limitation of any of District’s rights as set forth herein.

**Section 5. Compensation.**

5.1. *Payments.* District shall issue payment in the amount invoiced by Vendor within thirty (30) calendar days of receiving such invoice unless otherwise agreed to in writing by the Parties. In the event that an amount of an invoice is in dispute, District shall inform Vendor of the amount and basis for the dispute and may withhold the amount which is in dispute until the dispute has been resolved.

5.2. *Invoices.* Vendor shall provide District with monthly invoices sufficiently evidencing the goods and merchandise provided to District by Vendor. All invoices furnished to District by Vendor shall be in a form approved by District. Vendor shall submit all billings for Products to District within forty-five (45) days of delivering such Products. Vendor must notify District's Accounts Payable in writing of any change to Vendor's "remit address." Failure to do so will delay future payments.

**Section 6. Time of Delivery.** Vendor warrants that it will deliver the Products within five (5) calendar days of the Purchase Order, or as otherwise stated on the Purchase Order when received. The time of performance is a material term of this Agreement relied on by District in entering into this Agreement.

**Section 7. District Assistance to Vendor.** Vendor shall, at its sole cost and expense, furnish all Products sold pursuant to the terms of this Agreement. Notwithstanding the foregoing, District shall: (i) not actively interfere with Vendor's sale and delivery of Products under this Agreement; (ii) provide such information as Vendor may reasonably require to sell and deliver the Products under this Agreement; (iii) promptly review any and all documents and materials submitted to District by Vendor to avoid unreasonable delays in Vendor's sale and delivery of Products under this Agreement; and (iv) promptly notify Vendor of any fault or defect in the Products, or delivery or receipt of Products.

**Section 8. Representations of Vendor.** District relies upon the following representations by Vendor in entering into this Agreement:

8.1. *Qualifications.* Vendor represents that it is qualified to provide the Products listed in Exhibit B, and that it possesses the necessary licenses and permits required to deliver the Products or will obtain such licenses or permits prior to the time such licenses or permits are required. Vendor shall also ensure that all subcontractors are similarly licensed and qualified. Vendor represents and warrants to District that Vendor shall, at Vendor's sole cost and expense, keep in effect or obtain at all times during the Term of this Agreement, any licenses, permits, and approvals which are legally required for Vendor to sell the Products and shall provide District a copy of any such documentation upon request.

8.2. *Compliance with State and Local Regulations.* Vendor shall ensure compliance with all applicable federal, state, and local laws, ordinances, regulations, and permits. Vendor shall perform all work according to generally accepted standards within the industry. Vendor shall comply with all ordinances, laws, orders, rules, and regulations, including the administrative policies and guidelines of District pertaining to the work. District shall have the right to request

and review documentation from Vendor evidencing Vendor's compliance with state and local regulations.

8.3. *Conformity with Law and Safety.* Vendor shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including state, municipal and local governing bodies having jurisdiction over any or all of the scope of Vendor's operations, including all provisions of the Occupational Safety and Health Act of 1979 as amended, all California Occupational Safety and Health Regulations, the California Building Code, the American with Disabilities Act, any copyright, patent, or trademark law and all other applicable state, municipal, and local safety regulations, appropriate trade association safety standards, and appropriate equipment manufacturer instructions. Vendor's failure to comply with any laws, ordinances, codes, or regulations applicable to the sale of Products hereunder shall constitute a breach of contract. In cases where standards conflict, the standard providing the highest degree of protection shall prevail.

**Section 9. Inspection of Records and Products.** District shall have the right to audit Vendor's records for the purpose of determining compliance with any or all portions of this Agreement and to test Vendor's Products to confirm the quality thereof.

**Section 10. Product Recall Policy.** In the event of any and all Product recalls that are either (i) agreed upon between District and Vendor or (ii) that are required (either by law or in the commercially reasonable judgment of District) because District has reason to believe the Products are dangerous, defective, incomplete, infringe upon intellectual property rights, or are not in compliance with applicable laws and regulations, the Products will be returned to Vendor at Vendor's expense. The Agreement terms and conditions continue to apply to Products that have been recalled.

**Section 11. Price Increase Notification.** Vendor must deliver to District written notice of any proposed price increases a minimum of thirty (30) days prior to the effective date of such price increase. District may establish additional price change notices and other procedures from time to time upon written notice to Vendor. District will not be obligated to pay such price increase for any Products for which Vendor did not timely deliver such written notice.

**Section 12. Price Decrease Notification.** Vendor must deliver to District written notice of any proposed price decreases a minimum of thirty (30) days prior to the effective date of such price decrease.

**Section 13. Confidentiality.** Vendor understands and agrees that, in the sale of Products under this Agreement or in the contemplation thereof, Vendor may have access to private or confidential information that may be owned or controlled by District, and that such information may contain proprietary or confidential details, the disclosure of which to third parties may be damaging to District ("Confidential Information").

