![MesaWater District logo]

Dedicated to
Satisfying our Community's
Water Needs

AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Thursday, April 8, 2021
1965 Placentia Avenue, Costa Mesa, CA 92627
6:00 p.m. Regular Board Meeting

IN AN EFFORT TO MITIGATE THE SPREAD OF COVID-19 (CORONAVIRUS), AND IN ACCORDANCE WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20, THERE WILL BE NO PUBLIC LOCATION FOR ATTENDING THIS BOARD MEETING IN PERSON. MEMBERS OF THE PUBLIC MAY LISTEN AND PROVIDE PUBLIC COMMENT BY TELEPHONE AUDIO AS FOLLOWS:

Telephone Audio: (669) 900 6833
Meeting ID: 921 5689 0387
Passcode: 912282

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ASSOCIATION OF CALIFORNIA WATER AGENCIES/ JOINT POWERS INSURANCE AUTHORITY RECOGNITION

PUBLIC COMMENTS

Items Not on the Agenda: Members of the public are invited to address the Board regarding items which are not on the agenda. Each speaker is limited to three minutes. The Board will set aside 30 minutes for public comments.

Items on the Agenda: Members of the public may comment on agenda items before action is taken or after the Board has discussed the item. Each speaker is limited to three minutes. The Board will set aside 60 minutes for public comments.

ITEMS TO BE ADDED, REMOVED, OR REORDERED ON THE AGENDA
At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed as an Action Item, may be deliberated and may be subject to action by the Board.

CONSENT CALENDAR ITEMS:
Approve all matters under the Consent Calendar by one motion unless a Board member, staff, or a member of the public requests a separate action.

1. Approve minutes of regular Board meeting of March 11, 2021.
2. Approve minutes of adjourned regular Board meeting of March 23, 2021.
3. Approve attendance considerations (additions, changes, deletions).
4. Board Schedule:
   - Conferences, Seminars, and Meetings
   - Board Calendar

5. Approve a one-year contract extension to Clifton Larson Allen, formerly White Nelson Diehl Evans LLP, to perform annual financial audit services for the fiscal year ending June 30, 2021.
6. Affirm and direct staff to schedule a public hearing for the April 27, 2021 Board of Directors Committee meeting.

PRESENTATION AND DISCUSSION ITEMS:

NONE

ACTION ITEMS:

7.   CLASSIFICATION AND COMPENSATION STUDY:

Recommendation: Award a contract to Koff & Associates for an amount not to exceed $75,000 to begin a District-wide Classification and Compensation Study as outlined in the Memorandum of Understanding.

8.   OPERATIONAL INFRASTRUCTURE SECURITY UPGRADES PROJECT:

Recommendation: Award the following contracts to:

a. **Prime Systems Industrial Automation, Inc. for $245,000 and a 10% contingency of $24,500 for a total amount not to exceed $269,500 for acquisition of Information Technology infrastructure software assets and to provide professional services to upgrade the Wonderware software system and installation of replacement critical hardware components;**
b. **T2 Technology Group, LLC for $427,000 and a 10% contingency of $42,700 for a total amount not to exceed $469,700 for acquisition of Information Technology infrastructure hardware/software assets and professional services for the implementation of a metrics-based Information Technology operations management model and to perform hardware/software maintenance activities;**
c. **Zone and Insight for an amount not to exceed $44,000 for the acquisition of Control Systems Information Technology Infrastructure hardware/software assets and support; and,**
d. **AT&T for an amount not to exceed $24,000 annually for internet access to the Mesa Water Reliability Facility (MWRF) and point-to-point circuits between the MWRF and the Emergency Operations Center.**

REPORTS:

9.   REPORT OF THE GENERAL MANAGER:
- March Key Indicators Report
- Other (no enclosure)

10.   DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

11. <u>WELL NO. 6 REHABILITATION</u>

12. <u>CLAIM OF BARBARA MCCALL</u>

13. <u>DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D)</u>

14. <u>OTHER (NO ENCLOSURE)</u>

CLOSED SESSION:

15. <u>CONFERENCE WITH SPECIAL LEGAL COUNSEL – EXISTING LITIGATION</u>:
    Pursuant to California Government Code Section 54956.9 (d)(1)
    Case: *Irvine Ranch Water District v. Orange County Water District and related cross-actions*
    Los Angeles County Superior Court Case Nos. BS168278 and BS175192

ADJOURN TO AN ADJOURNED REGULAR BOARD MEETING SCHEDULED FOR THURSDAY, APRIL 22, 2021 AT 3:30 P.M.

MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Thursday, March 11, 2021
1965 Placentia Avenue, Costa Mesa, CA 92627
6:00 p.m. Regular Board Meeting

CALL TO ORDER	The meeting of the Board of Directors was called to order at 6:01 p.m. by President DePasquale.
PLEDGE OF ALLEGIANCE	Director Fisler led the Pledge of Allegiance.
Directors Present	Marice H. DePasquale President *(teleconference)* Jim Atkinson, Director *(teleconference)* Fred R. Bockmiller, P.E., Director *(teleconference)* James R. Fisler, Director *(teleconference)*
Directors Absent	Shawn Dewane, Vice President
Staff Present	Paul E. Shoenberger, P.E., General Manager *(teleconference)* Phil Lauri, P. E., Assistant General Manager *(teleconference)* Denise Garcia, Administrative Services Manager/ District Secretary Wendy Duncan, Records Management Specialist/ Assistant District Secretary *(teleconference)* Marwan Khalifa, CPA, MBA, Chief Financial Officer/ District Treasurer *(teleconference)* Stacie Sheek, Customer Services Manager *(teleconference)* Tracy Manning, Water Operations Manager *(teleconference)* Stacy Taylor, Water Policy Manager *(teleconference)* Kurt Lind, Business Administrator *(teleconference)* Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo *(teleconference)*
Others Present	Jonathan Aparicio, IT Support Engineer, T2 Technology Group Kassie Radermacher, CPA, CFE, Principal, State and Local Government, Clifton Larson Allen, LLP *(teleconference)*

President DePasquale stated that the Board of Directors was attending the meeting via teleconference per Governor Newsom's Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act.

President DePasquale stated that for each action, a roll call vote was taken in accordance with California Government Code Section 54953(b)(2), which states, "all votes taken during a teleconferenced meeting shall be by roll call."

President DePasquale proceeded with the meeting.

PUBLIC COMMENTS

President DePasquale asked for comments on items not on the agenda.

There were no comments and President DePasquale proceeded with the meeting.

ITEMS TO BE ADDED, REMOVED, OR REORDERED ON THE AGENDA

General Manager Shoenberger reported there were two items that arose after the agenda was posted and action needs to be taken prior to the next Board meeting. GM Shoenberger recommended adding Item 9B - Senate Bill No. 323 (Caballero) – Support if Amended and Item 9C – Association of California Water Agencies/Joint Powers Insurance Authority Executive Committee Election Concurring Nominations.

President DePasquale asked for comments from the Board. There were no comments.

President DePasquale asked for comments from the public. There were no comments.

MOTION

> Motion by Director Bockmiller, second by Director Atkinson, to add Item 9B - Senate Bill No. 323 (Caballero) – Support if Amended and Item 9C – Association of California Water Agencies/Joint Powers Insurance Authority Executive Committee Election Concurring Nominations to the agenda. Motion passed 4-0-0-1, by the following roll call vote:

AYES:	DIRECTORS	Atkinson, Bockmiller, Fisler, DePasquale
NOES:	DIRECTORS	None
ABSTAIN:	DIRECTORS	None
ABSENT:	DIRECTORS	Dewane

CONSENT CALENDAR ITEMS:
Approve all matters under the Consent Calendar by one motion unless a Board member, staff, or a member of the public requests a separate action.

1. Approve minutes of regular Board meeting of February 11, 2021.
2. Approve minutes of adjourned regular Board meeting of February 23, 2021.
3. Approve attendance considerations (additions, changes, deletions).
4. Board Schedule:
   - Conferences, Seminars, and Meetings
   - Board Calendar

President DePasquale asked for comments from the Board. There were no comments.

President DePasquale asked for comments from the public. There were no comments.

MOTION

> Motion by Director Atkinson, second by Director Fisler, to approve Items 1 – 4 of the Consent Calendar. Motion passed 4-0-0-1, by the following roll call vote:

AYES:	DIRECTORS	Atkinson, Bockmiller, Fisler, DePasquale
NOES:	DIRECTORS	None
ABSTAIN:	DIRECTORS	None
ABSENT:	DIRECTORS	Dewane

PRESENTATION AND DISCUSSION ITEMS:

5. INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY EXECUTIVE COMMITTEE VACANCY:

    GM Shoenberger introduced Water Policy Manager Taylor who provided a brief overview of the topic.

    Discussion ensued amongst the Board.

    Ms. Taylor responded to questions from the Board and they thanked her for the information.

6. FISCAL YEAR 2020 AUDIT RESULTS AND COMPREHENSIVE ANNUAL FINANCIAL REPORT:

    Chief Financial Officer Khalifa introduced Clifton Larson Allen LLP Principal Kassie Radermacher who proceeded with a presentation that highlighted the following:
    - Scope of Services
    - Independent Auditors' Report
    - Report on Internal Control
    - Communication to Those Charged with Governance

    President DePasquale asked for comments from the Board.

    Director Bockmiller asked Ms. Radermacher: "Did you receive full cooperation from staff or did you receive any resistance?"

    Ms. Radermacher responded: "We received full participation from staff and no resistance."

    Director Bockmiller: "Mesa Water has to operate under certain laws, rules and regulations regarding accounting. We hire auditors to make sure that we do, did you do that?"

    Ms. Radermacher: "As a part of a government auditing standards audit, we review compliance with certain laws and regulations that are direct in materiality to the financial statement. So, in that review, the item that we did note was disclosed in the Government Auditing Standards letter regarding the investment policy."

    The Board thanked Ms. Radermacher for the presentation.

    President DePasquale asked for comments from the public. There were no comments.

    Motion by Director Fisler, second by Director Atkinson, to approve Mesa Water District's audited financial statements for the fiscal year ended June 30, 2020 and direct staff to finalize the Fiscal Year 2020 Comprehensive Annual Fiscal Report.

Director Bockmiller offered a substitute motion.

MOTION

Motion by Director Bockmiller, second by Director Fisler, to:
a. Approve Mesa Water District's audited financial statements for the fiscal year ended June 30, 2020 and direct staff to finalize the Fiscal Year 2020 Comprehensive Annual Fiscal Report;
b. Agendize a review of the Statement of Investment Policy at a future meeting; and
c. Agendize annually a review of the Statement of Investment Policy.

Motion passed 4-0-0-1, by the following roll call vote:

AYES: DIRECTORS   Atkinson, Bockmiller, Fisler, DePasquale
NOES: DIRECTORS   None
ABSTAIN: DIRECTORS   None
ABSENT: DIRECTORS   Dewane

7.   EMERGENCY WATER SUPPLY RELIABILITY ASSESSMENT PROGRAM:

GM Shoenberger and Water Operations Manager Manning provided a brief overview of the topic.

GM Shoenberger and Ms. Manning responded to questions from the Board and they thanked them for the information.

President DePasquale asked for comments from the Board. Comments were received.

President DePasquale asked for comments from the public. There were no comments.

MOTION

Motion by Director Bockmiller, second by Director Fisler, to approve the Emergency Water Supply Reliability Assessment Program subject to the availability of Coastal Pumping Transfer Program (CPTP) or other forms of Basin Management water, where Mesa Water would then make use of the Basin Management water programs to perform planned reliability testing. Motion passed 4-0-0-1, by the following roll call vote:

AYES: DIRECTORS   Atkinson, Bockmiller, Fisler, DePasquale
NOES: DIRECTORS   None
ABSTAIN: DIRECTORS   None
ABSENT: DIRECTORS   Dewane

RECESS

President DePasquale declared a recess at 6:36 p.m. in order to conduct the Mesa Consolidated Water District Improvement Corporation Annual Meeting.

