

**AGENDA
IRVINE RANCH WATER DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING**

December 15, 2025

CALL TO ORDER 5:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL Directors LaMar, Ferons, Swan, Withers, and President Reinhart

PUBLIC COMMENT NOTICE

This meeting will be held in-person at the District's headquarters located at 15600 Sand Canyon Avenue, Irvine, California. The meeting will also be broadcasted via Webex for those wanting to observe the meeting virtually.

To observe this meeting virtually, please join online using the link and information below:

Via Web: <https://irwd.webex.com/irwd/j.php?MTID=mdf87c047fc4c39e59773d21f3c94b4d6>

Meeting Number (Access Code): 2488 589 3785

Meeting Password: NRmQaTMK328

PLEASE NOTE: Webex observers of the meeting will be placed into the Webex lobby when the Board enters closed session. Participants who remain in the "lobby" will automatically be returned to the open session of the Board once the closed session has concluded. Observers joining the meeting while the Board is in closed session will receive a notice that the meeting has been locked. They will be able to observe the meeting once the closed session has concluded.

Public comments are limited to three minutes per speaker on each subject. If you wish to address the Board of Directors on any item, you may attend the meeting in person and submit a "speaker slip" to the Secretary. Forms are provided outside of IRWD's Board Room. If attending via Webex, please submit your request to speak, or your comment, via the "chat" feature and your remarks will be read into the record at the meeting. You may also submit a public comment in advance of the meeting by emailing comments@irwd.com before 12:00 p.m. on Monday, December 15, 2025.

COMMUNICATIONS TO THE BOARD

1. Written:
2. Oral:
3. ITEMS RECEIVED TOO LATE TO BE AGENDIZED

Recommendation: Determine the need to discuss and/or take immediate action on item(s).

CONSENT CALENDAR, Items 4 through 11

4. BOARD MEETING MINUTES

Recommendation: That the minutes of the November 24, 2025 Regular Board meeting be approved as presented.

5. NOVEMBER 2025 TREASURY REPORT

Recommendation: That the Board receive and file the Treasurer's Investment Summary Report, the Summary of Fixed and Variable Rate Debt, and the Disclosure Report of Reimbursements to Board members and staff, approve the November 2025 Summary of Payroll ACH payments in the total amount of \$2,971,286 and approve the November 2025 accounts payable disbursement summary of warrants 452169 through 452626, Workers' Compensation distributions, ACH payments, wire transfers, payroll withholding distributions, and voided checks in the net total amount of \$17,640,908.

6. 2026 INVESTMENT POLICY AND 2026 DEBT MANAGEMENT POLICY

Recommendation: That the Board approve the 2026 Investment Policy, the 2026 Debt Management Policy, as proposed, adopt a resolution approving the Investment Policy and authorizing the treasurer and assistant treasurers to invest and reinvest funds of the District and each of its improvement districts and to sell and exchange securities, superseding Resolution No. 2025-3, and adopt a resolution approving the Debt Management Policy, superseding Resolution No. 2017-13.

Reso. No. 2025-24
Reso. No. 2025-25

7. LAND MANAGEMENT AND PERMITTING SYSTEM PROJECT

Recommendation: That the Board authorize the General Manager to execute an agreement with OpenGov, Inc. in the amount of \$956,000 for a five-year software subscription and implementation services.

8. SHAW TANK REPLACEMENT CONSULTANT SELECTION AND BUDGET INCREASE

Recommendation That the Board authorize a budget increase in the amount of \$1,400,000, from \$500,000 to \$1,900,000, and authorize the General Manager to execute a Professional Services Agreement with Tetra Tech in the amount of \$680,000 for engineering design services for the Shaw Tank Replacement, Project 12570.

9. PARK PLAZA RECYCLED WATER PIPELINE REPLACEMENT FINAL ACCEPTANCE

Recommendation: That the Board accept construction of Park Plaza Recycled Water Pipeline Replacement, authorize the General Manager to file a Notice of Completion, and authorize the payment of the retention 35 days after the date of recording the Notice of Completion for Project 13106.

CONSENT CALENDAR, Items 4 through 11, continued

10. REHABILITATION OF WELL NOS. 76, 110R, 115R, AND DESTRUCTION OF WELL NOS. 72 AND 106 FINAL ACCEPTANCE

Recommendation: That the Board accept construction of the rehabilitation of Wells Nos. 76, 110R, 115R, and destruction of Well Nos. 72 and 106; authorize the General Manager to file a Notice of Completion; and authorize the payment of the retention 35 days after the date of recording the Notice of Completion for Projects 11137, 11846, 11847, and 12264.

11. SUPERVISORY CONTROL AND DATA ACQUISITION SOFTWARE SUBSCRIPTION AND SUPPORT RENEWAL AGREEMENT

Recommendation: That the Board authorize the General Manager to Execute a three-year software subscription and support renewal agreement with AVEVA in the amount of \$689,120.

ACTION CALENDAR

12. LAKE FOREST ZONE 4 EL TORO TANKS 1 AND 2 REHABILITATION BUDGET INCREASE AND CONSTRUCTION AWARD

Recommendation: That the Board authorize a budget increase in the amount of \$3,169,000, from \$4,291,000 to \$7,460,000; and authorize the General Manager to execute a construction contract with Orion Construction Corporation in the amount of \$5,627,000 for the Lake Forest Zone 4 El Toro Tank 1 and 2 Rehabilitation, Project 112568.

13. HOWILER WATER TREATMENT PLANT TO ZONE 5 PUMP STATION CONSULTANT SELECTION

Recommendation: That the Board authorize the General Manager to execute a Professional Services Agreement with MKN in the amount of \$788,681 for engineering design services for the Howiler Water Treatment Plant to Zone 5 Pump Station, Project 13174.

14. ELECTION OF OFFICERS FOR 2026

Recommendation: That an election be conducted of the President and Vice President of the Board of Directors of the Irvine Ranch Water District for 2026.

OTHER BUSINESS

Pursuant to Government Code Section 54954.2, members of the Board of Directors or staff may ask questions for clarification, make brief announcements, and make brief reports on his/her own activities. The Board or a Board member may provide a reference to staff or other resources for information, request staff to report back at a subsequent meeting concerning any matter, or direct staff to place a matter of business on a future agenda. Such matters may be brought up under the General Manager's Report or Directors' Comments. Pursuant to AB 1234 and Government Code Section 53232.3(d), a written draft report of the meetings that any Board member attended on behalf of IRWD since the last Board Meeting will be available at the table near the Board Room entrance, and will be amended verbally, if necessary, during Directors' Comments.

15. General Manager's Report
16. Receive oral update(s) from District liaison(s) regarding communities within IRWD's service area and interests.
17. Directors' Comments and Meeting Reports
18. Closed Session

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – *Pursuant to Government Code Section: 54956.8*

Property: 32003 Dove Canyon Dr., Trabuco Canyon, CA 92679, APN: 804-542-27

Agency Negotiator: Paul Cook – IRWD General Manager

Negotiating Parties: Trabuco Canyon Water District

Under Negotiation: Price and Terms of Payment

19. Open Session
20. Adjournment

Availability of agenda materials: Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the above-named Board in connection with a matter subject to discussion or consideration at an open meeting of the Board are available for public inspection in the District's office, 15600 Sand Canyon Avenue, Irvine, California ("District Office"). If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available from the District Secretary of the District Office at the same time as they are distributed to Board Members, except that if such writings are distributed one hour prior to, or during, the meeting, they will be available electronically via the Webex meeting noted. Upon request, the District will provide for written agenda materials in appropriate alternative formats, and reasonable disability-related modification or accommodation to enable individuals with disabilities to participate in and provide comments at public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, or alternative format requested at least two days before the meeting. Requests should be emailed to comments@irwd.com. Requests made by mail must be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

December 15, 2025
Prepared and
submitted by: K. Swan
Approved by: Paul A. Cook 

CONSENT CALENDAR

BOARD MEETING MINUTES

SUMMARY:

Provided are the minutes of the November 24, 2025 Regular Board meeting for approval.

FISCAL IMPACTS:

None.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

Not applicable.

RECOMMENDATION:

THAT THE MINUTES OF THE NOVEMBER 24, 2025 REGULAR BOARD MEETING BE
APPROVED AS PRESENTED.

LIST OF EXHIBITS:

Exhibit "A" – November 24, 2025 Minutes

Note: This page is intentionally left blank.

Exhibit “A”

MINUTES OF REGULAR MEETING – NOVEMBER 24, 2025

The regular meeting of the Board of Directors of the Irvine Ranch Water District (IRWD) was called to order by President Reinhart at 5:00 p.m. on November 24, 2025 at the District offices, 15600 Sand Canyon Avenue, Irvine.

Directors Present: Ferons, Withers, Swan, LaMar, and President Reinhart.

Directors Absent: None.

Also Present: General Manager Cook, Executive Director of Finance and Administration Adly, Executive Director of Water Policy Weghorst, Executive Director of Operations Chambers, Executive Director of Technical Services Burton, Director of Strategic Communications & Advocacy Compton, Director of Water Quality & Regulatory Compliance Colston, Director of Financial Planning and Data Analytics Smithson, Director of Human Resources Mitcham, Director of Information Technology Kaneshiro, Director of Safety and Security Choi, Director of Water and Recycling Operations Zepeda, Director of Maintenance Operations Manning, Director of Water Resources Nye, Director of Accounting & Treasury Lin, General Counsel Collins, Secretary Swan, members of the staff, and public.

Oral and Written Communications: One item, Mr. Robert Thompson of OC SAN, wished to address the Board regarding Item No. 10 of the meeting agenda.

Items too late to be agendized: None.

CONSENT CALENDAR

Prior to voting, President Reinhart said that pertaining to Item No. 6 on the Consent Calendar of tonight’s agenda, on November 10, 2025, the Board conducted its annual Performance Evaluation of the General Manager. Mr. Reinhart said that this evening, the Board is considering changes to his compensation based on that performance review. He said that pursuant to Government Code Section 54953(c)(3), prior to taking final action on the changes to the General Manager’s compensation, he will provide a summary of the recommended action. He said that the recommendation is to: 1.) increase the base salary of the General Manager from \$401,328 to \$421,644 per year (a 5.1% increase), effective October 1, 2025; 2.) provide a one-time performance award for the General Manager in the amount of \$40,000 as a taxable lump sum cash payment; and 3.) increase the General Manager’s automobile allowance from \$11,000 to \$11,500 (a 4.5% increase). He said that all other aspects of the General Manager’s compensation remain unchanged.

On MOTION by LaMar, seconded by Withers, and carried unanimously by a vote of 5 – 0, CONSENT CALENDAR ITEMS FOUR THROUGH NINE WERE APPROVED AS FOLLOWS:

4. BOARD MEETING MINUTES

Recommendation: That the minutes of the November 10, 2025 Regular Board meeting be approved as presented.

ACTION CALENDAR (CONTINUED)

5. OCTOBER 2025 TREASURY REPORT

Recommendation: That the Board receive and file the Treasurer's Investment Summary Report, the Summary of Fixed and Variable Rate Debt, and the Disclosure Report of Reimbursements to Board members and staff, approve the October 2025 Summary of Payroll ACH payments in the total amount of \$4,250,161 and approve the October 2025 accounts payable disbursement summary of warrants 451572 through 452168, Workers' Compensation distributions, ACH payments, wire transfers, payroll withholding distributions, and voided checks in the net total amount of \$41,667,335.

6. CHANGES TO GENERAL MANAGER'S COMPENSATION

Recommendation: That the Board approve the 2025 amendment to the General Manager Employment Agreement, effective October 1, 2025.

7. REVIEW OF 2025 ADVOCACY ACTIVITIES AND 2026 LEGISLATIVE AND REGULATORY ISSUES PLANNING

Recommendation: That the Board provide input on the proposed 2026 regional, state, and federal legislative issues of interest to IRWD, and receive and file the proposed "Initial 2026 Legislative and Regulatory Resource Allocation Plan" and the "Legislative / Regulatory Issues and Activities of High Concern to IRWD in 2026."

8. CONSTRUCTION SERVICES DUMP TRUCK PURCHASE

Recommendation: That the Board authorize the General Manager to execute a purchase order with Rush Truck Center in the amount of \$709,223 for the purchase of two new dump trucks.

9. TURTLE ROCK – ROCKY KNOLL RECYCLED WATER PIPELINE REPLACEMENT BUDGET INCREASE AND CONSTRUCTION AWARD

Recommendation: That the Board authorize a budget increase in the amount of \$158,500, from \$841,500 to \$1,000,000, for Project 13162, and authorize the General Manager to execute a construction contract with Ferreira Construction Co., Inc. in the amount of \$624,000 for the Turtle Rock – Rocky Knoll Recycled Water Pipeline Replacement, Project 13162.

ACTION CALENDAR

10. IRWD / OC SAN / OCWD GREEN ACRES PROJECT FLOWS AGREEMENT AND IRWD / OC SAN FLOW EXCHANGE AGREEMENT

Using a PowerPoint, Engineering Manager Akiyoshi presented to the Board two new agreements, one among IRWD, OC SAN, and Orange County Water District which will extend the term of the Green Acres Project agreement, and the second between IRWD and OC SAN which will consolidate and streamline multiple previous agreements between the two agencies.

ACTION CALENDAR (CONTINUED)

Director Withers reported that this item was reviewed by the Engineering and Operations Committee. The Committee reviewed the agreements in greater detail, paying attention to the parties, the components, equities, and liabilities for each. He said that this would be a great benefit for all parties and that the Committee supports the staff recommendation.

Mr. Thompson of OC SAN addressed the Board, stating all three agencies will win with mutual benefit, and complimented IRWD staff and legal counsel for their hard work on the agreements. He added that his Board approved the agreements last week, and the Orange County Water District Board approved it on a 10-0 vote.

Following comments from the Board, on MOTION by Withers, seconded by Feron, and carried unanimously by a vote of 5 – 0, THE BOARD AUTHORIZED THE GENERAL MANAGER TO EXECUTE THE FLOW EXCHANGE AGREEMENT AND EXECUTE THE GREEN ACRES PROJECT FLOWS AGREEMENT, BOTH SUBJECT TO NON-SUBSTANTIVE CHANGES.