Vendor shall not, either during or after the Term of the Agreement, disclose to any third party any Confidential Information without the prior written consent of District. If District gives Vendor

written authorization to make any such disclosure, Vendor shall do so only within the limits and to the extent of that authorization.

**Section 14. Excusable Delays; Notice to Other Party of Delay.** Vendor shall not be in breach of this Agreement in the event that sales of the Products are temporarily interrupted or discontinued due to a "Force Majeure" event which is defined as: riots, wars, sabotage, civil disturbances, insurrections, explosion, natural disasters such as floods, earthquakes, landslides, fires, strikes, lockouts, and other labor disturbances, or other catastrophic events, which are beyond the reasonable control of Vendor. Force Majeure does not include: (i) Vendor's financial inability to perform; (ii) Vendor's failure to obtain any necessary permits or licenses from other governmental agencies; or (iii) Vendor's failure to obtain the right to use the facilities of any public utility where such failure is due solely to the acts or omissions of the Vendor.

**Section 15. Assignment Prohibited.** No Party to this Agreement may assign any right or obligation pursuant to this Agreement. Any attempt or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect.

**Section 16. Termination of Purchases by District for Its Convenience.** District shall have the right to terminate this Agreement at any time for its convenience by giving notice of such termination to Vendor. In the event District shall give such notice of termination, Vendor shall cease selling Products to District upon receipt of said notice given as required in this Agreement. Except as provided in this Agreement, in no event shall District be liable for costs incurred by or on behalf of Vendor after the date of the notice of termination.

**Section 17. Assurance of Performance.** If, at any time, District believes Vendor may not be adequately performing its obligations under this Agreement or may fail to provide the Products as required by this Agreement, District may submit a written request to Vendor for written assurances of performance and a plan to correct observed deficiencies in Vendor's performance. Failure to provide written assurances subsequent to such written request, constitutes grounds to declare a breach under this Agreement.

**Section 18. Cancellation for Breach by Either Party.** Should either Party fail to substantially perform its obligations in accordance with the provisions of this Agreement, the other Party shall thereupon have the right to cancel the Agreement by giving written notice and specifying the effective date of such cancellation. If District cancels this Agreement for breach and it is subsequently determined that Vendor did not fail to substantially perform its obligations in accordance with this Agreement, then cancellation for breach by District shall be deemed, and treated, as termination for convenience.

Neither Party waives the right to recover damages against the other for breach of this Agreement, including any amount necessary to compensate District for all detriment proximately caused by Vendor's failure to perform its obligations hereunder or which in the ordinary course of things would be likely to result therefrom. District reserves the right to offset such damages against any payments owed to Vendor.

District shall not in any manner be liable for Vendor's actual or projected lost profits had Vendor completed the sale of Products required by this Agreement.

**Section 19. Arbitration of Disputes.** All claims, disputes, and other matters in question between District and Vendor arising out of, or relating to this Agreement or the breach thereof, including claims of Vendor for extra compensation for Products, shall be decided by arbitration before a single arbitrator in accordance with the provisions of California Code of Civil Procedure sections 1281 to 1284.2 (the "Arbitration Laws") unless the Parties mutually agree otherwise. The provisions of Section 1283.05 of the Arbitration Laws apply to any arbitration proceeding except as otherwise provided in this Agreement. The arbitrator shall have authority to decide all issues between the Parties under this Agreement including, but not limited to, claims for extras, delay and liquidated damages, if any, provided for in this Agreement, matters involving defects in the product of the Vendor, rights to payment, and whether the necessary procedures for arbitration have been followed.

Notice of the demand for arbitration shall be filed in writing with the other Party. The demand for arbitration shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen, and in no event shall it be made after the date when institution of legal or equitable proceedings based on such claim, dispute, or other matter in question would be barred by the applicable statute of limitation.

The Parties shall jointly appoint an arbitrator within fifteen (15) calendar days of the date of giving of the notice of the demand for arbitration. If the Parties are unable to jointly agree upon the appointment of an arbitrator within said fifteen (15) calendar day period, and do not agree in writing to extend said period for a fixed period, then either Party may seek to have the arbitrator appointed by the Superior Court of El Dorado County in accordance with the Arbitration Laws.

If any proceeding is brought to contest the right to arbitrate and it is determined that such right exists, the losing Party shall pay all costs and attorneys' fees incurred by the prevailing party.

In addition to the other rules of law which may be applicable to any arbitration hereunder, the following shall apply:

(a) Promptly upon the filing of the arbitration each Party shall be required to set forth in writing and to serve upon each other Party a detailed statement of its contentions of fact and law.

(b) All parties to the arbitration shall be entitled to the discovery procedures as provided in California Code of Civil Procedure section 1283.05.

(c) The arbitration shall be commenced and conducted as expeditiously as possible consistent with affording reasonable discovery as provided herein.

(d) These additional rules shall be implemented and applied by the arbitrator.

The costs of arbitration shall be borne by the Parties as determined by the arbitrator, but each Party shall bear its own attorney's fees associated with its dispute with the other Party and to the arbitration.