ACTION ITEMS:

8.   MESA CONSOLIDATED WATER DISTRICT IMPROVEMENT CORPORATION ANNUAL MEETING:

The regular Board meeting reconvened at 6:54 p.m.

9.   2021 STATE LEGISLATION PERTAINING TO OPEN MEETING AND WATER ISSUES:

Water Policy Manager Taylor provided a brief overview of the topic.

Discussion ensued amongst the Board.

President DePasquale asked for comments from the public. There were no comments.

MOTION

Motion by Director Fisler, second by Director Atkinson, to approve the recommended positions on the 2021 State Legislation pertaining to Open Meetings and Water Issues. Motion passed 4-0-0-1, by the following roll call vote:

AYES:	DIRECTORS	Atkinson, Bockmiller, Fisler, DePasquale
NOES:	DIRECTORS	None
ABSTAIN:	DIRECTORS	None
ABSENT:	DIRECTORS	Dewane

ITEM 9B – SENATE BILL NO. 323 (CABALLERO) – SUPPORT IF AMENDED:

Water Policy Manager Taylor provided a brief overview of the topic.

Discussion ensued amongst the Board.

Attorney Anslow responded to questions from the Board.

President DePasquale asked for comments from the public. There were no comments.

MOTION

Motion by Director Bockmiller, second by Director Fisler, to approve a Support if Amended position on SB 323 (Caballero): Local government: water or sewer service: legal actions. Motion passed 4-0-0-1, by the following roll call vote:

AYES:	DIRECTORS	Atkinson, Bockmiller, Fisler, DePasquale
NOES:	DIRECTORS	None
ABSTAIN:	DIRECTORS	None
ABSENT:	DIRECTORS	Dewane

ITEM 9C – ASSOCIATION OF CALIFORNIA WATER AGENCIES/JOINT POWERS INSURANCE AUTHORITY EXECUTIVE COMMITTEE ELECTION CONCURRING NOMINATIONS:

Director Bockmiller provided a brief overview of the topic.

President DePasquale asked for comments from the public. There were no comments.

MOTION

Motion by Director Atkinson, second by Director Fisler, to adopt Resolution Nos. 1537 and 1538 Concurring in Nomination of Melody McDonald and Randall Reed to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority. Motion passed 4-0-0-1, by the following roll call vote:

AYES:	DIRECTORS	Atkinson, Bockmiller, Fisler, DePasquale
NOES:	DIRECTORS	None
ABSTAIN:	DIRECTORS	None
ABSENT:	DIRECTORS	Dewane

REPORTS:

10. REPORT OF THE GENERAL MANAGER:
    - February Key Indicators Report
    - Other (no enclosure)

11. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

12. DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D):

13. OTHER (NO ENCLOSURE):

CLOSED SESSION:

President DePasquale announced that the Board was going into Closed Session at 7:54 p.m.

14. CONFERENCE WITH GENERAL LEGAL COUNSEL – EXISTING LITIGATION:
    Pursuant to California Government Code Section 54956.9(d)(1)
    Reporting Issue: Department of Drinking Water

The Board returned to Open Session at 8:07 p.m.

District Secretary Garcia announced that the Board conducted one Closed Session with the General Manager, Assistant General Manager, District Secretary, Water Operations Manager, and General Legal Counsel pursuant to California Government Code Section 54956.9(d)(1). The Board received information and gave direction to staff. There was no further announcement.

President DePasquale adjourned the meeting at 8:07 p.m. to an Adjourned Regular Board Meeting scheduled for Tuesday, March 23, 2021 at 3:30 p.m.

Approved:

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Marice H. DePasquale, President

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Denise Garcia, District Secretary

MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Tuesday, March 23, 2021
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Adjourned Regular Board Meeting

Dedicated to Satisfying our Community's Water Needs

BOARD OF DIRECTORS COMMITTEE MEETING

CALL TO ORDER	The meeting of the Board of Directors was called to order at 3:30 p.m. by President DePasquale.
PLEDGE OF ALLEGIANCE	Director Atkinson led the Pledge of Allegiance.
Directors Present	Marice H. DePasquale, President *(teleconference)* Shawn Dewane, Vice President *(teleconference)* Jim Atkinson, Director *(teleconference)* Fred R. Bockmiller, P.E., Director *(teleconference)* James R. Fisler, Director *(teleconference)*
Directors Absent	None
Staff Present	Paul E. Shoenberger, P.E., General Manager *(teleconference)* Phil Lauri, P.E., Assistant General Manager *(teleconference)* Denise Garcia, Administrative Services Manager/ District Secretary Wendy Duncan, Records Management Specialist/ Assistant District Secretary *(teleconference)* Marwan Khalifa, CPA, MBA, Chief Financial Officer/ District Treasurer *(teleconference)* Stacie Sheek, Customer Services Manager *(teleconference)* Tracy Manning, Water Operations Manager *(teleconference)* Stacy Taylor, Water Policy Manager *(teleconference)* Kurt Lind, Business Administrator *(teleconference)* Andrew D. Wiesner, P.E., Principal Engineer *(teleconference)* Celeste Carrillo, Public Affairs Coordinator *(teleconference)*
Others Present	Jonathan Aparicio, IT Support Engineer, T2 Technology Group John Lewis, President, Lewis Consulting Group *(teleconference)* Jo MacKenzie, Director, Vista Irrigation District *(teleconference)* Adam Zacheis, Senior Client Service Manager, Brown and Caldwell *(teleconference)* Katie Porter, Client Service Manager/Project Manager, Brown and Caldwell *(teleconference)*

President DePasquale stated that the Board of Directors was attending the meeting via teleconference per Governor Newsom's Executive Order N-29-20 which suspended certain provisions of the Ralph M. Brown Act.

President DePasquale stated that for each action, a roll call vote was taken in accordance with California Government Code Section 54953(b)(2), which states, "all votes taken during a teleconferenced meeting shall be by roll call."

President DePasquale proceeded with the meeting.

PUBLIC COMMENTS

President DePasquale asked for public comments on items not on the agenda.

There were no comments and President DePasquale proceeded with the meeting.

ITEMS TO BE ADDED, REMOVED, OR REORDERED ON THE AGENDA

General Manager Shoenberger reported there were no items to be added, removed, or reordered on the agenda.

CONSENT CALENDAR ITEMS:
Approve all matters under the Consent Calendar by one motion unless a Board member, staff, or a member of the public requests a separate action.

Director Fisler pulled Item 9 for discussion. There were no objections.

1. Receive and file the Developer Project Status Report.
2. Receive and file the Mesa Water and Other Agency Projects Status Report.
3. Receive and file the Water Quality Call Report.
4. Receive and file the Water Operations Status Report.
5. Receive and file the Accounts Paid Listing.
6. Receive and file the Monthly Financial Reports.
7. Receive and file the Major Staff Projects.
8. Receive and file the State Advocacy Update.
9. Receive and file the Orange County Update.
10. Receive and file the Outreach Update.

President DePasquale asked for comments from the Board. There were no comments.

President DePasquale asked for comments from the public. There were no comments.

MOTION

    Motion by Director Atkinson, second by Director Fisler, to approve Items 1 - 8 and 10 of the Consent Calendar. Motion passed 5-0, by the following roll call vote:

    AYES: DIRECTORS   Atkinson, Bockmiller, Fisler, Dewane, DePasquale
    NOES: DIRECTORS   None
    ABSTAIN: DIRECTORS   None
    ABSENT: DIRECTORS   None

ITEM 9 – RECEIVE AND FILE THE ORANGE COUNTY UPDATE.

    Lewis Consulting Group President John Lewis provided an Orange County Update.

Mr. Lewis responded to questions from the Board and they thanked him for the update.

President DePasquale asked for comments from the Board. There were no comments.

President DePasquale asked for comments from the public. There were no comments.

MOTION

Motion by Director Fisler, second by Vice President Dewane, to approve Item 9 of the Consent Calendar. Motion passed 5-0, by the following roll call vote:

AYES: DIRECTORS   Atkinson, Bockmiller, Fisler, Dewane, DePasquale
NOES: DIRECTORS   None
ABSTAIN: DIRECTORS   None
ABSENT: DIRECTORS   None

ACTION ITEMS:

11.   CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS ELECTION, SOUTHERN NETWORK, SEAT A, CONCURRING NOMINATION:

Water Policy Manager Taylor introduced Vista Irrigation District Director Jo MacKenzie who provided a brief overview of her background.

President DePasquale asked for comments from the Board. There were no comments.

President DePasquale asked for comments from the public. There were no comments.

MOTION

Motion by Director Bockmiller, second by Vice President Dewane, to adopt Resolution No. 1539 Concurring in the Nomination of Jo MacKenzie as a candidate for the California Special Districts Association Board of Directors, Southern Network, Seat A. Motion passed 5-0, by the following roll call vote:

AYES: DIRECTORS   Atkinson, Bockmiller, Fisler, Dewane, DePasquale
NOES: DIRECTORS   None
ABSTAIN: DIRECTORS   None
ABSENT: DIRECTORS   None

12.   WATER SUPPLY, ENERGY, AND SUPPLY CHAIN RELIABILITY ASSESSMENT:

Assistant General Manager Lauri provided a brief overview of the topic.

AGM Lauri responded to questions from the Board and they thanked him for the information.

President DePasquale asked for comments from the Board. There were no comments.

President DePasquale asked for comments from the public. There were no comments.

MOTION

Motion by Vice President Dewane, second by Director Atkinson, to approve the proposed recommendations for the Water Supply, Energy, and Supply Chain Reliability Assessment as identified in the Executive Summary and Technical Memorandums 1, 2, and 3, and implement as part of the Capital Improvement Program Renewal. Motion passed 5-0, by the following roll call vote:

AYES: DIRECTORS   Atkinson, Bockmiller, Fisler, Dewane, DePasquale
NOES: DIRECTORS   None
ABSTAIN: DIRECTORS   None
ABSENT: DIRECTORS   None

13.   FINANCIAL AUDITOR SELECTION:

Cheif Financial Officer Khalifa provided a brief overview of the topic.

CFO Khalifa and GM Shoenberger responded to questions from the Board and they thanked them for the information.

President DePasquale asked for comments from the Board. There were no comments.

President DePasquale asked for comments from the public. There were no comments.

MOTION

Motion by Vice President Dewane, second by President DePasquale, to add to the next regular Board meeting Consent Calendar approval of a one-year contract extension to Clifton Larson Allen, formerly White Nelson Diehl Evans LLP, to perform annual financial audit services for the fiscal year ending June 30, 2021. Motion passed 4-1, by the following roll call vote:

AYES: DIRECTORS   Atkinson, Fisler, Dewane, DePasquale
NOES: DIRECTORS   Bockmiller
ABSTAIN: DIRECTORS   None
ABSENT: DIRECTORS   None

PRESENTATION AN DISCUSSION ITEMS:

None.

REPORTS:

14.   REPORT OF THE GENERAL MANAGER

15.   DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

16.   OTHER (NO ENCLOSURE)

President DePasquale adjourned the meeting at 4:18 p.m. to a Regular Board Meeting scheduled for Thursday, April 8, 2021 at 6:00 p.m.

Approved:

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Marice H. DePasquale, President

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Denise Garcia, District Secretary

MEMORANDUM

MesaWater
DISTRICT®

Dedicated to
Satisfying our Community's
Water Needs

TO: Board of Directors

FROM: Paul E. Shoenberger, P.E., General Manager

DATE: April 8, 2021

SUBJECT: Attendance at Conferences, Seminars, Meetings, and Events

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RECOMMENDATION

In accordance with Ordinance No. 30, adopted January 14, 2021, authorize attendance at conferences, seminars, meetings, and events.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #2: Practice perpetual infrastructure renewal and improvement.
Goal #3: Be financially responsible and transparent.
Goal #4: Increase public awareness about Mesa Water and about water.
Goal #5: Attract and retain skilled employees.
Goal #6: Provide outstanding customer service.
Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION

At its June 11, 2020 meeting, the Board of Directors (Board) approved Fiscal Year 2021 attendance at Conferences, Seminars, Meetings, and Events.