11. ANNUAL BOARD OF DIRECTORS' FEES

Director Swan reported that this item is reviewed annually by the Finance and Personnel Committee, and that the Committee recommends that the Board decline and defer the five percent (5%) increase. After discussion with the Board, on MOTION by Swan, seconded by LaMar, and unanimously carried by a vote of 5-0, THE BOARD DECLINED AND DEFERRED THE FIVE (5%) PERCENT COMPENSATION INCREASE FOR THE CALENDAR YEAR 2026.

OTHER BUSINESS

12. General Manager's Report

General Manager Cook reported to the Board there was an error on the US Postal Service side where they returned the mail addressed to IRWD's PO Box. The error has been addressed, and there is an announcement posted on the District's Web site.

He reminded the Board of the upcoming ACWA conference next week. congratulated Director Crane, IRWD's MWDOC representative on becoming a new MWD Director, and wished everyone a happy and safe Thanksgiving.

13. Receive oral update(s) from District liaison(s) regarding communities within IRWD's service area and interests.

Mr. Newell was absent from this evening's meeting.

14. Directors' Comments and Meeting Reports

Director Feron congratulated Director Crane on his new position on the MWD Board.

Director Withers reported on his participation in the NWRI Board of Directors meeting via teleconference; the ACWA Southern California Water Forum Reception; the OCBC Business Connections-2026 OC Community Indicators Report & Rollout at Vanguard University; and the ACWA Southern California Water Forum Program.

OTHER BUSINESS (CONTINUED)

14. Directors' Comments and Meeting Reports (Continued)

Director Swan reported on his participation in the MWDOC Administration and Finance Committee Meeting; the monthly WACO Planning Committee meeting; and the MWDOC Board of Directors' meeting via teleconference.

Vice President LaMar reported on his attendance at the ACWA Southern California Water Forum Reception; the ACWA Southern California Water Forum Program; the Natural Communities Coalition Executive Committee meeting; and the 2025 CFEE Water Conference in Palm Springs.

President Reinhart reported on his participation in the MWDOC Administration and Finance Committee Meeting via teleconference; the OCWD Board of Directors' meeting via teleconference; the MWDOC Board of Directors' meeting via teleconference; and the monthly discussion of District Activities with the General Manager.

15. ADJOURNMENT

At 5:41 p.m., President Reinhart adjourned the Board meeting.

APPROVED and SIGNED this 15th day of December 2025.

President, IRVINE RANCH WATER DISTRICT

District Secretary,
IRVINE RANCH WATER DISTRICT

APPROVED AS TO FORM:

Claire H. Collins, General Counsel
Hanson Bridgett LLP

December 15, 2025
Prepared by: J. Davis
Submitted by: N. Adly
Approved by: Paul A. Cook 

CONSENT CALENDAR

NOVEMBER 2025 TREASURY REPORT

SUMMARY:

The following is submitted for the Board's information and approval:

- A. The November 2025 Investment Summary Report. This Investment Summary Report conforms with the 2025 Investment Policy as outlined in Exhibit "A";
- B. The Summary of Fixed and Variable Rate Debt as of November 30, 2025, as outlined in Exhibit "B";
- C. The Monthly Interest Rate Swap Summary as of November 30, 2025, as outlined in Exhibit "C";
- D. The November 30, 2025, Disbursement Summary of warrants 452169 through 452626, Workers' Compensation distributions, ACH payments, wire transfers, payroll withholding distributions, and voided checks in the net total amount of \$17,640,908 as outlined in Exhibit "D";
- E. The Summary of Payroll ACH payments in the total amount of \$2,971,286 as outlined in Exhibit "E"; and
- F. The Disclosure Report of Reimbursements to Board members and staff for November 2025, detailing payments or reimbursements for individual charges of \$100 or more per transaction as outlined in Exhibit "F".

FISCAL IMPACTS:

As of November 30, 2025, the book value of the investment portfolio was \$361,512,769, with a 4.13% rate of return and a market value of \$366,207,159.

As of November 30, 2025, the outstanding principal amount of fixed and variable rate debt was \$545,835,000. The monthly weighted average all-in variable rate was 2.30%. Including IRWD's weighted average fixed rate bond issues of 3.03% and the negative cash accruals from fixed payer interest rate swaps, which hedge a portion of the District's variable rate debt, the total average debt rate was 2.79%.

Payroll ACH payments totaled \$2,971,286. Wire transfers, other ACH payments, and checks issued for debt service, accounts payable, payroll, water purchases, and voided checks for November were \$17,640,908.

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act Code of Regulations, Title 14, Chapter 3, Section 15378.

COMMITTEE STATUS:

All items in this report were not submitted to a Committee; the investment and debt reports are submitted to the Finance and Personnel Committee monthly.

RECOMMENDATION:

THAT THE BOARD RECEIVE AND FILE THE TREASURER'S INVESTMENT SUMMARY REPORT, THE SUMMARY OF FIXED AND VARIABLE RATE DEBT, AND THE DISCLOSURE REPORT OF REIMBURSEMENTS TO BOARD MEMBERS AND STAFF, APPROVE THE NOVEMBER 2025 SUMMARY OF PAYROLL ACH PAYMENTS IN THE TOTAL AMOUNT OF \$2,971,286 AND APPROVE THE NOVEMBER 2025 ACCOUNTS PAYABLE DISBURSEMENT SUMMARY OF WARRANTS 452169 THROUGH 452626, WORKERS' COMPENSATION DISTRIBUTIONS, ACH PAYMENTS, WIRE TRANSFERS, PAYROLL WITHHOLDING DISTRIBUTIONS, AND VOIDED CHECKS IN THE NET TOTAL AMOUNT OF \$17,640,908.

LIST OF EXHIBITS:

Exhibit "A" – Investment Summary Report

Exhibit "B" – Summary of Fixed and Variable Debt

Exhibit "C" – Monthly Interest Rate Swap Summary

Exhibit "D" – Monthly Summary of District Disbursements

Exhibit "E" – Monthly Payroll ACH Summary

Exhibit "F" – Disclosure of Reimbursements to Board Members and Staff



Portfolio Summary Dashboard

11/01/2025 - 11/30/2025

Irvine Ranch Water District (491783)

Dated: 12/08/2025

Portfolio Summary

	Irvine Ranch Water District	Grand Total
Par Value	365,217,952.20	365,217,952.20
Principal Cost	361,512,768.61	361,512,768.61
Book Value	361,512,768.61	361,512,768.61
Market Value	366,207,159.05	366,207,159.05
Unrealized Gain/Loss	4,694,390.44	4,694,390.44
Accrued Interest	3,008,710.21	3,008,710.21

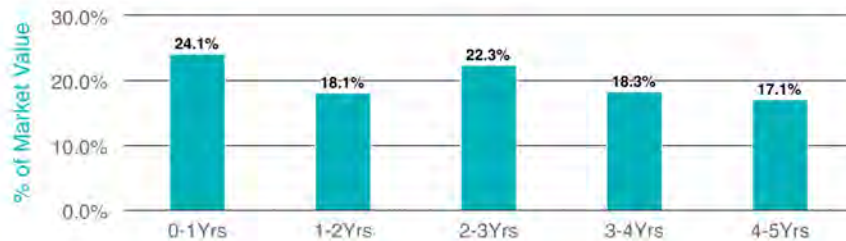
Footnotes: 1,2,3

Portfolio Characteristics

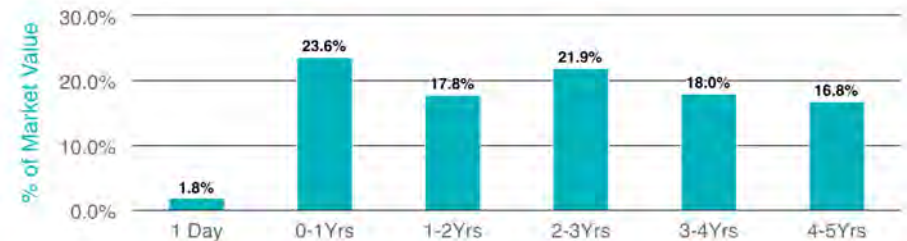
	Irvine Ranch Water District	Grand Total
Weighted Average Maturity	2.272	2.272
Portfolio Effective Duration	2.047	2.047
Weighted Average Life	2.207	2.207
Average Credit Rating	AA+	AA+
Yield at Cost	4.13	4.13

Footnotes: 1,2,3

Maturity Distribution (Excl. Cash & Equiv.)



Maturity Distribution (All)





Portfolio Summary Dashboard

11/01/2025 - 11/30/2025

Irvine Ranch Water District (491783)

Dated: 12/08/2025

Asset Allocation



Chart calculated by: % of Market Value

Credit Quality



Chart calculated by: % of Market Value

Issuer Concentration

Issuer	Ending Current Units	Ending Book Value	% of Ending Book Value
United States	283,250,000.00	279,532,861.41	77.224%
California LAIF	46,315,777.11	46,315,777.11	12.795%
Federal Home Loan Mortgage Corporation	11,000,000.00	11,010,830.00	3.042%
Federal Farm Credit Banks Funding Corporation	10,000,000.00	10,045,700.00	2.775%
Tennessee Valley Authority	8,000,000.00	7,955,425.00	2.198%
Dreyfus Government Cash Management Fund	5,189,908.92	5,189,908.92	1.434%
Wells Fargo Govt Inst MMF	1,462,266.17	1,462,266.17	0.404%
UNITED STATES OF AMERICA	464,084.19	464,084.19	0.128%

Total	365,682,036.39	361,976,852.80	100.000%
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Total includes receivable of \$464,084.19 not reflected in the portfolio summary

Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
91282CCE9	US TREASURY 1.250 05/31/28	01/07/2025 01/07/2025	5,000,000.00	4,513,671.88 0.00	4,513,671.88	4.37	05/31/2028	915	94.68 4,733,984.40	220,312.52 4,513,671.88	1.29	Aa1 AA+
91282CCH2	US TREASURY 1.250 06/30/28	04/16/2025 04/17/2025	5,000,000.00	4,618,554.69 0.00	4,618,554.69	3.80	06/30/2028	945	94.51 4,725,390.65	106,835.96 4,618,554.69	1.29	Aa1 AA+
91282CHQ7	US TREASURY 4.125 07/31/28	06/27/2024 06/27/2024	10,000,000.00	9,900,000.00 0.00	9,900,000.00	4.39	07/31/2028	976	101.60 10,160,156.30	260,156.30 9,900,000.00	2.77	Aa1 AA+
9128284V9	US TREASURY 2.875 08/15/28	08/16/2024 08/16/2024	5,000,000.00	4,820,312.50 0.00	4,820,312.50	3.85	08/15/2028	991	98.42 4,921,093.75	100,781.25 4,820,312.50	1.34	Aa1 AA+
91282CCY5	US TREASURY 1.250 09/30/28	08/09/2024 08/09/2024	5,000,000.00	4,504,296.88 0.00	4,504,296.88	3.86	09/30/2028	1,037	94.00 4,700,000.00	195,703.13 4,504,296.88	1.28	Aa1 AA+
91282CJF9	US TREASURY 4.875 10/31/28	11/28/2023 11/28/2023	10,000,000.00	10,179,687.50 0.00	10,179,687.50	4.46	10/31/2028	1,068	103.77 10,377,343.80	197,656.30 10,179,687.50	2.83	Aa1 AA+
91282CJN2	US TREASURY 4.375 11/30/28	12/15/2023 12/15/2023	5,000,000.00	5,106,640.63 0.00	5,106,640.63	3.90	11/30/2028	1,098	102.47 5,123,437.50	16,796.87 5,106,640.63	1.40	Aa1 AA+
91282CJR3	US TREASURY 3.750 12/31/28	12/13/2024 12/13/2024	5,000,000.00	4,924,218.75 0.00	4,924,218.75	4.16	12/31/2028	1,129	100.74 5,037,109.40	112,890.65 4,924,218.75	1.38	Aa1 AA+
91282CJW2	US TREASURY 4.000 01/31/29	04/16/2025 04/17/2025	5,000,000.00	5,025,585.94 0.00	5,025,585.94	3.85	01/31/2029	1,160	101.45 5,072,265.65	46,679.71 5,025,585.94	1.39	Aa1 AA+
9128286B1	US TREASURY 2.625 02/15/29	04/16/2025 04/17/2025	5,000,000.00	4,783,398.44 0.00	4,783,398.44	3.85	02/15/2029	1,175	97.32 4,866,015.65	82,617.21 4,783,398.44	1.33	Aa1 AA+
91282CEM9	US TREASURY 2.875 04/30/29	10/14/2025 10/15/2025	5,000,000.00	4,891,406.25 0.00	4,891,406.25	3.53	04/30/2029	1,249	97.92 4,896,093.75	4,687.50 4,891,406.25	1.34	Aa1 AA+
91282CKT7	US TREASURY 4.500 05/31/29	06/09/2025 06/09/2025	5,000,000.00	5,082,617.19 5,532.79	5,088,149.98	4.05	05/31/2029	1,280	103.19 5,159,375.00	76,757.81 5,082,617.19	1.41	Aa1 AA+
91282CEV9	US TREASURY 3.250 06/30/29	06/26/2025 06/30/2025	5,500,000.00	5,397,734.38 0.00	5,397,734.38	3.76	06/30/2029	1,310	99.04 5,447,148.47	49,414.09 5,397,734.38	1.49	Aa1 AA+
91282CLC3	US TREASURY 4.000 07/31/29	06/26/2025 06/27/2025	5,000,000.00	5,046,484.38 0.00	5,046,484.38	3.75	07/31/2029	1,341	101.57 5,078,515.65	32,031.27 5,046,484.38	1.39	Aa1 AA+
91282CLK5	US TREASURY 3.625 08/31/29	06/05/2025 06/06/2025	5,000,000.00	4,933,984.38 0.00	4,933,984.38	3.97	08/31/2029	1,372	100.28 5,014,062.50	80,078.12 4,933,984.38	1.37	Aa1 AA+
91282CFL0	US TREASURY 3.875 09/30/29	06/05/2025 06/06/2025	5,000,000.00	4,981,835.94 0.00	4,981,835.94	3.97	09/30/2029	1,402	101.16 5,057,812.50	75,976.56 4,981,835.94	1.38	Aa1 AA+
91282CFT3	US TREASURY 4.000 10/31/29	06/13/2025 06/16/2025	5,000,000.00	4,997,656.25 0.00	4,997,656.25	4.01	10/31/2029	1,433	101.63 5,081,250.00	83,593.75 4,997,656.25	1.39	Aa1 AA+
91282CMA6	US TREASURY 4.125 11/30/29	06/05/2025 06/06/2025	5,000,000.00	5,031,250.00 3,381.15	5,034,631.15	3.97	11/30/2029	1,463	102.10 5,105,078.15	73,828.15 5,031,250.00	1.39	Aa1 AA+
91282CGB1	US TREASURY 3.875 12/31/29	06/26/2025 06/27/2025	7,500,000.00	7,529,003.91 0.00	7,529,003.91	3.78	12/31/2029	1,494	101.19 7,589,062.50	60,058.59 7,529,003.91	2.07	Aa1 AA+
91282CMG3	US TREASURY 4.250 01/31/30	06/13/2025 06/16/2025	5,000,000.00	5,047,460.94 0.00	5,047,460.94	4.02	01/31/2030	1,525	102.63 5,131,250.00	83,789.06 5,047,460.94	1.40	Aa1 AA+
91282CGQ8	US TREASURY 4.000 02/28/30	06/05/2025 06/06/2025	5,000,000.00	5,004,687.50 0.00	5,004,687.50	3.98	02/28/2030	1,553	101.69 5,084,375.00	79,687.50 5,004,687.50	1.39	Aa1 AA+
91282CMU2	US TREASURY 4.000 03/31/30	06/05/2025 06/06/2025	5,000,000.00	5,002,148.44 0.00	5,002,148.44	3.99	03/31/2030	1,584	101.70 5,084,765.65	82,617.21 5,002,148.44	1.39	Aa1 AA+
91282CMZ1	US TREASURY 3.875 04/30/30	06/05/2025 06/06/2025	5,000,000.00	4,973,828.12 0.00	4,973,828.12	3.99	04/30/2030	1,614	101.23 5,061,328.15	87,500.03 4,973,828.12	1.38	Aa1 AA+

Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
91282CNG2	US TREASURY 4.000 05/31/30	06/05/2025 06/06/2025	5,000,000.00	5,002,539.06 3,278.69	5,005,817.75	3.99	05/31/2030	1,645	101.74 5,087,109.40	84,570.34 5,002,539.06	1.39	Aa1 AA+
91282CNK3	US TREASURY 3.875 06/30/30	06/26/2025 06/30/2025	7,500,000.00	7,519,628.91 0.00	7,519,628.91	3.82	06/30/2030	1,675	101.21 7,590,820.35	71,191.44 7,519,628.91	2.07	Aa1 AA+
91282CHR5	US TREASURY 4.000 07/31/30	09/23/2025 09/24/2025	5,000,000.00	5,069,726.56 29,891.30	5,099,617.86	3.68	07/31/2030	1,706	101.74 5,087,109.40	17,382.84 5,069,726.56	1.39	Aa1 AA+
91282CPA3	US TREASURY 3.625 09/30/30	09/25/2025 09/30/2025	5,000,000.00	4,967,773.44 0.00	4,967,773.44	3.77	09/30/2030	1,767	100.12 5,005,859.40	38,085.96 4,967,773.44	1.37	Aa1 AA+
91282CPD7	US TREASURY 3.625 10/31/30	10/28/2025 10/31/2025	5,750,000.00	5,754,267.58 0.00	5,754,267.58	3.61	10/31/2030	1,798	100.11 5,756,289.06	2,021.48 5,754,267.58	1.57	Aa1 AA+
U.S. TREASURIES TOTAL			283,250,000.00	279,532,861.41 42,083.93	279,574,945.34	4.16		961	100.34 284,088,906.85	4,556,045.44 279,532,861.41	77.58	AA+
U.S. AGENCIES												
880591EU2	TVA 2.875 02/01/27	11/06/2025 11/07/2025	3,000,000.00	2,971,350.00 23,000.00	2,994,350.00	3.67	02/01/2027	430	99.16 2,974,650.00	3,300.00 2,971,350.00	0.81	Aa1 AA+
3134HA6A6	FREDDIE MAC 4.550 02/11/28 '26 MTN	11/04/2025 11/05/2025	6,000,000.00	6,007,230.00 63,700.00	6,070,930.00	4.05	02/11/2028	805	100.09 6,005,100.00	(2,130.00) 6,007,230.00	1.64	Aa1 AA+
3134HBZA2	FREDDIE MAC 4.500 07/14/28 '26 MTN	11/06/2025 11/07/2025	5,000,000.00	5,003,600.00 70,000.00	5,073,600.00	4.05	07/14/2028	959	100.04 5,002,100.00	(1,500.00) 5,003,600.00	1.37	Aa1 AA+
3133ER6D8	FED FARM CR BNKS 4.000 03/07/29	04/16/2025 04/17/2025	10,000,000.00	10,045,700.00 0.00	10,045,700.00	3.87	03/07/2029	1,195	101.24 10,123,900.00	78,200.00 10,045,700.00	2.76	Aa1 AA+
880591FE7	TVA 3.875 08/01/30	08/08/2025 08/11/2025	5,000,000.00	4,984,075.00 1,614.58	4,985,689.58	3.95	08/01/2030	1,707	100.89 5,044,550.00	60,475.00 4,984,075.00	1.38	Aa1 AA+
U.S. AGENCIES TOTAL			29,000,000.00	29,011,955.00 158,314.58	29,170,269.58	3.93		1,085	100.52 29,150,300.00	138,345.00 29,011,955.00	7.96	AA+
LAIF												
CALAIF	California LAIF		46,315,777.11	46,315,777.11 0.00	46,315,777.11	4.10	11/28/2025	0	1.00 46,315,777.11	0.00 46,315,777.11	12.65	NA NA
LAIF TOTAL			46,315,777.11	46,315,777.11 0.00	46,315,777.11	4.10		0	1.00 46,315,777.11	0.00 46,315,777.11	12.65	NA
IRVINE RANCH WATER DISTRICT TOTAL			365,217,952.20	361,512,768.61 200,398.51	361,713,167.12	4.13		832	366,207,159.05	4,694,390.44 361,512,768.61	100.00	AA+
GRAND TOTAL			365,217,952.20	361,512,768.61 200,398.51	361,713,167.12	4.13		832	366,207,159.05	4,694,390.44 361,512,768.61	100.00	AA+

Transaction Statement

IRVINE RANCH WATER DISTRICT									
	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	PRINCIPAL COST	PURCHASED INTEREST	TOTAL	PURCHASE YIELD
BUY									
	11/04/2025	11/05/2025	3134HA6A6	FREDDIE MAC 4.550 02/11/28 '26 MTN	6,000,000.00	6,007,230.00	63,700.00	(6,070,930.00)	4.05
	11/06/2025	11/07/2025	880591EU2	TVA 2.875 02/01/27	3,000,000.00	2,971,350.00	23,000.00	(2,994,350.00)	3.67
	11/06/2025	11/07/2025	3134HBZA2	FREDDIE MAC 4.500 07/14/28 '26 MTN	5,000,000.00	5,003,600.00	70,000.00	(5,073,600.00)	4.05
BUY TOTAL					14,000,000.00	13,982,180.00	156,700.00	(14,138,880.00)	3.97
	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	BOOK VALUE		TOTAL	NET REALIZED GAIN/LOSS
MATURITY									
	11/15/2025	11/17/2025	912828M56	UNITED STATES TREASURY 2.25 11/15/2025	(5,000,000.00)	4,771,875.00		5,000,000.00	228,125.00
MATURITY TOTAL					(5,000,000.00)	4,771,875.00		5,000,000.00	228,125.00
	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	BOOK VALUE		TOTAL	NET REALIZED GAIN/LOSS
SELL									
	11/04/2025	11/05/2025	91282CGL9	US TREASURY 4.000 02/15/26	(5,000,000.00)	4,948,046.88		5,001,953.13	53,906.25
	11/06/2025	11/07/2025	91282CEC1	US TREASURY 1.875 02/28/27	(3,000,000.00)	2,848,828.13		2,932,500.00	83,671.88
	11/06/2025	11/07/2025	91282CGE5	US TREASURY 3.875 01/15/26	(5,000,000.00)	4,904,296.88		5,000,000.00	95,703.13
SELL TOTAL					(13,000,000.00)	12,701,171.88		12,934,453.13	233,281.25



Future Maturities

Base Currency: USD As of 11/30/2025

Irvine Ranch Water Dist Oper (491785)

Dated: 12/08/2025

Maturity Bands	Identifier	Security Description	Final Maturity	Asset Type	Base Current Units	Base Original Cost	Base Market Value + Accrued
1 Month	262006307	DREYFUS GVT CM;INV	11/30/2025	Money Market Funds	5,189,908.92	5,189,908.92	5,189,908.92
6 Months	91282CKH3	US TREASURY 4.500 03/31/26	03/31/2026	U.S. Treasuries	5,000,000.00	4,953,125.00	5,048,871.08
9 Months	---	---	06/25/2026	U.S. Treasuries	15,000,000.00	14,845,312.50	15,320,965.52
12 Months	---	---	09/30/2026	U.S. Treasuries	20,000,000.00	19,896,093.76	20,310,048.58
<12 Months	---	---	11/10/2028	---	272,250,000.00	268,850,285.15	275,568,031.88
---	---	---	07/11/2028	---	317,439,908.92	313,734,725.33	321,437,825.98

* Grouped by: Maturity Bands. * Groups Sorted by: Maturity Bands. * Filtered By: Identifier ≠ "CCYUSD". * Weighted by: Base Market Value + Accrued. * Holdings Displayed by: Position.

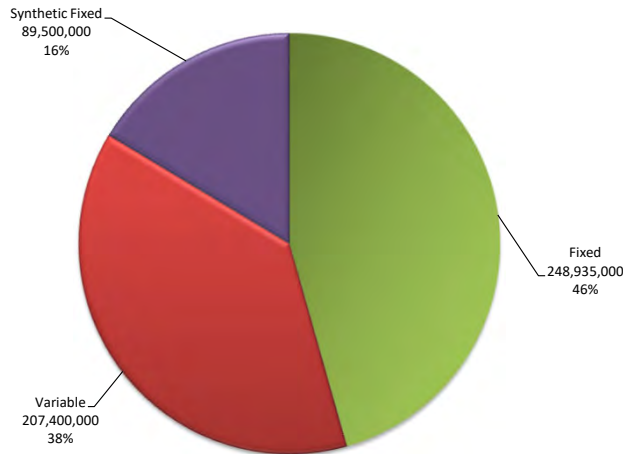
Exhibit "B"

Irvine Ranch Water District

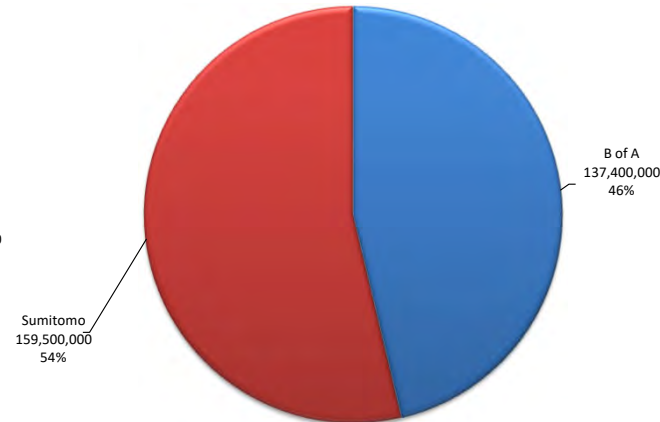
Summary of Fixed and Variable Rate Debt

November 2025

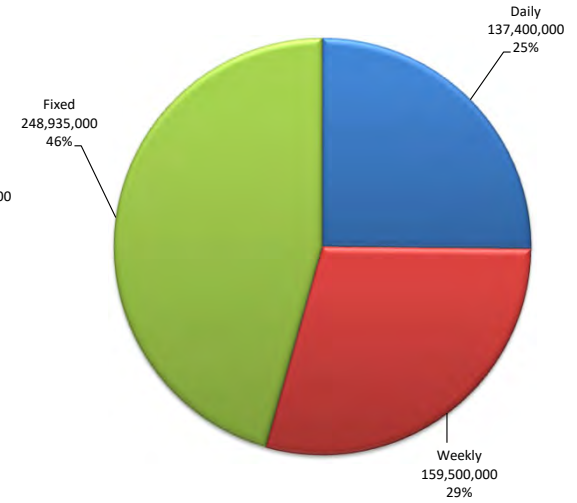
Current Debt Mix By Type



Letters of Credit / Support



Current Debt Rate Reset



Outstanding Par by Series

Series	Issue Date	Maturity Date	Remaining Principal	Percent	Letter of Credit/Support	Rmkt Agent	Mode	Reset
Series 2008-A Refunding	04/24/08	07/01/35	\$34,500,000	6.32%	Sumitomo	BAML	Variable	Weekly
Series 2025-A Refunding	07/15/25	05/01/40	\$125,000,000	22.90%	Sumitomo	BAML	Variable	Weekly
Series 2011-A-1 Refunding	04/15/11	10/01/37	\$34,440,000	6.31%	B of A	Goldman	Variable	Daily
Series 2011-A-2 Refunding	04/15/11	10/01/37	\$22,960,000	4.21%	B of A	Goldman	Variable	Daily
Series 2009 - A	06/04/09	10/01/41	\$40,000,000	7.33%	B of A	US Bank	Variable	Daily
Series 2009 - B	06/04/09	10/01/41	\$40,000,000	7.33%	B of A	Goldman	Variable	Daily
2016 COPS	09/01/16	03/01/46	\$96,935,000	17.76%	N/A	N/A	Fixed	Fixed
Series 2025-B Refunding	07/25/25	05/01/35	\$57,890,000	10.61%	N/A	N/A	Fixed	Fixed
Series 2016	10/12/16	02/01/46	\$94,110,000	17.24%	N/A	N/A	Fixed	Fixed
Total			\$545,835,000	100.00%				

