

Board of Directors San Simeon Community Services District



REGULAR BOARD MEETING PACKET May 10, 2022 Meeting Start Time 5:00 pm

Virtual Board Meeting via Zoom Webinar

Prepared by:



GRACE
ENVIRONMENTAL SERVICES

AGENDA
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR BOARD MEETING
Tuesday, May 10, 2022
5:00 pm

Pursuant to San Simeon CSD Resolution 22-445 and in compliance with AB 361 this meeting shall occur as a virtual teleconference using the Zoom app.

Internet Meeting Location – Via ZOOM

Join Zoom for Regular Board Session:

<https://us02web.zoom.us/j/87307810050>

Or One tap mobile:

US: +16699009128, 87307810050#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 9128

The following commands can be entered via DTMF tones using your **phone's** dial pad while in a **Zoom meeting**: *6 - Toggle mute/unmute. *9 - **Raise hand**.

Webinar ID: 873 0781 0050

NOTE: On the day of the meeting, the virtual meeting room will be open 30 minutes prior to the meeting start time. If you wish to submit public comment in the written format you can email Cortney Murguia at admin@sansimeoncsd.org. Members of the public can also contact the District office at (805) 927-4778 or (805) 400-7399 with any questions or concerns related to this agenda or accessing the meeting.

1. REGULAR SESSION:

A. Roll Call

2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Public Comment - Any member of the public may address the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda. Presentations are limited to three (3) minutes or less with additional time at the discretion of the Chair. Your comments should be directed to the Board as a whole and not directed to individual Board members. The Brown Act restricts the Board from taking formal action on matters not published on the agenda.

3. SPECIAL PRESENTATIONS AND REPORTS:

A. STAFF REPORTS:

- i. **Sheriff's Report** – Report for April.
- ii. **CHP Report** – Report for April.

- iii. Cambria Healthcare District Presentation on Ambulance Station.
- iv. **Superintendent's Report** – Summary of April Activities.
- v. **General Manager's Report** – Summary of April Activities.
- vi. **District Financial Summary** – Summary of April Financials.
- vii. **District Counsel's Report** – Summary of April Activities.
- viii. **Board Member Report** – Summary of April Activities.

B. AD-HOC & STANDING COMMITTEE REPORTS:

- i. **Status Update** – Coastal Hazard Response Plan (CHRP).
- ii. **Status Update** – Budget Committee.
- iii. **Status Update** – Water Committee.

Public Comment – This public comment period provides an opportunity for members of the public to address the Board on matters discussed during Agenda Item #3 Special Presentations and Reports. If a member of the public wishes to speak at this time, Public Comment is limited to three (3) minutes.

4. CONSENT AGENDA ITEMS:

Public Comment – This public comment period provides an opportunity for members of the public to address the Board on matters discussed during Agenda Item #4 Consent Agenda Items. If a member of the public wishes to speak at this time, Public Comment is limited to three (3) minutes.

A. REVIEW AND APPROVAL OF MINUTES FOR THE REGULAR MEETING ON APRIL 12, 2022.

B. REVIEW AND APPROVAL OF MINUTES FOR THE SPECIAL MEETING ON APRIL 22, 2022.

C. REVIEW AND APPROVAL OF DISBURSEMENTS JOURNAL.

D. ADOPTION OF RESOLUTION 22-447 TO CONTINUE VIRTUAL MEETINGS PURSUANT TO THE PROVISIONS OF AB 361.

E. APPROVAL OF DIRECTOR MICHAEL DONAHUE TO WORK WITH THE COUNTY OF SAN LUIS OBISPO ON A NO CAMPING ORDINANCE FOR COUNTY MAINTAINED STREETS IN THE BOUNDARY OF SAN SIMEON AND A NO CAMPING ORDINANCE FOR SSCSD MAINTAINED STREETS.

5. BUSINESS ACTION ITEMS:

Public Comment – Public comment will be allowed for each individual business item. Members of the public wishing to speak on business items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public Comment is limited to three (3) minutes per person for each business item.

A. CONSIDERATION OF CANDIDATES TO REPLACE THE BOARD OF DIRECTOR VACANCY CREATED BY THE RESIGNATION OF ROBERTA REINSTEIN AND BOARD APPOINTMENT OF THE NEW DIRECTOR.

B. REVIEW, CONSIDERATION AND APPROVAL OF A PROPOSAL FROM J.F. BRENNAN COMPANY, INC. TO REPAIR THE OCEAN OUTFALL NOT TO EXCEED THE AMOUNT OF \$115,000.00.

6. CLOSED SESSION:

This public comment period provides an opportunity for members of the public to address the Board on Closed Session Agenda Items. Public Comment is limited to three (3) minutes.

The Board will adjourn to Closed Session to address the following items:

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code section §54956.9(d)(1)

Name of Cases – Robert Hather v. San Simeon Community Services District, et al., U.S.

District Court Case No. 2:21-cv-04711

Robert Hather v. San Simeon Community Services District, et al., SLO Superior Court Case No. 22CVP-0008

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section §54956.9 – Ron Hurlbert

MEMBERS OF THE PUBLIC: Please Join Us for the Remainder of the Meeting –

Part Two is Here:

<https://us02web.zoom.us/j/89334961643?pwd=NWx2V3lKaUdTTmI2RmVVaGpBYk5hQT09>

Meeting ID: 893 3496 1643

Passcode: 972125

******RECONVENE TO OPEN SESSION******

Report on Closed Session

7. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS – Requests from Board members to Staff to receive feedback, prepare information, and/or place an item on a future agenda(s).

8. ADJOURNMENT –

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the District office, 111 Pico Avenue, San Simeon. If requested, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for a disability-related modification or accommodation, contact the District Administrator at 805-927-4778 as soon as possible and at least 48 hours prior to the meeting date. This agenda was prepared and posted pursuant to Government Code Section 54954.2.

**3.A.iii. Special Presentations and Reports:
Cambria Healthcare District Presentation on
Ambulance Station**



AN AMBULANCE STATION FOR THE 21st CENTURY

OVERVIEW:

The CCHD has proposed replacing a facility that was built in 1957 to provide medical offices and a detached garage for two ambulances. A new facility will enhance emergency medical and ambulance services to our community but requires some long-term investment. The following brief Q&A highlights the most important topics that have been considered. More in depth discussion of the project is available at <http://cambria-healthcare.org>.

QUESTIONS & ANSWERS:

1. Why do we need a new Ambulance Facility?

Over the past 65 years, the current building that houses our ambulances and crew has deteriorated far beyond its useful life. At this point, renovation costs to satisfy current health and safety codes for essential service buildings exceed new building costs.

2. How will a new Ambulance Facility benefit our community?

There are a few key ways including: A) It will **improve response times**, particularly at night, as heated equipment bays provide operations by our staff at a moment's notice unlike our current situation which has the fleet parked outdoors requiring longer to get underway. B) It will **provide a secure, indoor location** for the vehicles which will protect the finishes from premature deterioration and afford security of very expensive equipment and on-board medications including narcotics. C) It will allow funds currently being used to repair and replace worn out and defective systems to be redirected to provide increased community services.

3. Can the current building be repaired or remodeled instead?

The current facility is simply not a candidate for a cost-effective remodel project. It has deteriorated beyond its useful life and lacks critical safety and security infrastructure to meet facility standards such as: no central heating or cooling, insufficient electrical and plumbing capacity. Any significant remodel would trigger building code requirements from the foundation to the roof making it neither technically, nor financially feasible for the existing structure to meet modern requirements.

4. Are there other benefits to having an Ambulance facility with a garage?

There are. For example, one benefit to having a heated garage is that in the event of a widespread emergency such as flood or earthquake, the garage can be used as a temporary collection point for patients to rest in warm, comfortable surroundings before either returning to their homes or being transported by ambulance to a medical care facility.

5. Can the crew move into one of the Fire Department facilities in the area?

With the advent of the three-year fire safe Grant filling out each Cambria fire crew to four firefighters, there is no room for permanently quartering ambulance crews at the Cambria Fire Department and neighbors have previously voiced objections to enlarging Cambria Fire Department facilities. CalFire also lacks the facility to house Cambria ambulance crews.

6. What is the cost for the new Ambulance Facility and how will it affect taxes?

The new ambulance facility is estimated to be between \$8 and \$9 million which will cost ratepayers less than \$12 per \$100,000 assessed valuation (not current market value) annually for about 30 years. A home currently assessed at \$200,000 will be charged less than \$25 a year while one assessed at \$1.5 million will draw a charge of less than \$180 every year. The "design to build" approach is planned to be used which will substantially eliminate the possibility of any significant cost changes.

7. How will the new Ambulance Facility be financed?

Municipal bonds will be sold offering investors a steady return of 3 to 4% over the life of the bond — currently projected to be between 28 and 32 years.

8. Why will the new Ambulance Facility cost so much?

The ambulance facility will be built to standards established for an essential services facility. It will be designed to withstand hard use and require materials that will assure proper operations for more than five decades without extreme maintenance requirements. Adding features such as solar power with battery backup and on-site fuel dispensing have up-front costs but results in saving operating costs over the life of the facility.

**3.A.iv. Special Presentations and Reports:
Superintendent Reports
Steve Orellana**



SUPERINTENDENT'S REPORT

Item 3.A.iv.

1. Wastewater Treatment Plant

- Sampling, testing, and reporting at the Wastewater Treatment Plant was performed as required by the Regional Water Quality Control Board (RWQCB).
- The monthly report was submitted to the State Water Resources Control Board (SWRCB).
- Maintenance and repairs were made to Reactor and Clarifier #3.
- One load of sludge was hauled away.

2. Water Treatment and Distribution System

- Sampling, testing, and reporting was performed as required by the State Water Resources Control Board (SWRCB), Division of Drinking Water (DDW).
- The monthly report was submitted to the SWRCB, DDW.
- The Annual Water Use Report was submitted to the SWRCB
- Filter Operations continue for the season.
- Monthly water meter reading was performed.

3. District and Equipment Maintenance

- Staff continues with the scheduled preventive maintenance for the equipment at the facilities.

San Simeon Community Services District

Superintendent's Report

April 2022

MONTHLY DATA REPORT

Date	Day	Wastewater Influent Daily Flow	Wastewater Effluent Daily Flow	Well 1 Total Daily Produced	Well 2 Total Daily Produced	Total Daily Water Produced	R.O. Daily Influent Flow	R.O. Daily Effluent Flow	R.O. Daily Brine Flow	Distribution Chloride	Chloride Wells 1 2	Recycled Water Distributed	Water Level Well 1	Water Level Well 2	Rainfall in Inches	State Flows
04/01/22	Friday	51,186	57,490	62,757	0	62,757	0	0	0	-	-	0	9.8	9.5	0.00	640
04/02/22	Saturday	67,562	75,080	79,138	0	79,138	0	0	0	-	-	0	9.8	9.5	0.00	1,049
04/03/22	Sunday	50,637	53,830	60,738	0	60,738	0	0	0	-	-	0	9.9	9.5	0.00	773
04/04/22	Monday	61,643	64,050	61,336	0	61,336	0	0	0	-	-	0	9.9	9.5	0.00	1,609
04/05/22	Tuesday	45,173	51,930	4,338	44,057	48,396	0	0	0	-	-	0	9.8	9.5	0.00	1,577
04/06/22	Wednesday	53,654	57,090	85,197	898	86,095	0	0	0	35	32	<30	9.8	9.5	0.00	1,009
04/07/22	Thursday	49,584	58,070	33,286	0	33,286	0	0	0	-	-	0	9.9	9.5	0.00	1,018
04/08/22	Friday	64,508	64,460	0	87,815	87,815	0	0	0	-	-	0	9.8	9.5	0.00	1,242
04/09/22	Saturday	66,936	73,590	15,334	78,241	93,575	0	0	0	-	-	0	9.9	9.7	0.00	1,009
04/10/22	Sunday	68,536	73,130	1,047	65,749	66,796	0	0	0	-	-	0	9.9	9.7	0.00	1,050
04/11/22	Monday	79,188	76,940	77,867	0	77,867	0	0	0	-	-	0	9.9	9.7	0.00	633
04/12/22	Tuesday	53,180	57,760	2,618	70,836	73,454	0	0	0	-	-	0	9.9	9.4	0.00	645
04/13/22	Wednesday	64,543	70,810	72,631	972	73,603	0	0	0	29	32	<30	9.9	9.3	0.00	272
04/14/22	Thursday	52,225	65,240	66,422	0	66,422	0	0	0	-	-	0	9.9	9.5	0.00	881
04/15/22	Friday	58,445	62,900	58,718	0	58,718	0	0	0	-	-	0	9.9	9.6	0.00	819
04/16/22	Saturday	77,512	85,240	83,103	7,181	90,284	0	0	0	-	-	0	9.8	9.6	0.00	633
04/17/22	Sunday	58,347	70,470	3,067	80,260	83,327	0	0	0	-	-	0	9.9	9.4	0.00	268
04/18/22	Monday	46,353	47,860	63,131	2,094	65,226	0	0	0	-	-	0	9.9	9.6	0.00	609
04/19/22	Tuesday	49,232	54,400	9,425	80,709	90,134	0	0	0	-	-	0	9.9	9.6	0.00	609
04/20/22	Wednesday	53,702	55,440	54,454	2,319	56,773	0	0	0	32	<30	<30	9.9	9.6	0.00	1,322
04/21/22	Thursday	52,865	56,250	0	53,632	53,632	0	0	0	-	-	0	9.8	9.6	0.00	1,249
04/22/22	Friday	67,424	71,780	0	43,160	43,160	0	0	0	-	-	0	9.8	9.5	0.00	1,572
04/23/22	Saturday	67,765	71,570	0	108,834	108,834	0	0	0	-	-	0	9.8	9.5	0.00	1,062
04/24/22	Sunday	59,078	66,640	16,606	70,985	87,591	0	0	0	-	-	0	9.7	9.4	0.00	1,019
04/25/22	Monday	49,273	52,760	38,896	0	38,896	0	0	0	-	-	0	9.6	9.4	0.00	1,625
04/26/22	Tuesday	37,108	41,000	13,240	50,340	63,580	0	0	0	-	-	0	9.6	9.4	0.00	912
04/27/22	Wednesday	48,975	54,040	55,128	1,122	56,250	0	0	0	32	-	0	9.6	9.4	0.00	663
04/28/22	Thursday	43,514	49,320	46,675	0	46,675	0	0	0	-	-	0	9.6	9.4	0.00	636
04/29/22	Friday	50,536	56,540	66,796	0	66,796	0	0	0	-	-	0	9.6	9.4	0.00	1,322
04/30/22	Saturday	70,417	75,330	78,241	0	78,241	0	0	0	-	-	0	9.6	9.4	0.00	1,316
TOTALS		1,719,101	1,871,010	1,210,189	849,204	2,059,394	0	0	0			0			0.00	29,043
Average		57,303	62,367	40,340	28,307	68,646	0	0	0	32	32	<30	9.8	9.5	0.00	968
Minimum		37,108	41,000	0	0	33,286	0	0	0	29	32	30	9.6	9.3	0.00	268
Maximum		79,188	85,240	85,197	108,834	108,834	0	0	0	35	32	0	9.9	9.7	0.00	1,625

