

Port Hueneme Water Agency

250 North Ventura Road • Port Hueneme, CA 93041 • (805) 986-6563

PORT HUENEME WATER AGENCY BOARD OF DIRECTORS ADJOURNED REGULAR MEETING

JUNE 20, 2016
4:00 PM

PORT HUENEME CITY HALL - CITY COUNCIL CHAMBER
250 NORTH VENTURA ROAD
PORT HUENEME, CA 93041

AGENDA

1. **CALL TO ORDER, ROLL CALL**
2. **AGENDA:** *(Amend / Approve)*
3. **PRESENTATION:**
 - A. **INTRODUCE BRUCE DANDY UNITED WATER CONSERVATION DISTRICT**

Action: Welcome Bruce Dandy, President of United Water Conservation District
4. **BUSINESS ITEMS:**
 - A. **APPROVAL OF MINUTES**

Action: It is recommended the Board approve the Minutes of the May 16, 2016 Adjourned Regular Meeting.
 - B. **CASH DISBURSEMENTS RATIFICATION**

Action: It is recommended the Board ratify the cash disbursements listing for the period May 7, 2016 through June 10, 2016.
 - C. **BRACKISH WATER RECLAMATION DEMONSTRATION FACILITY OPERATIONAL PERFORMANCE**

Action: It is recommended the Board receive and file this report.
 - D. **WATER SUPPLY STRATEGY REPORT FROM WATER**

CONSULTANCY INC.

Action: It is recommended the Board receive and file this report.

E. AUTHORIZATION OF EXTENSION OF WATER SUPPLY AGREEMENT FOR THE DELIVERY OF WATER THROUGH THE OXNARD / HUENEME PIPELINE

Action: It is recommended the Board authorize the Chair of the Governing Board to execute an extension, in a form approved by the General Counsel, to "The Water Supply Agreement for the Delivery of Water Through the Oxnard/Hueneme Pipeline ("Agreement").

F. REVIEW BUDGET FY 2016-2017 FOR PORT HUENEME WATER AGENCY

Action: It is recommended the PHWA Board review the proposed FY 2016-17 PHWA Operating Budget, come to consensus on its content, and direct staff to prepare the Final Budget to be presented and adopted on July 18, 2016.

5. BOARD MEMBER REPORTS AND COMMENTS

6. NEW BUSINESS TO BE AGENDIZED

7. OPEN FORUM: *(Anyone wishing to speak to the Board on any matter NOT on the Agenda may do so at this time. Please approach the podium and give your name and city of residence clearly for the record.)*

ADJOURNMENT: Adjourn to the next Adjourned Regular Meeting to be held Monday, July 18, 2016 at 4:00 p.m. in the City Council Chamber.

Copies of staff reports or other written documentation relating to each item of business referred to in this Agenda are available for public inspection in the Office of the City Clerk and on the City's website at www.cityofporthueneme.org. Materials received after agenda packet distributions are made available to the public on the City's website and in the City Clerk's office at the same time they are provided to the Board. The public may address any item on the Agenda by submitting a speaker card to the Clerk prior to or during the time the matter is addressed by the Board. Speaker comments are limited to three minutes.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, CONTACT THE OFFICE OF THE CITY CLERK AT 986-6503 OR THE CALIFORNIA RELAY SERVICE. NOTICE 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ALLOW PARTICIPATION IN THIS MEETING.

**PORT HUENEME WATER AGENCY BOARD
ADJOURNED REGULAR MEETING**

MAY 16, 2016

MINUTES

Board Member Douglas Breeze called the meeting to order at 4:00 p.m. in the City Council Chamber at Port Hueneme City Hall, 250 North Ventura Road, Port Hueneme, California. The Agency Clerk called the roll:

PRESENT: Board Members Douglas A. Breeze, Keith Moore, Jonathan Sharkey; Ex-Officio Member Robert Nordahl; Vice Chair Sylvia Muñoz Schnopp (late arrived at 4:21 p.m.)
ABSENT: Chair Jim Estomo.
STAFF Interim Executive Director, John Baker, Karl Berger, Deputy
PRESENT: Agency Counsel; Chris Theisen, Public Works Director; Water Operations Manager, Steven Hickox; Alvin Burrell, Interim Finance Director; Agency Clerk, Michele Kostenuik

AGENDA:

The Board had previously received copies of the Agenda.

Member Sharkey, seconded by Member Moore, moved to approve the Agenda as amended. Motion carried 3-0 (Estomo absent, Schnopp late).

BUSINESS ITEMS:

A. APPROVAL OF MINUTES

Action: It is recommended the Board approve the Minutes of the April 13, 2016 Adjourned Regular Meeting.

Member Sharkey, seconded by Member Moore, moved to approve the Minutes as presented. Motion carried 3-0 (Estomo absent, Schnopp late).

B. CASH DISBURSEMENTS RATIFICATION

Action: It is recommended the Board ratify the cash disbursements listing for the period April 8, 2016 through May 6, 2016.

Member Sharkey, seconded by Member Moore, moved to approve staff's recommendation as presented. Motion carried 3-0 (Estomo absent, Schnopp late).

**C. BRACKISH WATER RECLAMATION DEMONSTRATION FACILITY
- OPERATIONAL PERFORMANCE**

Action: It is recommended the Board receive and file this report.

4A

5/16/2016

The Water Operations Manager Steve Hickox gave a report. Discussion ensued among the Board and staff.

Member Sharkey, seconded by Member Moore, moved to receive and file report as presented. Motion carried 3-0 (Estomo absent, Schnopp late).

D. WATER SUPPLY STRATEGY REPORT FROM WATER CONSULTANCY INC.

Action: It is recommended the Board receive and file this report.

Lynn Takaichi, Principal of Water Consultancy Inc., gave a report, stating not much has changed since the last meeting. The main focus is negotiations of the Water Supply Agreement with United Water Conservation District. They are attempting to set up a joint meeting in the next month. Discussion ensued on how to make progress and accomplish goals. The Public Works Director Chris Theisen spoke on the matter.

Member Sharkey, seconded by Member Schnopp, moved to receive and file the report as presented. Motion carried 4-0 (Estomo absent).

Member Breeze turned over the chairing of the meeting to Vice Chair Shnopp.

E. INTRODUCE BUDGET FY 2016-2017 FOR PORT HUENEME WATER AGENCY

Action: It is recommended the Board receive and file this report.

The Interim Finance Director Alvin Burrell introduced proposed budget for FY 2016-2017. He reviewed the summary and asked for recommendations and changes. Discussion ensued among the Board and staff which included questions regarding: savings in electrical costs from not running plant; discrepancies in numbers as outlined in from letter Channel Islands Beach Community Services District (CIBCS); employee numbers and taxes; and irrigation values. It was requested to add action item list addressing CIBCS comments. Interim Executive Director John Baker requested any questions be sent vial email.

Member Breeze seconded by Member Moore, moved to receive and file the report with amendment to include action items listed in the CIBCS letter. Motion carried 4-0 (Estomo absent).

BOARD MEMBER REPORTS AND COMMENTS:

4. BOARD MEMBER REPORTS AND COMMENTS

Member Moore suggested a summary of action items be included on the agenda, he called for a motion seconded by Breeze. No motion was required, requested to place on next agenda.

NEW BUSINESS TO BE AGENDIZED:

- 1.) Spreadsheet with action items, due dates, and status

Member Moore asked about conducting a closed session. Deputy City Attorney Karl Berger stated once the appraiser is under contract they will provide and update.

OPEN FORUM:

Interim Executive Director John Baker announced that Public Works Director Chris Theisen will be leaving the City. The thanked him for his services. The Board also thanked him. No comments from the public.

ADJOURNMENT:

Vice-chair Schnopp, without objection, adjourned the meeting at 5:40 p.m. to the next Adjourned Regular Meeting to be held Monday, June 20, 2016 at 4:00 p.m. in the City Council Chamber.

Respectfully submitted,

Michele Kostenuik
Agency Clerk

APPROVED:

VICE-CHAIR SCHNOPP

PORT HUENEME WATER AGENCY
CASH DISBURSEMENTS
For the period May 7, 2016 through June 10, 2016

June 20, 2016

Presented are the cash disbursements issued by the Finance Dept. for the period May 7, 2016 through June 10, 2016. Shown are cash disbursements by date of occurrence and type of payment.

Date	Type of Payment	Attachment	Amount
5/7/2016 through June 10, 2016			
	A/P Checks 5306-5311	A	\$772,786.25
	EFT Transaction 5467		
Total			<u>\$772,786.25</u>

4B

Transactions for 5/7/2016 - 6/10/2016

Date: 6/13/2016

Vendor Name	Description	Check Date	Number	Amount
CITY OF OXNARD	APR'16 PASS THROUGH FEES	5/13/2016	5306	35,885.60
PORT HUENEME, CITY OF	APR'16 CAP COSTS NBVC PM	5/23/2016	5307	4,393.65
UNITED WATER CONSERVATION DISTRICT	CBC0001 020-0110	5/23/2016	5308	948.04
UNITED WATER CONSERVATION DISTRICT	HUE0001 020-0090	5/23/2016	5308	61,457.90
UNITED WATER CONSERVATION DISTRICT	PHW0002 020-0125	5/23/2016	5308	117,467.37
WATER CONSULTANCY, INC	SERVICES THRU 4/30/16	5/23/2016	5309	5,980.00
WATER CONSULTANCY, INC	SERVICES THRU 4/30/16	5/23/2016	5309	2,600.00
CITY OF OXNARD	145/6194 JAN'16	6/10/2016	5310	71,105.40
PORT HUENEME, CITY OF	248/253 APR'16 OPERATION	6/10/2016	5311	337,503.00
PORT HUENEME, CITY OF	248/253 FEB'16 OPERATION	6/10/2016	5311	53,726.67
PORT HUENEME, CITY OF	248/253 MAR'16 OPERATION	6/10/2016	5311	80,818.62
WELLS ONE	PHWA SAM REGISTRATION	5/31/2016	5467	900.00
				\$772,786.25



Port Hueneme Water Agency

250 North Ventura Road • Port Hueneme, CA 93041 • (805) 986-6563

AGENCY AGENDA STAFF REPORT

TO: PHWA Board

FROM: John Baker, Interim Executive Director

SUBJECT: BRACKISH WATER RECLAMATION DEMONSTRATION FACILITY - OPERATIONAL REPORT

DATE: June 20, 2016

RECOMMENDATION:

It is recommended the Board receive and file this report.