IRVINE RANCH WATER DISTRICT
SUMMARY OF FIXED & VARIABLE RATE DEBT

November-25

Daily																										
Weekly																										
GENERAL BOND INFORMATION							LETTER OF CREDIT INFORMATION										TRUSTEE INFORMATION									
VARIABLE RATE ISSUES	Issue Date	Maturity Date	Principal Payment Date	Payment Date	Original Par Amount	Remaining Principal	Letter of Credit	Reimbursement Agreement Date	L/C Exp. Date	Prior Letter of Credit Bank	MOODY'S	S&P	FITCH	LOC Stated Amount	LOC Fee	Annual LOC Cost	Rmkt Agent	Reset	Rmkt Fees	Annual Cost	Trustee					
SERIES 2008-A Refunding	04/24/08	07/01/35	Jul 1	5th Bus. Day	\$60,215,000	\$34,500,000	SUMITOMO	04/01/11	03/13/28	SUMITOMO	A1/P-1	A/A-1	A/F1	\$35,010,411	0.3400%	\$119,035	BAML	WED	0.07%	\$24,150	BANK OF NY					
SERIES 2025-A Refunding	07/15/25	05/01/40	May 1, 2035	1st Bus. Day	\$125,000,000	\$125,000,000	SUMITOMO	07/01/25	07/25/29	SUMITOMO	NA	A/A	A/F1	\$127,054,795	0.3150%	\$400,223	BAML	WED	0.07%	\$87,500	US BANK					
SERIES 2011-A-1 Refunding	04/15/11	10/01/37	Oct 1	1st Bus. Day	\$60,545,000	\$34,440,000	B of A	02/01/24	02/08/27	B of A	Aa1/VMIG1	A+/A-1	AAA/F1+	\$34,824,973	0.3200%	\$111,440	Goldman	DAILY	0.07%	\$24,108	BANK OF NY					
SERIES 2011-A-2 Refunding	04/15/11	10/01/37	Oct 1	1st Bus. Day	\$40,370,000	\$22,960,000	B of A	02/01/24	02/08/27	B of A	Aa1/VMIG1	A+/A-1	AAA/F1+	\$23,216,649	0.3200%	\$74,293	Goldman	DAILY	0.07%	\$16,072	BANK OF NY					
SERIES 2009 - A	06/04/09	10/01/41	Oct 1	1st Bus. Day	\$75,000,000	\$40,000,000	B of A	04/01/25	05/01/28	US BANK	Aa1/VMIG1	A+/A-1	AAA/F1+	\$40,447,123	0.3400%	\$137,520	US Bank	DAILY	0.07%	\$28,000	US BANK					
SERIES 2009 - B	06/04/09	10/01/41	Oct 1	1st Bus. Day	\$75,000,000	\$40,000,000	B of A	04/01/11	05/01/28	B of A	Aa1/VMIG1	A+/A-1	AAA/F1+	\$40,447,123	0.3400%	\$137,520	Goldman	DAILY	0.07%	\$28,000	US BANK					
					\$436,130,000	\$296,900,000	SUB-TOTAL VARIABLE RATE DEBT							\$301,001,074	0.3256%	\$980,032										
																(Wt. Avg)			(Wt. Avg)							
FIXED RATE ISSUES																										
2016 COPS	09/01/16	03/01/46	Mar 1	Mar/Sept	\$116,745,000	\$96,935,000	N/A	N/A	N/A	N/A	NR	AAA	AAA	N/A	N/A	N/A	N/A	N/A	N/A	N/A	US BANK					
SERIES 2016	10/12/16	02/01/46	Feb 1	Feb/Aug	\$103,400,000	\$94,110,000	N/A	N/A	N/A	N/A	NR	AAA	AAA	N/A	N/A	N/A	N/A	N/A	N/A	N/A	BANK OF NY					
SERIES 2025B Refunding	07/15/25	05/01/35	May 1, 2026	May/Nov	\$57,890,000	\$57,890,000	N/A	N/A	N/A	N/A	NR	AAA	AAA	N/A	N/A	N/A	N/A	N/A	N/A	N/A	US BANK					
					\$278,035,000	\$248,935,000	SUB-TOTAL FIXED RATE DEBT																			
					\$714,165,000	\$545,835,000	TOTAL- FIXED & VARIABLE RATE DEBT																			

Remarketing Agents			GO VS COP's		
Goldman	97,400,000	33%	GO:	448,900,000	82%
BAML	159,500,000	54%	COPS:	96,935,000	18%
US Bank	40,000,000	13%	Total	<u>545,835,000</u>	
<u>296,900,000</u>					

LOC Banks			Breakdown Between Variable & Fixed Rate Mode		
SUMITOMO	159,500,000	54%	Daily Issues	137,400,000	25%
BANK OF AMERICA	137,400,000	46%	Weekly Issues	159,500,000	29%
			Sub-Total	<u>296,900,000</u>	
			Fixed Rate Issues	\$248,935,000	46%
			Sub-Total - Fixed	<u>248,935,000</u>	
			TOTAL DEBT		
			FIXED & VAR.	<u>545,835,000</u>	100%

SUMMARY OF DEBT RATES

Nov-25

Cusips	4636324K2	4636324Q9	4636324R7	4636324D8	4636325R6	4636324H9
Rmkt Agent	GOLDMAN	GOLDMAN	GOLDMAN	MERRILL LYNCH	MERRILL LYNCH	US BANK
Mode	DAILY	DAILY	DAILY	WEEKLY	WEEKLY	DAILY
Bond Issue	2009 - B	2011 A-1	2011 A-2	2008-A	2025 - A	2009-A
Par Amount	40,000,000	34,440,000	22,960,000	34,500,000	125,000,000	40,000,000
LOC Bank	BOFA	BOFA	BOFA	Sumitomo	Sumitomo	BOFA
Reset				Wednesday	Wednesday	
11/1/2025	2.95%	2.95%	2.95%	2.12%	2.12%	3.05%
11/2/2025	2.95%	2.95%	2.95%	2.12%	2.12%	3.05%
11/3/2025	2.00%	2.00%	2.00%	2.12%	2.12%	2.10%
11/4/2025	1.65%	1.65%	1.65%	2.12%	2.12%	1.70%
11/5/2025	1.70%	1.70%	1.70%	2.12%	2.12%	1.75%
11/6/2025	1.90%	1.90%	1.90%	1.65%	1.65%	1.95%
11/7/2025	2.05%	2.05%	2.05%	1.65%	1.65%	2.10%
11/8/2025	2.05%	2.05%	2.05%	1.65%	1.65%	2.10%
11/9/2025	2.05%	2.05%	2.05%	1.65%	1.65%	2.10%
11/10/2025	1.85%	1.85%	1.85%	1.65%	1.65%	1.90%
11/11/2025	1.85%	1.85%	1.85%	1.65%	1.65%	1.90%
11/12/2025	1.70%	1.70%	1.70%	1.65%	1.65%	1.75%
11/13/2025	1.80%	1.80%	1.80%	1.42%	1.42%	1.85%
11/14/2025	2.05%	2.05%	2.05%	1.42%	1.42%	2.10%
11/15/2025	2.05%	2.05%	2.05%	1.42%	1.42%	2.10%
11/16/2025	2.05%	2.05%	2.05%	1.42%	1.42%	2.10%
11/17/2025	2.00%	2.00%	2.00%	1.42%	1.42%	2.00%
11/18/2025	1.70%	1.70%	1.70%	1.42%	1.42%	1.75%
11/19/2025	1.90%	1.90%	1.90%	1.42%	1.42%	1.95%
11/20/2025	2.15%	2.15%	2.15%	1.80%	1.80%	2.20%
11/21/2025	2.45%	2.45%	2.45%	1.80%	1.80%	2.45%
11/22/2025	2.45%	2.45%	2.45%	1.80%	1.80%	2.45%
11/23/2025	2.45%	2.45%	2.45%	1.80%	1.80%	2.45%
11/24/2025	2.10%	2.10%	2.10%	1.80%	1.80%	2.15%
11/25/2025	2.05%	2.05%	2.05%	1.80%	1.80%	2.10%
11/26/2025	2.15%	2.15%	2.15%	1.80%	1.80%	2.20%
11/27/2025	2.15%	2.15%	2.15%	1.81%	1.81%	2.20%
11/28/2025	2.25%	2.25%	2.25%	1.81%	1.81%	2.30%
11/29/2025	2.25%	2.25%	2.25%	1.81%	1.81%	2.30%
11/30/2025	2.25%	2.25%	2.25%	1.81%	1.81%	2.30%
Avg Interest Rates	2.10%	2.10%	2.10%	1.73%	1.73%	2.15%
Rmkt Fee	0.07%	0.07%	0.07%	0.07%	0.07%	0.07%
LOC Fee	0.34%	0.32%	0.32%	0.34%	0.32%	0.34%
All-In Rate	2.51%	2.49%	2.49%	2.14%	2.12%	2.56%
Par Amount	97,400,000			159,500,000		40,000,000

Interest Rate Mode	Percent of Total Variable Rate Debt	Par Outstanding	Weighted All-In Average Rate	Base Rate Average
Daily	46.28%	137,400,000	2.51%	2.11%
Weekly	53.72%	159,500,000	2.12%	1.73%
	100.00%	\$296,900,000	2.30%	1.91%
Fixed				
COPS 2016	38.94%	96,935,000	2.90%	
SERIES 2025 B	23.26%	57,890,000	2.77%	
SERIES 2016	37.81%	94,110,000	3.32%	
	100.00%	\$248,935,000	3.03%	
All-In Debt Rate Including \$60 Million Notional Amount of Swaps				2.79%

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Exhibit "C"

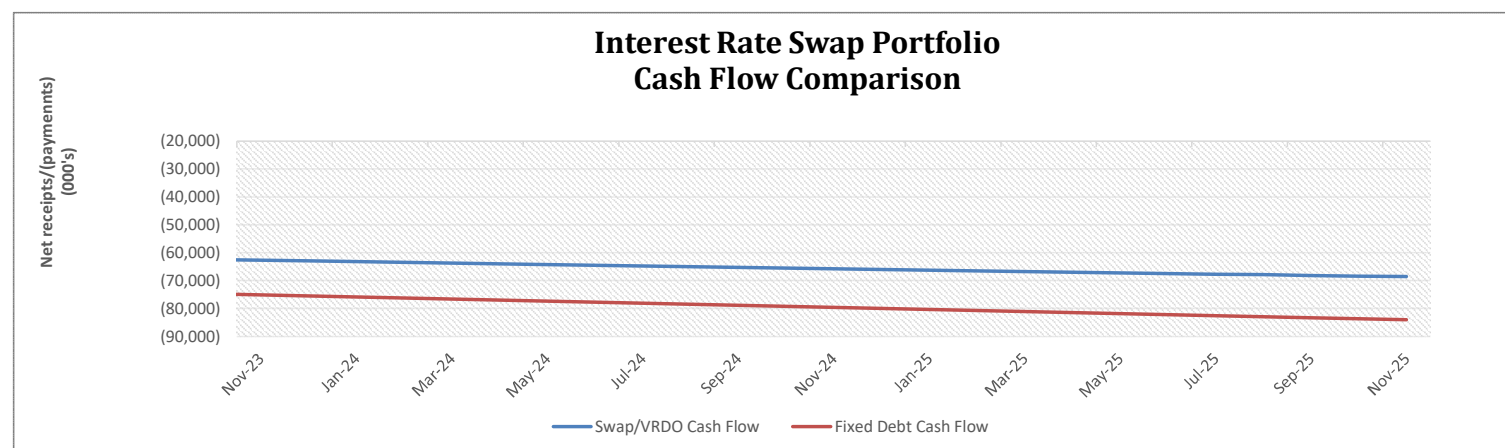
Irvine Ranch Water District Interest Rate Swap Summary November 2025

	Prior Mo.	Current Mo.	12-Mo Avg
SFR1M (Lbr Rpl) Avg %	4.15%	4.07%	4.28%

Current Fiscal Year Active Swaps								Cash Flow				(Since 3/07)	Mark to Market	
Effective Date	Maturity Date	Years to Maturity	Counter Party	Notional Amt	Type	Base Index	Fixed Rate	Prior Month	Current Month	Fiscal YTD	Cumulative Net Accrual		Current Mark to Market	Notional Difference
Fixed Payer Swaps - By Effective Date														
3/10/2007	3/10/2029	0.3	ML	30,000,000	FXP	LIBOR	5.687%	(32,902)	(34,629)	(150,012)	(22,388,468)		27,849,953	(2,150,047)
3/10/2007	3/10/2029	0.3	CG	30,000,000	FXP	LIBOR	5.687%	(32,902)	(34,629)	(150,012)	(22,388,261)		27,848,572	(2,151,428)
Totals/Weighted Avgs				\$ 60,000,000			5.687%	\$ (65,804)	\$ (69,258)	\$ (300,024)	\$ (44,776,730)		\$ 55,698,525	\$ (4,301,475)
Total Current Year Active Swaps				\$ 60,000,000				\$ (65,804)	\$ (69,258)	\$ (300,024)	\$ (44,776,730)		\$ 55,698,525	\$ (4,301,475)

Current Fiscal Year Terminated Swaps								Cash Flow					Mark to Market	
Effective Date	Maturity Date		Counter Party	Notional Amt	Type	Base Index	Fixed Rate	Prior Month	Current Month	Fiscal YTD	Cumulative Net Accrual		Current Mark to Market	Notional Difference
Total Current Year Terminated Swaps								\$ -	\$ -	\$ -	\$ -		\$ -	\$ -