DATA SUMMARY SHEET

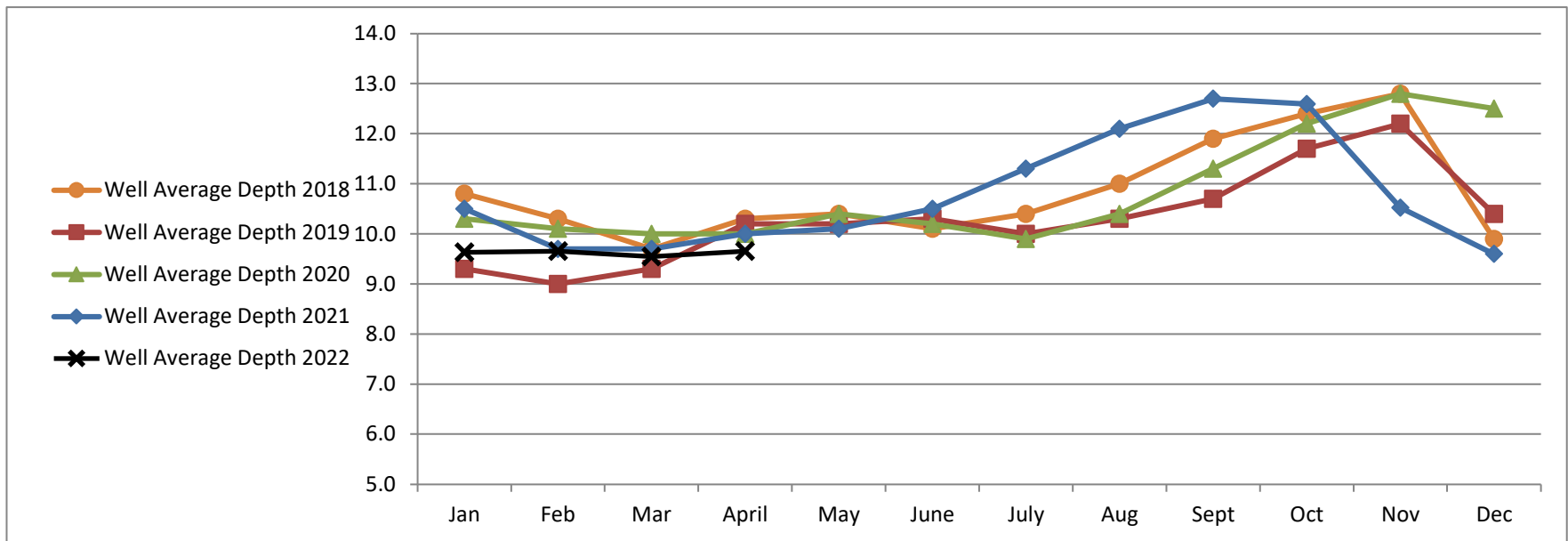
2022													
	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Total for 2022
Wastewater Influent	1,571,222	1,389,949	1,589,863	1,719,101									6,270,135
Wastewater Final Effluent (Month Cycle)	1,649,170	1,498,768	1,725,410	1,871,010									6,744,358
Adjusted Wastewater Influent (- State Flow)	1,522,839	1,356,607	1,549,685	1,690,058									6,119,189
Water Produced (month cycle)	1,683,299	1,654,800	1,924,903	2,059,394									7,322,396
Sewer Influent/Water Produced Ratio	0.93	0.84	0.83	0.84									N/A
Adjusted Sewer/Water Produced Ratio	0.91	0.82	0.81	0.82									N/A
Well 1 Water Production	798,864	892,663	1,308,402	1,210,189									4,210,118
Well 2 Water Production	884,435	762,137	616,502	849,204									3,112,278
Total Well Production	1,683,299	1,654,800	1,924,903	2,059,394									7,322,396
Water Well 1 Avg Depth to Water	9.8	9.8	9.7	9.8									N/A
Water Well 2 Avg Depth to Water	9.4	9.5	9.4	9.5									N/A
Average Depth to Water of Both Wells	9.6	9.7	9.5	9.7									N/A
Change in Average Depth to Water from 2021	-0.9	0.0	-0.2	-0.5									N/A
Average Chloride mg/L at the Wells	<30	36	35	32									N/A
State Wastewater Treated	48,383	33,342	40,178	29,043									150,946
State % of Total WW Flow	3%	2%	3%	2%									N/A
Recycled Water Sold (Gallons)	0	0	0	0									0
Biosolids Removal (Gallons)	0	4,500	4,500	0									9,000
WW Permit Limitation Exceeded	0	0	0	0									0
RW Permit Limitation Exceeded	0	0	0	0									0
Constituent Exceeded	None	None	None	None									N/A
Sample Limit	N/A	N/A	N/A	N/A									N/A
Sample Result	N/A	N/A	N/A	N/A									N/A
2021													
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Total for 2021
Wastewater Influent	2,399,103	1,705,622	1,820,175	1,763,875	1,619,717	1,901,547	2,158,434	1,943,680	1,675,426	1,703,610	1,507,913	2,546,220	22,745,322
Wastewater Final Effluent (Month Cycle)	2,546,130	1,747,000	1,874,290	1,827,000	1,826,280	2,057,550	2,281,620	1,997,150	1,837,180	1,801,220	1,613,060	2,699,710	24,108,190
Adjusted Wastewater Influent(- State Flow) *	2,148,485	1,645,420	1,765,245	1,705,967	1,552,211	1,825,611	2,078,540	1,854,274	1,603,573	1,644,544	1,471,062	2,368,128	21,663,060
Water Produced (month cycle)	1,851,150	1,682,402	1,907,250	2,114,147	2,080,786	2,385,297	2,699,083	2,171,145	2,100,384	1,955,870	1,743,588	1,887,877	24,578,981
Sewer Influent/Water Produced Ratio	1.30	1.05	0.95	0.83	0.78	0.80	0.88	0.92	0.80	0.87	0.87	1.35	N/A
Adjusted Sewer/Water Ratio	1.16	0.95	0.93	0.81	0.75	0.77	0.85	0.90	0.78	0.84	0.84	1.25	N/A
Average Depth of Both Wells	10.5	9.7	9.7	10.0	10.1	10.5	9.9	10.4	11.3	12.7	10.6	9.7	N/A
Change in Average Depth to Water from 2020	-0.2	0.4	0.3	0.0	0.3	-0.3	0.0	0.0	0.0	-0.5	2.2	2.8	N/A
Average Chloride mg/L at the Wells	352	169	77	41	31	30	-	-	-	<30	41	37	N/A
State Wastewater Treated	250,618	60,202	125,914	57,908	67,506	75,936	79,894	89,406	71,853	59,066	36,851	178,092	1,153,246
State % of Total WW Flow	10%	4%	7%	3%	4%	4%	4%	5%	4%	3%	2%	7%	N/A
Recycled Water Sold (Gallons)	0	0	0	0	0	0	0	0	0	0	0	0	0
Biosolids Removal (Gallons)	0	4,500	0	4,500	9,000	4,500	9,000	0	4,500	22,500	0	0	58,500
WW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0	0	0	0	N/A
RW Permit Limitation Exceeded	0	0	0	0	0	0	0	0	0	0	0	0	N/A
Constituent Exceeded	None	None	None	None	None	None	None	None	None	None	None	None	N/A
Sample Limit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sample Result	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

San Simeon Community Services District

Superintendent's Report

April 2022

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Well Average Depth 2018	10.8	10.3	9.7	10.3	10.4	10.1	10.4	11.0	11.9	12.4	12.8	9.9
Well Average Depth 2019	9.3	9.0	9.3	10.2	10.2	10.3	10.0	10.3	10.7	11.7	12.2	10.4
Well Average Depth 2020	10.3	10.1	10.0	10.0	10.4	10.2	9.9	10.4	11.3	12.2	12.8	12.5
Well Average Depth 2021	10.5	9.7	9.7	10.0	10.1	10.5	11.3	12.1	12.7	12.6	10.5	9.6
Well Average Depth 2022	9.6	9.7	9.5	9.7								



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**3.A.v Special Presentations and Reports:
General Manager's Report
Charlie Grace**



GENERAL MANAGER'S REPORT

Item 3.A.v.

GES Staff Activity – Report on staff activities for the month of April 2022. Regular activities performed by staff include:

Processing of utility payments, customer service duties, answering phone calls, mailing of the regular monthly utility bills. Prepared and distributed the agenda and Board packet for a budget committee meeting, a regular Board and a special Board meeting.

GES Staff also attended to the following items:

- Responded to six (6) written public records requests.
- Coordinated with Toste Construction on the installation and replacement of “No Parking” Ordinance signs.

Update on District Grants:

OPC Grant – No update.

LCP Grant – Submitted invoices for reimbursement.

Prop 1 Grant – Presented a brief summary of the project to the County.

Update on District Projects and RFP's:

Update on Coastal Hazard Response Plan (CHRP) – Jeff Oliveira (Oliveira Environmental Consulting) will be providing a verbal status update.

Update on the Instream Flow Management Plan – In progress; field pumping tests complete.

Update on the Rate Study – In progress. Mary Fleming from the RCAC and Anthony Elowsky from RDN attended the April 25, 2022 budget committee meeting. The video recording of this meeting is available on the District website. Mary Fleming will begin working with the District Bookkeeper on an in-depth cost of services study for the District.

Update on the Hearst Encroachment Agreement – In progress; the Wildlife Conservation Board is reviewing.

Update on the Water Tank Project Update – Discussed timing of easement with the property owner. Priority is the Reverse Osmosis Easement agreement completion.

Update on Repair of Pico Avenue Beach Access (Bottom of Stairs) – Coordinating a site visit with a Structural Engineer.

Update on Repairs to the Pipe Bridge – Repairs complete. Coating of the repairs complete.

Update on RFP for Replacement to the Pipe Bridge –Responsive bids will be presented to the Board at the June Board meeting.

Update on RFP for Grant Writing Services –Responsive bids will tentatively be presented to the Board at the June Board meeting.

Update on RFP for Environmental Planning Services –Responsive bids will tentatively be presented to the Board at the June Board meeting.

Update on No Camping Ordinance – This matter is on the consent agenda.

Update on Steps for lifting Moratorium (presented at the October 2020 Board meeting).

Steps for Removal of Water Service Moratorium

1. ~~Compile water usage data for the existing users to determine water quantity availability and determine Aquifer Safe Sustainable Water Yield (Completed 3/2022).~~
2. ~~Present Analysis of water availability compared to waitlist demand (Completed 3/2022).~~
3. ~~Address water quality issues install Reverse Osmosis System (Completed).~~
4. ~~Contact persons on the water waitlist regarding continues plans to develop (removing this item from the task list unless otherwise directed by the Board).~~
5. Development of Instream Flow Management Plan (IFMP) and Program to Accommodate Affordable Housing (North Coast Plan) (In progress – estimated completion 12/2022).
6. Conduct an Environmental review and analysis California Environmental Quality Act (CEQA). (UWMP and IFMP may satisfy CEQA) (UWMP is complete).
7. ~~Conduct a Source Capacity Planning Study required by the State Water Resources Control Board, Division of Drinking Water. (Found not to be a requirement)~~
8. ~~Review and (potentially) modify the District's Ordinance 117 regarding water conservation. (No modification is necessary)~~
9. Develop process for reviewing and processing requests for will-serve letters (in progress anticipated that a draft will be presented at the June Board meeting).
10. Administrative Process to Repeal District Ordinance 102 – Water Connection Moratorium (in progress, anticipated a that a draft will be presented at the June meeting).
11. ~~Implement system of periodic review of water availability (currently described in Resolution 20-426, 4a).~~

**3.A.vi Special Presentations and Reports:
District Financial Summary
Cortney Murguia**

SAN SIMEON COMMUNITY SERVICES DISTRICT



3.A.iv FINANCIAL SUMMARY

Billing April 30, 2022

March Billing Revenue	\$	72,760.89
April Billing Revenue	\$	92,805.91
Past Due (60+ days)	\$	12,888.04

ENDING BANK BALANCES

April 30, 2022

PACIFIC PREMIER BANK:

Money Market Account Closing Balance March 31, 2022	\$	1,240,140.87
Interest for April	\$	28.36
Transfer to General Checking	\$	(150,000.00)
Money Market Account Closing Balance April 30, 2022	\$	1,090,169.23
Reserve Fund		(250,000.00)
Wait-list Deposits		(94,148.60)
Customer Deposits		(8,400.00)
Available Funds	\$	737,620.63
General Checking Account April 30, 2022	\$	108,010.47
LAIF Closing Balance April 30, 2022	\$	562.06
Interest Money Market Account 2019	\$	22,529.11
Interest Money Market Account 2020	\$	12,206.44
Interest Money Market Account 2021	\$	1,104.91
Interest Money Market Account 2022	\$	117.85

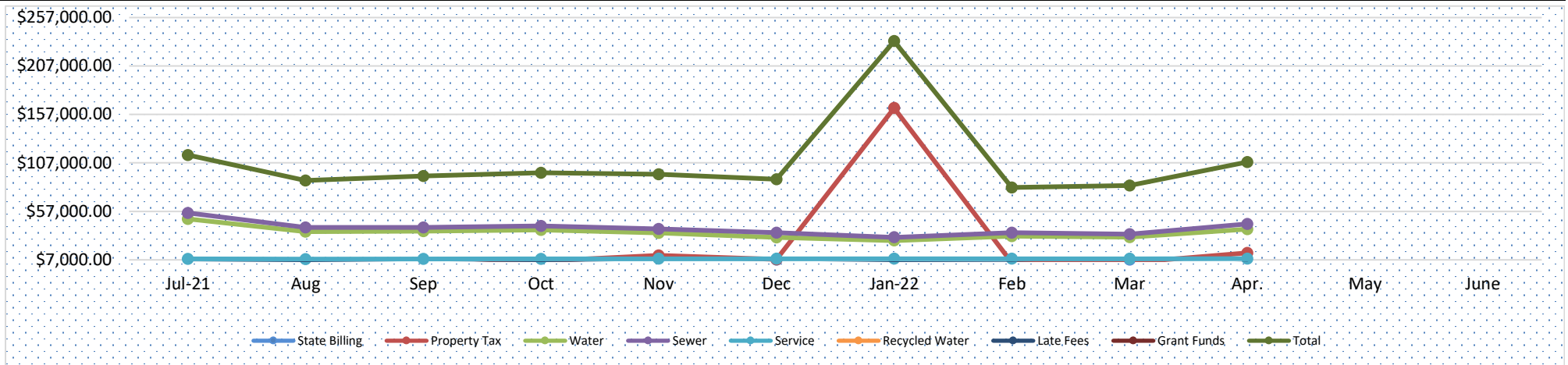
SAN SIMEON COMMUNITY SERVICES DISTRICT
Balance Sheet
As of April 30, 2022

	Apr 30, 22
ASSETS	
Current Assets	
Checking/Savings	
1010 · Petty cash	150.00
1015 · Pac Prem Ckg-6603	105,510.47
1017 · Money Market PPBI	
1017a · Pacific Premier-Money Market	1,085,169.23
1017b · USDA short lived asset fund	5,000.00
Total 1017 · Money Market PPBI	1,090,169.23
1050 · LAIF - non-restricted cash	561.30
Total Checking/Savings	1,196,391.00
Accounts Receivable	
1201 - Accounts receiv default	80.00
Total Accounts Receivable	80.00
Other Current Assets	
1200 · Accounts receivable	113,039.83
1220 · A/R - Hearst Castle	4,006.61
1300 · Prepaid insurance expense	1,965.53
Total Other Current Assets	119,011.97
Total Current Assets	1,315,482.97
Fixed Assets	
1400 · Fixed assets	
1420 · Building and structures	279,580.67
1500 · Equipment	12,689.93
1560 · Pipe bridge	29,497.00
1580 · Sewer plant	869,352.16
1590 · Sewer plant equipment	12,468.83
1600 · Water system	235,615.43
1620 · WWTP expansion	299,565.92
1630 · Tertiary Project	568,063.00
1640 · Wellhead Rehab Project	448,253.95
1650 · Walkway access projects	26,791.00
1660 · RO Unit	948,021.38
1680 · Generator	18,291.00
Total 1400 · Fixed assets	3,748,190.27
1450 · Construction in Progress	
1670 · Reservoir / Water Tanks	287,693.56
Total 1450 · Construction in Progress	287,693.56
1690 · Accumulated depreciation	(1,616,129.18)
Total Fixed Assets	2,419,754.65
TOTAL ASSETS	3,735,237.62
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2500 · Customer security deposits	8,500.00
2510 · Connect hookup wait list	94,148.60
Total Other Current Liabilities	102,648.60
Total Current Liabilities	102,648.60

	Apr 30, 22
Long Term Liabilities	
2520 · USDA Loan Principal Bal	434,352.98
Total Long Term Liabilities	434,352.98
Total Liabilities	537,001.58
Equity	
3201 · Net Investment in Capital Asset	2,061,612.00
3204 · Board Assigned for Water CIP	155,505.10
3205 · Board Assigned for WW CIP	155,784.69
3206 · Board Assigned for General CIP	43,295.03
3207 · BOD committed for Oper Reserves	250,000.00
3209 · Waitlist and Security Deposits	88,798.60
3211 · Restricted for USDA loan	20,690.00
3220 · Unrestricted-Undesignatd Equity	438,643.78
3900 · Suspense	(16,259.78)
Net Income	166.62
Total Equity	3,198,236.04
TOTAL LIABILITIES & EQUITY	3,735,237.62