BACKGROUND/ANALYSIS:

This report presents an update on the operational status of the Brackish Water Reclamation Demonstration Facility (BWRDF) from April 26, 2016 to May 31, 2016.

During this operational reporting period, the overall PHWA demand averaged 3.0 MGD with UWCD supplying 92 percent and CMWD supplying 8 percent. There were no interruptions of service, and the water quality delivered to each of the PHWA customers continues to meet all State and Federal regulatory standards.

The Silt Density Index (sampled twice a day) averaged 4.2 and the BWRDF was in by-pass mode during the report period. Operations staff will continue to monitor United Water Conservation District's (United) water quality to determine when this source is permissible for membrane treatment. While in by-pass mode, a blend of United water with Calleguas water will be dictated by system demand periods and source water availability to maximize our take of United water supply.

**BRACKISH WATER RECLAMATION DEMONSTRATION FACILITY-
OPERATIONAL REPORT**

June 20, 2016

Page 2

SUMMARY OF OPERATING COMMITTEE MEETING

The Operating Committee Meeting was held on June, 2016. Discussions were held relating to Groundwater Credit accounting, PHWA budget, United and PHWA water quality and PHWA's Draft - Urban Water Master Plan.

WATER SUPPLY/ALLOCATION UPDATE

United water supply (Emergency Ordinance E):
Current allocation = 3,470af/yr.

Calleguas water supply (Water Supply Allocation Plan):
Current allocation = No restriction

On May 10, Metropolitan Water District of Southern California declared a Water Supply Condition 2 - Water Supply calling for member agencies (Calleguas) to implement extraordinary conservation to mitigate use of storage reserves and suspended implementation of its Water Supply Allocation Plan. On May 18, 2016 Calleguas Municipal Water District by resolution (See attached) declared a Stage 3 Shortage and suspended enforcement of member purveyor supply allocations.

At this time staff does not anticipate any shortage or supply problems for PHWA.

NEXT PHWA BOARD MEETING

The next PHWA Board meeting is scheduled for July 18, 2016 at 4:00 p.m.

FISCAL IMPACT:

The action, if taken as recommended, will not have a fiscal impact.

June 6, 2016

Memorandum

To: Mr. Steve Hickox, Water Operations Manager
City of Port Hueneme

From: Lynn M. Takaichi

Subject: Status Report No. 9
PHWA Water Supply Strategy Implementation
WC-023

This memorandum summarized activities performed from the previous Board meeting to present. This status report is organized by the tasks listed in the Task Order.

1. Attend Meetings with Other Utilities
 - Meeting with OH Pipeline Contractors (6/9)
2. Attend Meetings with Regulatory Agencies
 - None
3. Attend Meetings with PHWA Board and Committees
 - Attended PHWA Board meeting (5/16)
 - Prepared status report
4. Assist PHWA with Negotiation Assistance to Modify Existing Agreements
 - Reviewed Extension Agreement
 - Summarized negotiation issues
5. Continue to refine PHWA Water Supply Strategy
 - No activity
6. Assist PHWA with Developing a Long Term Water Supply Strategy
 - Reviewed preliminary draft of PHWA background



Port Hueneme Water Agency

250 North Ventura Road • Port Hueneme, CA 93041 • (805) 986-6563

AGENCY AGENDA STAFF REPORT

TO: PHWA Board

FROM: John Baker, Interim Executive Director

SUBJECT: AUTHORIZATION OF EXTENSION OF WATER SUPPLY AGREEMENT FOR THE DELIVERY OF WATER THROUGH THE OXNARD / HUENEME PIPELINE

DATE: June 20, 2016

RECOMMENDATION:

It is recommended the Board authorize the Chair of the Governing Board to execute an extension, in a form approved by the General Counsel, to "The Water Supply Agreement for the Delivery of Water Through the Oxnard/Hueneme Pipeline ("Agreement").

BACKGROUND/ANALYSIS:

On June 2, 2016 staff from the Port Hueneme Water Agency, United Water Conservation District, and the City of Oxnard met to discuss the June 30, 2016 Opt-Out provision deadline.

Each party agreed that an extension until June 30, 2017 (twelve months) is required to continue with the formal negotiations regarding permanent, long term resolutions to areas of mutual interest within the "Agreement".

Attached is a copy of the proposed Extension for your review. Each party is aggressively seeking approval for the extension from their respective Board or Council by June 30, 2016.

FISCAL IMPACT:

The action, if taken as recommended, will not have a fiscal impact.

4E

**BRACKISH WATER RECLAMATION DEMONSTRATION FACILITY-
OPERATIONAL REPORT**

June 20, 2016

Page 2

Attachments:

- 1.) Extension Of Water Supply Agreement For The Delivery Of Water Through The Oxnard / Hueneme Pipeline

EXTENSION OF WATER SUPPLY AGREEMENT FOR THE DELIVERY OF WATER
THROUGH THE OXNARD / HUENEME PIPELINE

This Extension of the Water Supply Agreement for the Delivery of Water Through the Oxnard / Hueneme Pipeline (“Extension of OH Agreement”) is made by and between United Water Conservation District (“United”), the City of Oxnard (“City”) and the Port Hueneme Water Agency (“Agency”), with reference to the following:

- A. United, the City and the Agency are parties to the OH Agreement, originally dated July 1, 1996, and subsequently amended on September 20, 2001 (Amendment No. 1); July 22, 2003 (Amendment No. 2); and December 3, 2012 (Amendment No. 3) (collectively referred to as the “OH Agreement”);
- B. The City and the Agency provided timely notice pursuant to Section 17(B), with the intention of updating and revising aspects of the OH Agreement;
- C. The City, the Agency and United have held periodic meetings to consider potential updates and revisions to the OH Agreement;
- D. The City, the Agency and United agree that more time is required to continue these discussions and document any revisions to the OH Agreement; and
- E. The City, the Agency and United agree that certain desired capital improvements may be delayed until such time as the parties complete negotiations and execute desired updates and revisions to the OH Agreement; and
- F. The City, the Agency and United agree to maintain in full force and effect the OH Agreement until at least June 30, 2017, to provide sufficient time for their discussions and negotiations.

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED by the City, United and the Agency as follows:

- 1. The City, United and the Agency, agree that the OH Agreement shall remain in full force and effect through the term provided in Section 17, subject to the following:
 - a. The City and the Agency have jointly provided written notice to United of their intent to withdraw from the OH Agreement. The withdrawal shall be effective on June 30, 2017, unless the parties hereafter agree on an updated and revised OH Agreement.
 - b. Other than as expressly modified in this Extension, all other terms and conditions of the OH Agreement shall remain unaltered and fully enforceable.
- 2. This Extension of OH Agreement may be executed in one or more counterparts, all of which collectively shall constitute one document and agreement.

+++++++Signatures on following pages+++++++

IN WITNESS WHEREOF, this Extension of OH Agreement has been executed by the parties hereto:

SIGNATURES

CITY OF OXNARD

By _____
Tim Flynn, Mayor

ATTEST:

By _____
Daniel Martinez, City Clerk

APPROVED AS TO FORM:

By _____
Stephen M. Fischer, City Attorney

APPROVED AS TO CONTENT:

By _____
Daniel Rydberg, P.E.
Public Works Director

APPROVED AS TO INSURANCE:

By _____
Risk Manager

APPROVED AS TO AMOUNT:

By _____
Greg Nyhoff, City Manager

+++++++*Signatures continue on following pages*+++++++

UNITED WATER CONSERVATION
DISTRICT

By _____
Mauricio E. Guardado, Jr., General Manager

Approved as to Form:

By _____
Anthony Trembley, General Counsel

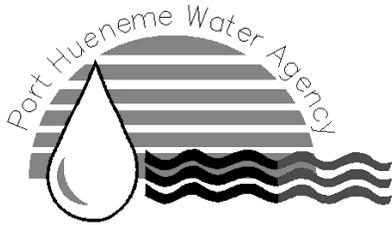
+++++++*Signatures continue on following pages*+++++++

PORT HUENEME WATER AGENCY

By _____
Jim Estomo, Chair of Board

Approved as to Form:

By _____
Karl H. Berger, Assistant General Counsel



Port Hueneme Water Agency

250 North Ventura Road • Port Hueneme, CA 93041 • (805) 986-6563

PHWA AGENDA STAFF REPORT

TO: PHWA BOARD OF DIRECTORS

FROM: AL BURRELL, INTERIM FINANCE DIRECTOR
STEVE HICKOX, WATER OPERATIONS MANAGER

SUBJECT: PHWA PROPOSED OPERATING BUDGET FOR FY 2016-17

DATE: JUNE 20, 2016

RECOMMENDATION:

It is recommended the PHWA Board review the proposed FY 2016-17 PHWA Operating Budget, come to consensus on its content, and direct staff to prepare the Final Budget to be presented and adopted on July 18, 2016.