Current Fiscal Year - Total Swaps								Cash Flow					Mark to Market	
Effective Date	Maturity Date		Counter Party	Notional Amt	Type	Base Index	Fixed Rate	Prior Month	Current Month	Fiscal YTD	Cumulative Net Accrual		Current Mark to Market	Notional Difference
Total Current Year Active & Terminated Swaps								\$ (65,804)	\$ (69,258)	\$ (300,024)	\$ (44,776,730)		\$ 55,698,525	\$ (4,301,475)



Cash Flow Comparison Synthetic Fixed vs. Fixed Rate Debt	
<u>Cash Flow to Date</u>	
Synthetic Fixed =	\$68,554,717
Fixed Rate =	\$84,043,010
<u>Assumptions:</u>	
- Fixed rate debt issued at 4.93% in Mar-07 (estimated TE rate - Bloomberg)	
- 'Synthetic' includes swap cash flow + interest + fees to date	

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Exhibit "D"

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
452169	6-Nov-25	COUNTY OF ORANGE	4,123.50
452170	6-Nov-25	COUNTY OF ORANGE	77,565.30
452171	6-Nov-25	PERS LONG TERM CARE	399.66
452172	6-Nov-25	INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS LOCAL 47	10,151.62
452173	6-Nov-25	Leal, Anthony E	94.08
452174	6-Nov-25	AVO TRAINING INSTITUTE, INC.	2,000.00
452175	6-Nov-25	BIOMERIEUX INC	1,431.92
452176	6-Nov-25	FEDEX	161.09
452177	6-Nov-25	FISHER SCIENTIFIC COMPANY, LLC	383.38
452178	6-Nov-25	HARPER & ASSOCIATES ENGINEERING INC	-
452179	6-Nov-25	IRVINE UNIFIED SCHOOL DISTRICT	100.00
452180	6-Nov-25	KILL-N-BUGS TERMITE AND PEST CONTROL SERVICES, INC.	10,335.00
452181	6-Nov-25	CALIFORNIA MUNICIPAL STATISTICS INC	50.00
452182	6-Nov-25	CALIFORNIA STATE UNIVERSITY, FULLERTON	5,250.00
452183	6-Nov-25	CITY OF TUSTIN	88.10
452184	6-Nov-25	COX COMMUNICATIONS, INC.	362.96
452185	6-Nov-25	EAST ORANGE COUNTY WATER DISTRICT	1,350.79
452186	6-Nov-25	ENVIRONMENTAL RESOURCE ASSOCIATES, INC.	795.49
452187	6-Nov-25	ASSOCIATION OF CALIFORNIA WATER AGENCIES	49,310.00
452188	6-Nov-25	MUTUAL PROPANE	129.02
452189	6-Nov-25	PARKHOUSE TIRE, INC.	1,161.27
452190	6-Nov-25	PLUMBERS DEPOT INC	4,921.82
452191	6-Nov-25	QUINN COMPANY	626.61
452192	6-Nov-25	SHAMROCK SUPPLY COMPANY, INC.	443.04
452193	6-Nov-25	SOUTHERN CALIFORNIA EDISON COMPANY	336,256.22
452194	6-Nov-25	SOUTHWEST VALVE & EQUIPMENT, LLC	1,198.82
452195	6-Nov-25	THIRKETTLE CORPORATION	6,214.28
452196	6-Nov-25	VERIZON WIRELESS SERVICES LLC	5,489.47
452197	6-Nov-25	WALTERS WHOLESALE ELECTRIC CO	870.34
452198	6-Nov-25	WAXIE'S ENTERPRISES, LLC, A BRADYPLUS COMPANY	2,127.64
452199	6-Nov-25	AIRGAS, INC.	1,122.92
452200	6-Nov-25	INDUSTRIAL METAL SUPPLY CO	533.75
452201	6-Nov-25	MC MASTER-CARR SUPPLY COMPANY	69.21
452202	6-Nov-25	DAIOHS USA INCORPORATED	3,252.04
452203	6-Nov-25	AT&T CORP	270.08
452204	6-Nov-25	AT&T CORP	4,658.85
452205	6-Nov-25	AT&T CORP	68.08
452206	6-Nov-25	ONESOURCE DISTRIBUTORS, LLC	19,042.83
452207	6-Nov-25	HACH COMPANY	6,313.02
452208	6-Nov-25	DELL MARKETING LP	18,153.25
452209	6-Nov-25	SOUTH COAST WATER DISTRICT	391.97
452210	6-Nov-25	CHEM-TECH INTERNATIONAL INC	18,501.85
452211	6-Nov-25	OCTA	1,298.00
452212	6-Nov-25	LEE & RO, INC.	57,853.50
452213	6-Nov-25	PHENOMENEX INC	1,562.38
452214	6-Nov-25	MC FADDEN-DALE INDUSTRIAL HARDWARE, LLC	203.47
452215	6-Nov-25	PIPELOGIX INC	20,359.36

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
452216	6-Nov-25	ORACLE AMERICA, INC.	11,185.42
452217	6-Nov-25	MILES CHEMICAL COMPANY, INC.	12,381.41
452218	6-Nov-25	AIR TECHNOLOGY LABORATORIES	1,341.50
452219	6-Nov-25	ANTHONY N. LARSEN	850.00
452220	6-Nov-25	STRADLING YOCCA CARLSON & RAUTH	80.00
452221	6-Nov-25	WATEREUSE ASSOCIATION	15,583.91
452222	6-Nov-25	LENNAR HOMES OF CALIFORNIA, INC.	378.69
452223	6-Nov-25	NORTHWOOD PLACE APTS	45.77
452224	6-Nov-25	HILLCREST CONTRACTING, INC.	2,661.46
452225	6-Nov-25	RANCHO ALISAL APTS	64.97
452226	6-Nov-25	CALIFORNIA COUNCIL FOR ENVIRONMENTAL AND ECONOMIC BALANCE	59,325.00
452227	6-Nov-25	SANTA MARGARITA FORD	3,453.42
452228	6-Nov-25	QUAIL MEADOW APARTMENTS	1,146.43
452229	6-Nov-25	EUROFINS EATON ANALYTICAL, LLC	2,157.00
452230	6-Nov-25	R C FOSTER CORPORATION	140,540.40
452231	6-Nov-25	INNOVATIVE CONSTRUCTION SOLUTIONS	1,000.00
452232	6-Nov-25	PHENOVA, INC.	418.77
452233	6-Nov-25	LOS OLIVOS APARTMENTS	1,565.28
452234	6-Nov-25	COSTCO WHOLESALE CORPORATION	495.73
452235	6-Nov-25	TRI COUNTY PUMP COMPANY	222,102.48
452236	6-Nov-25	DILYTICS INC	3,360.00
452237	6-Nov-25	PIPELINE PRODUCTS, INC.	2,023.37
452238	6-Nov-25	PRONTO GYM SERVICES, INC.	1,531.55
452239	6-Nov-25	BRITTANY APTS	50.12
452240	6-Nov-25	GUIDA SURVEYING INC.	8,291.00
452241	6-Nov-25	DG INVESTMENT INTERMEDIATE HOLDINGS 2, INC.	6,049.00
452242	6-Nov-25	HI-LINE INC	816.00
452243	6-Nov-25	EUROFINS ENVIRONMENT TESTING SOUTHWEST	12,096.00
452244	6-Nov-25	LEE, MICHAEL	16.96
452245	6-Nov-25	WASTE MANAGEMENT COLLECTIONS AND RECYCLING, INC.	10,173.04
452246	6-Nov-25	GARY BALE REDI-MIX CONCRETE, INC.	1,240.06
452247	6-Nov-25	WANG, YUE	72.60
452248	6-Nov-25	IMPERIAL SPRINKLER SUPPLY, INC.	622.19
452249	6-Nov-25	THOMPSON & PHIPPS INC	2,668.90
452250	6-Nov-25	DOPUDJA & WELLS CONSULTING INC.	5,898.75
452251	6-Nov-25	VEOLIA NORTH AMERICA, INC.	14,275.38
452252	6-Nov-25	SPERBER COMPANIES	88,448.94
452253	6-Nov-25	PROMENADE AT LOS OLIVOS II	315.32
452254	6-Nov-25	SAND CANYON MEDICAL GROUP	200.00
452255	6-Nov-25	CULVER CAR WASH LLC	32.99
452256	6-Nov-25	ASSOCIATION OF ENVIRONMENTAL PROFESSIONALS	275.00
452257	6-Nov-25	SOCAL SCADA SOLUTIONS LLC	7,959.70
452258	6-Nov-25	VINCE TURSINI	2,593.00
452259	6-Nov-25	ORANGE COUNTY WINWATER WORKS	15,078.64
452260	6-Nov-25	NBI LANDSCAPE DEVELOPMENT	1,154.71
452261	6-Nov-25	MIKE PRlich AND SONS, INC.	568,273.38
452262	6-Nov-25	CANON U.S.A., INC.	1,857.87

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
452263	6-Nov-25	SPEX CERTIPREP, LLC	183.18
452264	6-Nov-25	FISHER ROSEMOUNT SYSTEMS INC.	2,621.68
452265	6-Nov-25	THATCHER COMPANY, INC	9,188.55
452266	6-Nov-25	EAGLE PAVING LLC	1,399.61
452267	6-Nov-25	CENTROID INTERMEDIATE, LLC	15,546.69
452268	6-Nov-25	HSU, DAVID	139.99
452269	6-Nov-25	ELECTRICAL NOW, LLC	4,882.57
452270	6-Nov-25	LITWIN MANAGEMENT CO.	339.76
452271	6-Nov-25	M.O. DION & SONS INC	26,523.15
452272	6-Nov-25	WBCP, INC.	13,411.57
452273	6-Nov-25	WORKDAY, INC.	588,857.00
452274	6-Nov-25	KIM, GUNSU	74.74
452275	6-Nov-25	SOONG, GARY	33.45
452276	6-Nov-25	NATURE'S GROWERS INC.	1,000.00
452277	6-Nov-25	TOWNE CENTRE OWNERS ASSO INC	7,476.97
452278	6-Nov-25	AUSTIN, RALPH J	41.40
452279	6-Nov-25	KHACHATRYAN, VARUZHAU	6,765.66
452280	6-Nov-25	TREAR, SUSAN A	1,792.29
452281	6-Nov-25	KIM, HWA GINA	67.92
452282	6-Nov-25	MANTEGHI, SHAHENAZ	30.47
452283	6-Nov-25	QIAN, CHENG	69.18
452284	6-Nov-25	THE REFINERY	92.80
452285	6-Nov-25	MCGEE, JONATHAN	1,141.84
452286	6-Nov-25	ONYX PAVING CO	1,367.32
452287	6-Nov-25	WYNN, RICHARD	36.82
452288	6-Nov-25	RUCIRETA, MICKEY	80.49
452289	6-Nov-25	OE SOLUTIONS AMERICA	137.37
452290	13-Nov-25	AMERICAN FAMILY LIFE ASSURANCE COMPANY OF COLUMBUS	5,765.07
452291	13-Nov-25	HARTFORD LIFE AND ACCIDENT INSURANCE COMPANY	28.11
452292	13-Nov-25	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION	1,556.00
452293	13-Nov-25	STATE WATER RESOURCES CONTROL BOARD	2,433.20
452294	13-Nov-25	STATE OF CALIFORNIA, DEPARTMENT OF WATER RESOURCES	4,909.00
452295	13-Nov-25	Aparicio, Francisco Javier	258.30
452296	13-Nov-25	SPRYPOINT SERVICES, INC.	728,750.00
452297	13-Nov-25	FEDEX	278.28
452298	13-Nov-25	FISHER SCIENTIFIC COMPANY, LLC	7,530.20
452299	13-Nov-25	RODNEY HARMSWORTH ASSOCIATES, INC.	3,220.00
452300	13-Nov-25	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	10,323.00
452301	13-Nov-25	CITY OF SANTA ANA	605.97
452302	13-Nov-25	COLE-PARMER INSTRUMENT COMPANY, LLC	527.57
452303	13-Nov-25	COLONIAL LIFE & ACCIDENT INSURANCE CO.	925.80
452304	13-Nov-25	EAGLE GRAPHICS INC.	1,795.19
452305	13-Nov-25	ENVIRONMENTAL EXPRESS, INC.	1,821.40
452306	13-Nov-25	ENVIRONMENTAL RESOURCE ASSOCIATES, INC.	291.36
452307	13-Nov-25	ENVIRONMENTAL SCIENCE ASSOCIATES	34,605.59
452308	13-Nov-25	AGILENT TECHNOLOGIES, INC.	917.55
452309	13-Nov-25	ALLIANT INSURANCE SERVICES, INC	1,250.00