**Section 20. Insurance Coverage.** During the Term, the Vendor shall maintain in full force and effect policies of insurance set forth herein, which shall be placed with insurers with a current A M Best's rating of no less than "A-," and will provide the District with written proof of said insurance. Vendor shall maintain coverage as follows:

20.1. *General Liability.* Vendor shall carry general liability insurance in the amount of Two Million Dollars (\$2,000,000.00) per occurrence for bodily injury, personal injury, and property damage. If commercial general liability insurance or another form with a general aggregate limit is used, either the general aggregate limit shall apply, or the general aggregate shall be Two Million Dollars (\$2,000,000.00).

20.2. *Worker's Compensation Insurance and Employer's Liability.* Vendor shall carry workers' compensation insurance as required by the State of California under the Labor Code. Vendor shall also carry employer's liability insurance in the amount of One Million Dollars (\$1,000,000.00) per accident, with a One Million Dollar (\$1,000,000.00) policy limit for bodily injury by disease, and a One Million Dollar (\$1,000,000.00) policy limit for each employee's bodily injury by disease.

20.3 *Errors and Omissions Liability.* Vendor shall carry errors and omissions liability insurance in the amount of no less than Two Million Dollars (\$2,000,000.00) per occurrence or greater if appropriate for the Vendor's profession.

**Section 21. Additional Insurance Requirements.** Within thirty (30) days of the Effective Date, Vendor shall provide District with certificates of insurance for all of the policies required under this Agreement ("Certificates"), excluding the required worker's compensation insurance. Such Certificates shall be kept current for the Term of the Agreement and Vendor shall be responsible for providing updated copies and notifying District if a policy is cancelled, suspended, reduced, or voided. With the exception of the worker's compensation insurance, all of the insurance policies required in this Agreement shall: (a) provide that the policy will not be cancelled, allowed to expire, or materially reduced in coverage without at least thirty (30) days' prior written notice to District of such cancellation, expiration, or reduction and each policy shall be endorsed to state such; (b) name District, its agents, officers, employees, and volunteers as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the Vendor; products and completed operations of the Vendor; premises owned, occupied, or used by the Vendor, or automobiles owned, leased, or hired or borrowed by the Vendor. The coverage shall contain no special limitations on the scope of protection afforded to the District; (c) be primary with respect to any insurance or self-insurance programs covering District and any insurance or self-insurance maintained by District shall be in excess of Vendor's insurance and shall not contribute to it; (d) contain standard separation of insured provisions; and (e) state that any failure to comply with reporting or other provisions of the policy including breaches of warranties shall not affect the coverage provided to the District.



**Section 22. Indemnification by Vendor.** To the fullest extent permitted by law (including, without limitation, Civil Code sections 2782 and 2782.8), Vendor shall defend with legal counsel reasonably acceptable to District, indemnify, and hold harmless District and District's agents, officers, employees, and volunteers from and against any and all claims, loss, cost, damage, injury (including, without limitation, injury to or death of an employee of Vendor or its subcontractors), expense and liability of every kind, nature and description that arise out of, pertain to, or relate to acts or omissions of Vendor, or any direct or indirect subcontractor, employee, contractor, representative, or agent of Vendor, or anyone that Vendor controls (collectively "Liabilities"). Such obligations to defend, hold harmless, and indemnify District and District's agents shall not apply to the extent that such Liabilities are caused in whole by the sole negligence, active negligence, or willful misconduct of District or District's agents, officers, employees, and volunteers, but shall apply to all other Liabilities. With respect to third party claims against the Vendor, the Vendor waives any and all rights of any type of express or implied indemnity against District and District's agents, officers, employees, and volunteers.

**Section 23. Liability of District.** Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect, or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement or the sale of Products performed in connection with this Agreement.

**Section 24. Independent Contractor.** At all times during the Term, Vendor shall be deemed to be an independent contractor and shall be wholly responsible for the manner in which Vendor sells and delivers the Products sold under this Agreement. Vendor shall be liable for its acts and omissions, and those of its employees, contractors, subcontractors, representatives, volunteers, and its agents. Nothing contained herein shall be construed as creating an employment, agency, or partnership relationship between District and Vendor. District shall have the right to control Vendor only insofar as the result of Vendor's sales and deliveries rendered pursuant to this Agreement; however, District shall not have the right to control the means by which Vendor accomplishes the sale and delivery of Products rendered pursuant to this Agreement.

**Section 25. Vendor Not Agent.** Except as District may specify in writing, Vendor shall have no authority, express or implied, to act on behalf of District in any capacity whatsoever as an agent. Vendor shall have no authority, express or implied, pursuant to this Agreement to bind District to any obligation whatsoever.

**Section 26. Payment of Taxes and Other Expenses.** Payment of any taxes, including California sales and use taxes, levied upon this Agreement, the transaction, or the goods or merchandise delivered pursuant hereto, shall be the obligation of Vendor.

