

Proposal for

Operation and Maintenance
of
The Town of Volcano's
Water Treatment/Storage Facilities

Nick Lawson

T3/D3

License #'s

30000/30161

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T4/D3

License #'s

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Stand Alarm 2 hr July - Redwood Fork
 2 hr Alarm " "
 3 hr " "

We, Joel Mottishaw and Nick Lawson, appreciate the opportunity to make this proposal for operation and maintenance of the town of Volcano's water treatment and distribution system. We propose to provide these services for the monthly compensation of two thousand dollars (\$2,000) per month, with payment split equally in separate checks to each operator. Separate from this proposal, however tied with it, is the additional cost to provide both professional and personal liability insurance for both certified operators. After much research into the best and most cost effective ways to provide this protection, we came to the determination that ensuring these policies were in place for the operators was the best option for both contractor and district based on cost and liability protection. The attached quote was obtained from Match/Vukovich Insurance, a local provider, and breaks down two alternatives for payment which include:

- 1- Due upon signing of policy, premium paid in the full amount of \$3843.39.
- 2- Due upon signing of policy is the premium portion of \$1593.39, then monthly payments for the duration of each 12 month cycle of \$189.69.

Both policy options require either full premium payment upfront or proportional premium payment with interest paid monthly on the balance. If the district wishes for the contractors to directly provide this policy, there would be an additional expense due to personal loan interest rates required to fund the premium in its' entirety. If the district would like to investigate other equal protection alternatives, we would request that these be in place prior to agreement and signing of contract.

Additionally for this rate we will provide an equal level of routine operational services as is currently provided by the Amador Water Agency including fulfillment of daily, weekly, monthly, quarterly, and annual operation and maintenance requirements of each VCSD asset listed below as well as a generalized breakdown of duties:

* Cleveland Tunnel/Rosedale Water Treatment Facility: Routine duties associated with this would include 2-3 plant routines/visits each week. This work includes maintaining a plant log, documenting reads, completing state mandated plant logs, managing verifying water analysis, mixing chlorine solution, regulating chemical feed, maintaining/validating/calibrating turbidimeters, bench top instruments, and the chlorine analyzer, measuring the Cleveland Tunnel raw water flow monthly and reporting that amount together with treated water quantities to the VCSD Board. Additionally it would include emergency notification system testing and verification, replacement of filtration cartridges when needed, and managing of the monthly reporting system and working together with the Regional Water Quality Control Board district engineer to address any concerns or deficiencies. Previous general practice routine maintenance for the Cleveland Tunnel included regular visual inspection of the site, ensuring access was cleared in the case of emergency, as well as internal inspection annually to ensure

the integrity of the tunnel and supply system. If any **emergency** work extends into additional time beyond the estimated weekly routine operations, a reduced T&M rate of \$45/hour will be instituted for the duration of the **emergency** work performed.

* Mineral removing/blending well site facility: Routine duties associated with this facility would include 2-3 plant routines/visits each week. This work includes maintaining a facility log sheet, documenting reads, completing water analysis, monitoring filtration system backwashes and adjusting times, and recommending proactive and/or reactive maintenance to well pumps, filters, structure, and chemical pumping equipment. If any **emergency** work extends into additional time beyond the estimated weekly routine operations, a reduced T&M rate of \$45/hour will be instituted for the duration of the **emergency** work performed.

* Both distribution storage tank facilities: Routine duties associated with the steel and redwood storage tanks would include 2-3 level checks per week to ensure system integrity and no leaks or other high demand events are negatively impacting the tank levels. Other routine duties would include regular site inspections to verify security and integrity of tank, verifying chlorine residuals, maintaining access by minor trimming of brush if needed, locating and exercising valves onsite, interior tank inspections to verify screening or other venting apparatuses have not been compromised and allowed bats, birds, bugs, etc to enter into the drinking water system, and general Underground Service Alerts which may impact tank locations or surrounding properties. If any **emergency** work extends into additional time beyond the estimated weekly routine operations, a reduced T&M rate of \$45/hour will be instituted for the duration of the **emergency** work performed.

*Both transmission and distribution system facilities throughout the town of Volcano: Routine duties for this would include investigating basic customer service calls such as taste and odor, low pressure, high usage, and any minor service line leaks which could be easily addressed without excavation or extended time beyond the normal expectance of service. Additionally would be included distribution and transmission system valve locating and exercising, efficient distribution system flushing to ensure water quality, including flushing/routine maintenance of fire hydrants, exercising customer meter curb stops at least once a year prior to winter season, and regular documentation of work performed. Lastly, we will coordinate needs and act as a "point person" in the event of major emergency repair projects, however if this **emergency** work extends into additional time beyond the estimated weekly routine operations, a reduced T&M rate of \$45/hour will be instituted for the duration of the **emergency** work performed.