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
452310	13-Nov-25	AMETEK ARIZONA INSTRUMENT, LLC	475.00
452311	13-Nov-25	LINDE GAS & EQUIPMENT INC.	47,324.37
452312	13-Nov-25	RESTEK CORPORATION	305.12
452313	13-Nov-25	SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT	21,684.72
452314	13-Nov-25	SOUTH COAST WATER CO.	100.00
452315	13-Nov-25	SOUTHERN CALIFORNIA EDISON COMPANY	159,822.22
452316	13-Nov-25	SOUTHERN COUNTIES LUBRICANTS LLC	4,855.07
452317	13-Nov-25	THIRKETTLE CORPORATION	71,325.88
452318	13-Nov-25	TRENCH SHORING COMPANY	448.46
452319	13-Nov-25	TRIPAC MARKETING INC	716.95
452320	13-Nov-25	UNITED PARCEL SERVICE INC	310.66
452321	13-Nov-25	WAXIE'S ENTERPRISES, LLC, A BRADYPLUS COMPANY	2,439.31
452322	13-Nov-25	AIRGAS, INC.	1,701.06
452323	13-Nov-25	INDUSTRIAL METAL SUPPLY CO	101.34
452324	13-Nov-25	MC MASTER-CARR SUPPLY COMPANY	311.67
452325	13-Nov-25	GRAYBAR ELECTRIC COMPANY	5,543.57
452326	13-Nov-25	FERGUSON US HOLDINGS, INC.	19,287.25
452327	13-Nov-25	DAIOHS USA INCORPORATED	610.08
452328	13-Nov-25	SOUTHERN CALIFORNIA GAS COMPANY	2,727.28
452329	13-Nov-25	HACH COMPANY	2,422.02
452330	13-Nov-25	ORANGE COUNTY FIRE AUTHORITY	6,673.30
452331	13-Nov-25	DELL MARKETING LP	9,956.61
452332	13-Nov-25	CHEM-TECH INTERNATIONAL INC	4,763.25
452333	13-Nov-25	LEE & RO, INC.	15,238.50
452334	13-Nov-25	HERC RENTALS INC.	795.89
452335	13-Nov-25	MC FADDEN-DALE INDUSTRIAL HARDWARE, LLC	104.05
452336	13-Nov-25	SOUTH ORANGE COUNTY REGIONAL CHAMBERS OF COMMERCE	2,500.00
452337	13-Nov-25	ULINE, INC	1,328.10
452338	13-Nov-25	TUSTIN CHAMBER OF COMMERCE	450.00
452339	13-Nov-25	VULCAN MATERIALS COMPANY	2,114.15
452340	13-Nov-25	CALIFORNIA ASSOCIATION OF SANITATION AGENCIES	23,495.00
452341	13-Nov-25	LE, PHONG	485.86
452342	13-Nov-25	ANDRITZ SEPARATION, INC.	9,878.67
452343	13-Nov-25	OUTSOURCE TECHNICAL LLC	37,820.00
452344	13-Nov-25	STETSON ENGINEERS INC.	1,260.00
452345	13-Nov-25	EUROFINS EATON ANALYTICAL, LLC	4,219.69
452346	13-Nov-25	PRES-TECH MANUFACTURERS' REPRESENTATIVES, INC.	4,465.89
452347	13-Nov-25	NATURAL COMMUNITIES COALITION	6,240.00
452348	13-Nov-25	MEDIAVALET INC.	15,400.00
452349	13-Nov-25	PHENOVA, INC.	586.24
452350	13-Nov-25	CUESTA CONSTRUCTION COMPANY	1,253.42
452351	13-Nov-25	COSTCO WHOLESALE CORPORATION	49.09
452352	13-Nov-25	PIPELINE PRODUCTS, INC.	9,535.19
452353	13-Nov-25	PRONTO GYM SERVICES, INC.	360.00
452354	13-Nov-25	AMINI, FAY	65.51
452355	13-Nov-25	ENTERPRISE HOLDINGS, INC.	16,606.50
452356	13-Nov-25	SS MECHANICAL CONSTRUCTION CORP	14,988.86

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
452357	13-Nov-25	INFOSEND, INC.	62,783.10
452358	13-Nov-25	JOHNSON, KAREN E	9,575.00
452359	13-Nov-25	DG INVESTMENT INTERMEDIATE HOLDINGS 2, INC.	1,169.00
452360	13-Nov-25	KAN VENTURES, INC	7,750.00
452361	13-Nov-25	EUROFINS ENVIRONMENT TESTING SOUTHWEST	2,457.25
452362	13-Nov-25	FASTBLUE COMMUNICATIONS INC.	3,600.95
452363	13-Nov-25	WASTE MANAGEMENT COLLECTIONS AND RECYCLING, INC.	6,163.81
452364	13-Nov-25	DCS MANAGEMENT LLC	752.71
452365	13-Nov-25	INTERPRO SOLUTIONS, LLC.	16,150.00
452366	13-Nov-25	LANA BECKETT	697.00
452367	13-Nov-25	THOMPSON & PHIPPS INC	3,864.73
452368	13-Nov-25	8X8 INC	12,724.97
452369	13-Nov-25	ALCH, SHARLENE	100.44
452370	13-Nov-25	NICK BARBIERI TRUCKING, LLC	5,599.93
452371	13-Nov-25	VISTA PAINT CORPORATION	556.64
452372	13-Nov-25	SCA OF CA, LLC	4,563.24
452373	13-Nov-25	SPERBER COMPANIES	2,314.71
452374	13-Nov-25	MICHAEL K. NUNLEY & ASSOCIATES, INC.	2,745.25
452375	13-Nov-25	WON-DOOR CORPORATION	531.00
452376	13-Nov-25	REECE SUPPLY LLC	741.04
452377	13-Nov-25	DMS FACILITY SERVICES, LLC	39,286.87
452378	13-Nov-25	BPS SUPPLY GROUP	2,134.51
452379	13-Nov-25	DBAC INC	2,600.00
452380	13-Nov-25	CONTINENTAL AMERICAN INSURANCE COMPANY	3,052.44
452381	13-Nov-25	ELIJAH STANDING WARRIOR	1,500.00
452382	13-Nov-25	PE INSTRUMENTS	250.00
452383	13-Nov-25	DRENNEN, SCOTT	74.64
452384	13-Nov-25	ORANGE COUNTY WINWATER WORKS	5,219.18
452385	13-Nov-25	RINCON CONSULTANTS, INC.	4,918.00
452386	13-Nov-25	CANON U.S.A., INC.	19.87
452387	13-Nov-25	MEEDER PUBLIC FUNDS, INC.	36,246.32
452388	13-Nov-25	IRON MOUNTAIN INCORPORATED	105.50
452389	13-Nov-25	PROGROUP	3,119.68
452390	13-Nov-25	THE BROWNFIELD REDEVELOPMENT GROUP CO.	4,000.00
452391	13-Nov-25	ESHAQZAI, SOUSAN	17.57
452392	13-Nov-25	BEIMFOHR, LINDA	30.75
452393	13-Nov-25	AM PM PROPERTY MANGEMENT	28.29
452394	13-Nov-25	HILLCREST CONTRACTING INC	1,608.32
452395	13-Nov-25	DEY, MAINAK	37.50
452396	13-Nov-25	EKIZIAN, OVSANNA	20.71
452397	13-Nov-25	RAYBURN, PAULA	66.06
452398	13-Nov-25	ALMS, DIANE	296.63
452399	20-Nov-25	PERS LONG TERM CARE	399.66
452400	20-Nov-25	SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT	2,042.38
452401	20-Nov-25	SOUTHERN CALIFORNIA EDISON COMPANY	980,171.88
452402	20-Nov-25	INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS LOCAL 47	9,932.10
452403	20-Nov-25	ALBERTSON'S LLC	40,850.00

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
452404	20-Nov-25	CEFALU, KRISTINA	559.08
452405	20-Nov-25	FARWEST CORROSION CONTROL COMPANY	9,418.00
452406	20-Nov-25	FEDEX	328.34
452407	20-Nov-25	FEDEX	496.89
452408	20-Nov-25	FISHER SCIENTIFIC COMPANY, LLC	3,653.94
452409	20-Nov-25	CORE & MAIN LP	159,490.27
452410	20-Nov-25	CANON FINANCIAL SERVICES, INC.	12,803.32
452411	20-Nov-25	CORELOGIC INC	675.95
452412	20-Nov-25	COUNTY OF ORANGE	7,347.93
452413	20-Nov-25	CR & R INCORPORATED	690.68
452414	20-Nov-25	DEE JASPAR & ASSOCIATES, INC.	665.00
452415	20-Nov-25	ENVIRONMENTAL EXPRESS, INC.	4,740.58
452416	20-Nov-25	ENVIRONMENTAL RESOURCE ASSOCIATES, INC.	1,173.95
452417	20-Nov-25	AGILENT TECHNOLOGIES, INC.	1,820.72
452418	20-Nov-25	ALLIANT INSURANCE SERVICES, INC.	1,000.00
452419	20-Nov-25	MUTUAL PROPANE	216.06
452420	20-Nov-25	RESTEK CORPORATION	1,011.82
452421	20-Nov-25	SOUTHERN CALIFORNIA EDISON COMPANY	52,633.58
452422	20-Nov-25	SOUTHERN CALIFORNIA EDISON COMPANY	91.27
452423	20-Nov-25	STATE INDUSTRIAL PRODUCTS	326.51
452424	20-Nov-25	THIRKETTLE CORPORATION	570.07
452425	20-Nov-25	UNITED PARCEL SERVICE INC	64.27
452426	20-Nov-25	V&A CONSULTING ENGINEERS	6,225.00
452427	20-Nov-25	VALIN CORPORATION	5,104.27
452428	20-Nov-25	FRONTIER CALIFORNIA INC.	560.23
452429	20-Nov-25	VERIZON WIRELESS SERVICES LLC	767.96
452430	20-Nov-25	VWR FUNDING, INC.	1,095.95
452431	20-Nov-25	USA WASTE OF CALIFORNIA, INC.	752.99
452432	20-Nov-25	WAXIE'S ENTERPRISES, LLC, A BRADYPLUS COMPANY	46.87
452433	20-Nov-25	YSI INCORPORATED	946.55
452434	20-Nov-25	INDUSTRIAL METAL SUPPLY CO	277.93
452435	20-Nov-25	FERGUSON US HOLDINGS, INC.	3,211.28
452436	20-Nov-25	SOUTHERN CALIFORNIA GAS COMPANY	6,086.44
452437	20-Nov-25	AT&T CORP	221.67
452438	20-Nov-25	AT&T CORP	221.25
452439	20-Nov-25	AT&T CORP	6,402.62
452440	20-Nov-25	AT&T CORP	165.70
452441	20-Nov-25	UNITED SITE SERVICES OF CALIFORNIA INC	384.15
452442	20-Nov-25	HACH COMPANY	13,759.87
452443	20-Nov-25	GEI CONSULTANTS INC	9,680.50
452444	20-Nov-25	SEAL ANALYTICAL INC	807.26
452445	20-Nov-25	CHEM-TECH INTERNATIONAL INC	29,288.93
452446	20-Nov-25	VULCAN MATERIALS COMPANY	4,506.34
452447	20-Nov-25	TAIT ENVIRONMENTAL SERVICES, INC.	1,000.00
452448	20-Nov-25	ORACLE AMERICA, INC.	1,825.03
452449	20-Nov-25	DIRECTV INC	159.99
452450	20-Nov-25	HAMILTON, KURT	1,654.86

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
452451	20-Nov-25	DEALERS SERVICE COMPANY, INC	11,873.39
452452	20-Nov-25	SAN MARCO APARTMENTS	58.76
452453	20-Nov-25	KPRS CONSTRUCTION SERVICES, INC.	177,214.84
452454	20-Nov-25	PARKWAY LAWNMOWER SHOP	346.46
452455	20-Nov-25	SOUTHERN CALIFORNIA GRADING	1,674.02
452456	20-Nov-25	HILLCREST CONTRACTING, INC.	2,985.75
452457	20-Nov-25	FIRERESQ, INCORPORATED	1,561.78
452458	20-Nov-25	SAN CARLO APARTMENTS	64.20
452459	20-Nov-25	B & K ELECTRIC WHOLESALE	2,060.60
452460	20-Nov-25	SANTA MARGARITA FORD	1,881.29
452461	20-Nov-25	EUROFINS EATON ANALYTICAL, LLC	10,148.77
452462	20-Nov-25	SAFETY-KLEEN SYSTEMS, INC	365.00
452463	20-Nov-25	INNOVATIVE CONSTRUCTION SOLUTIONS	103,740.00
452464	20-Nov-25	THERMO ELECTRON NORTH AMERICA LLC	1,860.84
452465	20-Nov-25	COSTCO WHOLESALE CORPORATION	64.77
452466	20-Nov-25	PACIFIC EH&S SERVICES, INC.	13,688.00
452467	20-Nov-25	SMOGSTAR LLC	65.00
452468	20-Nov-25	DILYTICS INC	3,504.00
452469	20-Nov-25	TUSTIN TOYOTA	1,780.14
452470	20-Nov-25	VEOLIA WATER TECHNOLOGIES TREATMENT SOLUTIONS USA INC.	3,584.70
452471	20-Nov-25	ABBA TERMITE & PEST CONTROL, INC.	205.00
452472	20-Nov-25	IDEA HALL	96,250.00
452473	20-Nov-25	PALO VERDE IRRIGATION DISTRICT	28,784.18
452474	20-Nov-25	GEORGE HILLS COMPANY	273.00
452475	20-Nov-25	ACCUSOURCE, INC.	941.50
452476	20-Nov-25	PORTOLA SPRINGS APARTMENTS LLC	25.87
452477	20-Nov-25	SECURITAS SECURITY SERVICES USA, INC.	85,148.24
452478	20-Nov-25	SAVANT CONSTRUCTION, INC	1,531.24
452479	20-Nov-25	HOYA OPTICAL LABS OF AMERICA, INC.	482.00
452480	20-Nov-25	FRANKLIN, JENNY	16.60
452481	20-Nov-25	CCL CONTRACTING INC.	390,653.85
452482	20-Nov-25	CLIFFORD MORIYAMA	5,792.28
452483	20-Nov-25	PD TRANSPORT	308.00
452484	20-Nov-25	DG INVESTMENT INTERMEDIATE HOLDINGS 2, INC.	34,210.00
452485	20-Nov-25	HI-LINE INC	803.83
452486	20-Nov-25	EUROFINS ENVIRONMENT TESTING SOUTHWEST	5,286.75
452487	20-Nov-25	DCS MANAGEMENT LLC	438.41
452488	20-Nov-25	CABCO YELLOW INC.	341.40
452489	20-Nov-25	PAX WATER TECHNOLOGIES, INC	22,412.00
452490	20-Nov-25	JWC ENVIRONMENTAL INC.	15,591.56
452491	20-Nov-25	O'REILLY AUTO ENTERPRISES, LLC	66.76
452492	20-Nov-25	AMAYA SOLUTIONS INC.	6,087.88
452493	20-Nov-25	TIERRA VERDE INDUSTRIES	15.62
452494	20-Nov-25	THE BALDWIN GROUP WEST, LLC	5,833.33
452495	20-Nov-25	WATER ASSOCIATION OF KERN COUNTY	500.00
452496	20-Nov-25	PAYMENTUS CORPORATION	4,997.90
452497	20-Nov-25	CASHCO INC	881.80