DISCUSSION

During the discussion of this item, if any, the Board may choose to delete any item from the list and/or may choose to add additional conferences, seminars, meetings, or events for approval, subject to available budget or additional appropriation.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

2021 CONFERENCES, SEMINARS, AND MEETINGS:

April 6 - 8, 2021	
WaterNow Alliance 6th Annual Summit	
Virtual	
May 12 - 13, 2021	
ACWA/JPIA Spring Conference	*DePasquale*
Virtual	
May 18 - 19, 2021	
CSDA Legislative Days	
Virtual	
June 4, 2021	
OC Water Summit	
Anaheim, CA	
June 13 - 16, 2021	
AWWA ACE21 Conference	*Atkinson*
San Diego, CA	
July 19 - 22, 2021	
Jt. CA-NV AWWA/AMTA Conference	
West Palm Beach, FL	
July 27 - 29, 2021	
SWMOA Annual Symposium	
Pico Rivera, CA	
August 30 - September 2, 2021	
CSDA Annual Conference	
Monterey, CA	
September 14 - 17, 2021	
CAJPA Conference	
South Lake Tahoe, CA	
October 18 - 21, 2021	
AWWA CA-NV Annual Fall Conference	
Virtual	
October 21 - 22, 2021	
H2O Women Conference	*DePasquale*
Santa Barbara, CA	
October 25 - 26, 2021	
Public-Private Partnership Higher Education Summit	
San Diego, CA	
November 30 - December 3, 2021	
ACWA/JPIA Fall Conference	
Pasadena, CA	
December 13 - 15, 2021	
Colorado River Water Users Association Conference	
TBD	

April 2021

April 2021
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May 2021
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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 28	29	30	31	Apr 1 6:00pm MWDOC Elected Officials Forum - MD, JA (Virtual)	2 7:30am WACO Meeting (Virtual)	3
4	5 8:30am MWDOC Planning & Operations Committee Meeting (Virtual)	6 WaterNow Alliance 6th Annual Summit (VIRTUAL) 7:30am ISDOC Executive Committee Meeting 12:00pm IN PERSON COVID-19 Ad Hoc 6:00pm Costa Mesa City	7 8:30am Jt. MWDOC/MWD Workshop (Virtual) 5:30pm OCWD Board Meeting (Virtual)	8 6:00pm Mesa Water Board Meeting	9 Pay Period Ends	10
11	12 5:00pm IRWD Board Meeting (Virtual)	13 8:00am CANCELED OCBC Infrastructure Committee (Virtual)	14 Payday 8:00am CANCELED LAFCO Meeting (Virtual) 8:30am MWDOC Admin and Finance Committee (Virtual)	15 8:30am R/S to 4/22 MWDOC Executive Committee (VIRTUAL)	16	17
18	19 8:30am CANCELED MWDOC Public Affairs & Legislation (Virtual)	20 OC Youth Environmental Summit (formerly Childrens' Water Ed Festival) (Virtual) 7:30am WACO Planning Committee (VIRTUAL) 9:30am ACC-OC EEW Committee (VIRTUAL) 6:00pm Costa Mesa City	21 8:30am MWDOC Board Meeting (VIRTUAL) 5:30pm OCWD Board Meeting (Virtual)	22 8:30am R/S from 4/15 MWDOC Executive Committee (Virtual)	23 Pay Period Ends	24
25	26 5:00pm IRWD Board Meeting (Virtual)	27 3:30pm Board of Directors Committee Meeting (ZOOM)	28 Payday 8:30am Jt. MWDOC/OCWD Meeting (MWDOC/OCWD Boardroom)	29 11:30am ISDOC Quarterly Event - JF (VIRTUAL)	30	May 1

May 2021

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 25	26	27	28	29	30	May 1
2	3 8:30am MWDOC Planning & Operations Committee Meeting (Virtual)	4 7:30am ISDOC Executive Committee Meeting 12:00pm IN PERSON COVID-19 Ad Hoc 6:00pm Costa Mesa City	5 8:30am Jt. MWDOC/MWD Workshop (Virtual) 5:30pm OCWD Board Meeting (Virtual)	6	7 Pay Period Ends 7:30am WACO Meeting (Virtual)	8
9	10 5:00pm IRWD Board Meeting (Virtual)	11 8:00am OCBC Infrastructure Committee (Virtual)	12 ACWA/JPIA Spring Conference - MD (VIRTUAL) Payday 8:00am LAFCO Meeting (Virtual) 8:30am MWDOC Admin	13 6:00pm Mesa Water Board Meeting	14	15
16	17 8:30am CANCELED MWDOC Public Affairs & Legislation (Virtual)	18 CSDA Legislative Days (Virtual) 7:30am WACO Planning Committee (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (Virtual)	19 8:30am MWDOC Board Meeting (VIRTUAL) 5:30pm OCWD Board Meeting (Virtual)	20 8:30am MWDOC Executive Committee (Virtual) 4:00pm Costa Mesa Chamber of Commerce Board Meeting (Virtual)	21 Pay Period Ends	22
23	24 5:00pm IRWD Board Meeting (Virtual)	25 3:30pm Board of Directors Committee Meeting (ZOOM)	26 Payday	27	28	29
30	31 District Holiday	Jun 1	2	3	4	5

June 2021

June 2021

Su	Mo	Tu	We	Th	Fr	Sa
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27	28	29	30			

July 2021

Su	Mo	Tu	We	Th	Fr	Sa
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 30	31	Jun 1 7:30am ISDOC Executive Committee Meeting 12:00pm IN PERSON COVID-19 Ad Hoc 6:00pm Costa Mesa City Council Meeting (Virtual)	2 8:30am Jt. MWDOC/MWD Workshop (Virtual) 5:30pm OCWD Board Meeting (Virtual)	3	4 Pay Period Ends 7:30am WACO Meeting (Virtual) 8:00am OC Water Summit (Anaheim, CA)	5
6	7 8:30am MWDOC Planning & Operations Committee Meeting (Virtual)	8 8:00am OCBC Infrastructure Committee (Virtual)	9 Payday 8:00am LAFCO Meeting (Virtual) 8:30am MWDOC Admin and Finance Committee (Virtual)	10 6:00pm Mesa Water Board Meeting	11	12
13	14	15	16	17	18	19
	AWWA ACE21 Conference - JA (San Diego, CA)			8:30am MWDOC Executive Committee (Virtual)	Pay Period Ends	
	5:00pm IRWD Board Meeting (Virtual)	7:30am WACO Planning Committee (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (Virtual)	8:30am MWDOC Board Meeting (VIRTUAL) 5:30pm OCWD Board Meeting (Virtual)			
20	21 8:30am CANCELED MWDOC Public Affairs & Legislation (Virtual)	22 3:30pm Board of Directors Committee Meeting (ZOOM)	23 Payday	24	25	26
27	28 5:00pm IRWD Board Meeting (Virtual)	29	30	Jul 1	2	3

TO: Board of Directors

FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer

DATE: April 8, 2021

SUBJECT: Financial Auditor Selection

RECOMMENDATION

Approve a one-year contract extension to Clifton Larson Allen, formerly White Nelson Diehl Evans LLP, to perform annual financial audit services for the fiscal year ending June 30, 2021.

The Board of Directors reviewed this item at its March 23, 2021 Committee meeting and recommends approval.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

At its October 12, 2004 meeting, the Board of Directors (Board) adopted Resolution No. 1307 Establishing a Policy to Solicit Proposals for Outside Auditing Services Superseding Resolution No. 1226. Under Resolution No. 1307, at the discretion of the Board and upon conclusion of the initial three-year term, the Board may authorize up to two additional one-year renewals with the current firm. In addition, the policy imposed a limit of five consecutive annual audits by the same firm.

In April 2011, Mesa Water District (Mesa Water®) issued a financial audit Request for Proposals (RFP) and received proposals from three firms: Diehl Evans & Company, Mayer Hoffman McCann, and Lance, Soll & Lunghard. The Board selected Mayer Hoffman McCann (now Davis Farr) to perform annual financial audits from Fiscal Year (FY) 2011 to FY 2013 with options to renew for FY 2014 and FY 2015, which were exercised. Davis Farr completed five financial audits; the cost of the final year's financial audit was $25,700.

At its March 21, 2016 meeting, the Finance Committee reviewed Professional Auditing Services proposals from four firms and directed staff to agendize Financial Auditor Selection at the next Board Meeting.

At its April 14, 2016 meeting, the Board awarded a contract to White Nelson Diehl Evans LLP (WNDE) to perform annual financial audit services for fiscal years ending June 30, 2016, June 30, 2017 and June 30, 2018 with two optional one-year extensions.

At its April 18, 2016 workshop, the Board directed staff to agendize Financial Auditor Selection at a future Board meeting to reconsider the approved motion from the April 14, 2016 meeting.

At its May 19, 2016 meeting, the Board deferred Financial Auditor Selection to a future Finance Committee for further discussion.

At its June 20, 2016 meeting, the Finance Committee approved the scope of work within the

existing Professional Auditing Services RFPs, developed a scope of work and budget to conduct a Fraud Audit, and awarded a contract to WNDE to perform annual financial audit services for fiscal years ending June 30, 2016, June 30, 2017 and June 30, 2018 with two optional one-year extensions.

At its June 8, 2017 meeting, the Board adopted Resolution No. 1501 Establishing a Policy for the Selection Process for the Appointment of General Legal Counsel and Independent Auditor, Superseding Resolution No. 1307.

At its April 11, 2019 meeting, the Board approved two additional one-year renewals with WNDE to perform annual financial audit services for the fiscal years ending June 30, 2019 and June 30, 2020.

DISCUSSION

Clifton Larson Allen (CLA), formerly WNDE, has completed the last five annual financial audits and preparation of the Comprehensive Annual Financial Report (CAFR) for fiscal years ending June 30, 2016, June 30, 2017, June 30, 2018, June 30, 2019, and June 30, 2020.

Due to COVID-19, a transition to a new auditor would be difficult while staff is working from home. Staff recommends that the Board approve a one-year contract extension to CLA to perform annual financial audit services for the fiscal year ending June 30, 2021. Once staff returns to the office full-time, a new RFP will be conducted to acquire a firm to perform the annual financial audit for the fiscal year ending June 30, 2022.

The table below shows the maximum fees for the fiscal year ending June 30, 2021:

Services	Cost
Audit	$30,050
Preparation of the CAFR	$ 4,060
Total	**$34,110**

FINANCIAL IMPACT

The requested funding of $35,000 will be budgeted in the proposed Fiscal Year 2022 Budget.

ATTACHMENTS

None.

MEMORANDUM

TO:	Board of Directors
FROM:	Denise Garcia, Administrative Services Manager
DATE:	April 8, 2021
SUBJECT:	Ordinance No. 30 - Directors' Compensation and Expense Reimbursement

MesaWater
DISTRICT®

Dedicated to
Satisfying our Community's
Water Needs

RECOMMENDATION

Affirm and direct staff to schedule a public hearing for the April 27, 2021 Board of Directors of Committee meeting.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #2: Practice perpetual infrastructure renewal and improvement.
Goal #3: Be financially responsible and transparent.
Goal #4: Increase public awareness about Mesa Water and about water.
Goal #5: Attract and retain skilled employees.
Goal #6: Provide outstanding customer service.
Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

At its April 13, 2017 meeting, the Board of Directors (Board) adopted Ordinance No. 28 – Directors Compensation and Expense Reimbursement Superseding Ordinance No. 25.

At its March 26, 2018 workshop, the Board deferred action on increasing Directors Compensation.