DISTRICT REVENUE FY 2021/2022

	Jul-21	Aug	Sep	Oct	Nov	Dec	Jan-22	Feb	Mar	Apr.	May	June	Totals
State Billing			\$6,340.85			\$7,273.93			\$7,273.93				\$20,888.71
Property Tax	\$115.78	\$1,381.14	\$10.01	\$5,809.34	\$11,583.42	\$7,622.03	\$163,743.57	\$4,095.69	\$4,104.27	\$14,321.21			\$212,786.46
Water	\$49,269.78	\$36,018.10	\$36,656.78	\$37,820.36	\$34,769.42	\$30,061.95	\$27,060.11	\$31,533.31	\$30,350.63	\$38,738.36			\$352,278.80
Sewer	\$55,516.22	\$40,331.83	\$40,336.81	\$42,047.97	\$38,874.20	\$35,068.70	\$30,298.87	\$35,079.28	\$33,573.78	\$44,078.35			\$395,206.01
Service	\$7,910.24	\$7,834.18	\$7,977.48	\$8,080.85	\$8,272.49	\$8,272.49	\$8,272.49	\$8,232.71	\$8,272.49	\$8,232.71			\$81,358.13
Recycled Water													\$0.00
Late Fees	\$2,349.85	\$3,168.75	\$2,222.38	\$3,159.93	\$1,854.16	\$1,966.24	\$3,291.71	\$2,803.97	\$211.71	\$2,566.37			\$23,595.07
Grant Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00
Total	\$115,161.87	\$88,734.00	\$93,544.31	\$96,918.45	\$95,353.69	\$90,265.34	\$232,666.75	\$81,744.96	\$83,786.81	\$107,937.00			\$1,086,113.18
Water Sold Cu Ft	357524	261467	253458	262346	241618	210787	189269	219034	211521	270041			2477065
Water Sold Acre ft	8.21	6.00	5.82	6.02	5.55	4.84	4.35	5.03	4.86	6.20			56.87



REVENUE VS EXPENSES

	Jul-21	Aug	Sep	Oct	Nov	Dec	Jan-22	Feb	Mar	Apr.	May	June	Totals
Revenue	\$115,161.87	\$88,734.00	\$93,544.31	\$96,918.45	\$95,353.69	\$90,265.34	\$232,666.75	\$81,744.96	\$83,786.81	\$107,937.00			\$1,086,113.18
Expenses	\$95,803.89	\$75,209.49	\$80,233.53	\$84,995.77	\$103,695.19	\$90,282.75	\$103,403.23	\$102,972.34	\$153,478.50	\$111,977.33			\$1,002,052.02
Balance	\$19,357.98	\$13,524.51	\$13,310.78	\$11,922.68	(\$8,341.50)	(\$17.41)	\$129,263.52	(\$21,227.38)	(\$69,691.69)	(\$4,040.33)			\$84,061.16



**SAN SIMEON COMMUNITY SERVICES
HISTORICAL FISCAL REVIEW**

FY 2018/2019

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal Total
State Billing			\$26,723.91			\$20,971.00			\$19,858.71			\$19,390.52	\$86,944.14
Property Tax	\$1,288.59		\$169.19	\$7,205.82	\$8,542.19	\$33,187.58	\$1,319.32	\$4,888.55	\$2,227.01	\$22,928.34	\$3,062.24	\$1,057.02	\$85,875.85
Water	\$41,336.59	\$45,279.14	\$41,178.74	\$34,050.67	\$30,760.16	\$24,353.21	\$29,009.60	\$27,745.06	\$24,146.67	\$35,445.24	\$29,158.01	\$38,455.33	\$400,918.42
Sewer	\$47,258.33	\$53,156.35	\$47,379.43	\$39,628.31	\$35,491.84	\$28,149.21	\$34,169.78	\$32,181.86	\$27,850.19	\$41,666.62	\$33,854.74	\$44,856.07	\$465,642.73
Service	\$7,111.73	\$7,113.60	\$7,113.60	\$7,113.60	\$7,079.40	\$7,079.40	\$7,147.80	\$7,079.40	\$7,079.40	\$7,079.40	\$7,045.20	\$7,079.40	\$85,121.93
Late Fees	\$461.43	\$201.49	\$290.08	\$168.71	\$600.53	\$135.60	\$178.43	\$146.51	\$126.87	\$177.46	\$111.54	\$272.66	\$2,871.31
Grant Funds				\$11,367.00		\$18,753.05							
Revenue	\$97,456.67	\$105,750.58	\$122,854.95	\$88,167.11	\$82,474.12	\$113,876.00	\$71,824.93	\$72,041.38	\$81,288.85	\$107,297.06	\$73,231.73	\$111,111.00	\$1,127,374.38
Expense	\$81,495.91	\$74,250.58	\$102,279.81	\$104,990.12	\$111,554.79	\$92,037.25	\$94,850.91	\$94,625.06	\$71,744.58	\$105,016.25	\$89,244.32	\$98,066.81	\$1,120,156.39
Balance	\$15,960.76	\$31,500.00	\$20,575.14	(\$16,823.01)	(\$29,080.67)	\$21,838.75	(\$23,025.98)	(\$22,583.68)	\$9,544.27	\$2,280.81	(\$16,012.59)	\$13,044.19	\$7,217.99
Water Sold Cu Ft	334631	367360	332914	275609	243491	195107	236456	227602	197397	288979	236030	311046	3,246,622
Water Sold Acre f	7.68	8.43	7.64	6.33	5.59	4.48	5.43	5.23	4.53	6.63	5.42	7.14	74.53

FY 2019/2020

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal Total
State Billing			\$25,528.71			\$22,455.35			\$15,776.54			\$7,016.19	\$70,776.79
Property Tax	\$1,218.61	\$2,752.21	\$3,126.48	\$5,305.64	\$6,019.52	\$23,503.23	\$13,612.60	\$5,282.91	\$2,659.00	\$15,436.18	\$9,385.45	\$916.22	\$89,218.05
Water	\$41,718.97	\$39,623.52	\$40,324.01	\$43,808.36	\$32,208.00	\$23,432.56	\$33,732.14	\$34,067.23	\$24,268.55	\$17,909.86	\$28,582.31	\$36,460.31	\$396,135.82
Sewer	\$48,137.21	\$45,503.27	\$45,161.69	\$48,244.57	\$34,916.02	\$26,527.95	\$39,321.56	\$39,368.21	\$27,637.52	\$19,243.28	\$29,934.22	\$37,683.06	\$441,678.56
Service	\$7,113.60	\$7,045.20	\$7,079.40	\$7,451.10	\$7,489.26	\$7,344.54	\$7,525.44	\$7,453.08	\$7,489.26	\$7,489.26	\$7,489.26	\$7,453.08	\$88,422.48
Recycled Water													\$0.00
Late Fees	\$1,957.04	\$2,399.24	\$1,407.87	\$468.45	\$316.84	\$1,136.41	\$237.28	\$307.96	\$2,793.44	\$5,540.71	\$4,647.78	\$3,802.45	\$25,015.47
Grant Funds			\$8,750.00	\$167,376.61						\$1,485.90		\$8,369.50	\$185,982.01
Revenue	\$100,145.43	\$97,323.44	\$122,628.16	\$105,278.12	\$80,949.64	\$104,400.04	\$94,429.02	\$86,479.39	\$80,624.31	\$65,619.29	\$80,039.02	\$93,331.31	\$1,111,247.17
Expense	\$90,205.84	\$67,705.50	\$94,401.58	\$97,595.50	\$87,822.01	\$86,173.97	\$85,716.44	\$75,643.11	\$62,582.54	\$73,942.83	\$90,232.61	\$79,762.52	\$991,784.45
Balance	\$9,939.59	\$29,617.94	\$28,226.58	\$7,682.62	(\$6,872.37)	\$18,226.07	\$8,712.58	\$10,836.28	\$18,041.77	(\$8,323.54)	(\$10,193.59)	\$13,568.79	\$119,462.72
Water Sold Cu Ft	336845	319458	323518	329822	242893	179311	260006	261505	185972	137196	217871	274085	3,068,482
Water Sold Acre f	7.73	7.33	7.43	7.57	5.58	4.12	5.97	6.00	4.27	3.15	5.00	6.29	70.44

FY 2020/2021

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Fiscal Total
State Billing			\$4,898.26			\$4,898.26			\$9,978.14			\$5,654.87	\$25,429.53
Property Tax	\$2,336.92	\$751.11	\$11.88	\$6,945.71	\$5,461.44	\$26,458.17	\$12,827.64	\$1,063.98	\$5,505.65	\$8,582.80	\$15,086.53	\$2,262.87	\$87,294.70
Water	\$40,209.97	\$54,512.44	\$41,179.63	\$40,129.44	\$30,132.26	\$30,099.00	\$31,207.86	\$28,567.08	\$27,866.11	\$39,907.47	\$31,637.78	\$39,875.45	\$435,324.49
Sewer	\$45,546.00	\$60,488.59	\$45,320.14	\$44,227.62	\$32,486.93	\$31,269.68	\$29,285.81	\$31,276.88	\$30,546.56	\$44,784.48	\$34,717.31	\$44,261.59	\$474,211.59
Service	\$7,830.48	\$7,834.18	\$7,910.24	\$7,872.17	\$8,062.36	\$7,948.27	\$7,910.24	\$7,910.24	\$7,834.18	\$7,796.15	\$7,910.24	\$7,872.21	\$94,690.96
Recycled Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Late Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grant Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	\$95,923.37	\$123,586.32	\$99,320.15	\$99,174.94	\$76,142.99	\$100,673.38	\$81,231.55	\$68,818.18	\$81,730.64	\$101,070.90	\$89,351.86	\$99,926.99	\$1,116,951.27
Expense	\$87,144.37	\$81,902.63	\$114,623.38	\$160,041.02	\$98,357.85	\$137,804.21	\$111,151.88	\$106,602.36	\$84,771.53	\$71,795.69	\$91,754.68	\$72,434.79	\$1,218,384.39
Balance	\$8,779.00	\$41,683.69	(\$15,303.23)	(\$60,866.08)	(\$22,214.86)	(\$37,130.83)	(\$29,920.33)	(\$37,784.18)	(\$3,040.89)	\$29,275.21	(\$2,372.82)	\$27,492.20	(\$101,403.12)
Water Sold Cu Ft	292033	387244	297886	291236	218802	217498	215864	209660	203888	291683	230285	288809	3,144,888
Water Sold Acre f	6.70	8.89	6.84	6.69	5.02	4.99	4.96	4.81	4.68	6.70	5.29	6.63	72.20

3.B.iv AD-Hoc & Standing Committee Reports:



AD-HOC & STANDING COMMITTEE REPORTS

List of Committee Members:

i. Parking on District Streets Committee Members:

Director de la Rosa and Vice-Chairperson Giacoletti.

ii. Coastal Hazards Response Plan (CHRP) Committee Members:

Director de la Rosa and Chairperson Kellas.

iii. Budget Committee Members:

Michael Hanchett, Miguel Sandoval, Luz Hernandez,

iv. Water Committee Members:

Michael Hanchett, Director Daniel de la Rosa, Chuck Grash, Albert Barretto

**4.A. Consent Agenda Items:
Approval of April 12, 2022 Regular Meeting Minutes**

MEETING MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR BOARD MEETING
Tuesday, April 12, 2022
5:00 pm

Pursuant to San Simeon CSD Resolution 22-442 and incompliance with AB 361 this meeting occurred as a virtual teleconference using the Zoom app.

Internet Meeting Location – Via ZOOM

1. REGULAR SESSION: 5:02 PM

- A. Chairperson Kellas – Present
- Vice-Chairperson Giacoletti – Present
- Director de la Rosa – Present
- Director Donahue - Present

2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Public Comment –

(1:20) Henry Krzciuk commented on FPPC complaints against the Chairperson and a threat of apparent conflict of interest.

(5:05) Julie Tacker commented about items she believed to be missing from the meeting agenda. She went on to speak about the GES indemnification vote and asked that it be placed on a future agenda. She also spoke about the Pico Avenue staircase.

(8:44) Director Donahue spoke about the District enacting a no-camping ordinance and the GES contract not being on the agenda.

(11:15) Jeff Minnery suggested that Consent Agenda Item 4E. ADOPTION OF RESOLUTION 22-444 TO CONTINUE VIRTUAL MEETINGS PURSUANT TO THE PROVISIONS OF AB 361 be voted on by the Board.

The Chairperson moved this item and called for public comment.

(12:45) Julie Tacker commented.

(14:45) Bill Michaelson commented.

(15:20) Miguel Sandoval commented.

(16:15) A motion was made to approve District Resolution 22-444.

Motion: Chairperson Kellas

2nd: Director de la Rosa

Vote: 4/0

Absent: 0

Roll Call: Kellas: Yes

Giacoletti: Yes

de la Rosa: Yes

Donahue: Yes

3. SPECIAL PRESENTATIONS AND REPORTS: (17:10)

A. STAFF REPORTS:

- i. **Sheriff's Report** – Commander MacDonald presented the Sheriff's report for March. Director Donahue inquired about complaints related to camping on District streets.
- ii. **CHP Report** – None.
- iii. **Superintendent's Report** – Jerry Copeland provided a summary of March activities.
- iv. **General Manager's Report** – Charlie Grace provided a summary of March activities.
- v. **District Financial Summary** – Charlie Grace provided a summary of the March financial activities.
- vi. **District Counsel's Report** – Jeffrey Minnery provided a summary of March activities.
- vii. **Board Member Report** – None.

B. AD-HOC & STANDING COMMITTEE REPORTS: (36:08)

- i. Status Update Parking on District Streets - Director de la Rosa discussed the potential for a District no camping ordinance. Director Donahue discussed the need for a camping ordinance.
- ii. Status Update Coastal Hazard Response Plan – None.
- iii. Status Update Budget Committee - None
- iv. Status Update Water Committee - None

Public Comment –

(39:30) Henry Krzciuk commented.

(42:05) Julie Tacker commented.

PUBLIC HEARING ITEM 5.A. CONSIDERATION OF INPUT FROM THE COMMUNITY REGARDING THE VOTING AREAS SCENARIOS AND ADOPTION OF FINAL MAP. (49:50)

David Lopez (Cooperative Strategies) presented information related to the three (3) possible mapping scenarios.

(53:35) Henry Krzciuk commented.

(57:30) Director Donahue commented that scenario three seemed to be the best choice.

There was no action taken on this item.

4. CONSENT AGENDA ITEMS: Items A-D, F, & G (1:02:22)

Charlie Grace recused himself (Item 4D) and left the meeting.

Public Comment –

(1:05:20) – Henry Krzciuk commented.

(1:07:05) – Julie Tacker commented.

(1:10:50) – Michael Hanchett commented.

(1:11:25) Chairperson Kellas, Director Donahue, and Director de la Rosa discussed the monthly stipend amount. Additionally, Chairperson Kellas suggested that Item 5H be returned to the budget committee for additional review. Cortney Murguia asked that the Item 5B, “dropped of” be changed to “dropped off”.

(1:15:28) A motion was made to approve Consent Agenda Items A,B,C,D,F, and G as amended.

Motion: Chairperson Kellas
2nd: Vice-Chairperson Giacoletti
Vote: 3/1
Abstain: Donahue

Roll Call: Kellas: Yes Giacoletti: Yes de la Rosa: Yes Donahue: Abstain

5. BUSINESS ACTION ITEMS:

A. DISCUSSION, REVIEW, APPROVAL OF STREET SIGN LANGUAGE RELATED TO DISTRICT ORDINANCE NO. 122 PARKING ON DISTRICT STREETS. (1:16:00)

Chairperson Kellas introduced the item.

Public Comment –
None

A motion was made to continue with the same parking signs that the District currently has.

(1:17:00) There was discussion between Vice-Chairperson Giacoletti and Chairperson Kellas about the existing signage in the community.

(1:20:18) Charlie Grace returned to the meeting. There was additional conversation between Charlie Grace and the Directors regarding the size of the signs and the possible sign verbiage.

(1:31:38) A motion was made to go with the 12x18 signs and Director Donahue and Vice-Chairperson Giacoletti would send additional ideas for language to staff.

Motion: Chairperson Kellas
2nd: Director de la Rosa
Vote: 4/0
Abstain: 0

Roll Call: Kellas: Yes Giacoletti: Yes de la Rosa: Yes Donahue: Yes

B. DISCUSSION, REVIEW, APPROVAL RELATED TO ALLOCATION OF COVID-19 RELIEF FUNDING IN THE AMOUNT OF \$135,231.00. (1:32:28)

Chairperson Kellas suggested that this matter should go to the budget committee.

Public Comment –

(1:33:19) Henry Krzcuik commented.
(1:36:28) Julie Tacker commented.
(1:39:29) Michael Hanchett commented.

(1:41:17) Vice-Chairperson Giacoletti agreed that this matter should go back to the budget committee or transfer the money to general checking to cover the March disbursements journal.

(1:42:25) A motion was made for this matter to be returned to the budget committee for further discussion.