**Section 27. Notices.** Any notice or communication required hereunder between District and Vendor must be in writing, and may be given either personally, by facsimile (with original forwarded by regular U.S. Mail), by registered or certified mail (return receipt requested), or by Federal Express, UPS, or other similar couriers providing overnight delivery. If personally delivered, a notice or communication shall be deemed to have been given when delivered to the Party to whom it is addressed. If given by facsimile transmission, a notice or communication shall be deemed to have been given and received upon actual physical receipt of the entire document by

the receiving Party's facsimile machine. Notices transmitted by facsimile after 5:00 p.m. on a normal business day or on a Saturday, Sunday, or holiday shall be deemed to have been given and received on the next normal business day. If given by registered or certified mail, such notice or communication shall be deemed to have been given and received on the first to occur of (i) actual receipt by any of the addressees designated below as the party to whom notices are to be sent, or (ii) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at their addresses set forth below:

If to District: Georgetown Divide Public Utility District  
 P.O. Box 4240  
 Georgetown, CA 95634  
 Attention: Steven Palmer, General Manager  
 Tel: (916) 254-3287

With courtesy copies to: Churchwell White LLP  
 1414 K Street, 3rd Floor  
 Sacramento, California 95814  
 Attention: Barbara A. Brenner, Esq.  
 Tel: (916) 468-0950  
 Fax: (916) 468-0951

If to Vendor: PACE Supply  
 8400 24<sup>th</sup> Avenue

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Attention: Rick Merri  
 Tel: (916)-379-5129  
 Fax: ~~(916)-379-7060~~ 916-379-5172  
 CEU 916-926-7060

**Section 28. Exhibits.** All "Exhibits" referred to below or attached to herein are by this reference incorporated into this Agreement:

<u>Exhibit Designation</u>	<u>Exhibit Title</u>
Exhibit A:	Request for Bids
Exhibit B:	Products List
Exhibit C:	Sample Purchase Order

**Section 29. Modification.** No alteration, amendment, modification, or termination of this Agreement shall be valid unless made in writing and executed by all of the Parties to this Agreement.

**Section 30. Waiver.** No covenant, term, or condition, or the breach thereof, shall be deemed waived, except by written consent of the Party against whom the waiver is claimed, and any waiver of the breach of any covenant, term, or condition shall not be deemed to be a waiver of any preceding or succeeding breach of the same or any other covenant, term, or condition.

**Section 31. Assignment.** No Party to this Agreement shall assign, transfer, or otherwise dispose of this Agreement in whole or in part to any individual, firm, or corporation without the prior written consent of the other Party. Subject to the forgoing provisions, this Agreement shall be binding upon, and inure to the benefit of, the respective successors and assigns of the Parties hereto.

**Section 32. Authority.** All Parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement and the names, titles, and capacities herein stated on behalf of any entities, persons, states, or firms represented or purported to be represented by such entities, persons, states, or firms and that all former requirements necessary or required by the state or federal law in order to enter into the Agreement have been fully complied with. Further, by entering into this Agreement, neither Party hereto shall have breached the terms or conditions of any other contract or agreement to which such Party is obligated, which such breach would have a material effect hereon.

**Section 33. Drafting and Ambiguities.** Each Party acknowledges that it has reviewed this Agreement with its own legal counsel, and based upon the advice of that counsel, freely entered into this Agreement. Each Party has participated fully in the review and revision of this Agreement. Any rule of construction that ambiguities are to be resolved against the drafting party does not apply in interpreting this Agreement.

**Section 34. Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of California.

**Section 35. Venue.** Venue for all legal proceedings shall be in the Superior Court of California, County of El Dorado.

**Section 36. Severability.** If this Agreement in its entirety is determined by a court to be invalid or unenforceable, this Agreement shall automatically terminate as of the date of final entry of judgment. If any provision of this Agreement shall be determined by a court to be invalid and unenforceable, or if any provision of this Agreement is rendered invalid or unenforceable according to the terms of any federal or state statute, which becomes effective after the Effective Date of this Agreement, the remaining provisions shall continue in full force and effect and shall be construed to give effect to the intent of this Agreement.

**Section 37. Counterparts.** This Agreement may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

**Section 38. Audit.** District shall have access at all reasonable times to all invoices, purchase orders, contract documents, contract files, and personnel necessary to audit and verify Vendor's charges to District under this Agreement.

**Section 39. Entire Agreement.** This Agreement, together with its specific references, attachments, and exhibits, constitutes the entire agreement of the Parties with respect to the subject matters hereof and supersedes any and all prior negotiations, understanding, and agreements with respect hereto, whether oral or written.

**Section 40. Supersedes Prior Agreement.** It is the intention of the Parties hereto that this Agreement shall supersede any prior agreements, discussions, commitments, or representations whether, written, electronic, or oral, between the Parties with respect to the subject matter of this Agreement.