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
452498	20-Nov-25	SPERBER COMPANIES	8,178.19
452499	20-Nov-25	MICHAEL K. NUNLEY & ASSOCIATES, INC.	4,643.50
452500	20-Nov-25	THE BOYD GROUP US INC	450.26
452501	20-Nov-25	REECE SUPPLY LLC	8,721.35
452502	20-Nov-25	CALPINE CORPORATION	273,318.69
452503	20-Nov-25	BPS SUPPLY GROUP	411.84
452504	20-Nov-25	BRINKMANN INSTRUMENTS, INC.	221.47
452505	20-Nov-25	SOUTHERN CALIFORNIA GRADING INC	1,674.02
452506	20-Nov-25	AQUATIC BIOASSAY & CONSULTING LABORATORIES, INC.	1,920.00
452507	20-Nov-25	NAVIAM GIS TECHNOLOGIES LLC	7,538.75
452508	20-Nov-25	ORANGE COUNTY WINWATER WORKS	19,844.80
452509	20-Nov-25	VOICE, LLC	1,841.14
452510	20-Nov-25	RRB WATER CONSULTING LLC	350.00
452511	20-Nov-25	ZIARI, MOHAMMAD	71.65
452512	20-Nov-25	CINTAS CORPORATION NO. 2	253.20
452513	20-Nov-25	YOUNG'S MARKET	4,965.68
452514	20-Nov-25	EDWARDS AND CROMWELL MFG INC	2,303.00
452515	20-Nov-25	ELDREDGE, KEVIN	24.49
452516	20-Nov-25	JAZAYERI, MEHRDAD	16.95
452517	20-Nov-25	BOYCE, ROBERT	35.97
452518	20-Nov-25	MA, NINGNING	24.40
452519	20-Nov-25	SANTOS, SHIRLEY	33.58
452520	20-Nov-25	WARD, MARTIN	122.44
452521	20-Nov-25	RIPISH, FRANCIS F	180.00
452522	20-Nov-25	RALPHS	2,036.32
452523	20-Nov-25	BROTZMANN, SCOTT	43.52
452524	20-Nov-25	VANTAGE PROPERTY MANAGEMENT SC, INC.	148.31
452525	20-Nov-25	HAGEN, RENEE	43.56
452526	20-Nov-25	LI, XIA	102.64
452527	20-Nov-25	CHOI, PYO	1,161.01
452528	20-Nov-25	KAMINSKI, KYLEN	110.93
452529	20-Nov-25	SANTOS, MATEUS	29.55
452530	20-Nov-25	LIAO, MINTXIANG	28.38
452531	20-Nov-25	WANG, ANTHONY	71.78
452532	20-Nov-25	TARIQ, SHAMAIL	811.01
452533	20-Nov-25	LOVULLO, MICHAEL	30.23
452534	20-Nov-25	ZHAI, JIMAN	35.99
452535	20-Nov-25	LIN, CHRISTOPHER	1,073.36
452536	20-Nov-25	YE, YIBEI	37.62
452537	20-Nov-25	HORTON, THOMAS	24.38
452538	20-Nov-25	YU, FRANCIS	19.96
452539	20-Nov-25	KUHN, WILLIAM	58.48
452540	26-Nov-25	US BANK NAT'L ASSOCIATION NORTH DAKOTA	99,412.07
452541	26-Nov-25	FEDEX	251.88
452542	26-Nov-25	FISHER SCIENTIFIC COMPANY, LLC	4,659.91
452543	26-Nov-25	GALLADE CHEMICAL INC	2,883.39
452544	26-Nov-25	CORE & MAIN LP	24,001.32

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
452545	26-Nov-25	CALIFORNIA WATER EFFICIENCY PARTNERSHIP	7,500.00
452546	26-Nov-25	JUST ENERGY SOLUTIONS INC.	128.26
452547	26-Nov-25	ENVIRONMENTAL RESOURCE ASSOCIATES, INC.	521.31
452548	26-Nov-25	CITY OF NEWPORT BEACH	2,990.66
452549	26-Nov-25	NMG GEOTECHNICAL INC	1,819.20
452550	26-Nov-25	PARKHOUSE TIRE, INC.	1,161.27
452551	26-Nov-25	PLUMBERS DEPOT INC	880.05
452552	26-Nov-25	LINDE GAS & EQUIPMENT INC.	3,071.55
452553	26-Nov-25	RESTEK CORPORATION	254.96
452554	26-Nov-25	SCHINDLER ELEVATOR CORPORATION	970.77
452555	26-Nov-25	SOUTHERN CALIFORNIA EDISON COMPANY	466,431.07
452556	26-Nov-25	THIRKETTLE CORPORATION	17,077.50
452557	26-Nov-25	TRENCH SHORING COMPANY	359.50
452558	26-Nov-25	UNITED PARCEL SERVICE INC	116.16
452559	26-Nov-25	FRONTIER CALIFORNIA INC.	226.88
452560	26-Nov-25	WAXIE'S ENTERPRISES, LLC, A BRADYPLUS COMPANY	540.38
452561	26-Nov-25	AIRGAS, INC.	105.25
452562	26-Nov-25	SOUTHERN CALIFORNIA GAS COMPANY	246.33
452563	26-Nov-25	AT&T CORP	7,818.20
452564	26-Nov-25	HACH COMPANY	4,283.70
452565	26-Nov-25	DELL MARKETING LP	7,173.16
452566	26-Nov-25	SOUTH COAST WATER DISTRICT	5,465.62
452567	26-Nov-25	TK ELEVATOR CORPORATION	6,426.03
452568	26-Nov-25	CHEM-TECH INTERNATIONAL INC	13,417.40
452569	26-Nov-25	MC FADDEN-DALE INDUSTRIAL HARDWARE, LLC	319.33
452570	26-Nov-25	PACIFIC HYDROTECH CORPORATION	4,042.59
452571	26-Nov-25	US BANK NAT'L ASSOC N.DAKOTA	100.00
452572	26-Nov-25	PINNACLE TOWERS LLC	947.99
452573	26-Nov-25	REFRIGERATION SUPPLIES DISTRIBUTOR	297.48
452574	26-Nov-25	ARAKELIAN ENTERPRISES, INC.	2,248.88
452575	26-Nov-25	AIR TECHNOLOGY LABORATORIES	203.50
452576	26-Nov-25	D & H WATER SYSTEMS INC.	19,362.82
452577	26-Nov-25	LSA ASSOCIATES INC	7,057.50
452578	26-Nov-25	TIC-IPG-COMMON	1,797.51
452579	26-Nov-25	TIC-RETAIL PROPERTIES	2,551.92
452580	26-Nov-25	ANDRITZ SEPARATION, INC.	1,617.03
452581	26-Nov-25	TIC-RESORT PROPERTIES	3,977.38
452582	26-Nov-25	SAN REMO APTS	355.68
452583	26-Nov-25	NEWPORT BLUFFS APTS	1,480.05
452584	26-Nov-25	BEST DRILLING AND PUMP, INC.	21,375.00
452585	26-Nov-25	TRICENTIS AMERICAS, INC.	7,655.96
452586	26-Nov-25	RS HUGHES COMPANY, INC.	589.35
452587	26-Nov-25	AIR RESOURCES BOARD	735.00
452588	26-Nov-25	FLEXIM AMERICAS CORPORATION	10,672.79
452589	26-Nov-25	WOODBIDGE VILLAS	322.24
452590	26-Nov-25	SS MECHANICAL CONSTRUCTION CORP	50,003.69
452591	26-Nov-25	PRECISION DIGITAL CORPORATION	1,528.54

IRVINE RANCH WATER DISTRICT
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CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
452592	26-Nov-25	VILLA SIENA APTS	202.92
452593	26-Nov-25	JAMES PRODUCTIONS, INC.	5,035.00
452594	26-Nov-25	EUROFINS ENVIRONMENT TESTING SOUTHWEST	603.75
452595	26-Nov-25	WASTE MANAGEMENT COLLECTIONS AND RECYCLING, INC.	5,684.32
452596	26-Nov-25	GARY BALE REDI-MIX CONCRETE, INC.	912.64
452597	26-Nov-25	DCS MANAGEMENT LLC	659.20
452598	26-Nov-25	GSRP ST SOLAR I LLC	10,153.71
452599	26-Nov-25	AMAYA SOLUTIONS INC.	33,142.08
452600	26-Nov-25	NICK BARBIERI TRUCKING, LLC	5,599.93
452601	26-Nov-25	STANTEC ARCHITECTURE INC	17,363.75
452602	26-Nov-25	VISTA PAINT CORPORATION	2,072.50
452603	26-Nov-25	HERITAGE FIELDS LLC	778,343.00
452604	26-Nov-25	SPERBER COMPANIES	11,223.95
452605	26-Nov-25	GALLAGHER BENEFIT SERVICES, INC.	4,625.00
452606	26-Nov-25	ENEL X ADVISORY SERVICES NORTH AMERICA, INC.	6,600.00
452607	26-Nov-25	PROMENADE AT LOS OLIVOS II	82.08
452608	26-Nov-25	11:11 SYSTEMS INC.	4,335.00
452609	26-Nov-25	JT THORPE & SON, INC	17,492.07
452610	26-Nov-25	P&M HOLDING GROUP, LLP	52,998.00
452611	26-Nov-25	ORANGE COUNTY WINWATER WORKS	2,875.98
452612	26-Nov-25	RINCON CONSULTANTS, INC.	14,671.23
452613	26-Nov-25	BORDIN SEMMER LLP	568.32
452614	26-Nov-25	RRB WATER CONSULTING LLC	5,250.00
452615	26-Nov-25	CENTROID INTERMEDIATE, LLC	16,846.25
452616	26-Nov-25	PROGROUP	212.05
452617	26-Nov-25	NAJIB S. SAADEH	3,106.25
452618	26-Nov-25	ELECTRIC POWER SYSTEMS INTERNATIONAL, INC.	4,087.95
452619	26-Nov-25	SHI INTERNATIONAL CORP.	1,760.40
452620	26-Nov-25	LUMIVERO LLC	14,570.18
452621	26-Nov-25	CALIFORNIA FOUNDATION ON THE ENVIRONMENT AND THE ECONOMY	21,000.00
452622	26-Nov-25	ANTHEM BLUE CROSS	370.71
452623	26-Nov-25	CLEAN WATER SOCAL	85.00
452624	26-Nov-25	ODP BUSINESS SOLUTIONS, LLC	43.53
452625	26-Nov-25	ACCIDENT LAWYERS OF CALIFORNIA, P.C.	188.43
452626	26-Nov-25	MONTSERRAT AT NEWPORT RIDGE MAINTENANCE ASSOCIATION	495.00
SUB-TOTAL IRWD JPM CHASE CHECK AND JPM CHASE CHECK NO PRINT DISBURSEMENTS			8,823,349.35
1008383	6-Nov-25	Vu, Johnny T	20.30
1008384	6-Nov-25	Perez, David M	425.00
1008385	6-Nov-25	Chaney, David (Dave)	14.42
1008386	6-Nov-25	Valencia, Reynaldo (Rey)	30.73
1008387	6-Nov-25	Compton, Christine A	21.71
1008388	6-Nov-25	Reed, Megan A	54.04
1008389	6-Nov-25	Coleman, Nicholas (Nick)	365.00
1008390	6-Nov-25	Monday, Jason	92.68
1008391	6-Nov-25	Hornung, Phillip	4,538.00
1008392	6-Nov-25	Williams, Warren (Randy)	1,895.00

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

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1008393	6-Nov-25	Cortez, Brian	59.50
1008394	6-Nov-25	Contreras, Max Albert	33.60
1008395	6-Nov-25	Villella, Aaren	186.48
1008396	6-Nov-25	Madding, Joshua (Hunter)	99.54
1008397	6-Nov-25	Salazar, Kyle	36.54
1008398	6-Nov-25	Greer, Matthew	35.56
1008399	6-Nov-25	Haug, Jack Philip Ryan	35.00
1008400	6-Nov-25	Shepard, Edward Milton (Ed)	51.40
1008401	6-Nov-25	Leal, Anthony E	156.80
1008402	6-Nov-25	Choy, Riku Kern	17.43
1008452	13-Nov-25	Cariker, Cody J	14.70
1008453	13-Nov-25	Daniel, Matthew	131.33
1008454	13-Nov-25	Davis, Jennifer R	1,286.22
1008455	13-Nov-25	Lin, Eileen	340.00
1008456	13-Nov-25	Paulson, David	105.00
1008457	13-Nov-25	Hansen, Casey	28.00
1008458	13-Nov-25	Valencia, Reynaldo (Rey)	81.46
1008459	13-Nov-25	Seesangrit, Melody M	51.87
1008460	13-Nov-25	Estrada, Robert C	145.04
1008461	13-Nov-25	Sanchez, Maria	59.92
1008462	13-Nov-25	Denhaan, Robert E	21.07
1008463	13-Nov-25	Cervantes, Angel	28.00
1008464	13-Nov-25	Aguilar, Alan C	15.26
1008465	13-Nov-25	Bosley, Kelleen M	30.80
1008466	13-Nov-25	Chambers, Wendy	783.24
1008467	13-Nov-25	Asman, David Jr.	20.86
1008468	13-Nov-25	Castillo, Maya	550.22
1008469	13-Nov-25	Smith, Brianna	19.04
1008470	13-Nov-25	Nguyen, Claire	84.70
1008471	13-Nov-25	Cahatol, Justin	19.06
1008472	13-Nov-25	Barboza, Kyra	65.80
1008473	13-Nov-25	Nguyen, Jeanny	21.98
1008474	13-Nov-25	Salazar, Kyle	40.00
1008475	13-Nov-25	Marquez, Jesus	131.00
1008476	13-Nov-25	Bronstein, Louis (Lou)	26.46
1008477	13-Nov-25	Greer, Matthew	17.78
1008478	13-Nov-25	Haug, Jack Philip Ryan	19.72
1008479	13-Nov-25	Maldonado, Damien Michael	85.24
1008480	13-Nov-25	Byrd, Gina Benina	28.00
1008481	13-Nov-25	Stupy, Cole Austin	16.80
1008482	13-Nov-25	Tran, David Van	21.00
1008483	13-Nov-25	Velez, Cameron Joseph	32.20
1008484	13-Nov-25	Rocha, Dulce Maria	1,292.57
1008485	13-Nov-25	Estrada, Audie Nickolas	181.44
1008486	13-Nov-25	Ahn, Ahra	125.00
1008603	20-Nov-25	Sosa, Ives	220.88
1008604	20-Nov-25	Squyres, Diane M	19.32