BACKGROUND/ANALYSIS:

In summary, the FY 2016-17 PHWA budget has been developed to:

- Include \$200,000 for professional services (\$100,000 Water Consultant fees, and \$100,000 for Special Water Counsel).
- Fund land lease with the City of Oxnard estimated at \$85,000.
- Fund annual off-aqueduct charges of \$250,000.
- The proposed FY 2016-17 PHWA operating costs budget is \$4,880,309 or 21.53% less than the FY 2015-16 operating expenses budget. The major decrease in costs is the purchase of Water (\$828,000) and Contract Services (\$340,000).
- Include a take or pay surcharge of approximately \$140,000 issued by UWCD for FY 2015/16.

PHWA OPERATING BUDGET FOR 2016-17
JUNE 20, 2016
PAGE 2

The City of Port Hueneme's 2014-15 Cost Allocation Plan charges used in this budget. An RFP has been issued to prepare 2015-16 thru 2017-18 Cost Allocation Plans. Once finalized, the new Cost Allocation Plan will be used to true-up costs.

FIXED AND VARIABLE RATES (COSTS) FOR FY 2016-17

In accordance with established procedure and methodology, the fixed and variable costs for FY 2016-17 have been calculated using the Black & Veatch Rate Model. The fixed monthly cost for each customer is based on capital expenditures through June 30, 2016, and prorated by each customer's fixed capacity allocation of facilities, less any capital contributions made by the customer.

The table below reflects proposed FY 2016-17 monthly fixed O&M Costs, Capital Costs, and Variable Rates (per acre-foot) for Municipal, Industrial and irrigation cost.

Customer	Fixed O&M Cost	Capital Cost	Variable Rate	Irrigation Rate
COPH	\$106,341.14	-	\$694.07	\$519.78
NBVC-PH	\$ 32,103.80	-	\$694.07	\$519.78
CIBCSD	\$ 30,003.23	-	\$694.07	\$519.78
NBVC-PM	\$ 32,797.75	\$4,496.38	\$694.07	\$519.78
TOTAL	\$201,245.92	\$4,496.38	\$694.07	\$519.78

For comparative purposes, the following table reflects prior year (2015-16) adopted monthly Fixed O&M Costs, Capital Costs, and per acre-foot Variable Rates for Municipal/Industrial and irrigation.

Customer	Fixed O&M Cost	Capital Cost	Variable Rate	Irrigation Rate
COPH	\$ 122,121.45	-	\$822.23	\$517.31
NBVC-PH	\$ 37,066.28	-	\$822.23	\$517.31
CIBCSD	\$ 34,565.09	-	\$822.23	\$517.31
NBVC-PM	\$ 37,447.87	\$4,393.65	\$822.23	\$517.31
TOTAL	\$ 231,514.69	\$4,393.65	\$822.23	\$517.31

The FY 2016-17 variable rate was decreased from \$822.23 per acre-foot to \$694.07 per acre-foot as a result of reduction in water purchased. The irrigation rate increased from \$517.31 per acre-foot to \$519.78 per acre-foot and is reflective of United's water rate and is provided solely by United.

PHWA OPERATING BUDGET FOR 2016-17

JUNE 20, 2016

PAGE 3

FISCAL IMPACT:

The proposed FY 2016-17 PHWA Operating Budget is \$5,055,309. Operating budget expenses decreased approximately \$1,227,569 or 19.54% less than the Adopted FY 2015-16 Operating Budget.

Attachments:

Attachment A:	Proposed FY 2016-17 PHWA Operating Budget
Attachment B:	FY 2016-17 Water Plant Operations Budget
Attachment C:	FY 2016-17 Proposed Fixed and Variable Rate Model FY 2015-16 Adopted Fixed and Variable Rate Model
Attachment D:	PHWA Water Usage FY 2015-16
Attachment E:	PHWA Water Usage FY 2014-15
Attachment F:	Cost Allocation RFP

**PORT HUENEME WATER AGENCY
PROPOSED OPERATING BUDGET
FISCAL YEAR 2016-17**

Fund 990	ACTUAL 2014-15	MODIFIED BUDGET 2015-16	ESTIMATED JUNE 30 2015-16	Variance	PROPOSED BUDGET 2016-17
REVENUE:	2014-15	2015-16	2015-16		
COPH Variable Revenue	1,412,176	1,957,945	1,493,564	464,381	1,511,766
COPH Fixed Revenue	833,980	1,469,225	1,469,225	(0)	1,276,094
NBVC PH Variable Revenue	373,247	513,901	379,859	134,042	392,354
NBVC PH Fixed Revenue	257,490	444,795	444,796	(1)	385,246
CIBCSD Variable Revenue	357,755	486,162	380,059	106,103	381,596
CIBCSD Fixed Revenue	233,658	414,781	414,781	(0)	360,039
NBVC PM Variable Revenue	378,421	540,584	321,876	218,708	337,168
NBVC PM Fixed Revenue	234,293	396,651	396,651	0	339,616
UWCD Irrigation Revenue	12,378	12,933	5,821	7,112	21,311
VCGP Variable Revenue	809	-	800	(800)	-
AGROMIN Variable Revenue	12,699	-	13,616	(13,616)	-
Billing Adjustment Revenue (true-up)	2,532	-	-	-	-
PHWA NBVC PM Note 3B Interest Revenue	47,706	45,900	50,120	(4,220)	50,120
Interest Revenue	-	-	-	-	-
Transfer from reserves	-	-	0	-	-
Miscellaneous Revenue	99,742	-	47,492	(47,492)	-
TOTAL REVENUE	4,256,886	6,282,878	5,418,660	864,217	5,055,309
EXPENSES:					
Part-Time Wages	1,750	1,000	3,000	(2,000)	3,000
Taxes-Fica Employer	43	25	75	(50)	75
Taxes - Medicare Employer	10	10	17	(7)	17
Contract Svcs-City Attorney	34,645	50,000	15,979	34,021	150,000
Contract Svcs-Outside Auditor	12,705	12,100	12,800	(700)	12,100
Contract Svcs-Misc Water Consultant	-	540,000	2,343	537,657	100,000
Property Insurance	23,835	35,100	31,653	3,447	31,650
Meetings	-	43,480	43,480	-	-
Conference/Travel	-	5,000	0	5,000	-
Interest Expense	47,706	45,900	50,120	(4,220)	50,120
Water Plant Expense (Fd 443)	940,672	1,251,625	1,251,625	-	1,027,312
UWCD Water Purchase (Fixed & Variable)	1,370,740	2,280,665	1,997,864	282,801	2,228,131
CMWD Water Purchase (Fixed & Variable)	1,767,910	1,577,972	1,577,972	-	802,904
Take or Pay Penalty	-	140,000	140,000	-	140,000
UWCD Off-Aqueduct Charges	56,870	250,000	250,000	-	250,000
Land Lease	-	-	-	-	85,000
Depreciation Expense	579,359	-	-	-	-
Reserve Fund	-	50,000	50,000	-	50,000
Ammonia Analyzer Replacements	-	-	-	-	125,000
3rd Stage RO Project	-	-	-	-	-
Membrane Replacement Project	-	-	-	-	-
Loss on Asset Disposal	361870	-	-	-	-
TOTAL EXPENSES	5,198,115	6,282,878	5,426,928	855,949	5,055,309
NET INCOME (LOSS)	(941,229)	0	(8,268)	8,268	0

To Reserves:

Unanticipated repair reserves \$50,000

Capital ProjectsOperating costs budget decrease from
FY 2015-16(1,352,568)
-21.528%

PHWA FY2016-17 (Jul 2016 - Jun 2017) FIXED WATER COST FOR EACH MEMBER

Line No.	Cost Component	Rate	Amount	Total	COPH	NBVC PH	NBVC PM	CIBCSD
I. Projection of Aggregate Capital Cost								
F1	Aggregate Capital Cost			\$17,766,904	\$9,031,463	\$2,268,765	\$2,596,374	\$3,870,302
F2	Percentage of Aggregate Capital Cost		100%		50.83%	12.77%	14.61%	21.78%
II. Amortization of Capital Costs								
F3	Pre-Payment Credits			\$17,159,473	\$9,031,463	\$2,268,765	\$1,988,943	\$3,870,302
F4	Net Capital Costs			\$607,431	\$0	\$0	\$607,431	\$0
F5	Amortized Net Capital Costs			\$53,957	\$0	\$0	\$53,957	\$0
III. Projection of UWCD BWRDF Water Purchase Costs								
F6	UWCD BWRDF Water Usage as Percentage of Total UWCD Usage:		100%					
F7	BWRDF Fixed Rate:	\$33,598.87	\$403,186	\$403,186	\$208,026	\$80,818.48	\$55,630.66	\$58,711.19
F8	CMWD Fixed Rate:	\$13,638		\$163,654	\$94,326	\$24,481	\$21,037	\$23,810
V. Summary of Projected Capital and Fixed Operating Expenses								
F9	Amortized Net Capital Costs:			\$53,957	\$0	\$0	\$53,957	\$0
F10	Fixed O&M Expense:			\$1,794,154	\$973,741	\$279,946	\$262,948	\$277,518
F11	CMWD Water Purchase (Fixed) Cost:			\$163,654	\$94,326	\$24,481	\$21,037	\$23,810
F12	UWCD BWRDF Water Purchase (Fixed) Cost:			\$403,186	\$208,026	\$80,818	\$55,631	\$58,711
F13	Total Annual Capital, Fixed O&M Expense and Water Purchase Cost:			\$2,414,951	\$1,276,094	\$385,246	\$393,573	\$360,039
VI. Projection of Capital and Fixed Operating Costs per month								
F14	PHWA Capital Cost per month:			\$4,496.38	\$0.00	\$0.00	\$4,496.38	\$0.00
F15	PHWA Fixed Operating Cost per month:			\$196,749.54	\$106,341.14	\$32,103.80	\$28,301.37	\$30,003.23
F16	Total Fixed Cost per month (Excl. Irrigation):			\$201,245.92	\$106,341.14	\$32,103.80	\$32,797.75	\$30,003.23