At its February 14, 2019 meeting, the Board adopted Ordinance No. 29 – Directors Compensation and Expense Reimbursement Superseding Ordinance No. 28, setting the rate in Section 1 to $291 effective July 1, 2019 and adopting all proposed changes.

At its January 14, 2021 meeting, the Board adopted Ordinance No. 30 – Directors Compensation and Expense Reimbursement Superseding Ordinance No. 29, setting the rate in Section 1 to $305 effective March 15, 2021 and $320 effective July 1, 2021 and adopting all proposed changes.

BACKGROUND

At its February 23, 2021 meeting, the Board directed staff to move forward with adjusting the Deferred Compensation plan with an effective date of July 1, 2021.

DISCUSSION

A public hearing must be held prior to the Board taking action to increase or modify Directors compensation. Prior to the date of the public hearing, Mesa Water is required to place an advertisement once a week for two weeks, each published with at least five days intervening between publication dates, in a local newspaper announcing the public hearing. If the Board approves the ordinance, a minimum of sixty days must elapse prior to the increase becoming effective.

FINANCIAL IMPACT

The cost of the two ads will be approximately $500 and sufficient funds are available in the Regulatory Compliance/Permits budget.

Should the Board approve the adjustments to the Deferred Compensation Plan, staff will include the additional cost in the Fiscal Year 2022 budget.

ATTACHMENTS

None.

Mesa Water
DISTRICT®

Dedicated to
Satisfying our Community's
Water Needs

TO: Board of Directors

FROM: Syndie Ly, Human Resources Manager

DATE: April 8, 2021

SUBJECT: Classification and Compensation Study

RECOMMENDATION

Award a contract to Koff & Associates for an amount not to exceed $75,000 to begin a District-wide Classification and Compensation Study as outlined in the Memorandum of Understanding.

STRATEGIC PLAN

Goal #5: Attract and retain skilled employees.

PRIOR BOARD ACTION/DISCUSSION

The Board of Directors previously adopted a five-year Memorandum of Understanding (January 1, 2018 through December 31, 2022) with the Mesa Water District Employee Association (MWDEA). The agreement calls for a Classification and Compensation Study (the Study) to be completed by December 31, 2021, with the results of the Study effective the first full pay period following January 1, 2022.

To meet this contractual requirement, Human Resources completed a Request for Proposals to select a Classification and Compensation Consultant to complete the Study.

DISCUSSION

Mesa Water solicited proposals from eight qualified consulting firms to conduct a District-wide classification and compensation study of 55 budgeted positions (31 classifications), as well as provide ongoing services if their assistance is required for the duration of the contract (e.g., individual studies). Out of the eight firms, three proposals were received. The proposals were reviewed by a selection panel comprised of four Mesa Water staff, and one external panelist from Municipal Water District of Orange County. Each firm's proposal was evaluated based upon the following criteria: firm and staff qualifications and experience, project approach and understanding of the scope of work to be performed, firm and staff availability, and proposal quality/responsiveness. All three firms passed this evauulation with the following results:

Rank	Firm	Final Score
1	Koff & Associates	4.02
2	Reward Strategy	3.79
3	Ralph Andersen and Associates	3.58

The three above firms were invited to interview with the selection panel to evaluate their firm and staff qualifications and experience, technical aptitude, judgement, and proposed study process. The final scores after the inteviews are as follows:

Rank	Firm	Final Score
1	Koff & Associates	16.85
2	Ralph Andersen and Associates	16.80
3	Reward Strategy	16.25

Staff considered pricing from the three firms after the written and interview evaluations, and it was determined not to be a decision making factor in the final selection, as all proposed pricing submitted by the three firms was very close.

Although all three firms were favored as top choices among different panelists, Koff & Associates ultimately stood apart from the other firms. The amount of resources Koff & Associates is able to dedicate to this project far exceeds the other firms; proposing to allocate seven Consultants to the project. The additional resources will aid in ensuring the project will be completed thoroughly and on schedule. Another distinguishing factor was the level of communication and involvement the Consultants will have with employees regarding the study process and results. Koff & Associates demonstrated a strong ability to communicate timely, clearly and with transparency to employees during a study process that can at times be anxiety-provoking, and with results that may not always be favorable.

Koff & Associates (K&A) is headquartered in Berkeley, California, but has satellite offices throughout Southern California. K&A was founded in 1984 and specializes in providing human resouces support to government agencies, with a large focus of their practice being classification and compensation. The scope of the present study is by no means new to this firm, as they have a long list of water district and other public sector clients throughout California (including Orange County) with whom they've conducted similar work. Five of their previous clients were contacted to conduct a comprehensive reference check, in which positive feedback was received. The Koff & Associates proposal is available upon request.

Staff recommends that the Board approve a contract for the District-wide Classification and Compensation study, as well as additional technical support services with Koff & Associates.

FINANCIAL IMPACT

Based upon the recommendation, the cost of engaging services with Koff & Associates to complete the Classification and Compensation Study is $64,945. Should additional needs arise after the study has been completed and implemented, they will bill Mesa Water at approximately $155 per hour.

ATTACHMENTS

None.

TO: Board of Directors

FROM: Phil Lauri, P.E., Assistant General Manager

DATE: April 8, 2021

SUBJECT: Operational Infrastructure Security Upgrades Project

RECOMMENDATION

Award the following contracts to:

a. Prime Systems Industrial Automation, Inc. for $245,000 and a 10% contingency of $24,500 for a total amount not to exceed $269,500 for acquisition of Information Technology infrastructure software assets and to provide professional services to upgrade the Wonderware software system and installation of replacement critical hardware components;

b. T2 Technology Group, LLC for $427,000 and a 10% contingency of $42,700 for a total amount not to exceed $469,700 for acquisition of Information Technology infrastructure hardware/software assets and professional services for the implementation of a metrics-based Information Technology operations management model and to perform hardware/software maintenance activities;

c. Zone and Insight for an amount not to exceed $44,000 for the acquisition of Control Systems Information Technology Infrastructure hardware/software assets and support; and,

d. AT&T for an amount not to exceed $24,000 annually for internet access to the Mesa Water Reliability Facility (MWRF) and point-to-point circuits between the MWRF and the Emergency Operations Center.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #2: Practice perpetual infrastructure renewal and improvement.

PRIOR BOARD ACTION

At its August 8, 2013 meeting, the Board of Directors (Board) awarded a contract to T2 Technology Group (T2) in the amount of $80,000 for the Information Technology (IT) Program Assessment of the District's IT infrastructure and supporting systems, and authorized the General Manager to execute the contract.

At its May 22, 2014 meeting, the Board authorized $1,275,000 for the IT Implementation Plan and approved T2 to provide the architecture, design, and project coordination services and the re-engineered IT Operations Model.

At its May 18, 2017 meeting, the Board received a presentation which described updates to the IT Master Plan. The update included the following five improvements to its IT infrastructure: Core Services, Backup and Restoration, Security Management, Management and Monitoring System, and IT Operations Plan.

At its June 18, 2019 meeting, the Engineering and Operations Committee received a presentation which described recommendations highlighting the following four improvements to the Programmable Logic Controllers (PLC) and Supervisory Control Systems: IT Infrastructure,

Supervisory Control and Data Acquisition (SCADA) Software, software configuration, and implementation.

BACKGROUND

In 2013, an IT Assessment and Plan was completed by T2 to evaluate Mesa Water District's (Mesa Water®) IT business strategy, system operations, infrastructure, applications, organization, and resources. The results of that assessment led to the development of the 2015 IT Master Plan which focused on four main priorities: data backup and recovery, security, monitoring of system capacity and reduction of gaps, and replacement of aging infrastructure and equipment. The 2015 IT Master Plan was successfully implemented for Mesa Water's enterprise IT system. The plan was updated in 2019 to include transition to an Amazon Cloud Data Center platform, strengthening of the security perimeter and internal surveillance capabilities, improving monitoring capabilities, and upgrading end of life enterprise IT infrastructure hardware and software environment. As part of the 2015 IT Master Plan, it was recommended that the Operations IT infrastructure receive similar upgrades by the end of 2021.

However, with warnings and incidents of security breaches at government facilities across the United States of America becoming more frequent in recent years, recent guidance from the federal Cybersecurity & Infrastructure Security Agency (CISA) recommends improvements to bolster municipal and infrastructure IT systems. These improvements are in line with Mesa Water's 2015 IT Master Plan and the 2019 update, but have not yet been implemented for the Operations IT system. This CISA guidance suggests that the existing plans to upgrade the Mesa Water Operations IT infrastructure need to be implemented.

DISCUSSION

The following objectives will align the Operational IT infrastructure and management model with Mesa Water enterprise IT system standards and CISA recommendations:

1. **Metrics Based Infrastructure Operational Management Model (MBIOM)**: The Enterprise IT System Management Model will be replicated and the associated continuous quality improvement (CQI) process will be implemented for the Infrastructure Operational Management Model to provide real time metrics reporting.

2. **Monitoring and Support**: Implementation of the MBIOM system and processes provides critical monitoring and reporting of key data center technical/operational parameters (e.g., Server capacities, operational bandwidth, environmental temperatures, cybersecurity protocols, etc.) and notification of technical issues along with escalation and remediation processes.

3. **Back Up Services**: Replace onsite system backup capabilities with a system that maintains both an onsite and remote backup capability and improved IT services restoration turnaround times.

4. **Security**: Implementation of an improved IT security perimeter, next generation firewall and more advanced internal IT security threat detection (Carbon Black). This will connect with the Fiscal Year 2021 Q3 enterprise implementation of the Security Information and Event Management (SIEM) project.

NOTE: SIEM services is a recommended best practice by CISA and is a 7/24 security monitoring, escalation and remediation support service enabling access to continuous security threat detection updates, threat impact assessment and access to top level security threat subject matter experts' services.

These objectives will be achieved by the following tasks to be completed under this Project:

1. Replacement of the 5-year-old redundant server hardware that hosts the Wonderware software and an update to a more current version of the Wonderware software.

2. Alignment of the Operational Infrastructure Security system, network and other backend components with the Mesa Water Enterprise IT standards that also provide improved alignment with CISA recommendations.

3. Upgrade the backup system to improve IT services restoration turnaround times and add a remote site backup.

4. The metrics-based IT management model will be leveraged and extended to meet the Operational Infrastructure Security performance requirements.

Due to cyber-security protocols, the SCADA system will remain a separate system from the Mesa Water enterprise IT environment, the most secure arrangement due to the critical nature of the system. This separation was enabled in the 2015 IT Master Plan as a result of the previous collaboration between Prime Systems Industrial Automation (PSIA) and T2. The SCADA system will not be included in the Mesa Water IT data center transition to Amazon Data Center services platform.

PSIA and T2 will jointly implement the Operational Infrastructure Security management model where T2 will be primarily responsible for procuring the hardware, setup/configuration, and testing of the overall system management and monitoring, and PSIA will be responsible for supporting the required Operational Infrastructure Security software upgrades. The proposed project costs are summarized in Table 1.

Table 1. Project Costs

Assets & Services	One Time		Ongoing Annual
	Acquisition	5 Year Maintenance	
T2 - HW & SW Procurement	$176,000	$66,000	
T2 - Labor	$185,000		
PSIA SW Procurement	$176,000		
PSIA - Labor	$69,000		
Zone and Insight	$44,000		
Carrier Communication Services			$24,000
Total	**$650,000**	**$66,000**	**$24,000**

![MesaWater District logo]

This project is necessary to improve security and performance monitoring of the Operational IT system, for which hardware replacements and software upgrades are required. Both PSIA and T2 are recommended for this project as both teams have been competitively selected as Mesa Water's Information Technology and Integration Consultants, respectively, and have been working with Mesa Water to support the Operational Infrastructure and IT Enterprise System. PSIA has provided integration support services and project services to Mesa Water since 2000, including the successful implementation of the District's 2015 IT Master Plan and implementation of the SCADA Master Plan. Since 2013, T2 has provided IT system and project support services to Mesa Water, including assessment of the District's previous program and successful implementation of the 2015 IT Master Plan.