**Section 41. Mandatory and Permissive.** "Shall," "will," and "agrees" are mandatory. "May" and "can" are permissive.

**Section 42. Successors and Assigns.** All representations, covenants, and warranties specifically set forth in this Agreement, by or on behalf of, or for the benefit of any or all of the Parties hereto, shall be binding upon and inure to the benefit of such Party, its successors and assigns.

**Section 43. Headings.** Headings used in this Agreement are for reference purposes only and shall not be considered in construing this Agreement.

**Section 44. Attorney's Fees and Costs.** If any action at law or in equity, including action for declaratory relief, is brought to enforce or interpret provisions of this Agreement, the prevailing Party shall be entitled to reasonable attorney's fees and costs, which may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.

**Section 45. Necessary Acts and Further Assurances.** The Parties shall, at their own cost and expense, execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to evidence or carry out the intent and purposes of this Agreement.

**Section 46. Time is of the Essence.** Time is of the essence in this Agreement for each covenant and term of a condition herein.

***[SIGNATURES ON FOLLOWING PAGE]***

**IN WITNESS WHEREOF**, this Agreement has been entered into by and between District and Vendor as of the Effective Date.

**DISTRICT:**

**VENDOR:**

GEORGETOWN DIVIDE PUBLIC UTILITIES DISTRICT, a California Public Utilities District

By: \_\_\_\_\_  
Steven Palmer, General Manager

By:  \_\_\_\_\_

Name: Rick Morris

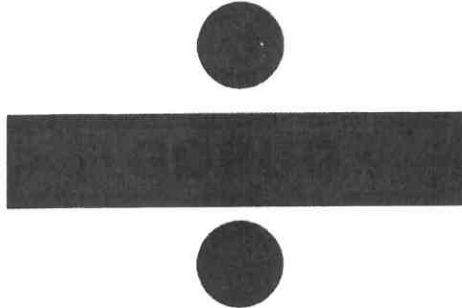
Date: 11/28/18

Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Barbara A. Brenner, General Counsel  
Georgetown Divide Public Utilities District

**EXHIBIT A  
REQUEST FOR BIDS**



**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**

**REQUEST FOR BIDS**

**Water Distribution Parts and Supplies**

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Responders to this Request for Bids (RFB) must deliver one signed original, two (2) copies, and one electronic copy of the proposal.

**Proposal Submission Deadline (date/time): October 26, 2018 at 3:00pm**

**Submit Proposal to: Georgetown Divide Public Utility District Office  
6425 Main Street  
Georgetown, CA 95634**

**REGISTERING YOUR EMAIL ADDRESS**

**FOR QUESTIONS CONCERNING THIS REQUEST FOR BIDS:**

Potential respondents who want to receive changes, additions, and deletions to the RFB, as well as a copy of all the questions and responses by the Georgetown Divide Public Utility District, should register online by following the link on the GDPUD website. The link to open RFBs is at the following website: [http://gd-pud.org/#Bids\\_&\\_Proposals](http://gd-pud.org/#Bids_&_Proposals)

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**REQUEST FOR BID  
 Water Distribution Parts and Supplies**

**SECTION 1 — INTRODUCTION**

The Georgetown Divide Public Utility District (GDPUD) is soliciting Bids from Vendors to provide Water Distribution Parts and Supplies for 2018/2019 fiscal year. In general, the bids will cover prices for supplies for this fiscal year.

GDPUD will open and review the Bids at 3:00pm on October 26, 2018.

Submission of a Bid indicates acceptance by the Vendor of the conditions contained in this RFB, unless clearly and specifically noted in the bid submitted and confirmed in the contract between GDPUD and the Vendor selected. GDPUD reserves the right, without prejudice, to reject any or all bids.

**1.1 RFB Schedule**

Advertisement of RFB	October 12, 2018
Deadline for Questions	October 18, 2018
Response to Questions	October 19, 2018
<b>Deadline for Proposal/Bid Submittal</b>	<b>No later than 3:00 PM, October 26, 2018</b>
Award by Board	Anticipated November 13, 2018

**1.2 General Selection Process**

GDPUD intends to select a responsible and responsive Vendor with the lowest total bid amount.

**SECTION 2 — SCOPE OF SERVICES**

**ARTICLE 1**

**ARTICLE 2** The Vendor will provide pricing for the water distribution parts and supplies listed in Attachment A, Bid Schedule. The Bid Schedule is a list of anticipated items and their estimated quantities for the remainder of the fiscal year. GDPUD may not order all of the items during the fiscal year, may order more or less than the estimated quantity during the fiscal year, and may order items not identified in the Bid Schedule. The objective of this RFB is to select a vendor that sells the products identified in the Bid Schedule, obtain the lowest possible pricing for those items, and issue a blanket purchase order to the Vendor to be used for purchases throughout the fiscal year. GDPUD does not guarantee a minimum quantity that will be ordered under this purchase order.