Notes by Line Number:

- (F1) See PHWA Project Cost and Interest Expense through 6/30/01 spreadsheet (JPA1200). Based on proration of plant capacity and use of facilities. Includes annexation, facilities, Oxnard site, all contributions, engineering, admin, and tank.
- (F2) Percentages based on Line 1. Percentage indicates allocation of aggregate capital costs only.
- (F3) Pre-Payment credits represent payments made toward capital costs before amortization.
- (F4) Aggregate capital costs less pre-payment credits.
- (F5) Net Capital Costs shown on Line 4, amortized at 8.00 percent interest over 25 years for COPH and CIBCSD and 30 years for NBVC PH and NBVC PM.
- (F6) Projected UWCD BWRDF water usage as a percentage of total UWCD water usage. Used to allocate UWCD fixed charge between UWCD BWRDF water usage and UWCD irrigation water usage.
- (F7) Total based on UWCD fixed rate applied to UWCD BWRDF water usage percentage (Line 6). Allocated to members based on percentage of capacity in the OH Pipeline (22.25 cfs). COPH: 51.60%; CBC: 20.04%; NAWs: 13.08%; CIBCSD: 14.56%
- (F8) Allocated to members based on projected water usage shown on line 4 of Variable Rate Spreadsheet. Total based on CMWD fixed rate of Fixed O&M expenses. Budgeted PHWA treatment plant O&M less electricity and chemicals plus insurance, audit, meetings, and legal budgeted costs.
- (F10) Allocated based on Design Total Potable Water Demand (5172 AFY). COPH:54.27%; CBC: 15.60%; NAWs: 14.66%; CIBCSD: 15.47%
- (F11) Total CMWD fixed costs from Line 8.
- (F12) Total UCWD fixed costs from Line 7.
- (F13) Total amortized capital, fixed O&M and water purchase costs. (Sum of lines 9 through 12)
- (F14) Amortized net capital cost, Line 5, divided by number of months, Line 8.
- (F15) Fixed O&M and fixed water purchase costs, Line 10, 11 and 12, divided by number of months, Line 8.
- (F16) Sum of Lines 14 and 15, or divide Line 13 by number of months budgeted.

\$ 13,637.84 per month.

PHWA FY2016-17 (Jul 2016 - Jun 2017) VARIABLE WATER COST FOR EACH MEMBER

Line No.	Cost Component	Rate	Amount	Total	COPH	NBVC PH	NBVC PM	CIBCSD
I. Projection of Total Water and Irrigation Water Usage Requirements								
V1	2015-16 Actual Domestic and Irrigation Water Use from all Sources (AF):			3,242	1,853	507	413	468
V2	Less: Estimated FY 2015-16 UWCD Irrigation Use (AF):			26		26		
V3	Estimated Domestic Water Purchases (AF):			3,216	1,853	481	413	468
V4	Percent of Actual 2015-16 Water Used:			100%	57.64%	14.96%	12.85%	14.55%
V5	Projected FY 2015-16 Water Purchase Requirements from all Sources (AF):			3,779	2,178	565	486	550
V6	Percent of FY 2015-16 UWCD Irrigation Water Used:			100%	0.00%	100.00%	0.00%	0.00%
V7	Projected UWCD Irrigation Water Purchase Requirements (AF):			41	0	41	0	0
II. Projection of UWCD BWRDF Water and Irrigation Water Purchases								
V8	Projected UWCD BWRDF Water Usage less Irrigation Water (AF):			3,470	2,000	519	446	505
V9	Plus: Projected UWCD Irrigation Water Usage (AF):			41	0	41	0	0
V10	Projected Total UWCD Water Usage (AF):			3,511	2,000	560	446	505
III. Projection of UWCD BWRDF Water Purchase Costs								
V11	UWCD BWRDF Water Usage as Percentage of Total UWCD Usage:		98.83%					
V12	BWRDF Variable Rate/AF:	\$306.60	3,468	\$1,063,136	\$612,765	\$159,033	\$136,665	\$154,672
V13	BWRDF Marginal Rate/AF:	\$163.38	0	\$0	\$0	\$0	\$0	\$0
V14	BWRDF Pump Charge \$/AF:	\$213.40	3,470	\$740,498	\$426,805	\$110,770	\$95,190	\$107,733
V15	Total UWCD BWRDF Water Purchase Cost:			\$1,803,634	\$1,039,570	\$269,803	\$231,854	\$262,405
IV. Projection of UWCD Irrigation Water Purchase Costs								
V16	UWCD Irrigation Water Usage as Percentage of Total UWCD Usage:		1.17%					
V18	UWCD Irrigation Variable Rate/AF:	\$306.60	41	\$12,562	\$0	\$12,562	\$0	\$0
V19	UWCD Irrigation Marginal Rate/AF:	\$163.38	0	\$0	\$0	\$0	\$0	\$0
V20	UWCD Irrigation Pump Charge \$/AF:	\$213.40	41	\$8,749	\$0	\$8,749	\$0	\$0
V21	Total UWCD Irrigation Water Purchase Cost:			\$21,311	\$0	\$21,311	\$0	\$0
V22	Projected CMWD Usage (AF):			500	288	75	64	73
VII. Summary of Projected Variable Operating Expenses								
V23	CMWD Variable Rate/AF:	\$1,279	500	\$639,250	\$368,448	\$95,625	\$82,175	\$93,003
V24	Variable O&M Expense:			\$180,000	\$103,748	\$26,926	\$23,139	\$26,188
V25	CMWD Water Purchase Cost:			\$639,250	\$368,448	\$95,625	\$82,175	\$93,003
V26	UWCD BWRDF Water Purchase Cost:			\$1,803,634	\$1,039,570	\$269,803	\$231,854	\$262,405
V27	Total Variable O&M Expense and Water Purchase Cost:			\$2,622,884	\$1,511,766	\$392,354	\$337,168	\$381,596
VIII. Projection of Variable Operating Costs per AF								
V28	PHWA Variable Operating Cost per AF:			\$694.07	\$694.07	\$694.07	\$694.07	\$694.07
V29	UWCD Irrigation Water Cost per AF:			\$519.78	\$519.78	\$519.78	\$519.78	\$519.78

VARIABLE WATER COST FOR EACH MEMBER

Notes by Line Number:

- (V1) Actual domestic and irrigation water usage from all sources as recorded by PHWA on a monthly basis.
- (V2) Estimated future UWCD irrigation water usage obtained from member.
- (V3) Line 1 minus Line 2. Estimated domestic water to be purchased by PHWA customers.
- (V4) Each member's actual water usage (Line 3) divided by the total. Used to allocate BWRDF variable O&M costs and BWRDF water purchases.
- (V5) Total Projected Water Usage (excluding brine). Allocated to members based on percentage of water usage (Line 4) for budget period.
- (V6) Estimated actual UWCD irrigation water usage for each member (Line 2) divided by the total irrigation usage.
- (V7) Total projected irrigation usage. Allocated to members based on percentage of irrigation water usage (Line 6).
- (V8) Total based on BWRDF output including brine. Allocated to members based on percentage of water usage (Line 4).
- (V9) Carried down from Line 7.
- (V10) Sum of Lines 8 and 9.
- (V11) Projected UWCD BWRDF water usage as a percentage of total UWCD water usage (Line 8/Line10). Used to allocate UWCD fixed and variable charges between UWCD BWRDF water usage and UWCD irrigation water usage.
- (V12) Total based on UWCD variable rate applied to BWRDF portion of UWCD Take-or-Pay water usage times percentage of BWRDF water usage to total UWCD usage (Line 11): $(3532 \text{ AF} \times \text{Line 11})$. Allocated to members based on percentage of water usage (Line 4).
- (V13) Total based on UWCD marginal rate applied to BWRDF portion of water usage in excess of UWCD Take-or-Pay. Allocated to members based on percentage of water usage (Line 4).
- (V14) Based on UWCD and GMA pumping charge charges applied to projected UWCD BWRDF water usage for each member (Line 8).
- (V15) Total UCWD variable cost, sum of Lines 12 through 14.
- (V16) Projected UWCD irrigation water usage as a percentage of total UWCD water usage (Line 9/Line10). Used to allocate UWCD fixed and variable charges between UWCD BWRDF water usage and UWCD irrigation water usage.
- (V17) Total based on UWCD fixed rate applied to UWCD irrigation water usage percentage (Line 17). Allocated to members based on percentage of irrigation water used by each member (Line 6)
- (V18) Total based on UWCD variable rate applied to UWCD irrigation water portion of UWCD Take-or-Pay usage times percentage of BWRDF irrigation water usage to total UWCD usage (Line 16): $(3532 \text{ AF} \times \text{Line 16})$. Allocated to members based on percentage of irrigation water usage (Line 6).
- (V19) Total based on UWCD marginal rate applied to irrigation water usage in excess of UWCD Take-or-Pay. Allocated to members based on percentage of irrigation water usage used by each member (Line 6).
- (V20) Based on UWCD and GMA pumping charges applied to projected UWCD irrigation water usage for each member (Line 7).
- (V21) Sum of Lines 17 through 20.
- (V22) Total based on difference between total water requirements (Line 5) and water available from BWRDF, less brine. Allocated to members based on percentage of water usage (Line 4).
- (V23) Total based on CMWD variable rate applied to projected CMWD usage for each member (Line 22). **\$1,278.50**
- (V24) Budgeted costs for electricity and chemicals. Allocated based on Line 4 percentages.
- (V25) Carried down from Line 23.
- (V26) Carried down from Line 15.
- (V27) Sum of Lines 24 through 26.
- (V28) Sum of variable O&M expense and variable water purchase costs (Line 28) divided by projected water usage (Line 5).
- (V29) UWCD irrigation water purchase cost (Line 21) divided by projected irrigation water usage (Line 7).