FINANCIAL IMPACT

In Fiscal Year 2022, $800,000 is budgeted for the Operational Infrastructure Security Upgrades Project; no funds have been spent to date.

	Project Estimate Amounts	Project Cost Amounts
Initial Project Estimate	$ 800,000	
Original Contracts		$ 0
Change/Task Orders		$ 0
Requested Funding		$ 740,000
Revised Contracts		$ 740,000
Actual Spent to Date		$ 0
Revised Project Estimate	$ 740,000	

ATTACHMENTS

Attachment A: Prime Systems Industrial Automation, Inc. Proposal
Attachment B: T2 Tech Group, LLC Proposal

January 2, 2021   Letter: 2021-01 SCADA UPGRADE.docx

Tracy Manning   Phone: 949-574-1000
Mesa Water District   Direct: 949-207-5468
1965 Placentia Avenue   E-Mail: tracym@mesawater.org
P.O. Box 5008
Costa Mesa, CA 92628-5008

Subject: **Mesa Water District**
                SCADA System Upgrade

Tracy,

Thank you for this opportunity for *Prime Systems Industrial Automation, Inc.* to present the following quotation for the Mesa Water District SCADA System Upgrade.

Prime Systems Industrial Automation, Inc. prides itself on being responsive to our customer's needs. With no formal marketing or sales force, Prime Systems relies completely on customer repeat business and "word of mouth" recommendations. With this marketing strategy, we have continued to grow our customer base and support our existing customers with the high-quality work standards they have come to expect from our professional services.

Prime Systems Industrial Automation, Inc. has a proven track record for many installed PLC based control systems, similar to your systems. If there is any interest in seeing one of these installations, or contacting a current client, please let us know.

We appreciate the opportunity to support you in your Control System and Automation needs and we look forward to demonstrating our reputation for quality work done in a timely manner. If there is anything we can do to assist you, please don't hesitate to contact me at our office.

Sincerely,

Marc Smith
President
Prime Systems Industrial Automation, Inc.

Scope of Work:

This quotation is submitted to summarize the cost associated with the Mesa Water District SCADA System Upgrade.

Mesa Water Districts SCADA System is comprised primarily of redundant SCADA Servers located at the Treatment Plant (MWRF) and the Mesa Water District Main Office (EOC). The current SCADA Servers were purchased in April 2015. The SCADA Hardware (Servers) and Software (Wonderware System Platform version 2014 R2 SP1) were installed and operational in June of 2015. The SCADA hardware and software has been in operation for 5½ years with an anticipated replacement schedule of 7 years.

Mesa Water has requested the SCADA IT Infrastructure be incorporated into the existing Business IT SolarWinds Monitoring System to provide similar online monitoring, tracking, and reporting of the SCADA System IT infrastructure. The current SCADA System hardware (Servers, Ethernet Switches, Firewall, etc.) does not have the capability to provide SolarWinds the data consistent with the existing Business IT System.

Prime Systems Industrial Automation, Inc. and T2 Tech Group have been working together to provide a uniform solution to upgrade the SCADA System with hardware consistent with the Mesa Water District Business IT Systems. The goal of this upgrade is to provide Mesa Water District with the upgraded SCADA System that will integrate into the existing Mesa Water District SolarWinds monitoring systems. As part of the SCADA System upgrade, additional redundancy, automated software backups, and enhanced security will be added.

Prime Systems Industrial Automation, Inc. has, over the years, provided the Engineering and Integration services to maintain, service, enhance, and upgrade the Mesa Water SCADA System. As part of these services, Prime Systems Industrial Automation, Inc. tracks, schedules and upgrades the SCADA System hardware and software. In order to accomplish the multiple goals associated with the current recommended SCADA System Upgrade, Prime Systems Industrial Automation, Inc. and T2 Tech Group will work together to accomplish the goals and implement the new and enhanced features. To this end, Prime Systems Industrial Automation, Inc. and T2 Tech Group have discussed and documented the division of labor required to complete the upgrade.

The tables on the following pages provides the division of labor between Prime Systems Industrial Automation, Inc. and T2 Tech Group as well as itemizing which entity will be purchasing the required Hardware and Software required as part of the SCADA System upgrade.

This quotation, along with the T2 Tech Group quotation, provides the complete SCADA Upgrade and SCADA SolarWinds Monitoring and Metrics project.

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Prime Systems Industrial Automation, Inc. and T2 Tech Group Division of Labor:

Task	Description	Responsibility
1	Purchase SCADA Hardware (Servers, Firewall, Etherent Switches, UPS, ATS, PDU)	T2 Tech Group
2	Setup, Configure and Test new SCADA Hardware	T2 Tech Group
3	Install and Setup Four (4) VMWare Virtual Machines (VMs) on each Server as Required for SCADA Software. VM #1 will have Windows 2019 Domain Controller Operating System. VM #2, #3, & #4 will have Windows Server 2019.	T2 Tech Group
4	Purchase and Install Windows Remote Desktop (RDP) CALs (licenses)	T2 Tech Group
5	Purchase and Install Windows Server CALs (licenses)	T2 Tech Group
6	Update PaloAlto Firewall to latest security firmware and patches. Configure PaloAlto Firewall for remote access. Add security credentials for all Mesa Water District SCADA Operators, Supervisors, and Managers.	T2 Tech Group
7	Add PaloAlto Firewall login icons on Mesa Water District Operator computers, laptops, and iPad to enable remote access to the new SCADA Servers. Provide PaloAlto Administrative login credentials to Prime Systems Industrial Automation, Inc.	T2 Tech Group
8	Regular interval updates of the PaloAlto Firewall security firmware and patches in accordance with Mesa Water District policies.	T2 Tech Group
9	Provide Operator Training for login to the new PaloAlto Firewall and SCADA Servers.	T2 Tech Group
10	Install and configure the Veeam Backup Software	T2 Tech Group
11	Install and configure the Carbon Black Security Software	T2 Tech Group
12	Install and configure the SolarWinds Software	T2 Tech Group
13	Provide all programming, configuration and testing for SolarWinds Monitoring and Integration into existing Mesa Water District SolarWinds System. This includes SolarWinds monitoring for all new SCADA hardware (Servers Firewall, Ethernet Switches, UPS, ATS).	T2 Tech Group
14	Provide all programming for SolarWinds monitoring and reporting to Mesa Water Staff consistent with Business IT SolarWinds monitoring and reporting.	T2 Tech Group
15	Provide SCADA Servers to Prime Systems Industrial Automation, Inc.	T2 Tech Group
16	Purchase new SCADA Software (Wonderware System Platform, Thin Manager Software, DreamReports, TopServer I/O Server, Win-911 Remote Alarm Annunciation)	Prime Systems
17	Purchase new ThinClients	Prime Systems
18	Install new SCADA Software on new Servers.	Prime Systems
19	Convert existing SCADA Application to new SCADA version. Install, Configure and Test upgraded SCADA Application on new Servers	Prime Systems
20	Configure and Test new ThinClients with new SCADA Servers	Prime Systems
21	Deliver SCADA Hardware to MWRF for installation and testing	Prime Systems & T2 Tech Group
22	Deliver SCADA Hardware to EOC for installation and testing	Prime Systems & T2 Tech Group
23	Verify operation of all SCADA Hardware and Software	Prime Systems
24	Setup Veeam Backup Software to backup SCADA Software, Application, and Historian (SQL Server) from both MWRF and EOC	T2 Tech Group
25	Verify operation of SolarWinds Monitoring for all SCADA Hardware	T2 Tech Group
26	Provide SCADA Hardware Support as required.	T2 Tech Group
27	Install and Test new Ethernet Switches for Remote (Distribution) Sites	Prime Systems

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Main Office Equipment (Hardware and Software)

Replacement Equipment	Purchase Entity	Replacement Required for Metrics Project	Loc	Purchase Date	Qty	Current Equipment Manufacturer	Current Equipment Part Number	Description
UCSC-C220-M5SX	T2 Tech Group	YES	EOC	2015	1	Dell	PowerEdge R820	Rack Mount Server (Primary SCADA Server) with Windows Server 2012 R2 OS
SRT3000RMXLA	T2 Tech Group	YES	EOC	2018	2	APC	SMT3000RM2UC	Smart UPS 3000
AP8632	T2 Tech Group	YES	EOC		1	APC		Metered Outlets
AP4450	T2 Tech Group	YES	EOC		1	APC		120 Vac Rack ATS
PaloAlto PAN-PA-220	T2 Tech Group	YES	EOC	2017	1	Fortinet	FG-60E-BDL	UTM Bundle Security Appliance (VPN Router)
C9300L-24T-4X-E	T2 Tech Group	YES	EOC	2008	1	Netgear	JGS516 v1	ProSafe 16 Port Gigabit Switch
AWS Cloud Storage	T2 Tech Group	YES	EOC	2014	1	Seagate	SRD00F1	External Backup Hard Drive
No Upgrade Required	-----	NO	Dustin	2019	1	Arista	AP-3300-A00-A03	Thin Client
No Upgrade Required	-----	NO	Tracy	2019	1	Arista	AP-3300-A00-A03	Thin Client
No Upgrade Required	-----	NO	Tracy	2008	1	Dell	S2409Wb	Monitor
AP-3300-A00-A03	Prime Systems	NO	OCC	2008	1	Arista	AP-3200	Thin Client
AP-3300-A00-A04	Prime Systems	NO	OCC	2019	1	Arista	AP-3300-A00-A03	Thin Client
No Upgrade Required	-----	NO	OCC	2008	1	Dell	S2409Wb	Monitors
No Upgrade Required	-----	NO	OCC	2009	1	Samsung	LN46B550K1F	Big (TV) Monitor
SG350-10P-K9-NA	T2 Tech Group	YES	OCC	2008	1	Netgear	FS105	Fast Ethernet Switch
Replaced by Mesa Water	Mesa Water	NO	OCC	2014	1	HP	Laser Jet 500 Color M551	Ethernet Printer
Wonderware System Platform 2017/2020	Prime Systems	YES	EOC	2015	1	Wonderware	System Platform	SCADA Software 2014R2 SP1
Wonderware System Platform 2017/2020	Prime Systems	YES	EOC	2015	1	Wonderware	Historian	SCADA Historian Software
Wonderware System Platform 2017/2020	Prime Systems	YES	EOC	2015	4	Wonderware	Historian Client	SCADA Historian Client Software
Wonderware Dream Reports (current version)	Prime Systems	YES	EOC	2015	1	Wonderware	Dream Reports	Reporting Software v 4.63
Win911 (current version)	Prime Systems	NO	EOC	2019	1	Specter	Win-911	Remote Alarm Management Software v7.17
No Upgrade Required	-----	NO	EOC	2019	1	MultiTech	WIN-911/LTE/NET	LTE Ethernet Cellular Modem for Verizon
ThinManager V-FLEX 1 Perpetual v11	Prime Systems	YES	EOC	2015	5	ThinManager	ThinManager	Thin Client Management Software v6.0 SP4

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MWRF Treatment Plant Equipment (Hardware and Software)