**ARTICLE 3**



**ARTICLE 4** The Vendor shall supply and deliver materials and supplies to GDPUD at the main office and at various times throughout the year. The primary delivery location will be:

**ARTICLE 5**

**ARTICLE 6** GDPUD Office

**ARTICLE 7** 6426 Main Street

**ARTICLE 8** Georgetown, California 95634

**ARTICLE 9**

**SECTION 3 — RFB SUBMITTAL REQUIREMENTS**

The intent of these requirements is to assist Vendors in the preparation of their proposal and to simplify the review process for GDPUD. One signed original, two (2) copies, and one electronic copy of the proposal must be received, and date stamped by GDPUD no later than **October 26, 2018 at 3:00 PM**. If a proposal is sent by mail or other delivery system, the sender is totally responsible for the mail or delivery system delivering the proposal to GDPUD on or before the deadline.

Bids shall be clearly marked "Request for Bids for Water Distribution Parts and Supplies," and submitted to:

**Georgetown Divide Public Utility District  
6425 Main Street  
PO Box 4240  
Georgetown, California 95634**

**Note:** Late submittals or submittals delivered to the wrong location will be rejected.

GDPUD requires the proposer to submit a concise proposal clearly addressing all the requirements outlined in this RFB. The Bids must be signed by proposer's representative authorized to execute a contract between GDPUD and proposer. The Bids must include the following:

**A. Cover Letter**

- List the name, address, and telephone number of the Vendor.
- Signed by an authorized representative of the consultant. The Vendor shall furnish documentation that the person signing the proposal is empowered with signatory authority for the Vendor. The form could be a Corporate Resolution.
- State the bids are firm for the 2018/2019 fiscal year.
- Provide the name, title, address and telephone number of the individual to whom correspondence and other contacts should be directed during the Vendor selection process.
- Provide the location of the Vendors headquarters.

**B. Bid Schedule**

- Provide a completed and signed bid schedule (Attachment A).

## **SECTION 4 — SELECTION PROCESS AND EVALUATION CATEGORIES**

### **4.1 Selection Criteria**

GDPUD intends to select a responsible and responsive Vendor with the lowest total bid amount. The lowest total bid amount will be determined based on the Total Bid Amount provided by the Vendor on Attachment A, Bid Schedule.

## **SECTION 5 — GENERAL TERMS AND CONDITIONS**

### **5.1 Limitation**

This RFB does not commit GDPUD to award a contract, to pay any cost incurred in the preparation of the Consultant's RFB response, or to procure or contract for services or supplies. GDPUD is not responsible for proposals that are delinquent, lost, mismarked, and sent to an address other than that given above, or sent by mail or courier service. GDPUD reserves the right to accept or reject any or all RFB responses received because of this request or to cancel all or part of this RFB.

### **5.2 Public Records**

All proposals shall become the property of GDPUD and will become public records and, as such, may be subject to public review.

## **SECTION 6 — QUESTIONS**

If you have any questions regarding this RFB, prior to October 18, 2018, please email:  
Darrell Creeks, Operations Manager  
Email: [dacreeks@gd-pud.org](mailto:dacreeks@gd-pud.org)

EXHIBIT B  
 PRODUCTS LIST

Vendor Name:

PAVE SUPPLY

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	*NLA 6 HYMAX REP COUP 6.42-7.68 - 6" hymax	10	200.25	2002.50
2	1 MACH10 CF 6' PITPAD	8		
3	1-1/2 CARB TIP HOLE SAW 24CT - 1.5" carbide holesaw	1	18.80	18.80
4	1-1/4X3 FC REDI-CLAMP 1.66 - 1.66 service clamp 3" long	12	17.71	212.52
5	1-1/4X6 FC REDI-CLAMP 1.66 - 1.66 service clamp 6" long	6	38.23	229.38
6	14 ALUM STRT PIPE WRCH 814 - pipe wrench	1	39.67	39.67
7	1X3 FC REDI-CLAMP 1.32 - 1.32 service clamp 3" long	50	18.56	928.00
8	1X300 IPS SIDR7 HDPE PIPE - 1" poly tube	600	.41	246.00
9	1X520 PTFE PIPE THRD TAPE - pipe tape	5	.75	3.75
10	1X6 FC REDI-CLAMP 1.32 - 1.32 service clamp 6" long	24	37.53	900.72
11	2 HYMAX REP COUP 2.10-3.03 - 2" hymax	12	87.55	1050.60
12	2X100 IPS SIDR7 HDPE PIPE - 2" poly tube	100	1.55	155.00
13	3 ZN 150# FLG NUT/BLT SET - 3" nut & bolt gasket set	10	1.67	16.70
14	3/4 MACH10 R9001 CF	18		