PHWA FY2015-16 (Jul 2015 - Jun 2016) FIXED WATER COST FOR EACH MEMBER

Line No.	Cost Component	Rate	Amount	Total	COPH	NBVC PH	NBVC PM	CIBCSD
I. Projection of Aggregate Capital Cost								
F1	Aggregate Capital Cost				12			
F2	Percentage of Aggregate Capital Cost		\$17,766,904	\$9,031,463	\$2,268,765	\$2,596,374	\$3,870,302	21.78%
			100%	50.83%	12.77%	14.61%		
II. Amortization of Capital Costs								
F3	Pre-Payment Credits							
F4	Net Capital Costs		\$17,173,351	\$9,031,463	\$2,268,765	\$2,002,821	\$3,870,302	
F5	Amortized Net Capital Costs		\$593,553	\$0	\$0	\$593,553	\$0	
			\$52,724	\$0	\$0	\$52,724	\$0	
III. Projection of UWCD BWRDF Water Purchase Costs								
F6	UWCD BWRDF Water Usage as Percentage of Total UWCD Usage:		100%					
F7	BWRDF Fixed Rate:	\$39,388.76	\$472,665	\$472,665	\$243,874	\$94,745.46	\$65,217.16	\$68,828.54
IV. Projection of CMWD Water Purchase Costs								
F8	CMWD Fixed Rate:	\$13,287	12	\$159,447	\$69,233	\$23,421	\$24,637	\$22,157
V. Summary of Projected Capital and Fixed Operating Expenses								
F9	Amortized Net Capital Costs:		\$52,724		\$0	\$0	\$52,724	\$0
F10	Fixed O&M Expense:		\$2,093,340	\$1,136,119	\$326,629	\$306,797	\$323,796	
F11	CMWD Water Purchase (Fixed) Cost:		\$159,447	\$89,233	\$23,421	\$24,637	\$22,157	
F12	UWCD BWRDF Water Purchase (Fixed) Cost:		\$472,665	\$243,874	\$94,745	\$65,217	\$68,829	
F13	Total Annual Capital, Fixed O&M Expense and Water Purchase Cost:		\$2,778,176	\$1,469,225	\$444,795	\$449,374	\$414,781	
VI. Projection of Capital and Fixed Operating Costs per month								
F14	PHWA Capital Cost per month:		\$4,393.65	\$0.00	\$0.00	\$4,393.65	\$0.00	
F15	PHWA Fixed Operating Cost per month:		\$227,421.04	\$122,435.45	\$37,066.28	\$33,054.22	\$34,565.09	
F16	Total Fixed Cost per month (Excl. Irrigation):		\$231,814.69	\$122,435.45	\$37,066.28	\$37,447.87	\$34,565.09	

Notes by Line Number:

- (F1) See PHWA Project Cost and Interest Expense through 6/30/01 spreadsheet (JPA1200). Based on proration of plant capacity and use of facilities. Includes annexation, facilities, Oxnard site, all contributions, engineering, admin, and tank.
- (F2) Percentages based on Line 1. Percentage indicates allocation of aggregate capital costs only.
- (F3) Pre-Payment credits represent payments made toward capital costs before amortization.
- (F4) Aggregate capital costs less pre-payment credits.
- (F5) Net Capital Costs shown on Line 4, amortized at 8.00 percent interest over 25 years for COPH and CIBCSD and 30 years for NBVC PH and NBVC PM.
- (F6) Projected UWCD BWRDF water usage as a percentage of total UWCD water usage. Used to allocate UWCD fixed charge between UWCD BWRDF water usage and UWCD irrigation water usage.
- (F7) Total based on UWCD fixed rate applied to UWCD BWRDF water usage percentage (Line 6). Allocated to members based on percentage of capacity in the OH Pipeline (22.25 cfs). COPH: 51.60%; CBC: 20.04%; NAWs: 13.08%; CIBCSD: 14.56%
- (F8) Allocated to members based on projected water usage shown on line 4 of Variable Rate Spreadsheet. Total based on CMWD fixed rate of \$ 13,287.28 per month.
- (F10) Fixed O&M expenses. Budgeted PHWA treatment plant O&M less electricity and chemicals plus insurance, audit, meetings, and legal budgeted costs. Allocated based on Design Total Potable Water Demand (5172 AFY). COPH:54.27%; CBC: 15.60%; NAWs: 14.66%; CIBCSD: 15.47%
- (F11) Total CMWD fixed costs from Line 8.
- (F12) Total UCWD fixed costs from Line 7.
- (F13) Total amortized capital, fixed O&M and water purchase costs. (Sum of lines 9 through 12)
- (F14) Amortized net capital cost, Line 5, divided by number of months, Line 8.
- (F15) Fixed O&M and fixed water purchase costs, Line 10, 11 and 12, divided by number of months, Line 8.
- (F16) Sum of Lines 14 and 15, or divide Line 13 by number of months budgeted.

PHWA FY2015-16 (Jul 2015 - Jun 2016) VARIABLE WATER COST FOR EACH MEMBER

Line No.	Cost Component	Rate	Amount	Total	COPH	NBVC PH	NBVC PM	CIBCSD
I. Projection of Total Water and Irrigation Water Usage Requirements								
V1	2014-15 Actual Domestic and Irrigation Water Use from all Sources (AF):			3,731	2,074	568	573	515
V2	Less: Estimated FY 2014-15 UWCD Irrigation Use (AF):			24		24		
V3	Estimated Domestic Water Purchases (AF):			3,707	2,074	544	573	515
V4	Percent of Actual 2014-15 Water Used:			100%	55.96%	14.69%	15.45%	13.90%
V5	Projected FY 2014-15 Water Purchase Requirements from all Sources (AF):			4,255	2,381	625	657	591
V6	Percent of FY 2014-15 UWCD Irrigation Water Used:			100%	0.00%	100.00%	0.00%	0.00%
V7	Projected UWCD Irrigation Water Purchase Requirements (AF):			25	0	25	0	0
II. Projection of UWCD BWRDF Water and Irrigation Water Purchases								
V8	Projected UWCD BWRDF Water Usage less Irrigation Water (AF):			3,470	1,942	510	536	482
V9	Plus: Projected UWCD Irrigation Water Usage (AF)			25	0	25	0	0
V10	Projected Total UWCD Water Usage (AF)			3,495	1,942	535	536	482
III. Projection of UWCD BWRDF Water Purchase Costs								
V11	UWCD BWRDF Water Usage as Percentage of Total UWCD Usage:		59.25%					
V12	BWRDF Variable Rate/AF:	\$311.78	3,467	\$1,080,941	\$604,936	\$158,777	\$167,021	\$150,207
V13	BWRDF Marginal Rate/AF:	\$163.38	0	\$0	\$0	\$0	\$0	\$0
V14	BWRDF Pump Charge \$/AF:	\$205.80	3,470	\$714,126	\$399,652	\$104,997	\$110,343	\$99,234
V15	Total UWCD BWRDF Water Purchase Cost:			\$1,795,067	\$1,004,588	\$263,674	\$277,364	\$249,441
IV. Projection of UWCD Irrigation Water Purchase Costs								
V16	UWCD Irrigation Water Usage as Percentage of Total UWCD Usage:		0.72%					
V18	UWCD Irrigation Variable Rate/AF:	\$311.78	25	\$7,788	\$0	\$7,788	\$0	\$0
V19	UWCD Irrigation Marginal Rate/AF:	\$163.38	0	\$0	\$0	\$0	\$0	\$0
V20	UWCD Irrigation Pump Charge \$/AF:	\$205.80	25	\$5,145	\$0	\$5,145	\$0	\$0
V21	Total UWCD Irrigation Water Purchase Cost:			\$12,933	\$0	\$12,933	\$0	\$0
V. Projection of CMWD Water Purchases								
V22	Projected CMWD Usage (AF):			1,150	644	169	178	160
VI. Projection of CMWD Water Purchase Costs								
V23	CMWD Variable Rate/AF:	\$1,234	1,150	\$1,418,525	\$793,860	\$208,364	\$219,183	\$197,117
VII. Summary of Projected Variable Operating Expenses								
V24	Variable O&M Expense:			\$285,000	\$159,497	\$41,863	\$44,037	\$39,603
V25	CMWD Water Purchase Cost:			\$1,418,525	\$793,860	\$208,364	\$219,183	\$197,117
V26	UWCD BWRDF Water Purchase Cost:			\$1,795,067	\$1,004,588	\$263,674	\$277,364	\$249,441
V27	Total Variable O&M Expense and Water Purchase Cost:			\$3,498,592	\$1,957,945	\$513,901	\$540,584	\$486,162
VIII. Projection of Variable Operating Costs per AF								
V28	PHWA Variable Operating Cost per AF:			\$822.23	\$822.23	\$822.23	\$822.23	\$822.23
V29	UWCD Irrigation Water Cost per AF:			\$517.31	\$517.31	\$517.31	\$517.31	\$517.31