Replacement Equipment	Purchase Entity	Replacement Required for Metrics Project	Loc	Purchase Date	Qty	Current Equipment Manufacturer	Current Equipment Part Number	Description
UCSC-C220-M5SX	T2 Tech Group	YES	MWRF	2015	1	Dell	PowerEdge R820	Rack Mount Server (Primary SCADA Server) with Windows Server 2012 R2 OS
SRT3000RMXLA	T2 Tech Group	YES	MWRF	2018	2	APC	SMT3000RM2UC	Smart UPS 3000
AP8632	T2 Tech Group	YES	MWRF		1	APC		Metered Outlets
AP4450	T2 Tech Group	YES	MWRF		1	APC		120 Vac Rack ATS
PaloAlto PAN-PA-220	T2 Tech Group	YES	MWRF	2017	1	Fortinet	FG-60E-BDL	UTM Bundle Security Appliance (VPN Router)
C9300L-24T-4X-E	T2 Tech Group	YES	MWRF	2008	1	Netgear	JGS516 v1	ProSafe 16 Port Gigabit Switch
AWS Cloud Storage	T2 Tech Group	YES	MWRF	2014	1	Seagate	SRD00F1	External Backup Hard Drive
AP-3300-A00-A03	Prime Systems	NO	MWRF	2008	4	Arista	AP-3200	Thin Client
No Upgrade Required	-----	NO	MWRF	2008	3	Dell	P2412Hb	Monitor
No Upgrade Required	-----	NO	MWRF	2011	1	Hope Industrial Systems	HIS-ML22-CGBA	PLC7 Touch Screen Monitor
SG350-10P-K9-NA	T2 Tech Group	YES	MWRF	2008	1	Netgear	DS106	Dual Speed Hub
Replaced by Mesa Water	Mesa Water	NO	MWRF	2016	1	HP	MFP M477fdn	Ethernet Printer
Wonderware System Platform 2017/2020	Prime Systems	YES	MWRF	2015	1	Wonderware	System Platform	SCADA Software 2014R2 SP1
Wonderware System Platform 2017/2020	Prime Systems	YES	MWRF	2015	1	Wonderware	Historian	SCADA Historian Software
Wonderware System Platform 2017/2020	Prime Systems	YES	MWRF	2015	4	Wonderware	Historian Client	SCADA Historian Client Software
Wonderware Dream Reports (current version)	Prime Systems	YES	MWRF	2015	1	Wonderware	Dream Reports	Reporting Software v 4.63
Win911 (current version)	Prime Systems	NO	MWRF	2019	1	Specter	Win-911	Remote Alarm Management Software v7.17
No Upgrade Required	-----	NO	MWRF	2019	1	MultiTech	WIN-911/LTE/NET	LTE Ethernet Cellular Modem for Verizon
ThinManager V-FLEX 1 Perpetual v11	Prime Systems	YES	MWRF	2015	10	ThinManager	ThinManager	Thin Client Management Software v6.0 SP4

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Prime Systems Industrial Automation, Inc.
6236 River Crest Dr., Suite B | Riverside, CA 92507 | Tel: 951.656.7139 | FAX: 951.656.8139

Remote Site Equipment (Hardware)

Replacement Equipment	Purchase Entity	Replacement Required for Metrics Project	Loc	Purchase Date	Qty	Current Equipment Manufacturer	Current Equipment Part Number	Description
IE-2000U-4T-G	T2 Tech Group	YES	Remote Sites	2010	20	Weidmuller	IE-SW5-ECO	Industrial 4-Port Ethernet Switch

_____

Prime Systems Industrial Automation, Inc.
6236 River Crest Dr., Suite B | Riverside, CA 92507 | Tel: 951.656.7139 | FAX: 951.656.8139

The following quotation provides the Prime Systems Industrial Automation, Inc. pricing based on the Scope of Work detailed above.

1. **SCADA Software Upgrades**……………..……………………………….......................**$116,625**

   Prime Systems Industrial Automation, Inc. will procure the required SCADA System software which includes the following:

   a. Two (2) Each – Wonderware System Platform SCADA Software Upgrade
   b. Two (2) Each – Wonderware Dream Reports Software
   c. Two (2) Each – Thin Manager Software (required for Remote Access & Security)
   d. Two (2) Each – TopServer I/O Server
   e. Two(2) Each – Win911 Remote Alarm Annunciation Software Upgrade

2. **SCADA Client Connection Capacity Increase**.…………………………….................**$54,630**

   The MWRF currently has seven (7) Wonderware Client Licenses of which three (3) are in use continuously, this leaves four (4) licenses available for Operators, Supervisors, Managers and Remote Access.

   The EOC currently has seven (7) Wonderware Client Licenses of which four (4) are in use continuously, this leaves three (3) licenses available for Operators, Supervisors, Managers and Remote Access.

   This cost item is allotted to purchase six (6) additional licenses to allow for a total of ten (10) Operators, Supervisors, Mangers, and Remote Access licensed connections.

3. **Thin Client Hardware**…………..……………………………….......................................**$4,700**

   Prime Systems Industrial Automation, Inc. will purchase five (5) Arista ThinManager Enabled Thin Clients to replace the three (3) Thin Clients at the MWRF and the two (2) Thin Clients in the EOC.

   These five (5) Thin Clients have been in Operation since 2008 and are currently obsolete and no longer manufactured by Arista.

4. **Programming and Installation Labor**…………..…………………………….................**$68,448**

   Prime Systems Industrial Automation, Inc. will provide the required labor to upgrade the SCADA System Software. These tasks are detailed in the Scope of Work section above as well as detailed in the tables above. These tasks include:

   a. T2 Tech Group Coordination
   b. SCADA Software Installation, Configuration, and Testing
   c. SCADA Application Software Upgrade
   d. SCADA Hardware and Software Installation and Testing

The project cost is quoted as a Fixed Fee: *$244,403*

Prime Systems Industrial Automation, Inc. billing rates are as follows:

➢ In-office Labor $184/hour
➢ Out-of-office Labor (4-hour minimum) $184/hour
➢ Overtime/After-Hours/Saturday/Sundays/Holidays   1.5 Times Standard Rates
➢ Travel Time   Travel time is billed at the rates above
➢ Travel Mileage   Current IRS business mileage travel rate

Billing rates are based on Net 30 Day payment terms.

Terms and Conditions:

1. This quotation does not include purchasing SCADA Hardware (with the exception of the five Thin Clients). All SCADA Hardware will be purchased by T2 Tech Group.

2. This quotation does not include any programming, configuration, setup, reporting, and/or testing for the SolarWinds Monitoring System. All SolarWinds monitoring programming and configuration will be performed by T2 Tech Group.

3. T2 Tech Group will provide all PaloAlto Firewall setup, configuration, Operator Computer setup, Operator Training, etc. PaloAlto Firewall setup, configuration and training is not included in this quotation.

4. T2 Tech Group will install all new SCADA hardware in the Server Racks at MWRF and EOC. Prime Systems Industrial Automation, Inc. will assist in this installation and testing.

5. This quotation consists of work specifically detailed in the Scope of Work above. Any work/tasks not specifically detailed in the Scope of Work above is not included in this quotation.

6. This quotation is based on payment of all invoices in full within the Net 30 Day payment terms. No payment retention is acceptable on these invoices. If alternate payment terms are required, a new quote will be provided.

7. This quotation assumes that all work will be done during normal work hours (no weekend, holidays, or after hours).

8. Any clarifications, modifications and/or additions to the Scope of Work as detailed in the above referenced documents will be evaluated for cost impact. Additional effort will be quoted separately and must be approved prior to *Prime Systems Industrial Automation, Inc.* commencing work.

9. *Prime Systems Industrial Automation, Inc.* standard work hours are Monday – Friday 8:00 AM – 5:00 PM. Any work outside these standard work hours is considered overtime/after-hours/weekend/holiday and is billed at the appropriate rate as identified above.

I hope this quotation is responsive to your needs and I look forward to demonstrating our reputation for quality work done in a timely manner. We appreciate the opportunity to work with you on this project and to support you in your automation and control system needs. If you have any questions, please don't hesitate to call me at our office, 951-656-7139.

Sincerely,

Marc Smith
President
Prime Systems Industrial Automation, Inc.

SCADA

IT Infrastructure Hardware and Software Implementation

Prepared by:

21250 Hawthorne Boulevard, Suite 250 | Torrance, CA 90503

Principal Contact: Jim Rockenbach

Phone: 570-807-8116 | Email: jrockenbach@t2techgroup.com

March 30, 2021

Table of Contents

1. Overview

Mesa Water District® (Mesa Water) has requested a scope of work (SOW) from T2 Tech Group (T2 Tech) to work in collaboration with Prime Systems. On this joint venture we will be working to update SCADA IT Infrastructure Hardware and Software within Mesa Water MWRF and EOC locations. The current SCADA Infrastructure requires procurement and deployment of the following: network equipment, security appliance, servers, and backup cloud services. The existing hardware equipment is end of life and did not meet the Mesa Water IT Infrastructure Standards and was not capable of monitoring, did not offer redundant architecture, backup and restore capability, and lacked in enhanced security.

Providing an immediate upgrade of the SCADA infrastructure components to align with Mesa Water IT Infrastructure Standards and processes. The SCADA Infrastructure components and system to be configured will send monitoring information to central IT Solarwinds monitoring system where possible. This will capture historical data and allow visual representation of trends within monitored devices and software. With this information we can fine tune the system, understand issues as they occur and be notified of outages for hardware and software that is monitored.

2. Scope

The scope of work below outlines the services T2 Tech will provide:

2.1.   SCADA Infrastructure Hardware and Software Implementation

2.1.1. Pre-Analysis for EOC and MWRF

T2 Tech will perform the following pre-analysis tasks:

- Evaluate existing hardware
- Evaluate existing software
- Identify gaps in Mesa Water IT Infrastructure Standards

2.1.2. Procurement for EOC and MWRF

T2 Tech will perform the following procurement tasks:

- Vendor Communication
- Quotes
- PO
- Ordering
- Shipment Tracking

2.1.3. Design and Architecture for EOC and MWRF

T2 Tech will perform the following design and architecture tasks:

- Review Existing Configuration (Server, Firewall; etc)
- Review Current Diagram
- Review Current Elevation

T2 TECH GROUP

- Create new Rack Elevation
- Final Updates SCADA Environment Design
- Power and Cable Matrix

2.1.4. Hardware Install (Rack and Stack) for EOC and MWRF

T2 Tech will be responsible for hardware install tasks of the following devices:

- Firewall
- Switch
- Server
- UPS
- PDU

2.1.5. Device Configuration for EOC and MWRF

T2 Tech will perform device, account, and group configurations on each of the following:

- Firewall
- Switch
- Server
- OS
- ESXI
- UPS
- PDU
- Carbon Black
- Global Connect
- Create Group in Solarwinds
- Create AD and/or OKTA Accounts (for Solarwinds)
- Troubleshoot, Test and Validate

2.1.6. Migration/Go-Live for EOC and MWRF

T2 Tech will perform the following tasks for the migration/go-live:

- Pre-Copy of Data
- Create Change Order
- Schedule and communicate cutover date
- Cutover to new infrastructure
- Troubleshoot, Test and Validate

2.1.7. Decommissioning for EOC and MWRF

T2 Tech will perform the following tasks to decommission old infrastructure:

- Firewall
- Switch
- Server
- UPS
- PDU

2.1.8. Project Management

T2 Tech will be responsible for the following tasks:

- Project Planning
- Stakeholder Communications
- Meetings and Oversite

2.1.9. (Recommended) Internet Circuit

This will implement an SCADA internet circuit with the following attributes:

- Upgrade the current internet circuit to a business class service with improved performance and reliability
- Provide the SCADA system with a circuit dedicated only to SCADA services

2.1.10. (Recommended) SCADA Dedicated SolarWinds Environment

Due to recent events with the SolarWinds "FireEye" security incident, this is an estimate for the option to implement a dedicated SCADA SolarWinds environment on the SCADA IT infrastructure environment. This will include the following:

- This budget will augment the existing IT capital budgets for the SolarWinds Expansion and SCADA Metrics initiatives to implement a dedicated, separate SCADA SolarWinds environment.
- T2 professional services to configure and implement this dedicated SolarWinds system
- All hardware and software include 5-year maintenance fees paid upfront.