Motion: Chairperson Kellas
2nd: Director de la Rosa
Vote: 4/0
Abstain: 0

Roll Call: Kellas: Yes Giacoletti: Yes de la Rosa: Yes Donahue: Yes

6. CLOSED SESSION: (1:43:00)

Public Comment –

(1:44:00) Henry Krzcuik commented.
(1:46:35) Julie Tacker commented.
(1:49:18) Michael Hanchett commented.

(1:50:45) Director de la Rosa commented about the budget committee meeting and the comments that were made related to the budget committee meeting.

A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section §54956.9
Two (2) Potential Case – Cure and Correct, Cease and Desist from Julie Tacker

B. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section §54956.9 – Ron Hurlbert

C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code section §54956.9(d)(1)
Names of Cases – *Robert Hather v. San Simeon Community Services District, et al.*, U.S. District Court Case No. 2:21-cv-04711
Robert Hather v. San Simeon Community Services District, et al., SLO Superior Court Case No. 22CVP-0008.

******RECONVENE TO OPEN SESSION******

Report on Closed Session: (1:54:10) – All directors except for Director Donahue returned to the open session. Chairperson Kellas stated that District Counsel would respond in writing regarding Item 6A. In reference to Item 6B and 6C there was no reportable action.

7. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS – (1:55:50)

Director de la Rosa asked that the Pico Stairs item be added to a future agenda.

8. ADJOURNMENT – 8:30 PM

**4.B. Consent Agenda Items:
Approval of April 22, 2022 Special Meeting Minutes**

AGENDA
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL BOARD MEETING
Friday, April 22, 2022
2:00 pm

Pursuant to San Simeon CSD Resolution 22-444 and in compliance with AB 361 this meeting occurred as a virtual teleconference using the Zoom app.

Internet Meeting Location – Via ZOOM

1. OPEN SESSION: 2:02 PM -

- A. Chairperson Kellas – Present
- Vice-Chairperson Giacoletti – Present
- Director de la Rosa – Present
- Director Donahue - Present

2. PUBLIC HEARING:

A. PUBLIC HEARING TO RECEIVE PUBLIC INPUT AND FOR BOARD SELECTION AND APPROVAL OF FINAL MAP FOR A DIVISION BASED ELECTION SYSTEM AND ELECTION SEQUENCING.

David Lopez from Cooperative Strategies was present and provided the Board and public with information related to the three possible voting maps.

There was no public comment.

A motion was made to approve voting scenario 3.

Motion: Chairperson Kellas
2nd: Director de la Rosa
Vote: 3/1
Abstain: Giacoletti

Roll Call: Kellas: Yes Giacoletti: Abstain de la Rosa: Donahue: Yes

B. PUBLIC HEARING FOR ADOPTION OF A RESOLUTION ESTABLISHING VOTING DIVISIONS FOR ELECTIONS AND DEFINING DIVISION BOUNDARIES FOR THE FIVE BOARD OF DIRECTORS DIVISIONS.

Chairperson Kellas introduced the item.

There was no public comment.

A motion was made to approve resolution 22-446.

Motion: Chairperson Kellas
2nd: Director de la Rosa
Vote: 3/1
Abstain: Giacoletti

Roll Call: Kellas: Yes

Giacoletti: Abstain

de la Rosa:

Donahue: Yes

3. ADJOURNMENT – 2:12 PM

DRAFT

**4.C. Consent Agenda Items:
Review and Approval of Disbursements Journal**

SAN SIMEON COMMUNITY SERVICES DISTRICT
Disbursements Journal
May 2022

Type	Date	Num	Name	Memo	Amount
Paycheck	05/12/2022	2416	GWEN KELLAS	Board Service April 2 through May 1, 2022.	-184.70
Paycheck	05/12/2022	2417	MARY P GIACOLETTI	Board Service April 2 through May 1, 2022.	-184.70
Bill Pmt -Check	05/10/2022	2418	Adamski Moroski Madden Cumberland & Green	General legal services through 03.31.22. Inv 57494 dated 4/29/22.	-10,681.50
Bill Pmt -Check	05/10/2022	2419	Adamski Moroski Madden Cumberland & Green	Legal fees re: Hather litigation through 03.31.22. Inv 57495 dated 4/29/22.	-7,907.00
Bill Pmt -Check	05/10/2022	2420	Dudek	Prof Svcs re: Coastal Hazard Response Plan (CHRP) services through 03.25.22. Inv 2022-02851 dat...	-7,048.61
Bill Pmt -Check	05/10/2022	2421	Harbor Offshore Inc.	Inspection and cleaning of reservoir tank on 03.23.22. Inv 2022-015-01 dated 03/31/22.	-4,892.00
Bill Pmt -Check	05/10/2022	2422	Kathleen Fry Bookkeeping Services	Bookkeeping services April 2022. Inv CSD-2022-04 dated 04/30/22.	-1,500.00
Bill Pmt -Check	05/10/2022	2423	Lori Mather Video Services	Video services for Reg BOD Mtg 05.10.22, Spcl mtg 04.22.22, Budg Mtg 04.25.22, Budg Mtg 05.19.22. Invoice #5/1/22.	-1,200.00
Bill Pmt -Check	05/10/2022	2424	New Times	Public notice re: CVRA mtg 3 (Cal Voting Rights Act) and BOD vacancy. Ad date 03.31.22. Inv 338182 dated 3/31/22.	-160.00
Bill Pmt -Check	05/10/2022	2425	New Times	Public notice re: RFP for pipe bridge repairs. Ad date 04.07.22. Inv 338523 dated 4/7/22.	-54.00
Bill Pmt -Check	05/10/2022	2426	Oliveira Environmental Consulting LLC	Prof Svcs related to CHRP-Coastal hazard response plan, Prop 1 grant, LCP to move WWTP, Pipe Bridge, and other CSD tasks. Svc Per: 03.01.22 - 05.02.22. Inv OEC-2022-12 dated 05/02/22.	-8,855.00
Bill Pmt -Check	05/10/2022	2427	Simply Clear Marketing & Media	Monthly Website Service and Mgt fee service period 05.21.22 - 06.20.22 Inv 43439 dated 4/18/22.	-450.00
Bill Pmt -Check	05/10/2022	2428	Stillwater Sciences	Pico Creek instream flow management plan services through 02.27.22. Inv 9840002 dated 3/4/22.	-10,833.40
Bill Pmt -Check	05/10/2022	2429	Grace Environmental Services	Operations Management, Electrical and Maintenance Fees May 2022. Inv # 1534 dated 5/1/22.	-56,231.95
Check	05/25/2022	Elec Pymt	CalPERS Fiscal Svcs Div	Retiree Health monthly premium.	-383.85
Check	05/25/2022	Elec Pymt	CalPers Fiscal Svcs Divn	Monthly Unfunded Accrued Liability payment. Cust. ID # 7226734344.	-1,349.42
Liability Check	05/25/2022	Elec Pymt	United States Treasury (US Treasury)	Payroll tax payment for paychecks issued current month.	-61.20
TOTAL					-111,977.33

**4.D. Consent Agenda Items:
Adoption of Resolution 22-447**



CONSENT AGENDA ITEM STAFF REPORT

ITEM 4.D. ADOPTION OF RESOLUTION 22-447 TO CONTINUE VIRTUAL MEETINGS PURSUANT TO THE PROVISIONS AB 361.

Summary

At a Special Meeting on September 30, 2021, the Board approved District Resolution 21-433 to continue virtual meetings of the Board of Directors and District committees pursuant to AB 361. AB 361 requires periodic review of the determination for a legislative body to continue to meet via teleconference, and if a state of emergency remains active, then no later than 30 days after meeting via teleconference, the body must make a subsequent finding that it “has reconsidered the circumstances of the state of emergency” and determined that in-person meetings continue to pose a risk to public health. During the April 12, 2022 meeting, the Board approved Resolution 22-445 which extended the “state of emergency” for an additional 30 days. Resolution 21-447 extends the “state of emergency” for an additional 30 days to allow continued virtual meetings.

Possible Options:

- 1) The Board may direct the meetings be held in person.
- 2) The Board may direct that the meetings remain being held via teleconference.

Enc: Resolution 22-447

RESOLUTION NO. 22-447

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ISSUED ON MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT FOR THE PERIOD OF MAY 10, 2022, TO JUNE 9, 2022, PURSUANT TO BROWN ACT PROVISIONS

Recitals

WHEREAS, the San Simeon Community Services District ("District") is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Gov. Code, §§ 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, Number 21-433 on September 30, 2021, finding that the requisite conditions exist for the legislative bodies of the District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, the State of Emergency declared by Governor Newsom on March 4, 2020, due to COVID-19, and strong recommendations by the California Department of Public Health that all persons, regardless of vaccination status, continue to undertake social distancing measures including wearing masks while in indoor public settings; and

WHEREAS, the Board of Directors does hereby find that the rise in SARS-CoV-2 Delta and Omicron variants have caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of the District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the Board of Directors will ensure that the public has access to meetings and the opportunity to participate in meetings in the interest of transparency and as required by AB 361.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the San Simeon Community Services District, as follows:

1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and COVID-19 has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District.
3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.
4. Remote Teleconference Meetings. The General Manager and Staff of the District are hereby authorized and directed to take all actions necessary to carry out the

intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

- 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) June 9, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

ADOPTED by the Board of Directors of the San Simeon Community Services District on May 10, 2022, by the following roll call votes:

AYES:
NOES:
ABSENT:
ABSTAINED:

President, Board of Directors of the
San Simeon Community Services District

ATTEST:

Charles Grace, General Manager of the
San Simeon Community Services District

APPROVED AS TO FORM:

Jeffrey A. Minnery, District Counsel

4.E. Consent Agenda Items:

Approval of Director Michael Donahue to work with the County of San Luis Obispo on a no camping ordinance for County maintained streets in the boundary of San Simeon and a no camping ordinance for SSCSD maintained streets.



CONSENT AGENDA ITEM STAFF REPORT

ITEM 4.E. APPROVAL OF DIRECTOR MICHAEL DONAHUE TO WORK WITH THE COUNTY OF SAN LUIS OBISPO ON A NO CAMPING ORDINANCE FOR COUNTY MAINTAINED STREETS IN THE BOUNDARY OF SAN SIMEON AND A NO CAMPING ORDINANCE FOR SSCSD MAINTAINED STREETS.

Summary:

During the March and April Board meeting, the Board has discussed the need for the District to work towards a “no-camping” Ordinance for District owned/maintained streets. An area of concern was that any initiative to address no-camping needed to work collaboratively with the County to ensure that all streets in San Simeon are addressed regardless of ownership.

There are four (4) County maintained streets in San Simeon:

1. Castillo Avenue
2. Avonne Avenue
3. Pico Avenue (partial area on east side of the highway)
4. Vista del Mar (partial area on west side of the highway)

Recommendation:

The Chairperson is recommending that Director Donahue be authorized to work with Supervisor Gibson’s office on the addition of County maintained streets in San Simeon to the County wide no camping ordinance.

5.A. Business Action Item



BUSINESS ACTION ITEM STAFF REPORT

ITEM 5.A. CONSIDERATION OF CANDIDATES TO REPLACE THE BOARD OF DIRECTOR VACANCY CREATED BY THE RESIGNATION OF ROBERTA REINSTEIN AND BOARD APPOINTMENT OF THE NEW DIRECTOR.

Summary:

With the resignation of Roberta Reinstein, the Board directed GES staff to post the notice of vacancy in three locations, post the notice on the District website, and an advertisement was placed in both the New Times and the Tribune. Additionally, notices were mailed to all rate payers with San Simeon and Cambria mailing addresses, and to the residents of the mobile home park.

We received two (2) applications, which are enclosed with this packet.

Recommendation:

It is recommended that the Board make an appointment of an applicant.

Enc: Application for Board Member Vacancy – Jacqueline Diamond
Application for Board Member Vacancy – Henry Krzciuk

APR 26 2022

BY: ADM



APPLICATION FOR VACANT BOARD OF DIRECTOR SEAT

Name: Jacqueline Diamond

Phone # [REDACTED]

Address: [REDACTED]

Email [REDACTED]

Please list experience you have that would benefit your serving on the SSCSD Board.

See Attached

Why do you want to be a Director on the SSCSD Board?

See Attached

✓

I am a registered voter residing in the above named jurisdiction. If appointed, I will qualify and accept the above stated office and serve to the best of my ability.

✓

I am aware that any person who files or submits for filing a declaration of candidacy knowing that it or any part of it has been made falsely is punishable by a fine or imprisonment, or both, as set forth in Election Code § 18203.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Jacqueline Diamond
Signature of candidate

4/26/2022
Date

Cortney Muzina
Application received by

4/26/2022
Date

Please list experience you have that would benefit your serving on the SSCSD Board.

Acquired:

- Master of Arts Degree in Education
- Bachelor of Science Degree in Business Administration with an Accounting option.
- Teaching credentials and certificates in various areas including Business and Administrative Services.

Experience:

- Operated my own accounting business (1993-1996)
- Worked in the certified public accounting field (1987-1992)
- Taught at the college level (1992-2006)
- Taught at the high school level (1997-2006)
- Performed service as a School District Administrator (2006-2016).

Most of my background experience has primarily been in service to the public. This experience has afforded me many opportunities to utilize my leadership skills, to interact with individuals of various backgrounds, to apply my knowledge of public and fund accounting practices, and to operate within budgetary and legal constraints, all of which would benefit the District. (Resume available upon request)

Why do you want to be a Director on the SSCSD Board?

As a Director of SSCSD and a public official, I would work to ensure that I uphold the Brown Act, and I am work within the powers and procedures designated in Community Services District Law. I believe we can provide equitable services to our residents, including the business entities within the San Simeon boundaries. I encourage and support community involvement. I realize this position goes up for election in November; however, in the meantime, I am willing to offer my expertise for the benefit of the District. I find public service to be both satisfying and rewarding, which is why I would like to be considered for the appointed position of Director of SSCSD Board.

RECEIVED

SAN SIMEON COMMUNITY SERVICES DISTRICT

APR 26 2022

BY: CAM



APPLICATION FOR VACANT BOARD OF DIRECTOR SEAT

Name: Henry Krzciuk

Phone # [REDACTED]

Address: [REDACTED]

Email [REDACTED]

Please list experience you have that would benefit your serving on the SSCSD Board.

I have strong technical/engineering, contracting, budgeting, and financial analysis skills. Before retiring, I was a senior consultant in Sacramento for one of the Governor's cabinet members. I worked with most of the larger State departments. Selected examples: 1) initiated and led work to consolidate state department data centers including review of twenty department's centers for power, cooling, backup, costs, etc.; 2) selected State's disaster recovery center; 3) actively wrote/led/consulted on three large bids including technical and financial analysis; 4) managed intramet and telecommunications for Ford Motor Company worldwide - budget \$100M, cost analysis, negotiated contracts; 5) Managed accounting services and performed special studies for defense contractor; and 6) during college - lab technician, operator in chemical industry (including chlorine production). Education: Univ. of Michigan - Engineering Undergrad., Masters in Business Administration Service: Air National Guard (six years). Served as San Simeon Rep. on North Coast Advisory Council for 3+ years.

Why do you want to be a Director on the SSCSD Board?

As a board member, I believe that with my skill set, commitment, and hard work, I can add real value to the board's work and the community. I believe that resident, business owner, and property owner rights must be respected and balanced. I believe in open and honest government for all. Fiscal responsibility is most important in our disadvantaged community. Decisions should be based on the facts with a business analysis orientation. Procurement must remain competitive. Competition brings new ideas and keeps contractors on their toes. Contractors must be held at arm's length and held accountable for the good and bad. No single individual or contractor should have disproportionate influence or access. The Board needs to act as a body. District Counsel should be used to follow the law, not game it, or be used against citizens, businesses, or property owners. My wife and I are truly enjoying and committed to the San Simeon community. I will continue to be an active member of the community and contribute where I can to move the community forward in ways that are consistent with my principles. I believe a board position offers the best opportunity to do this.

X

I am a registered voter residing in the above named jurisdiction. If appointed, I will qualify and accept the above stated office and serve to the best of my ability.

X

I am aware that any person who files or submits for filing a declaration of candidacy knowing that it or any part of it has been made falsely is punishable by a fine or imprisonment, or both, as set forth in Election Code § 18203.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Henry Kozmin

Signature of candidate

04/26/2022

Date

Christy Marquis

Application received by

4/28/22

Date

5.B. Business Action Item



BUSINESS ACTION ITEM STAFF REPORT

ITEM 5.B. REVIEW, CONSIDERATION AND APPROVAL OF A PROPOSAL FROM J.F. BRENNAN COMPANY, INC. TO REPAIR THE OCEAN OUTFALL NOT TO EXCEED THE AMOUNT OF \$115,000.00.