VARIABLE WATER COST FOR EACH MEMBER

Notes by Line Number:

- (V1) Actual domestic and irrigation water usage from all sources as recorded by PHWA on a monthly basis.
- (V2) Estimated future UWCD irrigation water usage obtained from member.
- (V3) Line 1 minus Line 2. Estimated domestic water to be purchased by PHWA customers.
- (V4) Each member's actual water usage (Line 3) divided by the total. Used to allocate BWRDF variable O&M costs and BWRDF water purchases.
- (V5) Total Projected Water Usage (excluding brine). Allocated to members based on percentage of water usage (Line 4) for budget period.
- (V6) Estimated actual UWCD irrigation water usage for each member (Line 2) divided by the total irrigation usage.
- (V7) Total projected irrigation usage. Allocated to members based on percentage of irrigation water usage (Line 6).
- (V8) Total based on BWRDF output including brine. Allocated to members based on percentage of water usage (Line 4).
- (V9) Carried down from Line 7.
- (V10) Sum of Lines 8 and 9.
- (V11) Projected UWCD BWRDF water usage as a percentage of total UWCD water usage (Line 8/Line 10). Used to allocate UWCD fixed and variable charges between UWCD BWRDF water usage and UWCD irrigation water usage.
- (V12) Total based on UWCD variable rate applied to BWRDF portion of UWCD Take-or-Pay water usage times percentage of BWRDF water usage to total UWCD usage (Line 11): $(3532 \text{ AF} \times \text{Line 11})$. Allocated to members based on percentage of water usage (Line 4).
- (V13) Total based on UWCD marginal rate applied to BWRDF portion of water usage in excess of UWCD Take-or-Pay. Allocated to members based on percentage of water usage (Line 4).
- (V14) Based on UWCD and GMA pumping charge charges applied to projected UWCD BWRDF water usage for each member (Line 8).
- (V15) Total UCWD variable cost, sum of Lines 12 through 14.
- (V16) Projected UWCD irrigation water usage as a percentage of total UWCD water usage (Line 9/Line 10). Used to allocate UWCD fixed and variable charges between UWCD BWRDF water usage and UWCD irrigation water usage.
- (V17) Total based on UWCD fixed rate applied to UWCD irrigation water usage percentage (Line 17). Allocated to members based on percentage of irrigation water used by each member (Line 6)
- (V18) Total based on UWCD variable rate applied to UWCD irrigation water portion of UWCD Take-or-Pay usage times percentage of BWRDF irrigation water usage to total UWCD usage (Line 16): $(3532 \text{ AF} \times \text{Line 16})$. Allocated to members based on percentage of irrigation water usage (Line 6).
- (V19) Total based on UWCD marginal rate applied to irrigation water usage in excess of UWCD Take-or-Pay. Allocated to members based on percentage of irrigation water usage used by each member (Line 6).
- (V20) Based on UWCD and GMA pumping charges applied to projected UWCD irrigation water usage for each member (Line 7).
- (V21) Sum of Lines 17 through 20.
- (V22) Total based on difference between total water requirements (Line 5) and water available from BWRDF, less brine. Allocated to members based on percentage of water usage (Line 4).
- (V23) Total based on CMWD variable rate applied to projected CMWD usage for each member (Line 22). **\$1,233.50**
- (V24) Budgeted costs for electricity and chemicals. Allocated based on Line 4 percentages.
- (V25) Carried down from Line 23.
- (V26) Carried down from Line 15.
- (V27) Sum of Lines 24 through 26.
- (V28) Sum of variable O&M expense and variable water purchase costs (Line 28) divided by projected water usage (Line 5).
- (V29) UWCD irrigation water purchase cost (Line 21) divided by projected irrigation water usage (Line 7).

PORT HUENEME WATER AGENCY
 PIPELINE WATER
 USAGE BY MONTH
 May 2015 through April 2016

CUSTOMER	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	TOTAL AF USAGE
CITY OF PORT HUENEME	167.52	156.55	176.99	156.43	162.22	165.2	150.75	171.35	114.86	135.39	129.17	149.26	1,835.69
CIBCSO	42.57	39.91	47.24	40.79	39.72	40.57	36.47	42.43	29.37	35.5	34.57	38.71	467.85
NBYC - PH	50.66	43.96	36.34	49	40.02	38.29	36.2	37.08	36.38	34.34	38.84	39.93	481.04
NBYC - PM	46.84	40.88	40.3	34.3	36.01	35.06	32.03	35.49	23.65	27.34	29.42	32.06	413.38
VCGP	0.12	0.12	0.1	0.15	0.08	0.08	0.08	0.07	0.04	0.05	0.08	0.08	1.05
Agromin	1.63	1.56	1.5	1.92	1.22	1.58	2.74	1.11	0.56	1.08	0.91	1.13	16.74
TOTAL	309.34	282.98	302.47	282.59	279.27	280.78	258.27	287.53	204.66	233.7	232.99	261.17	3,215.75
NBYC Direct Purchase	2	9.1	2.07	1.38	1.62	1.58	0.66	0.39	0.01	0.46	0.27	6.45	25.99



City of Port Hueneme

**NOTICE
REQUEST FOR PROPOSALS
Cost Allocation Services**

Notice is hereby given that sealed proposals will be received at the Finance Department, until **Friday April 29, 2016 at 5:00 p.m. (PST)**, for performing all work necessary and incidental to:

Preparation of both a Full and Office Management and Budget (OMB) A-87 Cost Allocation Plan, as well as provide department and citywide indirect cost rates, in accordance with the RFP.

Proposals shall be delivered and addressed to:

City of Port Hueneme
Finance Department
Al Burrell, Interim Finance/Housing Director
250 N. Ventura Road
Port Hueneme, CA 93041

Proposals shall be submitted in a sealed envelope and plainly marked on the outside of the envelope, "Request for Proposals for Cost Allocation Services," (Proposer's Name), and (April 29, 2016, 5:00 p.m.). No oral, telegraphic, electronic, facsimile, or telephonic proposals or modifications will be considered. Proposals received after the scheduled Submittal Deadline will be returned unopened. Proposals postmarked prior to submittal deadline, but received after the deadline will be returned unopened.

Copies of the Proposal Package may be obtained by contacting Cesar Luna at 805-986-6508 or cluna@cityofporthueneme.org. **Proposers are required to register with the City** prior to downloading bid documents from the website and **to be eligible to submit a proposal**. Registration information is used to notify proposers via e-mail of addenda to procurement actions.

Proposals will not be opened publicly, and the City will endeavor to keep such confidential until a preferred service provider is recommended to the City Council. Proposals must bear original signatures and figures.

City Clerk
Published: March 28, 2016

COST ALLOCATION SERVICES**Section A****BACKGROUND INFORMATION/PURPOSE**

The City of Port Hueneme is a unique community along Ventura County's Gold Coast just south of the City of Oxnard and Channel Islands Harbor and consists of 4.5 square miles. The City population is approximately 22,768. The City is a general law city operating under the Council/Manager form of government. The City Council is comprised of five members elected at large for overlapping terms, with one member serving as Mayor on an annual basis.

The City of Port Hueneme contracts with the Ventura County Fire District for Fire Protection services. The City has a total payroll of approximately \$10.2 million covering more than 105 full-time and designated part-time (DPT) employees for FY 2014-15. There are closer to 125 employees when you include hourly employees.

The City of Port Hueneme provides the following services to citizens:

Municipal Services

Highways and Streets
Public Improvements
Library and Cultural
Planning and Zoning
Housing/Community Development
General Administrative Support

Public Enterprise

Water
Wastewater
Solid Waste Management

The City of Port Hueneme is composed of the following departments/offices:

City Clerk	Finance
City Manager	Human Resources
Community Development	Police
Public Works	Housing Authority
	Successor Agency

A. Fund Structure

1. Two major governmental funds, including General Fund, and Surplus Property Authority and about seventeen other non-major governmental funds.
2. Five major enterprise funds, including Water Utility, Wastewater Utility, Solid Waste, Water Plant, and Housing Authority.
3. Two internal service funds, including Fleet Maintenance and Risk Management.

B. Budgetary Basis of Accounting

The City prepares its budgets annually on a basis consistent with generally accepted accounting principles. The City of Port Hueneme FY 2015-16 Operating Budget totals \$23.0 million. Total FY 2015-16 budget including capital, debt, and transfer requirements is 50.8 million.

C. Availability of Budget and other Financial Documents

Interested proposers who wish to review prior years' Budget and other financial documents can do so at the City's website at www.porthueneme.org under the Finance Department tab.