3. Assumptions

T2 Tech has made the following key assumptions in order to calculate the effort required to perform the work stated in Section 2 above:

- Procurement of new OS Software Licenses
- Excludes Installation of SCADA Management Software
- Excludes migration of SCADA Management Software
- Excludes go live on new SCADA Management Environment
- Excludes configuration of SCADA Management Software
- Excludes any Software upgrade Costs
- Excludes Installation/deployment of High Temp Switches
- Excludes Installation/deployment of Table-Top Switches
- SolarWinds Monitoring dependent on connectivity between EOC, MWRF and Mesa Water
- Utilizes existing internet connectivity
- Utilizes existing Mesa Water current SolarWinds Licensing and platform
- Utilizes existing Cabinet at MWRF and EOC
- Estimated tax excludes Software and Support costs

4. Cost and Duration

The costs below are estimated based on the information made available to T2 Tech regarding Mesa Water's needs for this project and the assumptions specified in Section 3 above. If additional work is required beyond the scope outlined in Section 2, or if the provided assumptions are inaccurate, T2 Tech will provide Mesa Water with an official change request document outlining the change in scope, cost and duration.

This project will be billed on a time and materials basis.

4.1.   Total T2 Costs

Resource	One Time		Total
	Acquisition	5yr	
Labor	$185,000		
Infrastructure HW & SW	$176,000	$66,000	
Total	**$361,000**	**$66,000**	**$427,000**

4.2.   Other Third-Party Costs

Resource	Other	
	Acquisition	Annual
MWRF Carrier Communication Service		$24,000
Zone	$10,000	
Insight	$34,000	
Prime Systems	$245,000	

4.3.   Estimated Duration

This SOW has an estimated duration of approximately five (5) months.

4.4.   Bill of Materials

Below is a summary of items that are included:

Firewall Hardware	Description	Vendor	VAR	Model	Qty
Firewall	Palo PA-220 - security appliance	PaloAlto	ZONES LLC	PAN-PA-220	2
Firewall Rack Mount Kit	PALO ALTO NETWORKS PA-220 RACK MOUNT KIT	PaloAlto	ZONES LLC	PAN-PA-220-RACKSINGLE	2
Secondary Power Supply	AC power adapter for PA-220	PaloAlto	ZONES LLC	PAN-PA-220-PWR-AC	2
Firewall Subcription	GlobalProtect License subscription year 5, PA-220	PaloAlto	ZONES LLC	PAN-PA-220-GP-5YR	2
Firewall Subcription	Threat prevention subscription year 5, PA-220	PaloAlto	ZONES LLC	PAN-PA-220-TP-5YR	2
Firewall Subcription	WildFire subscription year 5, PA-220	PaloAlto	ZONES LLC	PAN-PA-220-WF-5YR	2
Firewall Support	Palo Premium Support Program - extended service agreement - 5 year - s	PaloAlto	ZONES LLC	PAN-SVC-PREM-220-5YR	2

Switch Hardware (Main)	Description	Vendor	VAR	Model	Qty
Switch	CATALYST 9300L 24PORT DATA CPNT NETWORK ESSENTIALS 4X10G UPLINK	CISCO	T2TechGroup	C9300L-24T-4X-E	2
Switch SFP	1000BSX SFP TRANSCEIVER MODULE PERP MMF 850NM DOM	CISCO	T2TechGroup	GLC-SX-MMD=	4
Switch SSD	PLUGGABLE USB 3.0 SSD STORAGE INT	CISCO	T2TechGroup	SSD-120G	2
Switch Secondary Power Supply	PWR-C1-350WAC-P/2	CISCO	T2TechGroup	PWR-C1-350WAC-P/2	2
Switch License	5YR TERM LICS C9300L DNA LICS ESSENTIALS 24PORT	CISCO	T2TechGroup	C9300L-DNA-E-24-5Y	2
Switch Support	CCW ONLY SOLN SUP SW SUB C9300LSVCS DNA ESSEN	CISCO	T2TechGroup	CON-SSTCM-C93LE24	10
Switch Support	CCW ONLY SOLN SUP 8X5 CATALYST SVCS 9300L 24P DATA NTWK ESSEN	CISCO	T2TechGroup	CON-SSSNT-C92TXEL0	10
Cables	MISC Cables (Fiber, RJ45, Power; etc.)	Cable	T2TechGroup	MICS-CBL-XXX	2
Cables Integration	Cable Integration (Fiber, RJ45)	Cable	T2TechGroup	MICS-CBL-INT	2

High Temp - Switch Hardware (8-Port)	Description	Vendor	VAR	Model	Qty
4 Port Switch	INDUSTRIAL ETHERNET 2000U 4PORTPERP 10/100 2PORT 10/100/1000	CISCO	T2TechGroup	IE-2000U-4T-G	20
DIN Rail	DIN RAIL FOR RACK MNT KIT RMKT	CISCO	T2TechGroup	STK-RACK-DINRAIL=	20
Support	CCW US ONLY SMARTNET NBD 8X5 IESVCS 2000U 4X10/100 2X10/100/1000 PORT	CISCO	T2TechGroup	CON-SNT-IE2000UG	100

Desktop - Switch Hardware (10 Port)	Description	Vendor	VAR	Model	Qty
10 Port Switch	Cisco Small Business SG350-10P - switch - 10 ports - manage	CISCO	T2TechGroup	SG350-10P-K9-NA	2
Support 5yr		CISCO	T2TechGroup		10

Server Hardware	Description	Vendor	VAR	Model	Qty
Server	UCS C220 M5 SFF 10 HD W/O CPU CPNT MEM HD PCIE PSU	CISCO	T2TechGroup	UCSC-C220-M5SX	2
CPU	INTEL 6226R 2.9GHZ/150W CHIP 16C/22MB DDR4 2933MHZ	CISCO	T2TechGroup	UCS-CPU-I6226R	4
SD Card	32GB SD CARD FOR UCS SVR FLSH	CISCO	T2TechGroup	UCS-SD-32G-S	4
SSD HDD	1.9TB 2.5IN ENT VALUE 12G SAS 2.5 SSD	CISCO	T2TechGroup	UCS-SD19TB121X-EV	4
RAM	32GB DDR4-2933-MHz MEM RDIMM/2RX4/1.2V	CISCO	T2TechGroup	UCS-MR-X32G2RT-H	8
NIC	I350 MLOM NIC CTLR	CISCO	T2TechGroup	UCSC-MLOM-IRJ45	2
FIBER PCI-e	Cisco UCS VIC 1455 Quad Port 10/25G SFP28 CNA PCIE	CISCO	T2TechGroup	UCSC-PCIE-C25Q-04	2
FIBER Cable (SVR to SWITCH)	10GBASE-CU SFP+ Cable 5 Meter	CISCO	T2TechGroup	SFP-H10GB-CU5M=	4
RAID CTRLR	12G MOD RAID CTLR W/ 2GB CACHE CTLR	CISCO	T2TechGroup	UCSC-RAID-M5	2
Power Supply	770W AC HOT-PLUG PWR SUPP FOR PWR 1U C-SERIES RACK SVR	CISCO	T2TechGroup	UCSC-PSU1-770W	4
Rail Kit	BALL BEARING RAIL KIT FOR C220 BOPT M4 & C240 M4 RACK SERVERS	CISCO	T2TechGroup	UCSC-RAILB-M4	2
Support	CCW ONLY SNTC 24X7 4HR OS UCS SVCS C220 M5 SFF 10 HD W/O CPU MEM HD	CISCO	T2TechGroup	CON-OSP-C220M5SX	10

Storage Hardware	Description	Vendor	VAR	Model	Qty
AWS Cloud Storage	(5 yr x2 4TB each for EOC and MWRF)	AWS	T2TechGroup	S3 Standard Storage - 4TB	2

UPS Hardware	Description	Vendor	VAR	Model	Qty
UPS	APC Smart-UPS SRT 3000VA RM 120V	APC	T2TechGroup	SRT3000RMXLA	4
UPS NIC	UPS Network Management Card 3	APC	T2TechGroup	AP9640	4
UPS Environment Sensor	APC Temperature & Humidity Sensor	APC	T2TechGroup	AP9335TH	2
UPS Support	Service Pack 3 Year Warranty Extension (for new product p	APC	T2TechGroup	WBEXTWAR3YR-SP-05	4
UPS Ext Battery Pack	APC Smart-UPS SRT 96V 3kVA RM Battery Pack	APC	T2TechGroup	SRT96RMBP	4

PDU Hardware	Description	Vendor	VAR	Model	Qty
PDU	Rack PDU 2G, Metered-by-Outlet with Switching, ZeroU, 30	APC	T2TechGroup	AP8632	4
UPS Support	Service Pack 1 Year Warranty Extension for Accessories	APC	T2TechGroup	WBEXTWAR1YR-AC-04	4
Cable Management	Cable Management				2

Transfer Switch Hardware	Description	Vendor	VAR	Model	Qty
Transfer Switch	Rack ATS, 100/120V, 15A, 5-15 in, (10) 5-15R out	APC	T2TechGroup	AP4450	2
UPS Support	Service Pack 1 Year Warranty Extension for Accessories	APC	T2TechGroup	WBEXTWAR1YR-AC-03	2

Software	Description	Vendor	VAR	Model	Qty
Carbon Black	Carbon Black Agent License	Carbon Black	T2TechGroup		8
Veeam Backup Essentials Universal License - Upfront Billing License (1 year) + Production Support - 5 instances - public sector - min. of 10 instances	Veeam Backup Essentials Universal License - Upfront Billing License (5 years) + Production Support - 5 instances - public sector - min. of 10 instances	VEEAM	Insight	PESSVUL0ISUSYP00	2
Solarwinds NPM SL250 to SL500	Upgrade of SolarWinds Network Performance Monitor SL250 to SL500 (up to 500 elements) - License Upgrade (Maintenance expires on same day as existing license)	Solarwinds	T2TechGroup	1255279	1
Solarwinds NTA/NPM SL250 to SL500	Upgrade of SolarWinds NetFlow Traffic Analyzer for SolarWinds NPM SL250 to SolarWinds NetFlow Traffic Analyzer for SolarWinds NPM SL500 - License Upgrade (Maintenance expires on same day as existing license)	Solarwinds	T2TechGroup	3604	1
Microsoft Windows Server 2019 - CALS - Pro Ra	WinSvrSTDCore SNGL LicSAPk MVL 16Lic CoreLic - Pro Rated 25 month	Microsoft	Insight	9EM-00259	4
Microsoft Windows Server 2019 - RDP - Pro Ra	WinRmtDsktpSrvcsCAL SNGL LicSAPk MVL UsrCAL - Pro Rated 25 month	Microsoft	Insight	6VC-01288	20
Microsoft Windows Server 2019 - User - Pro Ra	WinSvrCAL SNGL LicSAPk MVL UsrCAL - Pro Rated 25 month	Microsoft	Insight	R18-00130	20
Microsoft Windows Server 2019 - CALS - Pro Ra	WinSvrSTDCore SNGL LicSAPk MVL 16Lic CoreLic - Pro Rated 36 month	Microsoft	Insight	9EM-00259	4
Microsoft Windows Server 2019 - RDP - Pro Ra	WinRmtDsktpSrvcsCAL SNGL LicSAPk MVL UsrCAL - Pro Rated 36 month	Microsoft	Insight	6VC-01290	20
Microsoft Windows Server 2019 - User - Pro Ra	WinSvrCAL SNGL LicSAPk MVL UsrCAL - Pro Rated 36 month	Microsoft	Insight	R18-00086	20
VMware vSphere Standard	VMware vSphere Standard - (v. 7) - license - 1 processor	VMWare	Insight	VS7-STD-C	4
VMware Support and Subscription Production - Technical support	VMware Support and Subscription Production - Technical support - for VMware vSphere Standard Edition (v. 7) - 1 processor - emergency phone consulting - 1 year - 24x7 - response time: 30 min	VMWare	Insight	VS7-STD-P-SSS-C	20

5. Agreement

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives, on the date and year first above written.

T2 Tech Group, LLC   **Mesa Water District®**

By: _____   By: _____

Name: _____   Name: _____

Title: _____   Title: _____

Date: _____   Date: _____

REPORTS:

9.   REPORT OF THE GENERAL MANAGER:
- March Key Indicators Report
- Other (no enclosure)

Support materials for this item will be handed out at the meeting.