Summary

In September 2020 and November 2021, the ocean outfall line was inspected as part of regular routine maintenance. During the inspections of the ocean outfall it was identified that repairs were needed. In February, the District started the invitation to bid process. The deadline for submittal of a proposal was April 28, 2022.

The District received two responsive bids from the following firms:

- 1) J.F. Brennan Company, Inc, – \$114,122.00
- 2) Phoenix International Holdings, Inc. – \$203,755.00

Recommendation:

It is recommended that the Board authorize the General Manager to contract with J.F. Brennan Company to repair the ocean outfall not to exceed the amount of \$115,000.00.

Enc: Proposal – J.F. Brennan Company, Inc.
Proposal – Phoenix International Holdings, Inc.

FEE SCHEDULE/PRICING

PRICING SUMMARY			
Description	Unit Price	UOM	Subtotal
Mobilization/Demobilization	\$ 28,773.00	LS	\$ 28,773.00
Ocean Outfall Pipeline Repair	\$ 85,349.00	LS	\$ 85,349.00
Extended Total =			\$ 114,122.00

1.1 Task: Mobilization/Demobilization

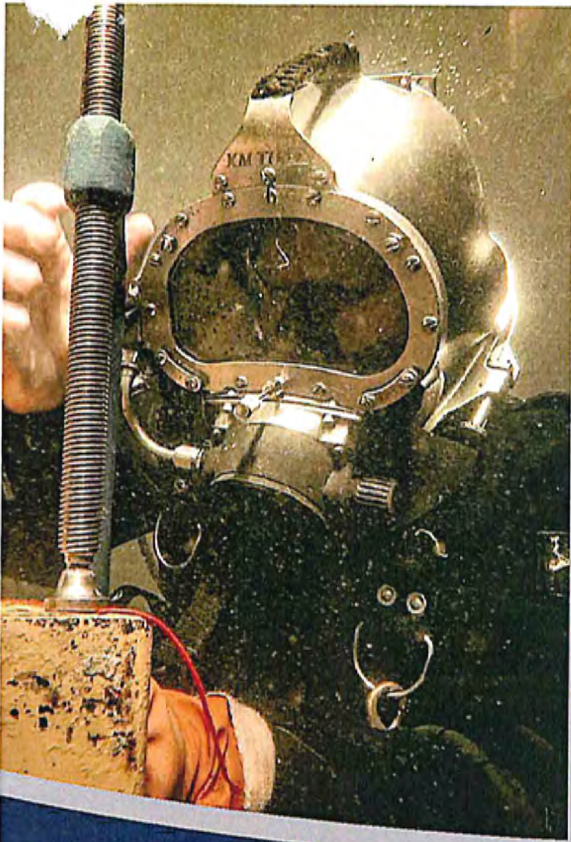
- Brennan estimates mobilization and demobilization to take (2) 8-hour shifts:
 - Hourly Rate: \$1,798.31/hour (8-hour minimum)

1.2 Task Ocean Outfall Pipeline Repair

- Brennan estimates the outfall repairs to take (3) 12-hour shifts:
 - Hourly Rate: \$2,370.81/hour (12-hour minimum)

General Notes:

- San Simeon CSD to provide sufficient access to and from the work site.
- Schedule is dictated by vessel availability.
- Pricing assumes vessel will mobilize on a Monday, perform the repairs Tuesday-Thursday and demobilize on a Friday (no weekend work).
- Pricing assumes that San Simeon Community District Services will flush outfall with pipeline dye during initial mobilization to aid crew in locating the outfall.
- Pricing does not include any engineering, permits, and environmental controls such as (but not limited to) the following:
 - Turbidity monitoring
 - Onsite biologist
 - Water Quality BMP's
- Pricing assumes that BRENNAN's suggested repair methodology does not violate any regulations from the California Coastal Commission.
- Pricing excludes site security.



J.F. BRENNAN COMPANY, INC.

Ocean Outfall Pipeline Repairs

Grace Environmental Services

San Simeon, CA

4/28/2022

Information herein is released solely to Grace Environmental Services and their designated engineering firm. Release to any third party is not permitted without consent from J.F. Brennan Company, Inc.



J.F. Brennan Company, Inc.
818 Bainbridge Street
La Crosse, WI 54603
608.784.7173

Tuesday, April 26, 2022

Charles Grace
Grace Environmental Services
1765 Berkshire Dr.
Thousand Oaks, CA 91362
cgrace@graceenviro.com

Re: Ocean Outfall Pipeline Repairs

Charles Grace,

J.F. Brennan Company, Inc. (Brennan) is pleased to provide the enclosed proposal for your Ocean Outfall Pipeline Repairs project. Our entire organization, team of engineers, and construction professionals are all grateful for the opportunity to submit this plan describing how the work can proceed in the safest, highest quality, and most efficient manner possible.

Thank you for the opportunity to submit our proposal for the Ocean Outfall Pipeline Repairs project. Our team is prepared to answer questions you may have regarding the pricing or proposal. Please do not hesitate to contact us at your earliest convenience.

Sincerely,

Senior Project Manager - Western Region
J.F. Brennan Company, Inc.
Lcollins@ifbrennan.com
707-389-0678

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Information herein is released solely to Grace Environmental Services and their designated engineering firm. Release to any third party is not permitted without consent from J.F. Brennan Company, Inc.

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1 COMPANY OVERVIEW

J.F. Brennan Company, Inc. (Brennan) is a marine construction and environmental remediation firm specializing in dam construction and repair projects located throughout the waters of the United States. In our over 100 years of conducting business, Brennan has accumulated and assembled a substantial workforce of talented individuals with our core focus centralizing in working in the marine environment. Along with our



collection of highly skilled union labor, Brennan has strived at becoming the foremost leader in developing innovative solutions for our clients on challenging marine construction projects. Additionally, Brennan has become an industry leader when it comes to safety, training, and education of our highly skilled labor professionals. This innovative culture produces an unmatched pool of talented individuals to draw from, whether we're working on a highly complex multimillion dollar environmental restoration project, or the simple one-day dive inspection. Either instance, Brennan approaches every project equally, however large, or small, and provides the same level and attention to detail with forethought and innovation to accomplish the project safely, and ahead of schedule. Through the years, our clientele has continually grown and ranged from differing utility companies who operate a variety of dam structures, paper mills, municipalities to differing government agencies such as the USACE, BOR, BIA, US Navy, and most major ports and districts throughout the United States. The following proposal outlines the services in which J.F. Brennan Company (JFB) can provide to Grace Environmental Services. All Brennan diving operations are conducted in accordance with Brennan's Safe Diving Practices Manual as well as all pertinent ADCI, OSHA, and USCG regulations (whichever is the most stringent). All members of the dive team are currently and will continue to be up to date on all pertinent certifications required to safely complete the services outlined within the project scope.



2 PROJECT LOCATION

Customer:	Grace Environmental Services	Start Date:	TBD
Location:	San Simeon, CA	Completion Date:	TBD
Work Schedule:	12 Hr. Shifts (M-F)	Shift Start Time:	0600



3 SCOPE OF WORK

3.1 Mobilization/Demobilization

3.1.1 Includes the following:

- 3.1.1.1 Diving and Safety Submittals
- 3.1.1.2 Mobilization of labor, equipment, and materials:
 - 4-Man ADCI certified dive team
 - Surface supplied air diving system
 - U/W Video
 - Dive support vessel
 - Outfall repair materials
 - Grout pump
 - Marine cementitious grout

3.1.1.3 Demobilization and site cleanup

3.1.2 Excludes the following:

3.1.2.1 Delays caused by others

3.2 Ocean Outfall Repairs

3.2.1 Includes the following:

3.2.1.1 Dive team to install Fabiform grout bag mattress on end cap of pipeline to stabilize offshore end of outfall

3.2.1.2 Dive team to place bags of marine grout under unsuspended spans of pipe as needed to shore up and stabilize pipe for further scour

3.2.1.3 Dive team to source and replace anodes on exposed portions of pipeline

3.2.1.4 Dive team to conduct annual inspection of outfall including the following

- Ultrasonic thickness testing of exposed portions of outfall on 5-foot intervals
- Cathodic protection survey of pipeline utilizing a bathythermometer

3.2.1.5 Inspection report after performance of work

3.2.2 Excludes the following:

3.2.2.1 Delays caused by others

4 TECHNICAL APPROACH

After acceptance, BRENNAN intends to submit a detailed work plan detailing the scope and approach to repair to stabilize San Simeon Community Services District Ocean Outfall. The general steps are outlined below:

- Mobilize a Dive Support Vessel with all necessary repair materials and tooling:
 - Shallow air diving package
 - Double hopper grout pump
 - Tool air compressor
 - Grout mattresses
 - Marine cementitious grout
- Upon arriving to the site and setting up in a 3-point moor, a diver will be deployed to perform a full survey and record the existing site conditions of the exposed outfall, noting any changes from the previous inspection performed in spring of 2022. The crew will also take cathodic protection potential readings prior to installation of any anodes to establish baseline readings of the outfall structure.
- Surface preparation and marine growth removal will then commence on the end structure.
- Installation of a grout mattress bottom lined with geotextile fabric (to aid in future scour and sand migration) over the PLEM (pipeline end manifold).
- Pumping of marine cementitious grout and filling the grout mattress.

- Strategically placing burlap filled bags of marine cementitious grout under the unsupported spans of pipe.
- Installation of anodes and anode brackets.
- Re-taking cathodic protection measurements to confirm that the anodes are adequately protection the ocean outfall.
- HD video documentation.
- Demobilization of equipment and crew from the site
- Detailed repair report of the project submitted within 10 working days of demobilization with dive video and still pictures.

4.1 Project Communication with San Simeon CSD

Brennan (as Harbor Offshore, Inc.) has past knowledge of the San Simeon outfall having inspected the outfall on two previous events. Additionally, Brennan has inspected similar public agencies that rely heavily on the operations of their outfalls along the west coast. Past project references with the public agencies information is included in Section 5 of this proposal. If awarded the project, Brennan will schedule a pre-job kick off meeting several weeks in advance of the anticipated start date of the project to ensure San Simeon CSD and Brennan are coordinating directly so the project is executed efficiently and safely. Additionally, the key personnel listed in Section 7 of this proposal will be the individuals assigned to this project based on their past experience with the San Simeon outfall and other similar projects.

4.2 Project Challenges

Due to our past experience diving on this outfall and performing similar repairs to outfalls on the west coast, Brennan does not anticipate any major project challenges with the exception of potential weather delays. To mitigate a potential weather delay, Brennan will monitor the weather in tandem with the Dive Support Vessel's captain several days in advance and continues to monitor up until the vessel departs the marina. Any potential weather delays to the project will also be communicated to San Simeon CSD.

4.3 Safety

Brennan's commitment to the safety and well-being of our team members has led to low incident rates and corresponding low experience modification rates (EMR). EMR can give insight into the effectiveness of a Corporate Safety Program. Used as a standard throughout the construction industry to rate companies against each other, according to their incident history. A rating of 0.51 is the lowest possible score that can be attained given the industry in which we work (marine construction) and the number man-hours we work per year (roughly 800,000). At Brennan, we use this measure as a benchmark, but our overall goal is always to achieve ZERO incidents. The safety of our employees and any other personnel in the area is of the utmost importance to Brennan.

Historical EMR Ratings of J.F. Brennan Company, Inc.

Year	EMR Score
2020	0.59
2019	0.51
2018	0.51
2017	0.52
2016	0.62

4.4 Organizational Chart

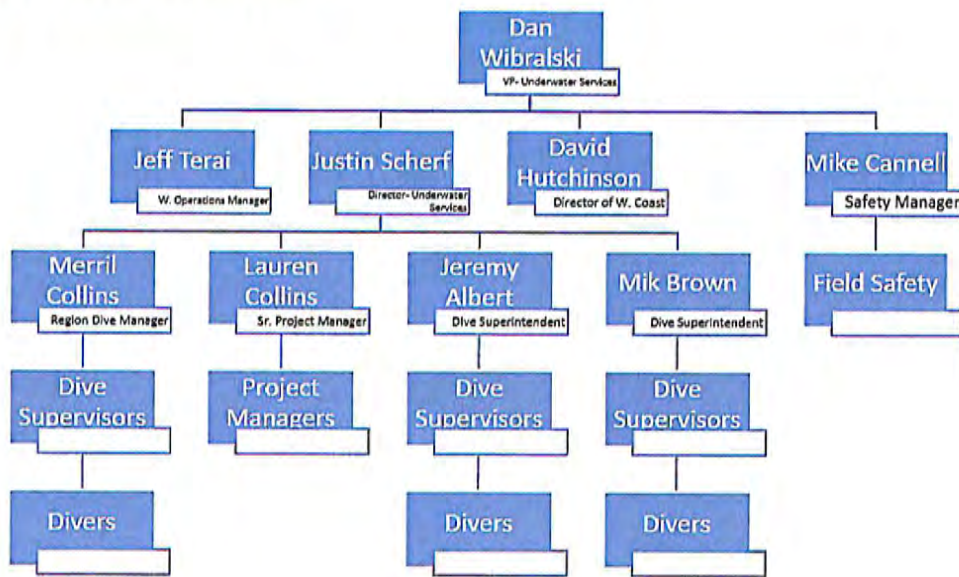


Figure 1: Underwater Services Group (West Coast)

5 PAST PROJECT REFERENCES

These projects were contracted and performed by Harbor Offshore, Inc. (HOI). As of April 2022, JF Brennan Company, Inc. (Brennan) acquired HOI and its 25 years of experience in the commercial diving industry.

Project Name:	San Simeon Outfall Inspection
Period of Performance:	2021 and 2022
Owner POC:	Charles Grace San Simeon Community Services District/Grace Environmental 111 Pico Avenue, San Simeon, CA 93452 (805) 431-6253 / cgrace@graceenviro.com
Contract Revenue:	\$20k
Project Description:	
HOI/Brennan mobilized a Dive Support Vessel at Morro Bay Harbor and traveled to the work site where the vessel was anchored over the end cap of the outfall pipe. HOI deployed a diver and inspected the pipeline and described his observations. The diver called out observations every twenty feet or whenever something of interest was noted or any anomalies. Observations were recorded onto a flash drive for San Simeon CSD viewing.	

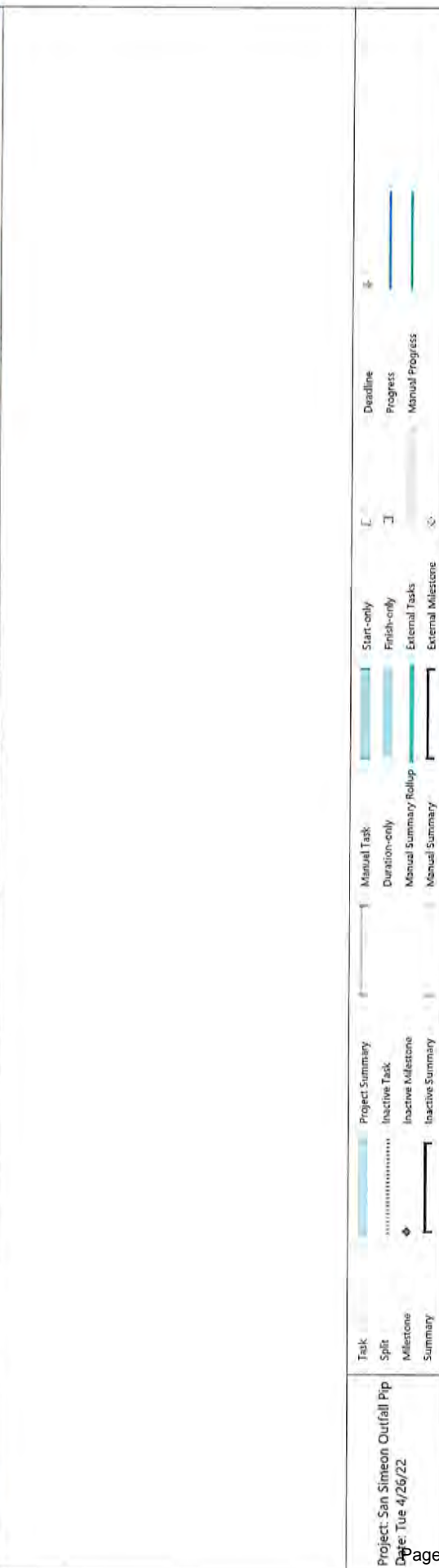
Project Name:	Ocean Outfall Inspection
Period of Performance:	2018-Present
Owner POC:	Steve Corral City of Santa Barbara 520 East Yanonali Street, Santa Barbara, CA 93103 (805) 568-1096 / scorral@santabarbaraCA.gov
Contract Revenue:	\$105k to date
Project Description:	
HOI/Brennan has performed annual inspections of the Santa Barbara Ocean Outfall since 2018. Divers are tasked with performing visual inspections of the outfall pipe, surrounding ocean bottom in the vicinity of the outfall pipe and diffuser system to note overall condition and any anomalies to ensure proper functionality of the outfall. Detailed inspection reports with HD video and still photos are provided to the owner after each annual inspection.	