NO QUOTE PER  
 EMAIL CONTRACT@PAVE.SUPPLY

NO QUOTE PER  
 EMAIL CONTRACT@PAVE.SUPPLY

Vendor Name: Price Supply  
 EXHIBIT B  
 PRODUCTS LIST

EM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	3/4X3 FC REDI-CLAMP 1.05 - 1.05 service clamp 3"	12	17.61	211.32
	3/4X5/20 PTFE PIPE THRD TAPE -pipe thread tape	20	45	9.00
	3/4X6 FC REDI-CLAMP 1.05 - 1.05 service clamp 6"	8	37.27	298.16
18	4 C900 DR14 PVC GJ BLUE PIPE - 4" C900	40	2.45	98.00
19	4 DI 125# C110 FLG 90 BEND - 4" flange with 90 bend	2	59.63	119.26
20	4 FLG TYTE GSKT - 4" flange gasket	10	8.00	80.00
21	4 HYMAX REP COUP 4.25 - 5.63 - 4" hymax	12	151.20	1814.40
22	4 ZN 150# FLG NUT/BLT SET - 4" flange nut & bolt	10	3.24	32.40
23	4-1/2 DRESSER 129 NEW STYL B/O COUP - break away coupler	2	30.45	60.90
24	4-1/2 DRESSER 129 OLD STYL B/O COUP - break away coupler	2	30.45	60.90
25	4X12-1/2 1B REP CLMP 4.45-4.73, 12"	3	65.90	197.70
26	4X7-1/2 1B REP CLMP 4.45-4.73, 7"	4	44.21	176.84
27	6 A/C X CI TRAN GSKT - A/C - C900 transition gasket	12	10.48	125.76
28	6 FLG TYTE GSKT - 6" flange gasket	30	9.25	277.50
29	6 HYMAX 2 REP COUP 6.42-7.68 - 6" hymax	6	200.25	1201.50

Vendor Name: *Price Supply* EXHIBIT B  
 PRODUCTS LIST

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	6 MIXFLG C153 ADPT L/A - 6" M3 - flange adapter	1	43.00	43.00
	6 ZN 150# FLG NUT/BLT SET - 6" flange nut & bolt set	30	5.16	154.80
32	6X12-1/2 1B REP CLMP 6.56-6.96 - 12" repair clamp	1	83.46	83.46
33	6X12-1/2 1B REP CLMP 6.84-7.24 - 12" repair clamp	2	90.11	180.22
34	6X12-1/2 1B REP CLMP 7.05-7.45 - 12" repair clamp	10	90.11	901.10
35	6X12-1/2 1B REP CLMP 7.45-7.85 - 12" repair clamp	2	87.26	174.52
36	6X25 1B REP CLMP 6.56-6.96 - 25" repair clamp	1	122.80	122.80
37	6X25 1B REP CLMP 7.05-7.45 - 25" repair clamp	1	183.02	183.02
38	6X25 7.45-7.85 - 25" repair clamp	1	122.80	122.80
39	6X7-1/2 1B REP CLMP 6.84-7.24 - 7.5" repair clamp	1	54.54	54.54
40	6X7-1/2 1B REP CLMP 7.05-7.45 - 7.5" repair clamp	15	56.32	844.80
41	6X7-1/2 1B REP CLMP 7.45-7.85 - 7.5" repair clamp	2	54.54	109.08
42	8 DI 125# C110 FLG 90 BEND - flange kit with 90 bend	1	153.00	153.00
43	8 FLG TYTE GSKT - 8" flange gasket	4	13.00	52.00
44	8 HYMAX REP COUP 8.54-9.84 - 8" hymax	2	226.08	452.16

Vendor Name: Price Supply EXHIBIT B  
 PRODUCTS LIST

EM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	8 ZN 150# FLG NUT/BLT SET - 8" flange nut & bolt set	4	5.36	21.44
	8X12-1/2 1B REP CLMP 8.99-9.39 - 12" repair clamp	1	102.48	102.48
47	8X25 1B REP CLMP 8.54-8.94 - 25" repair clamp	2	140.55	281.10
48	8X7-1/2 1B REP CLMP 8.99-9.39 - 7.5" repair clamp	2	63.97	127.94
49	CNCRT LID WTR - concrete box lid	25	23.47	586.75
50	DRESSER 300 4-1/2 TRAF REP KIT - 4.5" dresser repair kit	6	113.47	680.82
51	DRESSER 300 HYD OP NUT #308 OL 1.5P - operation nut repair kit	6	151.57	909.42
52	DRESSER 4-1/2 UPPER STEM OPEN LEFT	2	96.26	192.52
53	DRESSER 500 4-1/2 TRAF REP KIT - repair kit for dresser 500	6	113.47	680.82
54	FLBL WTR INV MARK PAINT - blue marking paint	45	3.25	146.25
55	G-5BOX VLV BX L/LID - valve box	36	27.99	1007.64
56	G-5GR10 VLV BX GRD RNG - valve riser 1"	10	19.00	190.00
57	G5GR15 VLV BX GRD RNG - valve riser 1.5"	10	22.78	227.80
58	G5GR20 VLV BX GRD RNG - valve riser 2"	10	39.54	395.40
59	LF 1 BRS 125# THRD GATE VLV - 1" gate valve	30	17.52	525.60