REPORTS:

10.   DIRECTORS' REPORTS AND COMMENTS

MesaWater
DISTRICT®

Dedicated to
Satisfying our Community's
Water Needs

TO: Board of Directors

FROM: Phil Lauri, P.E., Assistant General Manager

DATE: April 8, 2021

SUBJECT: Well No. 6 Rehabilitation

RECOMMENDATION

This item is provided for information.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #2: Practice perpetual infrastructure renewal and improvement.

PRIOR BOARD ACTION/DISCUSSION

At its February 23, 2021 meeting, the Board of Directors (Board) received an informational staff memorandum that described the current status of Well No. 6, discussed initial findings, and proposed a plan to refurbish the well and well pump.

BACKGROUND

In 2019, the presence of rust particles/flakes was observed inside the Sand Separators (first stage of water treatment) at the Mesa Water Reliability Facility (MWRF). Due to the size and relatively heavy weight of these particles, the backwash of the vessels was not effective. In order to keep the Sand Separators in service and prevent potential damage to the membrane filtration system, the Sand Separators had to be taken apart and manually cleaned. The Sand Separators receive a mixture of water from two wells (Well Nos. 6 and 11). It was hypothesized that the rust particulates were originating from Well No. 6 or the 24-inch cement mortar lined and coated steel pipe from Well No. 11. In order to locate the source of the rust, cartridge filters were installed at the wellheads of Well Nos. 6 and 11, and at the end of their discharge pipes. The analysis of the material collected inside the filters indicated that the rust was coming from Well No. 6.

Well No. 6 was initially drilled in 1983 to be used as a water supply well. The well was drilled to the depth of 1,060 feet below ground level (BGL). The casing and screens (louvers) are made of mild steel and have diameters of 20" and 16", respectively. At the time, the extent of the amber-tinted water was not known and Well No. 6 yielded amber-tinted water. Because of color, the water required treatment prior to distribution. The well was then capped and left until plans for treatment could be developed. Construction of the Colored Water Treatment Facility (CWTF) was completed in February 2000. At that time, Well No. 6 started continuous operation. In January 2011, Well No. 6 was equipped with a specially designed, one-of-a-kind flow restrictor installed at the depth of 600 feet BGL to test the well for production in the lower aquifer (amber water zone) and to assure that the water is pumped almost entirely from that aquifer. At that time, the well was cleaned and the pump modified to provide the highest efficiency. Well No. 6 has been in operation since the MWRF has been online.

DISCUSSION

In order to evaluate the physical condition of Well No. 6 (including casing, screens and the pump column) Mesa Water District (Mesa Water®) contracted with General Pump Company (General Pump) to remove the well pump and to perform a video-survey of the well casing. General Pump completed removal of the pump on February 5, 2021 and performed the video-survey on February 10, 2021. Visual observations of the pump indicated that the upper portion of the mild steel pump column was corroded. Several of the column pipes had corroded together and had to be cut to remove them from the well. The review of the well video by Mesa Water's consulting hydrogeologist indicated that the well was in good condition with a minimal amount of bio-fouling. The review of the video also revealed a considerable amount of scale flakes that rested on the louver screen and the presence of a large quantity of sand and scale particles in the bottom blank section of the well. To verify the thickness of the well casing's wall, a Casing Inspection Thickness Measurement (CITM) was performed on February 26, 2021. The results of the measurement indicated minimal loss of the casing wall thickness. Based on the video survey analysis and CITM results the well was concluded to be in good condition and the following steps for well rehabilitation were proposed by Mesa Water's consulting hydrogeologist:

1. Air-bursting to loosen scale and particles attached to the louver screens,
2. Dual–air–swabbing and brushing to remove scale particles,
3. Airlifting to remove sand, scale and any additional material after the louvers screens and casing are cleaned,
4. Refurbishing of the pump impellers, bowls, and well head,
5. Perform final video-survey, and
6. Replacement of the corroded pump column and drive shaft.

General Pump completed the above described well refurbishment process on March 30, 2021. The second video-survey showed louvers open with minimal amounts of fine sediment on the lips, which is an indication of an effective refurbishment. The total cost of the refurbishment of Well No. 6 was $193,800.82.

FINANCIAL IMPACT

In Fiscal Year 2021, no funds are budgeted for Well No. 6 Rehabilitation. Funding of $193,800.82 will come from Cash on Hand.

ATTACHMENTS

None.

MEMORANDUM

TO: Board of Directors

FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer

DATE: April 8, 2021

SUBJECT: Claim of Barbara McCall

RECOMMENDATION

This item is provided for information.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.
Goal #6: Provide outstanding customer service.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

On March 23, 2021, Mesa Water District (Mesa Water®) received a claim from ratepayer Barbara McCall. Ms. McCall is requesting that Mesa Water waive the difference between her regular average bill total of $80 and her February 22, 2021 bill of $698 in the amount of $618.

On February 23, 2021, staff confirmed the meter read of February 22, 2021 to verify that the bill was accurate. On March 1, 2021, Ms. McCall contacted Mesa Water and informed staff that there were no leaks on her property (toilet, irrigation, faucet, hoses, slab, etc.). At that time, Ms. McCall indicated she would not pay the bill until staff investigated a potential faulty meter.

On March 3, 2021, staff visited Ms. McCall's residence and checked for movement through the flow finder and found no appearance of a leak. On March 4, 2021, Ms. McCall called Mesa Water to inform staff she believed she has a broken meter. On March 5, 2021, staff installed a data logger to confirm that the meter was working properly. Additionally, staff ran a projection based on the prior read and left a tag with the projection for the next bill. On March 7, 2021, Ms. McCall indicated she found a broken sprinkler head on the side of her property at which point she turned off her irrigation valve. On March 9, 2021 and March 10, 2021, staff re-read Ms. McCall's meter and confirmed consistent water usage for each 24-hour period with the irrigation valve turned off. Based on staff's investigation, it appears that the high-water bill was a result of the broken sprinkler head.

Staff determined that the meter is running properly and that the meter read for the February 22, 2021 bill was accurate. In accordance with Mesa Water's Rules and Regulations for Water Service, staff determined that the $618 claim would not be removed from the water bill.

LEGAL REVIEW

Staff consulted with Legal Counsel, Atkinson, Andelson, Loya, Ruud & Romo, who supported Mesa Water staff's recommendation to deny the claim and recommended that a denial letter be

mailed out as soon as possible.

After consultation with Legal Counsel, Mesa Water staff denied the claim in question within forty-five days of presentation. The claim was denied in writing on April 9, 2021. The claimant now has six months in which to file suit.

FINANCIAL IMPACT

There is no financial impact for the discussion of this matter.

If a suit is filed, Mesa Water could expend funds, the amount of which is unknown at this time.

ATTACHMENTS

Attachment A: Claim Form
Attachment B: Denial Letter

Claim Form

(A claim shall be presented by the claimant or by a person acting on his behalf.)

NAME OF DISTRICT: Mesa Water Cherlynn Hudle

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1 Claimant name, address (mailing address if different), phone number, social security number, e-mail address, and date of birth.

*Effective January 1, 2010, the Medicare Secondary Payer Act (Federal Law) requires the District/Agency to report all claims involving payments for bodily injury and/or medical treatments to Medicare. As such, if you are seeking medical damages, we **MUST** have both your Social Security Number and your date of birth.*

Name: ▓▓▓▓▓▓▓▓▓▓▓▓▓▓

Phone Number: ▓▓▓▓▓▓▓▓▓▓

Address(es): ▓▓▓▓▓▓▓▓▓▓

Social Security No.: ▓▓▓▓▓▓▓▓▓▓

Date of Birth: ▓▓▓▓▓▓▓▓▓▓

E-mail: ▓▓▓▓▓▓▓▓▓▓

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2 List name, address, and phone number of any witnesses.

Name:

Address:

Phone Number: (   )

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3 List the date, time, place, and other circumstances of the occurrence or transaction, which gave rise to the claim asserted.

Date: 2-27-21   Time: Place:

Tell What Happened (give complete information):

I got a bill for $698⁰⁰ in the mail. I went through every room & outside To check For leaks, There WAS none. I Called Mesa Water on 3-1. To Tell them Tere were no leaks. They sent a Tecnition on 3-3. I took him To All the Hoses & sprinklers And He checked The sprinkler was @ 9 minutes 3 times per week. He said There was no leak. I called mesa water on 3-4 To Tell her no Leak

NOTE: Attach any photographs you may have regarding this claim.

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4 / 3 Give a general description of the indebtedness, obligation, injury, damage, or loss incurred so far as it may be known at the time of presentation of the claim.

On 3-7 I heard running water outside. The valve For the sprinklers had burst. I turned The water off. I owe for water From 3-5 To 3-7 Not 698⁰⁰ FROM 12-22-20 To 2-22-21. I Think the meter was faulty

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5 Give the name or names of the public employee or employees causing the injury, damage, or loss, if known.

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6 The amount claimed if it totals less than ten thousand dollars ($10,000) as of the date of presentation of the claim, including the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time of the presentation of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds ten thousand dollars ($10,000), no dollar amount shall be included in the claim. However, it shall indicate whether the claim would be a limited civil case.

698¹⁹ MINUS 80 to 90⁰⁰ of my Regular bill

Date: 3-17-21   Time: 11:40 AM   Signature: ▓▓▓▓▓▓▓▓▓▓

ANSWER ALL QUESTIONS. OMITTING INFORMATION COULD MAKE YOUR CLAIM LEGALLY INSUFFICIENT!

White –JPIA Office Copy   /   Yellow–District Office Copy   /   Pink–Claimant Copy

Revised – October 2015

April 9, 2021

VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED

██████████
██████████

Re: Claim Filed for ████████████

Notice is hereby given that the claim which you presented to the Mesa Water® Board of Directors or Officer on March 23, 2021 was rejected on April 8, 2021.

<u>WARNING</u>
Subject to certain exceptions, you have only six (6) months from the date this notice was personally delivered or deposited in the mail to file a State Court Action on this claim. See California Government Code §945.6. Your time for filing an action in federal court may be less than this six (6) months.

You may seek the advice of an attorney of your choice in connection with this matter. If you desire to consult an attorney, you should do so immediately.

In providing this notice, or by any other action it has taken on this claim, Mesa Water District (Mesa Water) does not intend to relinquish or waive any of its legal claims requirements or any rights or defenses potentially available to Mesa Water or its officers, directors, employees or agents.

Should you file a lawsuit in this matter which is determined to be in bad faith and without reasonable cause, please be advised that Mesa Water will attempt to recover all of its defense costs from you as allowed by California Code of Civil Procedure §128.7 and §1038.

If you have any questions about your claim, or this letter, please call the undersigned or our claims administrator at 800.231.5742.

Sincerely,

_____
Denise Garcia
Administrative Services Manager/ District Secretary

c:
Claim File

DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (d)

In accordance with CA Government Code 53232.3 (d), the following report identifies the meetings for which Mesa Water Directors received expense reimbursement.

Jim Atkinson   **Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

Fred R. Bockmiller, P.E.   **Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

Marice H. DePasquale   **Meetings Attended**

Reimbursement Date:	Description, Date
3/02/21	Meeting w/ Mesa Water Director, 2/10
3/02/21	Meeting w/ Mesa Water Director, 3/2

Shawn Dewane   **Meetings Attended**

Reimbursement Date:	Description, Date
3/01/21	Meeting w/ Mesa Water Director, 2/24
3/01/21	Meeting w/ Mesa Water Director, 2/25
3/22/21	Meeting re: Water Issues, 3/17

James R. Fisler   **Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

There are no support materials for this item.

CLOSED SESSION:

15.   CONFERENCE WITH SPECIAL LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to California Government Code Section 54956.9 (d)(1)
Case: *Irvine Ranch Water District v. Orange County Water District and related cross-actions*
Los Angeles County Superior Court Case Nos. BS168278 and BS175192