Project Name:	Ocean Outfall Inspection
Period of Performance:	2019
Owner POC:	Carole Rollins Montecito Sanitary District 1042 Monte Cristo Lane, Santa Barbara, CA 93108 (805) 969-4200 / Crollins@montsan.org
Contract Revenue:	\$8k
Project Description:	
<p>HOI/Brennan was tasked performing a detailed visual inspection of the Montecito Outfall. Divers inspected the outfall pipe, surrounding ocean bottom in the vicinity of the outfall pipe and diffuser system to note overall condition and any anomalies to ensure proper functionality of the outfall. Detailed inspection reports with HD video and still photos were provided to the owner after the inspection.</p>	

Project Name:	Outfall Inspection and Repairs
Period of Performance:	2020
Owner POC:	Noe Aguilar Vega Summerland Sanitary District 2435 Wallace Ave, Summerland, CA 93067 (805) 969-4344 / naguilarvega@summerlandsd.org
Contract Revenue:	\$16k
Project Description:	
<p>HOI/Brennan mobilized a 3-man ADCI certified dive team, underwater video, repair clamp and tooling on the M/V Danny C to carry out the repair. Once the vessel was anchored and safety checks complete, the diver was deployed to locate the outfall and repair section. The diver located and removed the existing splash zone patch and marine growth surrounding the repair area. Once the outfall was cleaned, the diver jetted the sand/debris around and under the pipe in order to facilitate the clamp fit up. After the jetting was complete, the topside crew lowered down the clamp to the diver and derigged for positioning. The top and bottom portions of the clamp were installed and torqued to manufacturer's spec. After the clamp was torqued, the diver jetted back the material under and around the outfall section and set sandbags to shore up the pipeline.</p>	

6 PROPOSED PROJECT SCHEDULE

Task Mode	Task Name	Duration	Start	Finish
	San Simeon Outfall Pipeline Repairs	63.5 days	Tue 5/10/22	Fri 8/5/22
	General Conditions	15 days	Mon 5/30/22	Mon 5/16/22
	Receive notice to proceed and sign contract	5 days	Tue 5/10/22	Mon 5/23/22
	Submit bond and insurance documents	5 days	Tue 5/17/22	Mon 5/30/22
	Prepare and submit project schedule and submittals	5 days	Tue 5/24/22	Mon 7/18/22
	Mobilization	1 day	Mon 7/18/22	Mon 7/18/22
	Transport crew and equipment to Morro Bay	1 day	Mon 7/18/22	Mon 7/18/22
	Outfall Pipeline Repairs	3 days	Tue 7/19/22	Thu 7/21/22
	Vessel mobilize on site	0.25 days	Tue 7/19/22	Tue 7/19/22
	Dive survey of pipeline to confirm existing conditions	0.25 days	Tue 7/19/22	Tue 7/19/22
	Cathodic Protection readings of outfall	0.5 days	Tue 7/19/22	Tue 7/19/22
	Surface prep and marine growth removal	0.5 days	Wed 7/20/22	Wed 7/20/22
	Install grout mattress over PLEM	0.25 days	Wed 7/20/22	Wed 7/20/22
	Pump marine grout into mattress	0.25 days	Wed 7/20/22	Wed 7/20/22
	Place sandbags under unsupported spans of pipe	0.25 days	Wed 7/20/22	Wed 7/20/22
	Install anodes and brackets	0.5 days	Wed 7/20/22	Thu 7/21/22
	Re-take cathodic protection readings of outfall	0 days	Thu 7/21/22	Thu 7/21/22
	Vessel demobilize from site	0 days	Thu 7/21/22	Thu 7/21/22
	Demobilization	1 day	Thu 7/21/22	Fri 7/22/22
	Transport crew and equipment back to Ventura	1 day	Thu 7/21/22	Fri 7/22/22
	Project Closeout Deliverables	10 days	Fri 7/22/22	Fri 8/5/22
	Submit detailed report for owner review	10 days	Fri 7/22/22	Fri 8/5/22



7 KEY PERSONNEL RESUMES



Jeremy “Albe” Albert

Dive Superintendent

Profile

Mr. Albert has over 17 years' experience in the commercial diving, marine construction and ships husbandry industry. This experience is varied and includes project management, supervising, and diving on hydroelectric facilities, dams, piers, bridges, ships, and potable water facilities. All responsibilities include overall product safety, production, interaction with clients, troubleshooting, and keeping workforce on task and budget.

Areas of Excellence

- Dive Crew Supervision
- Diving & Diver Tending
- Subcontractor & Vendor Coordination
- Quality Control Supervision
- Conducting Safety Meetings
- Safety & Compliance Supervision

Professional Experience

J.F. Brennan Company, Inc.	2022–Present
Harbor Offshore, Inc.	2021-2022
Phoenix International Holdings	2019-2021
Ballard Marine Construction	2014-2019
C&W Diving Services, Inc.	2005-2019

Key Projects & Accomplishments

Ocean Piers Maintenance

Client: City of Newport Beach **2022**

Pier Pile Rehabilitation

- Installation of the FX-70 Pile Restoration System on over 40 timber pile. Divers were tasked with preparing the piles for jacket installation by removing marine growth via 5k pressure washer, jet the jackets down below mudline to achieve proper seal, hang new pile, drill holes thru existing pile stub to attach brackets, sacrificial jack install and pumping grout into new jacket.

Pit 7 Dam Debris Boom Replacement **2021**

Debris Boom Replacement

- Replaced the existing debris boom with an upgraded debris boom system at PG&E's Pit 7 Dam. 780 LF of boom was installed. Divers assisted with the install of the debris boom along with the new clump weight.

Carlsbad Desalination Plant Intake Pipeline Inspection **2019**

Dive/ROV Survey

- Scope of work diver inspection of the intake chamber channels, operated ROV to inspect the pipeline for marine growth and concrete condition. Responsible for bidding project, post-award submittals, schedule, and project closeout.



Mallard Farms/Honker Bay BAPL Installation

2018

Client: The Dutra Group/Chevron

Pipeline Installation

- Divers assisted with the installation of 1500 LF of 8-inch BAPL pipeline in San Francisco Bay. Divers were tasked with jetting a trench to facilitate the installation.

Antler's Bridge Demolition

2017-2018

Client: CalTrans

Bridge Demolition

- Removal Of Unexploded Ordnance (Linear Shaped Charges - Rdx, Non-Electric Boosting Caps and Det Cord) On Steel Truss Underwater (Several Due To Weather-Related Misfires) And Removal Of Steel Truss. Core Drill and Wire Saw Cutting of Four (4) Concrete Foundation Piers Underwater To Depths Of 120 FFW (Surface Decompression).

Bay Bridge Foundations Removal

2011-2014

Client: CalTrans

Bridge Demolition

- Performed removal of over 200 steel piles that were in place for the new construction of the east span of the Bay Bridge, for Contractor (AB/F). Piles were jetted and cut 2' below waterline to satisfy CalTrans requirements. All work was performed safely and on time to the customer's satisfaction.

Offshore Platform Cleanings and Inspections

2008-2014

Client: Beta Offshore

Offshore Platforms

- Performed marine growth removal, underwater level I and II surveys, underwater radiology surveys of risers and cathodic protection inspections on Platforms Elly, Ellen, Eureka, Harvest, Hermosa, Irene, Grace and Gail. The platforms are located off the coast of California.

Education

College of Oceaneering (2004)

Commercial Diving

Professional Affiliations

- Association of Diving Contractors (ADCI)

Training Certifications

- ADCI Surface-Supplied Air Diving Supervisor
- First Aid, CPR, AED, Oxygen
- OSHA 30 Construction Safety & Health
- CA Boater's Safety Card
- TWIC



Mikayle Brown

Dive Superintendent

Profile

Mr. Brown has twelve years' experience in the marine/underwater construction and commercial diving industry. His experience is varied and includes project management, supervising, diving in or on hydroelectric facilities, industrial plants, dams, piers, bridges, shipwrecks, quay walls, large vessels, and potable water facilities.

Areas of Excellence

- Dive Crew Supervision
- Diving & Diver Tending
- Subcontractor & Vendor Coordination
- Quality Control Supervision
- Conducting Safety Meetings
- Safety & Compliance Supervision

Professional Experience

J.F. Brennan Company, Inc.

2022–Present

Harbor Offshore, Inc.

2009-2022

Key Projects & Accomplishments

US-95 Sandpoint Longbridge

Client: McMillen and Jacobs Associates

2021

Bridge Pile Rehabilitation

- Installed Denso/SeaShield 2000HD series pile wrap system and 525 epoxy coating to 1455 piles and associated cross bracing from mudline to pile cap totaling 49,779 LF of pile wrap and 22,149 SF of epoxy coating. To date this, this is the largest Denso/SeaShield 2000HD and 525 epoxy coating project worldwide and was completed in 6 months, incident and injury free.

San Clemente/San Nicholas Island Fuel Terminal Mooring Overhaul

Client: NAVFAC EXWC

2020

Pipeline Repairs

- Tasked with the Fuel Terminal Overhaul and Inspections on San Clemente Island and San Nicholas Island for the US Navy. Each fuel terminal consists of four moorings centralized around a subsea pipe line end manifold. (PLEM). The PLEM hoses and pickup buoy with all associated hardware were replaced and all moorings were inspected.

NRG Intake Forebay Demolition

Client: Port of Long Beach

2020

Marine Demolition

- Removal of 4000 tons of concrete by means of diver assisted core-drilling and wiresawing to demolish the structure impeding ship traffic in the channel. Divers core drilled holes to run underwater wire saws to cut the structure into 200-ton pickable elements. Divers rigged the 200-ton pieces of concrete for removal to surface.



Pueblo Dam Buttress Contraction Joint Treatment**2019-2020****Client: Bureau of Reclamation**

Dam Repairs

- Divers conducted over 3,600 SF of concrete surface preparation and 131 SF of concrete repairs to 11 buttresses in preparation for the installation of over 1,200 LF of seal plate assemblies. To install the seal plate assemblies, divers rock drilled 2,300 holes to install drop-in wedge anchors. Additionally, divers dredged wooded debris and sediment up to 15-feet per contraction joint in order to install bottom seals at the toe of the dam in 130 feet of water at 5,000 feet of elevation.

Milton Road Flapgate Project**2018****Client: Napa County**

Gate Repairs

- Removal and replacement of the two flapgates. To facilitate the work, a bulkhead was designed, fabricated, and installed on the ditch side of the river in order to prevent flooding of private land during construction. Due to the deterioration of the existing flapgate frames, a culvert insert was designed, fabricated, and installed to allow for the install of the new 72" x 72" Waterman stainless steel flapgates.

Cutler Bay Cable Installation**2016****Client: NAVFAC**

Submarine Cable Installation

- Installation of approximately 6.7 miles of subsea cable. To facilitate the cable installation, divers assisted with the installation of two (2) Horizontal Directionally drilled 10-inch steel casings by means of excavating and floating in the cable at the HDD conduit. Additionally, divers installed articulated block mats throughout the installation zone and capped cable that did not meet specified burial depth.

Priest Rapids Dam Fish Bypass**2011-2016****Client: USACE**

Dam Repairs

- Performed wire sawing, core drilling, concrete pouring, concrete crack repairs and hydro demolishing services on Priest Rapids Dam on the upstream pier noses. Divers worked concurrently with A-Core Concrete Cutting to wire saw and wall saw the concrete pier nose sections to accept bearing pads for the new fish by-pass system. Mobilized a Crane Barge and Deep Air Surface-Supplied Diving System and personnel to the worksite in order to facilitate the installation.

Wanapum Dam Spillway Recovery and Mitigation**2015-2016****Client: USACE**

Pipeline Installation

- Performed concrete repairs that included underwater core drilling, sealing, anchor installation, crack repairs and installing high stress tendons. Dam stabilization was implemented via 35 steel anchor tendons (3 per pier), +/- 250 ft long, installed into the top of dam down into bedrock, utilizing a floating plant and 150 ton crane staged in the forebay.



Education

Divers Institute of Technology (2009)

Commercial Diving

Professional Affiliations

- Association of Diving Contractors (ADCI)

Training Certifications

- ADCI Surface-Supplied Air Diving Supervisor w/ Nitrox Endorsement
- First Aid, CPR, AED, Oxygen
- OSHA 30 Construction Safety & Health
- CA Boater's Safety Card
- TWIC



Merril Collins

Regional Dive Manager/Dive Superintendent

Profile

Mr. Merrill Collins has twenty-one years' experience in the marine/underwater construction and commercial diving industry. His experience is varied and includes project management, supervising, diving in or on hydroelectric facilities, industrial plants, dams, piers, bridges, quay walls, and potable water facilities. In the role of project manager and supervisor he has interfaced with different government and municipal agencies such as the United States Army Corps of Engineers, United States Coast Guard, United States Navy, and many other private companies and municipalities.

Areas of Excellence

- Dive Crew Supervision
- Diving & Diver Tending
- Subcontractor & Vendor Coordination
- Quality Control Supervision
- Conducting Safety Meetings
- Safety & Compliance Supervision

Professional Experience

J.F. Brennan Company, Inc.	2022–Present
Harbor Offshore, Inc.	2000-2022

Key Projects & Accomplishments

C&H Sugar Refinery Repairs

Client: The Dutra Group **2022**

Pier Pile Rehabilitation

- Performed pile encapsulation repairs to over 160 timber and concrete piles on the deteriorating pier. Carried out all pile repair operations, and Dutra conducting underdeck spall repairs, bull rail and deck replacement, and fender pile extraction. Prior to installation of the pile jackets, divers have encountered and removed various debris consisting of abandoned 24-inch cast iron pipe, slope protection mixed with shotcrete, and a concoction of 130+ years' worth of accumulated construction debris.

Delta Movable Bridges Cable Installation

Client: Golden State Bridge **2021**

Submarine Cable Installation

- The 24-7 operations involved the pre-installation of armor retainer brackets, below water debris removal, jetting and cutting a trench for the new submarine cables, all while coordinating with the USCG/Vessel Traffic, Caltrans, & Fish & Wildlife. HOI's Divers and Cable Engineers installed and buried all 9 individual submarine cables eighteen armor retainers, 500 LF of cast iron spit pipe cable armor and 160 LF of articulated concrete block mattresses, all within 21 shifts.

Pueblo Dam Buttress Contraction Joint Treatment

2019-2020

Client: Bureau of Reclamation

Dam Repairs



- Divers conducted over 3,600 SF of concrete surface preparation and 131 SF of concrete repairs to 11 buttresses in preparation for the installation of over 1,200 LF of seal plate assemblies. In order to install the seal plate assemblies, divers rock drilled 2,300 holes to install drop-in wedge anchors. Additionally, divers dredged wooded debris and sediment up to 15-feet per contraction joint in order to install bottom seals at the toe of the dam in 130 feet of water at 5,000 feet of elevation.

Mallard Farms/Honker Bay BAPL Installation

2018

Client: The Dutra Group/Chevron

Pipeline Installation

- Divers assisted with the installation of 1500 LF of 8-inch BAPL pipeline in San Francisco Bay. Divers were tasked with jetting a trench to facilitate the installation.

Upper San Leandro Reservoir Tower Upgrades

2017-2018

Client: Kiewit Infrastructure West

Dam Repairs

- The project consisted of removal and rehabilitation of tower valves, stem guides and trash racks.

Bay Bridge East Span Demolition

2015-2017

Client: CalTrans

Pipeline Installation

- Assisted with removal and demo of eastern span 504 and 288 bridge sections. Daily operations consisted of crane barge management, welding and fabrication of jack-up barges..

Embarcadero-Potrero 230kV Transmission Cable Lay

2015

Client: PG&E

Submarine Cable Installation

- Conducted 24-hour diving operations in support of three 240kV transmission and fiber optic cables underwater between the Potrero and Embarcadero substations in Mission Bay area of San Francisco Bay. During this evolution, assisted with setting approximately 1200 LF of articulated block mats in addition to submarine cable trenching and jetting operations as well as (6) 2400 LF line pulls through a HDD conduit.