COST ALLOCATION SERVICES**Section A****SCOPE OF WORK****For Professional Services:**

City's objectives for the Cost Allocation Plan (full cost plan and an Office of Management and Budget (OMB A-87 plan) are as follows: 1) the full cost plan is used to identify General Fund support to the City's governmental and enterprise funds, 2) the OMB A-87 cost plan is used to identify overhead costs associated with any state or federally funded programs, such as the Housing program, and 3) the indirect costs identified in the full cost plan are added to the direct costs that are part of the user fee study.

1. Meet with selected City staff and conduct preliminary interviews, as necessary to:
 - a. Establish working & reporting relationships and confirm dates and schedules
 - b. Review City's current cost allocation methodology
 - c. Gain and understanding of the City's processes and operations to determine appropriate cost allocation bases.
2. Work and meet with selected City staff to prepare a cost allocation plan (Full Cost Plan) to allocate indirect costs to City departments based upon their actual expenditures for the fiscal year ending June 30, 2015, for posting in FY 2015-16.
3. Work and meet with selected City staff to prepare a cost allocation plan to allocate indirect costs to City departments in conformance with OMB A-87 Plan (adjust Full Cost Plan for those costs not allocable per OMB A-87) based on actual expenditures for the fiscal year ending June 30, 2015, for posting in FY 2015-16.
4. Provide City staff with "draft" copies/model of the Full and OMB A-87 cost allocation plan for review, prior to producing the "final" draft.
5. Produce "final" draft copies of the Full and OMB-87 cost allocation plan, as well as preparation of detailed supporting schedules prepared in order to assure an adequate audit trail.
6. Provide department and citywide indirect cost rates.
7. Attend (if required by City Council) City Council meetings as needed to present the cost allocation plan(s) and answer questions.
8. Provide annual costs based on a three-year agreement, plus the option to extend the agreement for two – one-year extensions.
9. Experience with Housing and Urban Development (HUD) cost allocation requirements.

COST ALLOCATION SERVICES
Section B
INSTRUCTION TO PROPOSERS

PROPOSAL REQUIREMENTS

Each individual of firm (Proposer) submitting a proposal shall meet all of the terms and conditions specified in this Request for Proposal (RFP). By its proposal submittal, the Proposer acknowledges agreement with the acceptance of all provisions of the RFP.

Each proposal must contain the following:

- A. Introduction and Cover Letter – Provide a cover letter describing your interest in this RFP.
 - 1. Provide the name, address, phone number, fax number, and email address of the contact person.
 - 2. If your firm is subcontracting portions of this work, please indicate the firms with which you will be partnering along with the name, address, phone number, fax number, and email address of the contact person. Indicate the task that will be subcontracted and how the subcontract work will be managed and checked for quality control.

- B. Explanation of how Proposer will perform the work.

Proposer must describe in detail how the requirements of the RFP will be met, and may provide additional related information with the proposal. The proposal should be presented in a format that corresponds to, and references, the sections outline in the Scope of Work, and should be presented in the same order. Responses to each section and subsection should be labeled to indicate which item is being addressed. Proposal should be straightforward, concise and provide “layman” explanations of technical terms that are used. Emphasis should be concentrated on conforming to the RFP instructions and responding to the RFP requirements.

If a complete response cannot be provided without referencing supporting documentation, you must provide such documentation with the proposal indicating where the supplemental information can be found.

Proposals, which appear unrealistic in the terms of technical commitments, lack of technical competence, or are indicative of failure to comprehend the complexity and risk of the RFP, may be rejected.

- C. Tentative schedule by phase and tasks to be completed.
- D. Estimated hours for Proposer's staff in performing each phase of the work, including sub-consultants.
- E. Services and data to be provided by City of Port Hueneme.
- F. Proposer's Qualifications.
- G. Proposer's Background.

Each Proposer shall be skilled and regularly engaged in the general class or type of work called for in this RFP. The Proposer's experience shall be set forth and submitted, as follows:

1. Company ownership. If incorporated, the state in which the company is incorporated and the date of incorporation.
2. Location of company offices.
3. Location of the officer servicing any California accounts.
4. Number of employees both locally and nationally.
5. Locations from which employees will be assigned.
6. Name, address, email address, and telephone number of the Proposer's point of contact for this project.
7. Company background/history and why Proposer is qualified to provide the services described in this RFP.
8. Length of time Proposer has been providing services described in this RFP. Please provide a brief description.
9. Proposer's Dun and Bradstreet number.
10. Resumes for key staff to be responsible for performance of any contract resulting from this RFP.

- H. Negative History.

Proposer must include in his/her proposal a complete disclosure of any alleged significant prior or ongoing contract failures, any civil or criminal litigation or investigation pending which involves the Proposer or in which the Proposer has been judged guilty or liable within the last 5 years.

If there is no information to disclose then, Proposer must affirmatively state there is no negative history.

Failure to comply with the terms of this provision will disqualify any proposal. The City reserves the right to reject any proposal based upon the Proposer's prior history with the City or with any other party, which documents, without limitation, unsatisfactory performance, adversarial or contentious demeanor, significant failures to meet contract milestones or other contractual failures.

I. Client References.

A minimum of three references from similar projects performed (references from local government clients are preferred) within the last three years must be provided. Information provided shall include:

1. Client name, client Project Manager, address, telephone number, and email address. If client is not a local government, please indicate the type of business.
2. Type of service provided to client.
3. Project description.
4. Project dates (starting and ending).
5. Staff assigned to that project.
6. Discuss final outcome.

J. Compensation.

Proposal must list Maximum Payment in a not to exceed amount, as well as providing a breakdown of cost to complete the work including, but not limited to, hourly rates, reimbursements, and maximum anticipated cost.

K. Any other information which would assist City in making this contract award decision.

L. Documents to be returned with Proposal. Failure to completely execute and submit the required documents before the Submittal Deadline may render a proposal non-responsive. See Section D of RFP.

STANDARD TERMS APPLICABLE TO ALL PROPOSALS

Acceptance Period. Unless otherwise specified herein, proposals are firm for a period of ninety (90) days.

Addenda Acknowledgment. Each proposal shall include specific acknowledgment of receipt of all agenda issued during the solicitation period. Failure to so acknowledge may result in the proposal being rejected as not responsive.

Authorized Signatures. Every proposal must be signed by the person or persons legally authorized to bind the Proposer to a contract for the execution of the work. Upon request of the City, any agent submitting a proposal on behalf of a Proposer shall provide a current power of attorney certifying the agent's authority to bind the Proposer. If an individual makes the proposal, his or her name, signature, and post office address must be shown. If a firm or partnership makes the proposal, the name and post office address of the firm or partnership and the signature of at least one of the general partners must be shown. If a corporation makes the proposal, the proposal shall show the name of the state under the laws of which the corporation is chartered, the name and post office address of the corporation and the title of the person signing on behalf of the corporation. Upon request of the City, the corporation shall provide a certified copy of the bylaws or resolution of the board of directors showing the authority of the officer signing the proposal to execute contracts on behalf of the corporation.

Proposal Retention. City reserves the right to retain all proposals for a period of ninety (90) days for examination and comparison.

Business Tax. The selected Proposer must have a valid City of Port Hueneme Business Tax Certificate prior to execution of the contract. Additional information regarding the City's Business Tax program may be obtained by calling (805)986-6526.

Cancellation Of Solicitation. The City of Port Hueneme may cancel this solicitation at any time.

Compliance With Laws. All proposals shall comply with current federal, state, and other laws relative thereto.

RFP Documents, Examination Of. It is the responsibility of the Proposer to carefully and thoroughly examine the documents contained in this RFP. Proposer shall satisfy himself as to the character, quantity, and quality of work to be performed and materials, labor, supervision or equipment necessary to perform the work as specified by this RFP. The failure or neglect of the Proposer to examine the RFP Documents shall in no way relieve him from any obligations with respect to this solicitation. The submission of a proposal shall constitute an acknowledgment upon which the city may rely that the Proposer has thoroughly examined and is familiar with the RFP and the project. No claim will be allowed for additional compensation that is based upon a lack of knowledge of any solicitation document.

Cost Of Proposal. The City is not liable for any costs incurred by Proposers before entering into a formal contract. Costs of developing the proposals or any other such expenses incurred by the Proposer in

responding to the RFP are entirely the responsibility of the Proposer, and shall not be reimbursed in any manner by the City.

Definition Of Terms. For the purposes of this RFP, the following definitions apply:

- a. **City of Port Hueneme and City.** City of Port Hueneme and City are used interchangeably and are synonymous with one another.
- b. **Contractor.** Same as Successful Proposer.
- c. **Review Committee.** An independent committee established by the City to review, evaluate, and score the proposals, and to recommend award of the proposal determined by the committee to be in the best interest of the City.
- d. **May/Should.** Indicates something that is not mandatory. Failure to do what "may" or "should" be done will not result in rejection of your proposal.
- e. **Must/Shall.** Indicates a mandatory requirement. A proposal that fails to meet a mandatory requirement may be deemed non-responsive and not be considered for award.
- f. **Proposer.** The person or firm making the offer.
- g. **Proposal.** The offer presented by the Proposer.
- h. **RFP.** Acronym for Request For Proposals.
- i. **Submittal Deadline.** The date and time on or before all proposals must be submitted.
- j. **Successful Proposer.** The person, contractor, or firm to whom the award is made.