We will continue to maintain strict adherence to all Regional Water Quality Control Board (RWQCB) Division of Drinking water public health laws, standards, and regulations. We will perform these duties on a continuous basis, maintaining an "on call" status for the Volcano water system at all times and will respond to any water treatment plant/storage tank deficiency as immediately as is possible. As needed, we will assist the VCSD Board in communications with the RWQCB as requested by the Board or general manager. We will directly respond to inspection reports of the RWQCB by providing to RWQCB the identified monitoring and reporting/documentation information from system operations and sampling that they require, and by the requested deadlines. In addition, we will work expeditiously with the VCSD Board to correct any deficiencies identified in RWQCB inspections that require structural improvements by the deadlines in those reports. We will fulfill our obligations before and after our "day jobs" at AWA as well as on weekends. We will maintain an open, honest, and direct relationship with the VCSD and the RWQCB District Engineer assigned to regulate the VCSD system. With two certified operators under contract with VCSD, nearly all scheduling accommodation's will be handled with ease and scenarios of sickness, vacation, AWA work demands, etc. will be covered by the additional operator under contract. With consideration for both Nick and Joel being fulltime employees with the Amador Water Agency, in the event an emergency occurs during their normal routine work hours, and it cannot be addressed after hours or in short order, we will attempt to work with other licensed treatment and/or distribution operators and/or VCSD directors who live in the VCSD community to address the problem until we get off work and can personally troubleshoot and correct it. If each of the previous fails and the situation requires immediate attention, the emergency contract services agreement between AWA and VCSD would go into effect at the discretion and direction of the VCSD General Manager or either of the contracted operators

We will keep daily logs of duties performed in the operation and maintenance of the Community's water system, noting the time spent in performing these duties, and will attach a copy to each month's invoice, along with any copies of receipts for reimbursements. Additionally, an operator will gladly attend in person or through digital zoom/go to meeting setting and provide a staff report on any projects and/or maintenance occurring since the last meeting. We will work diligently to mitigate any risk to the community and minimize emergency situations through an aggressive preventative maintenance program as detailed above at all facilities. This approach will ultimately prolong system and equipment life and minimize infrastructure repair and future emergency situations.

Community equipment in need of repair or replacement will be purchased by the community and therefore we request that VCSD place each operators name on any accounts the district has which could provide necessary repair parts. This would include items such as meters, chemical pumps, water quality analytical equipment, office supplies, PVC accessories and basic

plumbing parts, as well as anything else that retailers such as Ferguson, Ace Hardware, Slakey's, or Lowes would provide. For the sake of streamlining system operations we are fine with managing the community's accounts with vendors who supply regularly needed equipment such as the Rosedale filters, Hach reagents and maintenance kits, and any other supplies regularly used in the daily operations of the towns drinking water system. Should VCSD feel more comfortable maintaining current purchasing arrangements we are fine with maintaining the status quo and will continue to fill out purchase requests and turn them in to the towns' purchaser in a timely manner. We will strive to keep the drinking water system facility well stocked with needed equipment.

The terms of this contract are annual with all parties having the right to terminate in writing with 90 days of notice. Should we terminate early without justifiable reason (sickness, job loss, etc), we agree to be financially liable for the remaining insurance costs until the end of the contract. However, in return, we would request that VCSD likewise, in the event the district chose to terminate this contract early without justifiable cause, be held financially liable for remaining insurance costs until the end of the contract.

If the town of Volcano and VCSD should choose to accept this proposal we would do our best to ensure the operation and maintenance of the town's water system was maintained at an extremely high standard equivalent to that which is provided by AWA, but at a reduced cost. We are both members of the local community and therefore will be able to respond to any emergency situation quickly and will be able to monitor system performance regularly. We are both dedicated to this community, shop locally, and have chosen Amador County as the place to raise our families. We are dedicated long serving members of the water treatment industry and are dedicated to ensuring the best level of service of which can be provided to our neighbors within the Volcano community. We both take great pride in our work, we strive to leave everything better than what we found it, would be greatly humbled, and would consider ourselves privileged if the Volcano community chose to entrust us with their town's drinking water system operation and maintenance.

Vacation