Chili Bar Dam LLO Gate Replacement

2014

Client: PG&E

Submarine Cable Installation

The scope of work for the project included the removal of the existing hydraulic system equipment and corroded components and installed of the new equipment. Deployment of extensive environmental controls during the duration of the project was key. Divers deployed and anchored specialized oil absorbent boom around the area and installed temporary containment devices during demolition of the environmentally sensitive equipment.

Education

Santa Barbara City College (2000)

Marine Tech/Commercial Diving

Professional Affiliations

- Association of Diving Contractors (ADCI)



Training Certifications

- ADCI Mixed Gas Diving Supervisor w/ Nitrox Endorsement
- First Aid, CPR, AED, Oxygen
- OSHA 30 Construction Safety & Health
- CA Boater's Safety Card
- TWIC

8 BID FORMS

SAN SIMEON COMMUNITY SERVICES DISTRICT

BID FORMS

FOR

IMPLEMENTATION OF WASTEWATER TREATMENT PLANT

OCEAN OUTFALL PIPELINE REPAIRS

CONTRACT NO. 2022-01

BID PROPOSAL FORM
TO THE BOARD OF DIRECTORS
OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT
IMPLEMENTATION OF WASTEWATER TREATMENT PLANT
OCEAN OUTFALL PIPELINE REPAIRS
CONTRACT NO. 2022-01

NAME OF BIDDER JF Brennan Company, Inc.

BUSINESS P.O. BOX N/A

CITY, STATE, ZIP N/A

BUSINESS STREET ADDRESS 818 Bainbridge Street
(include even if P.O. Box used)

CITY, STATE, ZIP La Crosse, WI 54603

PHONE NO: AREA CODE (608) 784-7173

FAX NO: AREA CODE (608) ~~785-2090~~ 784-8733

CONTRACTOR LICENSE NO. 1090233 CLASSIFICATION A

PUBLIC WORKS CONTRACTOR REGISTRATION NO: PW-LR-1000885455

TAX I.D. NUMBER: 39-0962205

BUSINESS TYPE (Check one): Corporation Partnership _____ Sole Proprietorship _____
Limited Liability Company _____

CONTACT PERSON NAME Scott Krall

CONTACT PERSON PHONE No. 608-519-5286

CONTACT PERSON E-MAIL skrall@jfbrennan.com

EMPLOYER'S TAX IDENTIFICATION NUMBER 39-0962205

Bidder agrees that the Bid and all prices shall remain open and shall not be withdrawn for a period of not less than 90 days from the Bid Deadline, or until rejected by the District, whichever period is shorter.

1. ADDENDA

The undersigned acknowledges and confirms the receipt of the following Addenda:

<u>Addenda Number</u>	<u>Date</u>
_____	_____
_____	_____
_____	_____

2. CERTIFICATION OF INSPECTION OF THE SITE AND CONTRACT DOCUMENTS

By signing below, bidder certifies that it: has received, carefully examined, and is fully familiar with all of the provisions of the Contract Documents, including all Addenda and attachments, and that said Contract Documents contain sufficient detail regarding the work to be performed; has notified the District of any errors or omissions in the Contract Documents and unusual site conditions; has carefully checked all words, prices, and statements in this Bid Proposal Form; and has visited the job site and conducted such other field investigations which are prudent and reasonable in preparing the Bid. Bidder agrees that the District will not be responsible for any errors or omissions on the part of the undersigned in making the Bid.

3. BIDDER’S REPRESENTATIONS REGARDING INSURANCE AND BONDS

This Bid is made with the full knowledge of the kind, quantity, and quality of the materials and work required and, if it is accepted by the District, the bidder will enter into a Contract and furnish the bonds, insurance and other documents as required by the Contract Documents within 10 business days after award and tender of the Contract. By its signature below, the bidder agrees to provide the proper evidence of insurance and bonds within 10 business days after District’s tender of the Contract. Failure to do so may result in forfeiture of Bid Security and rescission of the award by the District.

4. CONTRACTORS LICENSE CERTIFICATION.

The undersigned certifies that:

Contractors License No. 1090233 issued by the California Contractors State License Board (“CSLB”) to the undersigned on 04 / 19 / 2022 is current, valid, has not been revoked, suspended or cancelled, and is appropriate to the work to be undertaken.

Contractors License Classification(s): A

Expiration Date: 04/30/24

Name of Qualifying Individual: Jeffrey Brian Terai

5. TIME FOR COMPLETION

The bidder agrees that if awarded the Contract, it shall complete the work within the number of working days specified in the Contract Documents.

6. ATTACHMENTS TO THIS BID PROPOSAL FORM

Enclosed herewith (except as otherwise provided for optional forms) and by this reference incorporated herein and made a part of this Bid Proposal Form are the following items:

- 1. Contract Documents
- 2. Designation of Subcontractors
- 3. Declaration of Noncollusion
- 4. Bidder's Bond or other Bid Security
- 5. Bidder's Statement of Qualifications

Bids are to be submitted for the entire work. The amount for Bid comparison purposes will be the total of all items.

Accompanying this Bid Proposal is a bidder's bond, cash, cashier's check, or a certified check, payable to the San Simeon Community Services District, for the sum of at least ten percent (10%) of the total of the base bid. The proceeds thereof shall become the property of the District if the Bid is withdrawn after the time fixed in the Notice to Bidders for the opening of Bids, or if, in case this Bid is accepted by the District and such bidder has received written notice that the Contract has been awarded to him/her, the undersigned shall fail within 5 business days to execute the Contract with the District.

7. BIDDER'S ORGANIZATION AND SIGNATURE AUTHORIZATION

The undersigned certifies that he/she/they is/are authorized to sign this Bid and any subsequent Contract on behalf of the bidding firm or company and that the nature of this bidding firm is an individual, partnership, corporation, or limited liability company with the principals or authorized officers of the firm listed as follows:

Nature of Firm: (Corporation, Partnership, Individual, etc.)	<u>Corporation</u>
Principal Officers/Partners/Members:	<u>MICHAEL BINSFELD</u>
	<u>ANTHONY BINSFELD</u>
	<u>MARK BINSFELD</u>
	<u>ADAM BINSFELD</u>
Name of President of Corporation:	<u>MATTHEW BINSFELD</u>
Name of Secretary of Corporation:	<u>TINA KLINGER</u>

Corporation is organized under laws of State of WISCONSIN, and is authorized to transact business in the State of California.

JF Brennan Company, Inc.

Company/Contractor Legal Name

Tina Klinger
Signature

Tina Klinger
Name (print/type)

4/25/2022
Title (print/type)

Date

DESIGNATION OF SUBCONTRACTORS

In accordance with the provisions of Public Contract Code section 4100 et seq., the undersigned bidder sets forth the following:

- a. The name, location of the place of business, and California contractors license number of each Subcontractor who will perform work or labor, or render service to the undersigned Prime Contractor in or about the construction of the work or improvement, or a Subcontractor licensed by the State of California who, under subcontract to the Prime Contractor, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications, in an amount in excess of one-half of one percent of the undersigned Prime Contractor's Total Bid.
- b. The portion of the work which will be done by each such Subcontractor. Only one Subcontractor shall be listed for each such portion. If the Subcontractor is not performing all of the work under the bid item number(s) listed for that Subcontractor, the bidder shall set forth the portion of the work relating to said bid item number(s) that will be done by the Subcontractor.

Bid Item No.	Description of Trade/Portion of Work	Subcontractor Name	License No.	DIR Reg No. **	Business Address	Percent of Total Bid
	** NO SUBCONTRACTORS **					

By: JF Brennan Company, Inc.
 (Bidder's Company Name)

NOTES: *When there is a failure to list a Subcontractor as required, or when the bidder lists two Subcontractor for the same portion of the work, the law provides that the bidder agrees that bidder is fully qualified to perform that portion itself, and that the bidder shall perform that portion itself. In such case, bidder must be authorized to perform said work. Any Bid not complying with the provisions hereof may be rejected.

** Pursuant to Labor Code Section 1771.1, no contractor or Subcontractor may be listed on the bid proposal for this public works project unless registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5.

DECLARATION OF NONCOLLUSION

In accordance with Public Contract Code Section 7106, the bidder declares as follows:

I am the SECRETARY [title] of J.F. BRENNAN COMPANY, INC [name of bidder], the party making the foregoing Bid. The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The Bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham Bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham Bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the Bid price, or of that of any other bidder. All statements contained in the Bid are true. The bidder has not, directly or indirectly, submitted his or her Bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose. Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on:

4/25/22 [date], at LA CROSSE [city], WI [state].

Signed: Tina Klinger

Print Name: Tina Klinger

If the bidder fails to complete and properly sign this declaration, the Bid will be considered non-responsive and will be rejected.

BIDDER'S BOND

KNOW ALL BY THESE PRESENTS:

That we, J.F. Brennan Company, Inc.

818 Bainbridge Street, La Crosse, WI 54603

as Principal, and Fidelity and Deposit Company of Maryland

1299 Zurich Way, 5th Floor, Schaumburg, IL 60196-1056

as Surety, are held and firmly bound unto the San Simeon Community Services District, County of San Luis Obispo, State of California (hereinafter called "District") in the penal sum of Ten Percent (10%) of the total aggregate amount of the base Bid of the Principal above named, submitted by said Principal to the District for the work described below, for the payment of which sum in lawful money of the United States, well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents. In no case shall the liability of the Surety hereunder exceed the sum of Ten Percent of Amount Bid

(\$ 10%).

THE CONDITION OF THIS OBLIGATION IS SUCH,

That whereas a bid to District for certain construction specifically described as follows, for which bids are to be opened on April 28, 2022, has been submitted by Principal to District for:

IMPLEMENTATION OF WASTEWATER TREATMENT PLANT
OCEAN OUTFALL PIPELINE REPAIRS
Contract No. 2022-01

NOW, THEREFORE, the penal sum guaranteed by this bond shall be forfeited to the District in the event of any of the following:

(1) The aforesaid Principal withdraws said bid after the time fixed in the Notice to Bidders for the opening of bids; or,

(2) Principal fails to provide the District within the time(s) specified in the aforesaid contract documents all of the completed documents required to perfect the Principal's bid before the contract is awarded; or


(3) Principal fails, within five (5) business days after receipt of written notice that the contract has been awarded to Principal, to enter into a written contract with District, in the prescribed form, in accordance with the bid as accepted, and file with the District the certificates of insurance, one to guarantee faithful performance and the other to guarantee payment for labor and materials.

Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of said contract or to the work to be performed thereunder or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension, alteration, or addition.

In the event suit is brought upon said bond by District and judgment is recovered, the Surety shall pay all costs incurred by District in such suit, including a reasonable attorney's fee to be fixed by the court. Death of the Principal shall not relieve Surety of its obligations hereunder.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this 21st
day of April, 2022.

J.F. Brennan Company, Inc. (Seal)

 (Seal)

Tina Klinger (Seal)
Principal

Fidelity and Deposit Company of Maryland (Seal)

 (Seal)

William M. Smith, Attorney-in-Fact (Seal)
Surety CA License # 0F06710

1299 Zurich Way, 5th Floor

Schaumburg, IL 60196-1056
Address

NOTE: Signatures of those executing for Surety must be properly acknowledged.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of ~~California~~ Alabama }
County of Jefferson }

On April 21, 2022 before me, Emily Marie Ash, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared William M. Smith
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Emily Marie Ash
Signature of Notary Public
My Commission Expires: January 24, 2026

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____
Document Date: _____ Number of Pages: _____
Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____ Signer's Name: _____
 Corporate Officer – Title(s): _____ Corporate Officer – Title(s): _____
 Partner – Limited General Partner – Limited General
 Individual Attorney in Fact Individual Attorney in Fact
 Trustee Guardian of Conservator Trustee Guardian of Conservator
 Other: _____ Other: _____
Signer is Representing: Fidelity and Deposit Company of Maryland Signer is Representing: _____

**ZURICH AMERICAN INSURANCE COMPANY
 COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
 FIDELITY AND DEPOSIT COMPANY OF MARYLAND
 POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray, Vice President**, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Mark W. EDWARDS, II, Jeffrey M. WILSON, Robert R. FREEL, Alisa B. FERRIS, William M. SMITH, Richard H. MITCHELL and Anna CHILDRESS, all of Birmingham, Alabama, EACH**, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings**, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 20th day of June, A.D. 2019.



**ATTEST:
 ZURICH AMERICAN INSURANCE COMPANY
 COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
 FIDELITY AND DEPOSIT COMPANY OF MARYLAND**

By: *Robert D. Murray*
 Vice President

By: *Dawn E. Brown*
 Secretary

**State of Maryland
 County of Baltimore**

On this 20th day of June, A.D. 2019, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.



Constance A. Dunn, Notary Public
 My Commission Expires: July 9, 2023

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Secretary of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 21st day of April, 2022.



Brian M. Hodges

By: Brian M. Hodges
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reportsfclaims@zurichna.com
800-626-4577

OFFICER'S CERTIFICATE

The undersigned, Tina Klinger, hereby certifies that she is the Secretary of J.F. Brennan Company, Inc., a Wisconsin corporation (the "Corporation"), and further certifies the following:

1. She is familiar with the affairs and records of the Corporation as they relate to the matters dealt with in this Certificate.

2. The Corporation is a corporation organized and validly existing under the Wisconsin Statutes.

3. The following are the current officers of the Corporation according to the Corporation's records:

<u>Name</u>	<u>Title</u>
Matthew Binsfeld	President
Michael Binsfeld	Vice President
Anthony Binsfeld	Vice President
Mark Binsfeld	Vice President
Adam Binsfeld	Treasurer
Tina Klinger	Secretary

Dated as of the 19 day of May, 2021.



Tina Klinger

J.F. Brennan Company, Inc.
818 Bainbridge St.
La Crosse, WI 54603

Date of Incorporation: 5/21/1959
State of Wisconsin

[Home](#)



CONTRACTORS STATE LICENSE BOARD



Contractor's License Detail for License # 1090233

DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.

- ▶ CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure click on link that will appear below for more information. [Click here for a definition of disclosable actions.](#)
- ▶ Only construction related civil judgments reported to CSLB are disclosed (B&P 7071.17).
- ▶ Arbitrations are not listed unless the contractor fails to comply with the terms.
- ▶ Due to workload, there may be relevant information that has not yet been entered into the board's license database.

Data current as of 4/25/2022 7:21:38 AM

Business Information

JF BRENNAN COMPANY INC
818 BAINBRIDGE ST
LA CROSSE, WI 54603
Business Phone Number:(608) 784-7173

Entity Corporation
Issue Date 04/19/2022
Expire Date 04/30/2024

License Status

This license is current and active.

All information below should be reviewed.

Classifications

A - GENERAL ENGINEERING

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with FIDELITY AND DEPOSIT COMPANY OF MARYLAND.

Bond Number: 9400051
Bond Amount: \$15,000
Effective Date: 03/29/2022

Bond of Qualifying Individual

This license filed Bond of Qualifying Individual number **9400052** for JEFFREY BRIAN TERAI in the amount of **\$12,500** with FIDELITY AND DEPOSIT COMPANY OF MARYLAND.

Effective Date: 03/29/2022

Workers' Compensation

This license has workers compensation insurance with the ARCH INSURANCE COMPANY

Policy Number: 44WCI8957603
Effective Date: 04/01/2022
Expire Date: 04/01/2023

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RECEIVED

APR 28 2022

BY: CAM

BID PROPOSAL FORM
TO THE BOARD OF DIRECTORS
OF THE SAN SIMEON COMMUNITY SERVICES DISTRICT

IMPLEMENTATION OF WASTEWATER TREATMENT PLANT
OCEAN OUTFALL PIPELINE REPAIRS

CONTRACT NO. _____

NAME OF BIDDER Phoenix International Holdings, Inc

BUSINESS P.O. BOX _____

CITY, STATE, ZIP _____

BUSINESS STREET ADDRESS 9301 Largo Drive West
(include even if P.O. Box used)

CITY, STATE, ZIP Largo, MD 20774

PHONE NO: AREA CODE (301) 341-7800

FAX NO: AREA CODE (301) 499-0027

CONTRACTOR LICENSE NO. _____ CLASSIFICATION _____

PUBLIC WORKS CONTRACTOR REGISTRATION NO: _____

TAX I.D. NUMBER: _____

BUSINESS TYPE (Check one): Corporation Partnership _____ Sole Proprietorship _____
Limited Liability Company _____

CONTACT PERSON NAME David Stockstill

CONTACT PERSON PHONE No. 281-815-8050 ext. 4005

CONTACT PERSON E-MAIL dstockstill@phnx-international.com

EMPLOYER'S TAX IDENTIFICATION NUMBER 26-1426514

Bidder agrees that the Bid and all prices shall remain open and shall not be withdrawn for a period of not less than 90 days from the Bid Deadline, or until rejected by the District, whichever period is shorter.