Disqualification Of Proposer. If there is reason to believe that collusion exists among the Proposers, the City may refuse to consider proposals from participants in such collusion. No person, firm, or corporation under the same or different name, shall make, file, or be interested in more than one proposal for the same work unless alternate proposals are called for. A person, firm, or corporation who has submitted a sub-Proposal to a Proposer, or who has quoted prices on materials to a Proposer, is not thereby disqualified from submitting a sub-Proposal or quoting prices to other Proposers. Reasonable ground for believing that any Proposer is interested in more than one Proposal for the same work will cause the rejection of all Proposals for the work in which a Proposer is interested. If there is reason to believe that collusion exists among the Proposers, the City of Port Hueneme may refuse to consider Proposals from participants in such collusion. Proposers shall submit as part of their Proposal documents the completed Non-Collusion Affidavit provided herein.

Documents To Be Returned With Proposal. Failure to completely execute and submit the required documents before Submittal Deadline may render a proposal non-responsive. The documents that must be returned by the Submittal Deadline are listed on the form entitled "Proposal Documents to be Returned" and attached hereto.

Execution Of Agreement. **The Successful Proposer will be required to execute an agreement in the form attached hereto in Section E of this RFP and comply with all requirements of said Agreement.** In case of failure of the Successful Proposer to execute and return the contract and all required documents within the time allowed, the City may, at its option, consider that the Proposer has abandoned the contract, in which case the Proposal Security Bond, if one was required, shall be forfeited by the Proposer and become the property of the City.

Conflict of Interest. Proposer covenants that if presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services hereunder. Contractor certifies that to the best of his knowledge, no

one who has or will have any financial interest under this contract is an officer or employee of City of Port Hueneme.

Questions And Comments. Questions and comments regarding this solicitation must be submitted in writing, either by mail or facsimile to Al Burrell, City of Port Hueneme, 250 N. Ventura Rd., Port Hueneme, CA 93041, or faxed to 805-986-6583 or e-mailed to aburrell@cityofporthueneme.org at least ten (10) days before the submittal deadline. Any response will be in a form an addendum and will be sent as promptly as is practical to all parties registered with the City pursuant to the Registration Section set out below. All such addenda shall become a part of the RFP. Any prospective Proposer who obtained the RFP from anyone other than the City is responsible for registering with the City to receive subsequent Addenda.

Submittal. One (1) original and six (6) copies of the Technical Proposal, and one (1) original and six (6) copies of the Cost Proposal, must be submitted in separate envelopes on or before the Submittal Deadline. Proposers shall submit one (1) original proposal marked "ORIGINAL" and all required identical copies. If discrepancies are found between the copies, or between the original and copy or copies, the ORIGINAL will provide the basis for resolving such discrepancies. If no document can be identified as original bearing original signatures, Proposer's proposal may be rejected at the discretion of the City.

Proposal Deadline. Proposals shall be submitted in a sealed envelope and plainly marked on the outside of the envelope, "(Request for Proposals for Cost Allocation Services)", (Proposer's Name), and (April 29, 2016, 5:00 p.m.). No oral, telegraphic, electronic, facsimile, or telephonic proposals or modifications will be considered. Proposals received after the scheduled Submittal Deadline will be returned unopened. Proposals postmarked prior to submittal deadline, but received after the deadline will be returned unopened. The City reserves the right to extend the Submittal Deadline when it is in the best interest of the City.

Proposal Modifications. Any Proposer who wishes to make modifications to a proposal already received by the City must withdraw his proposal in order to make the modifications. All modifications must be made in ink, properly initialed by Proposer's authorized representative, executed, and submitted in accordance with the terms and conditions of this solicitation. It is the responsibility of the Proposer to ensure that modified or withdrawn proposals are resubmitted before the Submittal Deadline.

Proposal Withdrawal. A Proposer may withdraw proposal, without prejudice prior to the time specified for the proposal opening, by submitting a written request to Al Burrell to withdraw, in which event the proposal will be returned to the Proposer unopened.

Proprietary Information. The original copy of each proposal shall be retained for official files and will become public record after the award of a contract unless the proposal or specific parts of the proposal can be shown to be exempt by law. Each Proposer may clearly label part of a proposal as "CONFIDENTIAL" if the Proposer thereby agrees to indemnify and defend the City for honoring such a designation. The failure to so label any information that is released by the City shall constitute a complete waiver of all claims for damages caused by any release of the information. If a public records request for labeled information is received by the City, the City will notify the Proposer of the request and delay access to the material until seven working days after notification to the Proposer. Within that time delay, it will be the duty of the Proposer to act in protection of its labeled information. Failure to so act shall constitute a complete waiver.

COST ALLOCATION SERVICES
Section C
PROPOSAL REVIEW PROCESS

PROPOSAL REVIEW AND AWARD SCHEDULE

The following is an outline of the anticipated schedule for proposal review and contract award:

Issued RFP	3/28/2016
Proposals Submittal Deadline	4/29/2016
Complete proposal evaluation	5/12/2016
Conduct finalist interviews	5/13/2016
Contract Negotiations	5/16/2016
City Council meeting select	
Proposer & Award Agreement	5/20/2016
Execute contract	5/24/2016
Begin work	5/30/2016

PROPOSAL OPENING/REJECTION/WAIVER

All proposals, irrespective of irregularities or informalities, will be opened at the time stipulated in the RFP document. This is not a public opening. A tally of the names will be performed and may be released upon request. **No other information will be released.**

The City of Port Hueneme reserves the right to postpone the Submittal Deadline and opening of proposals any time before the date and time announced in the Request For Proposals or subsequent addenda.

City also reserves the right to waive non-substantial irregularities in any proposal, to reject any or all proposals, to reject or delete one part of proposal and accept the other, except to the extent that proposals are qualified by specific limitations.

The City reserves the right to reject the Proposal of any Proposer who previously failed to perform adequately for the City or any other governmental agency. The City expressly reserves the right to reject the Proposal of any Proposer who is in default on the payment of taxes, licenses or other monies due to the City of Port Hueneme.

PROPOSAL REVIEW PROCESS AND AWARD OF CONTRACT

Proposals will be evaluated by a review committee of City staff using a two-stage selection process described below.

The Review Committee will evaluate all proposals received in accordance with the Evaluation Criteria. The City reserves the right to establish weight factors that will be applied to the criteria depending upon order of importance. The criteria, however, are not listed in any order of preference. Weight factors and evaluation scores will not be released. The City is not obligated to accept the lowest proposal, but will make an award in the best interests of the City after all factors have been evaluated.

Phase 1 – Written Proposal Review/Finalist Candidates Selection.

The City reserves the right to further negotiate the proposed work scope and/or method and amount of compensation.

A group of finalist candidates may be selected for follow-up interviews and presentations.

The Evaluation Criteria are as follows:

- a. Understanding of work required by City of Port Hueneme.
- b. Proposed approach in completing the work.
- c. Quality, clarity, and responsiveness of proposal.
- d. Qualifications and availability of key persons to be assigned to the contract resulting from this solicitation.
- e. Number of years of experience the Proposer has in this type of business and with accounts of this size.
- f. Demonstrated competence.
- g. Experience in performance of comparable work or delivery of comparable goods.
- h. Reasonableness of cost.
- i. Financial stability.
- j. Conformance with the terms of this RFP.
- k. Price submittal.

The Review Committee may also contact and evaluate the Proposer's and subcontractor's references; contact any Proposer to clarify any response; contact any current users of a Proposer's services; solicit information from any available source concerning any aspect of a proposal; and seek and review any other information deemed pertinent to the evaluation process.

Discussions may, at the City's sole option, be conducted with responsible Proposers who submit proposals determined to be reasonably susceptible of being selected for an award. Discussions may be for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements. Proposers shall be accorded fair and equal treatment with respect to any opportunity

for discussion and written revision of proposals. Revisions may be permitted after submissions and before award for obtaining best and final proposals. In conducting discussions, the City will not disclose information derived from proposals submitted by competing Proposers.

Phase 2 – Consultant Selection

Contract award will be based on a combination of factors that represent the best overall value for completing the work as determined by City, including: the written proposal criteria described above, results of background and reference checks, results from the interviews and presentation phase, and proposed compensation.

A Notification of Intent to Award may be sent to any Proposer selected. Award is contingent upon the successful negotiation of final contract terms. Negotiations shall be confidential and not subject to disclosure to competing Proposers unless an agreement is reached. If contract negotiations cannot be concluded successfully, the City in its sole discretion may negotiate a contract with another Proposer or withdraw the RFP.

COST ALLOCATION SERVICES
Section D
REQUIRED FORMS

PROPOSAL FORMS TO BE RETURNED

The following forms are included with the RFP and must be submitted with the proposal document on or before the Submittal Deadline.

- A. Non-Collusion Affidavit

Failures to complete, sign, and return the above proposal forms with your proposal may render it non-responsive.

**NON-COLLUSION AFFIDAVIT FORM
(COST ALLOCATION SERVICES)
TO BE EXECUTED BY PROPOSER AND
SUBMITTED WITH PROPOSAL**

I, _____, hereby declare as follows:

I am _____ of _____ the party making the foregoing proposal that the proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the proposal is genuine and not collusive or sham; that the proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any proposer or anyone else to put in a sham proposal, or that anyone shall refrain from proposing; that the proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price of the proposer or any other proposer, or to fix any overhead, profit, or cost element of the proposal price, or of that of any other proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the proposal are true; and, further, that the proposer has not, directly or indirectly, submitted his or her proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, proposal depository, or to any member or agent thereof to effectuate a collusive or sham proposal.

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

Proposer _____

Signature

By Name _____

Title _____

Organization _____

Address _____