EXHIBIT B  
 PRODUCTS LIST

Price Summary

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	LF 1 BRS 125# THRD SWG CHK VLV - 1" check valve	10	26.40	264.00
	LF 1 BRS 200# THRD NRS GATE VLV - 2" gate valve	40	50.18	2007.20
62	LF 1 BRS 45 ELL - 1" 45	10	5.04	50.40
63	LF 1 BRS 90 ELL - 1" 90	10	4.61	46.10
64	LF 1 BRS ST 45 ELL 1" ST 45	10	6.44	64.40
65	LF 1 BRS ST 90 ELL - 1" ST 90	20	6.30	126.00
66	LF 1 FIP X FIP BALL CURB ST LW - 1" fxf curb stop	1	65.89	65.89
67	LF 1 FIP X IPS INSTATITE COUP - 1" F instatite	40	19.39	775.60
68	LF 1 IPS COMP UNION - 1" comp coupler	12	36.56	438.72
69	LF 1 IPS X IPS INSTATITE COUP - 1" instatite coupler	18	36.56	658.08
70	LF 1 IPS X MTR ANG MTR VLV - 1" angle stop	10	99.58	995.80
71	LF 1 MIP X MIP BALL CORP ST - 1" mxm corp stop	6	44.41	266.46
72	LF 1-1/2X1 BRS BUSH - 1" x 1.5" bushing	6	5.27	31.62
73	LF 1X3/4 BRS BUSH - 1" x 3/4" bushing	25	2.37	59.25
74	LF 1X4 BRS NIP GBL - 1" x 4" nipple	8	4.27	34.16



Vendor Name: Price Supply EXHIBIT B  
 PRODUCT LIST

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	LF 1X6 BRS NIP GBL - 1" x 6" nipple	18	6.29	113.22
	LF 1XCLOSE BRS NIP GBL - 1" close nipple	36	1.94	69.84
	LF 2X1 BRS BUSH - 2" x 1" bushing	35	9.19	321.65
77	LF 3/4 BRS 125# THRD GATE VLV - 3/4" gate valve	8	12.45	99.60
78	LF 3/4 BRS 125# THRD SWG CHK VLV - 3/4" check valve	32	20.14	644.48
79	LF 3/4 BRS 45 ELL - 3/4" 45	12	2.99	35.88
80	LF 3/4 BRS COUP - 3/4" coupler	6	2.42	14.52
81	LF 3/4 BRS ST 45 ELL - 3/4" ST 45	6	3.89	23.34
82	LF 3/4 BRS ST 90 ELL - 3/4" ST 90	18	3.89	70.02
83	LF 3/4 BRS TEE - 3/4" tee	6	3.67	22.02
84	LF 3/4 FIP X FIP BV W/ LW - 3/4" lock wing	6	42.99	257.94
85	LF 3/4 FIP X IPS INSTATITE COUP - 3/4" IPS Instatite coupler	12	15.61	197.32
86	LF 3/4 IPS X IPS INSTATITE COUP - 3/4" Fxf coupler IPS	6	18.13	108.78
87	LF 3/4 MIP X IPS INSTATITE COUP - M x IPS coupler	12	15.93	191.16
88	LF 3/4X1 MTR ADPT PR - A - 34	12	15.31	183.72

EXHIBIT B  
 PRODUCTS LIST

Vendor Name: Price Supply

ITEM NUMBER	PART ID	QUANTITY	UNIT PRICE	EXTENDED PRICE
	LF 3/4X2 BRS NIP GBL - 3/4" x2" nipple	30	1.69	50.70
	LF 3/4X2-1/2 MTR COUP - 3/4" meter spud	12	7.82	93.84
92	LF 3/4X4 BRS NIP GBL - 3/4" x 2" nipple	12	1.69	20.28
93	LF 3/4X6 BRS NIP GBL - 3/4" x 6" nipple	12	4.31	51.72
94	LF 3/4XCLOSE BRS NIP GBL - 3/4" close nipple	20	1.31	26.20
95	MTR BX - 8 1/2 meter box	25	28.44	711.00
96	MTR BX PVC HAND PUMP W/ 6 FT HOSE - water hand pump	10	32.32	323.20

TOTAL BID AMOUNT 29,793.17

Signature, Printed Name D S Price Supply Twenty Nine Thousand Seven Hundred Ninety Three and Seventy Two CENTS  
 TOTAL AMOUNT IN WORDS

**EXHIBIT C  
 SAMPLE PURCHASE ORDER**

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT  
 WATER DISTRIBUTION PARTS AND SUPPLIES  
 PURCHASE ORDER**

<b>Purchase Order</b>
Purchase Order #:
Date of Order:
District Notes:

<b>Supplier Information</b>	<b>Delivery Address</b>
Address:	Georgetown Divide Public Utility District
Phone No:	Phone No:
Attn:	Attn:
Other Contact:	Other Contact:

<b>Delivery By Date</b>	<b>Requested By</b>	<b>Approved By</b>	<b>Department</b>

Item Name	Item Code	Qty.	Item Price	Disc.	District Notes	Subtotal

<b>Order Total</b>