1. ADDENDA

The undersigned acknowledges and confirms the receipt of the following Addenda:

<u>Addenda Number</u>	<u>Date</u>
_____	_____
_____	_____
_____	_____

2. CERTIFICATION OF INSPECTION OF THE SITE AND CONTRACT DOCUMENTS

By signing below, bidder certifies that it: has received, carefully examined, and is fully familiar with all of the provisions of the Contract Documents, including all Addenda and attachments, and that said Contract Documents contain sufficient detail regarding the work to be performed; has notified the District of any errors or omissions in the Contract Documents and unusual site conditions; has carefully checked all words, prices, and statements in this Bid Proposal Form; and has visited the job site and conducted such other field investigations which are prudent and reasonable in preparing the Bid. Bidder agrees that the District will not be responsible for any errors or omissions on the part of the undersigned in making the Bid.

3. BIDDER’S REPRESENTATIONS REGARDING INSURANCE AND BONDS

This Bid is made with the full knowledge of the kind, quantity, and quality of the materials and work required and, if it is accepted by the District, the bidder will enter into a Contract and furnish the bonds, insurance and other documents as required by the Contract Documents within 10 business days after award and tender of the Contract. By its signature below, the bidder agrees to provide the proper evidence of insurance and bonds within 10 business days after District’s tender of the Contract. Failure to do so may result in forfeiture of Bid Security and rescission of the award by the District.

4. CONTRACTORS LICENSE CERTIFICATION.

The undersigned certifies that:

Contractors License No. 1021935 issued by the California Contractors State License Board (“CSLB”) to the undersigned on 12 / 20 / 2016 is current, valid, has not been revoked, suspended or cancelled, and is appropriate to the work to be undertaken.

Contractors License Classification(s): A-General Engineering Contractor

Expiration Date: 12/31/2022

Name of Qualifying Individual: Phoenix International Holdings, Inc

5. TIME FOR COMPLETION

The bidder agrees that if awarded the Contract, it shall complete the work within the number of working days specified in the Contract Documents.

6. ATTACHMENTS TO THIS BID PROPOSAL FORM

Enclosed herewith (except as otherwise provided for optional forms) and by this reference incorporated herein and made a part of this Bid Proposal Form are the following items:

- 1. Contract Documents
- 2. Designation of Subcontractors
- 3. Declaration of Noncollusion
- 4. Bidder's Bond or other Bid Security
- 5. Bidder's Statement of Qualifications

Bids are to be submitted for the entire work. The amount for Bid comparison purposes will be the total of all items.

Accompanying this Bid Proposal is a bidder's bond, cash, cashier's check, or a certified check, payable to the San Simeon Community Services District, for the sum of at least ten percent (10%) of the total of the base bid. The proceeds thereof shall become the property of the District if the Bid is withdrawn after the time fixed in the Notice to Bidders for the opening of Bids, or if, in case this Bid is accepted by the District and such bidder has received written notice that the Contract has been awarded to him/her, the undersigned shall fail within 5 business days to execute the Contract with the District.

7. BIDDER'S ORGANIZATION AND SIGNATURE AUTHORIZATION

The undersigned certifies that he/she/they is/are authorized to sign this Bid and any subsequent Contract on behalf of the bidding firm or company and that the nature of this bidding firm is an individual, partnership, corporation, or limited liability company with the principals or authorized officers of the firm listed as follows:

Nature of Firm: Corporation
(Corporation, Partnership, Individual, etc.)

Principal Officers/Partners/Members:

Name of President of Corporation: Patrick Keenan
Name of Secretary of Corporation:

Corporation is organized under laws of State of Virginia, and is authorized to transact business in the State of California.

Phoenix International Holdings
Company/Contractor Legal Name

David Stockstill
Signature

David Stockstill
Name (print/type)
Bids & Proposals Manager

Title (print/type)
4/26/2022

Date
Bid Forms
May 10, 2022 Board Meeting Packet

www.phnx-international.com



San Simeon CSD
Ocean Outfall Line Repair
10468-A-00

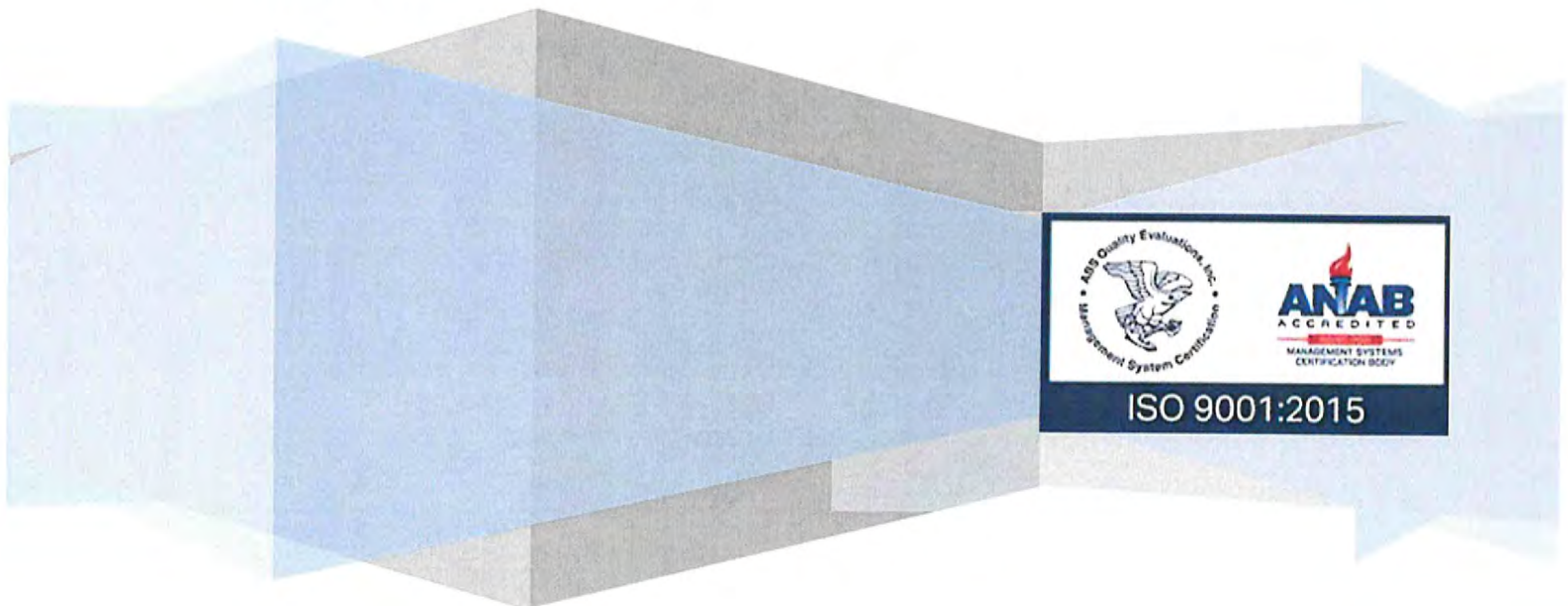




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San Simeon CSD
Ocean Outfall Line Repair
10468-A-00

1.0 INTRODUCTION

Phoenix International Holdings, Inc.
10111 Richmond Avenue, Suite 310
Houston, TX, 77042
www.phnx-international.com

April 26, 2022

Attention: Charles Grace
Telephone: 805-431-6253
Email: cgrace@graceenviro.com

Reference: San Simeon CSD Ocean Outfall Line Repair

Mr. Grace,

Pursuant to your request, Phoenix International Holdings, Inc. (Phoenix) appreciates this opportunity to provide a quotation for diving services in support of your project. For your convenience, we have itemized the personnel, equipment, and consumables that are included in our offer. Should additional services be required, we will be pleased to quote them upon request.

We have tried to address all your requirements and trust that our proposal will meet with your approval. However, should you have any questions regarding this correspondence, or should you wish to discuss a future project requiring atmospheric, conventional diving, including wet and dry hyperbaric welding, please feel free to contact the undersigned.

Sincerely,

Phoenix International Holdings, Inc.

David Stockstill

David Stockstill
Bids and Proposal Manager
Phone: 281-815-8050
Fax: 281-815-8060
bidadmin@phnx-international.com

2.0 SCOPE OF WORK

Phoenix International Holdings, Inc. (Phoenix) will provide Divers to install a three (3) anode string with clamp, support exposed pipe with sand bags and apply splash zone onto the end of the pipeline weight.

3.0 ABOUT PHOENIX

Phoenix is an employee-owned, ISO 9001-2015 Management System certified marine services contractor providing manned and unmanned underwater operations and engineering services to accomplish complex operations from the surface to water depths of 6,000 meters.

4.0 QUALITY/HEALTH, SAFETY, AND ENVIRONMENT (HSE)

4.1 Quality

Phoenix maintains a corporate-wide commitment to offering our Clients outstanding service. Our Quality Management System (QMS) is ISO 9001 2015, and all our personnel are provided QMS and operational job training upon initial hire and annually thereafter as per their job descriptions. Phoenix has also developed and implemented systematic work processes through our QMS to ensure the quality and continuity of our services.

4.2 Health and Safety

Phoenix takes the health and safety of our personnel, and those who are working for and with us, as top priorities. As members of both ISNetwork and PEC Safety, we are able to maintain the Training Qualifications (TQs) and Operator Qualifications (OQs) of our personnel. Additionally, Phoenix has risk-based safety management systems in place to demonstrate compliance with the applicable regulatory and recognized industry standards.

4.3 Environment

Safeguarding the environment during all our operations is a commitment that Phoenix takes seriously. Phoenix recognizes the importance of environmental protection and complies with all industry environmental regulations and appropriate codes of practice.



5.0 SCOPE OF SUPPLY

5.1 Phoenix Personnel – Dive

1 Supervisor/Diver	2 Diver
2 Tender	

5.2 Phoenix Supplied Equipment

Danny “C” w/Vessel Crew	Shallow Air Package
U/W Video	1 Pallet Sand Bags
1 Clamp w/3 Anode String	10 Gal Splash Zone

6.0 BID FORM AND DEPTH PAY

6.1 Pricing

For this project, Phoenix offers to supply the resources itemized in this proposal at the following day rate pricing. Should work in excess of twelve (12) hours per day be required of the personnel, the quoted overtime rates shall be applicable. See Bid Form below.

6.2 Bid Form

Description	Unit	Price
Mobilization of Personnel & Equipment to Morro Bay (includes anodes, sand and splash zone)	Lump Sum	\$51,200.00
Personnel & Equipment Working	Per Day	\$26,570.00
Personnel & Equipment Standby/Weather	Per Day	\$21,490.00
Client Requested Consumables (in addition to Phoenix Provided)	As Required	Cost +15%
Demobilization of Personnel & Equipment from Morro Bay	Lump Sum	\$29,865.00
Estimated 1 day to Mob personnel, 1 day to load equipment onto dive vessel, 3 days to perform the work, 1 day to remove equipment from the vessel and 1 day to Demobe personnel.	Estimated Cost	\$203,755.00

6.3 Overtime Rates – Over 12 hours per day

Description	Unit	Price
Supervisor/Diver	Per Hr.	\$200.00
Diver	Per Hr.	\$190.00
Tender	Per Hr.	\$190.00
Boat Crew	Per Hr.	\$190.00

7.0 CONSUMABLES AND THIRD PARTY

7.1 Job-Specific Consumables

Any job-specific consumables supplied by Phoenix on behalf of Company, the price of which has not otherwise been mutually agreed, will be invoiced in accordance with our current published rate schedule. Should no published rate exist, cost plus fifteen percent (+15%) will be charged.

7.2 Third-Party Services

Any third-party services contracted for by Phoenix on behalf of the Company, the price of which has not otherwise been mutually agreed, will be invoiced at our documented cost-plus fifteen percent (+15%).

8.0 MOBILIZATION AND DEMOBILIZATION

8.1 Mobilization & Demobilization

This proposal is based on the availability of personnel and equipment. Mobilization includes personnel to travel from Bayou Vista to Morro Bay CA.

9.0 TECHNICAL QUALIFICATIONS

9.1 Additional Services

Except as quoted herein, any additional services provided to, or on behalf of, COMPANY by Phoenix and which are not otherwise mutually agreed, will be Invoiced in accordance with our current Rate Schedule.

9.2 Daily Rates

All daily rates are based upon a calendar day (midnight to midnight) and are not pro-rata. The applicable daily charge shall apply for all periods of transit, work and/or stand by. Personnel overtime rates shall apply after twelve (12) hours per day.

9.3 Start Time

On location, personnel time starts when personnel depart the hotel and personnel time ends upon return to the hotel.

9.4 Validity

Our offer will remain in effect for (30) days from date of submission. Thereafter, Phoenix reserves the right to modify or amend any or all of its parts.

9.5 Permits

Company will provide all permits, fee's, etc. that are associated to the performance of the contract.

9.6 MSA

Other than specified herein, all work will be performed in accordance with a mutually agreed Master Service Agreement (MSA) or signed and mutually agreed Terms and Conditions, attached.

9.7 Training

Any additional training will be billed at mutually agreed rates.

San Simeon CSD
Ocean Outfall Line Repair

ID	Task Mode	Task Name	Duration	Start	End
1	Task Mode	San Simeon CSD	7 days	Mon 6/6/22 6:00 AM	Mon 6/6/22 6:00 AM
2	Task Mode	Mobilization	2 days	Mon 6/6/22 6:00 AM	Mon 6/6/22 6:00 AM
3	Task Mode	Mobilize dive vessel to Morro Bay	8 hrs	Mon 6/6/22 6:00 AM	Mon 6/6/22 6:00 AM
4	Task Mode	Mobilize Dive personnel to CA	12 hrs	Mon 6/6/22 6:00 AM	Mon 6/6/22 6:00 AM
5	Task Mode	Load dive equip onto trucks	2 hrs	Tue 6/7/22 6:00 AM	Tue 6/7/22 6:00 AM
6	Task Mode	Transit to Morro Bay	4 hrs	Tue 6/7/22 8:00 AM	Tue 6/7/22 8:00 AM
7	Task Mode	Transfer gear onto dive boat	6 hrs	Tue 6/7/22 12:00 PM	Tue 6/7/22 12:00 PM
8	Task Mode	Ocean Outfall Line Work	3 days	Wed 6/8/22 6:00 AM	Wed 6/8/22 6:00 AM
9	Task Mode	Install sand bags to support pipeline	12 hrs	Wed 6/8/22 6:00 AM	Wed 6/8/22 6:00 AM
10	Task Mode	Install (3) anode string	12 hrs	Thu 6/9/22 6:00 AM	Thu 6/9/22 6:00 AM
11	Task Mode	Apply splash zone to end of pipeline	8 hrs	Fri 6/10/22 6:00 AM	Fri 6/10/22 6:00 AM
12	Task Mode	inspect pipeline	4 hrs	Fri 6/10/22 2:00 PM	Fri 6/10/22 2:00 PM
13	Task Mode	Demobilization	2 days	Sat 6/11/22 6:00 AM	Sat 6/11/22 6:00 AM
14	Task Mode	Offload dive vessel	2 hrs	Sat 6/11/22 6:00 AM	Sat 6/11/22 6:00 AM

Phoenix International
12 Hour Day Schedule

Task Inactive Summary

Split Manual Task

Milestone Summary Duration-only

Project Summary Manual Summary Rollup

Inactive Task Start-only

Inactive Milestone Finish-only

External Tasks External Milestone


















Deadline Progress

Manual Progress Manual Progress

San Simeon CSD
Ocean Outfall Line Repair

ID	Task Mode	Task Name	Duration	Start	S	Jun 5, '22	S	M	T	W	T	F	S	Jun 12, '22	S	M
15		Truck gear to Ventura and offload	10 hrs	Sat 6/11/22 8:00 AM												
16		Dive vessel returns to 10 hrs home port		Sat 6/11/22 8:00 AM												
17		Dive personnel demob to Bayou Vista	12 hrs	Sun 6/12/22 6:00 AM												

Phoenix International
12 Hour Day Schedule

Task		Inactive Summary		External Tasks	
Split		Manual Task		External Milestone	
Milestone Summary		Duration-only		Deadline	
Project Summary		Manual Summary Rollup		Progress	
Inactive Task		Manual Summary		Manual Progress	
Inactive Milestone		Start-only			
		Finish-only	