IRVINE RANCH WATER DISTRICT
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1008605	20-Nov-25	Valencia, Reynaldo (Rey)	30.73
1008606	20-Nov-25	Jakubas-Pufal, Dorota	26.60
1008607	20-Nov-25	Cervantes, Angel	28.00
1008608	20-Nov-25	Aguilar, Alan C	15.26
1008609	20-Nov-25	Bosley, Kelleen M	15.40
1008610	20-Nov-25	Jara, Daniel	75.41
1008611	20-Nov-25	Baca, Zack	42.91
1008612	20-Nov-25	Anderson, Winston James	106.82
1008613	20-Nov-25	Villella, Aaren	186.48
1008614	20-Nov-25	Hernandez, Thomas J	155.80
1008615	20-Nov-25	Haug, Jack Philip Ryan	53.50
1008616	20-Nov-25	Saenz, Danny Marsteller Jr	60.20
1008617	20-Nov-25	Velez, Cameron Joseph	32.20
1008618	20-Nov-25	Smith, Cameron Douglas	29.40
1008619	26-Nov-25	Garcia, Sandra E	3,000.00
1008620	26-Nov-25	Cariker, Cody J	14.70
1008621	26-Nov-25	Hansen, Casey	56.00
1008622	26-Nov-25	Garcia, Juan	63.08
1008623	26-Nov-25	Orozco, Linda	39.72
1008624	26-Nov-25	Borowski, Michael (Mike)	251.00
1008625	26-Nov-25	Gates, Laura	8.82
1008626	26-Nov-25	Wise, Maureen (Mo)	193.90
1008627	26-Nov-25	Cervantes, Angel	28.00
1008628	26-Nov-25	Dellerba, Anthony	2.74
1008629	26-Nov-25	Contreras, Joaquin	29.82
1008630	26-Nov-25	Gomez, Moises David (David)	56.58
1008631	26-Nov-25	Cahatol, Justin	225.00
1008632	26-Nov-25	Giatpaiboon, Scott	19.60
1008633	26-Nov-25	Villella, Aaren	80.66
1008634	26-Nov-25	Salazar, Kyle	345.67
1008635	26-Nov-25	Marquez, Jesus	45.50
1008636	26-Nov-25	Scagliotti, Lucas Matthew	20.00
1008637	26-Nov-25	Greer, Matthew	17.78
1008638	26-Nov-25	Haug, Jack Philip Ryan	20.00
1008639	26-Nov-25	Gates, April	40.32
1008640	26-Nov-25	Leal, Anthony E	31.36
1008641	26-Nov-25	Estrada, Audie Nickolas	276.44
1008642	26-Nov-25	Choy, Riku Kern	42.46
SUB-TOTAL IRWD JPM CHASE ACH FOR EXPENSE REPORTS			20,097.57
1008403	6-Nov-25	GANAHL LUMBER CO.	3,761.92
1008404	6-Nov-25	W. W. GRAINGER, INC.	11,816.84
1008405	6-Nov-25	HAAKER EQUIPMENT COMPANY	237.92
1008406	6-Nov-25	INORGANIC VENTURES INC	1,422.75
1008407	6-Nov-25	JCI JONES CHEMICALS, INC.	31,402.40
1008408	6-Nov-25	LAGUNA BEACH COUNTY WATER DISTRICT	6,216.54
1008409	6-Nov-25	C WELLS PIPELINE MATERIALS, INC	11,423.66

IRVINE RANCH WATER DISTRICT
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1008410	6-Nov-25	CALIFORNIA BARRICADE RENTALS, INC.	65,479.60
1008411	6-Nov-25	CAROLLO ENGINEERS, INC	3,290.00
1008412	6-Nov-25	CHO DESIGN ASSOCIATES, INC	9,000.00
1008413	6-Nov-25	DATA CLEAN LLC	759.00
1008414	6-Nov-25	ACCUSTANDARD, INC.	211.70
1008415	6-Nov-25	AECOM TECHNICAL SERVICES, INC.	282,480.00
1008416	6-Nov-25	ORANGE COUNTY AUTO PARTS	612.50
1008417	6-Nov-25	PACIFIC MECHANICAL SUPPLY	1,507.61
1008418	6-Nov-25	RINCON TRUCK CENTER INC.	3,050.00
1008419	6-Nov-25	WATERLINE TECHNOLOGIES INC	4,327.83
1008420	6-Nov-25	HILL BROTHERS CHEMICAL COMPANY	23,093.94
1008421	6-Nov-25	RAM AIR ENGINEERING INC	555.00
1008422	6-Nov-25	MCR TECHNOLOGIES INC	1,830.67
1008423	6-Nov-25	R&B AUTOMATION, INC.	8,600.73
1008424	6-Nov-25	HDR ENGINEERING INC	18,998.25
1008425	6-Nov-25	COUNTY OF ORANGE SANITATION DISTRICT	-
1008426	6-Nov-25	COUNTY OF ORANGE SANITATION DISTRICT	3,808.00
1008427	6-Nov-25	MR CRANE, INC.	1,561.13
1008428	6-Nov-25	A&A WIPING CLOTH CO	2,068.80
1008429	6-Nov-25	STANTEC CONSULTING SERVICES INC.	3,723.00
1008430	6-Nov-25	LGC GEOTECHNICAL, INC.	1,710.00
1008431	6-Nov-25	COTTONS POINT DESIGN, INC.	5,907.80
1008432	6-Nov-25	AUTOZONE PARTS, INC.	402.11
1008433	6-Nov-25	THE GUERRA COMPANIES	1,788.34
1008434	6-Nov-25	LIEBERT CASSIDY WHITMORE	3,038.50
1008435	6-Nov-25	AMAZON CAPITAL SERVICES, INC.	3,796.93
1008436	6-Nov-25	JIG CONSULTANTS	25,123.38
1008437	6-Nov-25	TOTAL RESOURCE MANAGEMENT, INC	10,119.39
1008438	6-Nov-25	DEMARIA ELECTRIC MOTOR SERVICES, INC.	41,019.45
1008439	6-Nov-25	WEST YOST & ASSOCIATES, INC.	338.00
1008440	6-Nov-25	WOODARD & CURRAN INC	33,380.00
1008441	6-Nov-25	SELECT EQUIPMENT SALES, INC.	1,051.25
1008442	6-Nov-25	PACIFIC STAR CHEMICAL, LLC	3,449.93
1008443	6-Nov-25	PACIFIC STAR CHEMICAL, LLC	-
1008444	6-Nov-25	PROTEUS CONSULTING	6,480.00
1008445	6-Nov-25	ORIGIN CONSULTING LLC	12.50
1008446	6-Nov-25	ECO SERVICES OPERATIONS CORP.	7,249.59
1008447	6-Nov-25	INNOVATIVE MACHINE TOOL REPAIR LLC	2,309.96
1008448	6-Nov-25	ARDURRA GROUP, INC.	54,956.00
1008449	6-Nov-25	JL GROUP, LLC	15,455.55
1008450	6-Nov-25	ARTICULATE GLOBAL, LLC	1,490.79
1008451	6-Nov-25	DRAKE TRAFFIC CONTROL SERVICES	1,671.00
1008487	13-Nov-25	FARRELL PRINTING, INC.	117.20
1008488	13-Nov-25	FIDELITY SECURITY LIFE INSURANCE COMPANY	8,540.04
1008489	13-Nov-25	W. W. GRAINGER, INC.	1,861.89
1008490	13-Nov-25	JCI JONES CHEMICALS, INC.	63,088.29
1008491	13-Nov-25	CALIFORNIA BARRICADE RENTALS, INC.	20,769.00

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
1008492	13-Nov-25	CAROLLO ENGINEERS, INC	2,530.00
1008493	13-Nov-25	CDW GOVERNMENT LLC	24,886.50
1008494	13-Nov-25	GRISWOLD INDUSTRIES	21,149.19
1008495	13-Nov-25	DATA CLEAN LLC	759.00
1008496	13-Nov-25	DISCOVERY SCIENCE CENTER OF ORANGE COUNTY	3,321.60
1008497	13-Nov-25	ACCUSTANDARD, INC.	372.21
1008498	13-Nov-25	PACIFIC MECHANICAL SUPPLY	8,017.39
1008499	13-Nov-25	PSOMAS	17,194.50
1008500	13-Nov-25	RINCON TRUCK CENTER INC.	2,370.73
1008501	13-Nov-25	TETRA TECH, INC	5,376.91
1008502	13-Nov-25	TETRA TECH, INC	20,525.00
1008503	13-Nov-25	TIMOTHY W. HOGAN	3,432.60
1008504	13-Nov-25	WATERLINE TECHNOLOGIES INC	8,160.00
1008505	13-Nov-25	WECK ANALYTICAL ENVIRONMENT SERVICES, INC.	2,840.00
1008506	13-Nov-25	HILL BROTHERS CHEMICAL COMPANY	10,683.69
1008507	13-Nov-25	RAM AIR ENGINEERING INC	23,880.75
1008508	13-Nov-25	PAPER DEPOT DOCUMENT DESTRUCTION LLC	350.00
1008509	13-Nov-25	DAVID BALLASCH	4,950.00
1008510	13-Nov-25	WESTAMERICA COMMUNICATIONS, INC.	660.00
1008511	13-Nov-25	PYRO-COMM SYSTEMS INC	240.00
1008512	13-Nov-25	BURLINGTON SAFETY LABORATORY	453.00
1008513	13-Nov-25	LGC GEOTECHNICAL, INC.	18,512.50
1008514	13-Nov-25	WEST COAST SAND & GRAVEL INC.	2,479.16
1008515	13-Nov-25	BIGWIG MONSTER, LLC	35,200.00
1008516	13-Nov-25	LILLESTRAND LEADERSHIP CONSULTING, INC.	14,050.00
1008517	13-Nov-25	AMAZON CAPITAL SERVICES, INC.	10,660.46
1008518	13-Nov-25	T.E. ROBERTS, INC.	119,413.40
1008519	13-Nov-25	LANDCARE HOLDINGS, INC.	53,046.77
1008520	13-Nov-25	RELIANCE STANDARD LIFE INSURANCE COMPANY	28,656.01
1008521	13-Nov-25	RELIANCE STANDARD LIFE INSURANCE COMPANY	11,174.60
1008522	13-Nov-25	WATER TREATMENT CHEMICALS INC	23,358.40
1008523	13-Nov-25	CRH CALIFORNIA WATER, INC	26,742.49
1008524	13-Nov-25	WEST YOST & ASSOCIATES, INC.	58,139.50
1008525	13-Nov-25	JACKSON TIDUS, A LAW CORPORATION	5,272.50
1008526	13-Nov-25	RELIABLE WATER SOLUTIONS, LLC	9,959.44
1008527	13-Nov-25	KRONICK MOSKOVITZ TIEDEMANN & GIRARD	308.00
1008528	13-Nov-25	MERRIMAC PETROLEUM, INC.	35,986.60
1008529	13-Nov-25	JAMES BRADFORD HALDEMAN	1,200.00
1008530	13-Nov-25	MARK KADESH	11,092.00
1008531	13-Nov-25	ABSOLUTE STANDARDS, INC.	165.00
1008532	13-Nov-25	RESOLUTE COMPANY	14,353.98
1008533	13-Nov-25	MICROSOFT CORPORATION	24.00
1008534	13-Nov-25	TANKVISIONS, INC	30.00
1008535	13-Nov-25	PACIFIC STAR CHEMICAL, LLC	39,085.95
1008536	13-Nov-25	INDUSTRIAL SCIENTIFIC CORPORATION	9,643.19
1008537	13-Nov-25	INDUSTRIAL SCIENTIFIC CORPORATION	9,643.19
1008538	13-Nov-25	MSA SAFETY INCORPORATED	7,004.77

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
1008539	13-Nov-25	ARAG NORTH AMERICA, INC.	610.00
1008540	13-Nov-25	BIRMINGHAM FASTENER & SUPPLY INC	782.48
1008541	13-Nov-25	FORGE MEDIA GROUP LLC	20,000.00
1008542	13-Nov-25	ACCELERATED TECHNOLOGY LABORATORIES, LLC	14,806.00
1008543	13-Nov-25	LWP CLAIMS SOLUTIONS INC	2,426.66
1008544	13-Nov-25	ANIMAL PEST MANAGEMENT SERVICES, INC.	10,470.50
1008545	13-Nov-25	DRAKE TRAFFIC CONTROL SERVICES	4,479.00
1008546	13-Nov-25	CLIFTON MAXWELL II	4,692.00
1008547	13-Nov-25	SYNAGRO WEST, LLC	146,567.10
1008548	13-Nov-25	THE ACE AGENCY INC.	10,795.00
1008549	13-Nov-25	FRESHBI LLC	2,500.00
1008550	20-Nov-25	FARRELL PRINTING, INC.	3,295.71
1008551	20-Nov-25	GM SAGER CONSTRUCTION CO, INC.	231,575.00
1008552	20-Nov-25	GANAHL LUMBER CO.	3,606.93
1008553	20-Nov-25	W. W. GRAINGER, INC.	13,985.54
1008554	20-Nov-25	HAAKER EQUIPMENT COMPANY	3,162.32
1008555	20-Nov-25	JCI JONES CHEMICALS, INC.	54,480.70
1008556	20-Nov-25	C WELLS PIPELINE MATERIALS, INC	1,179.86
1008557	20-Nov-25	CALIFORNIA BARRICADE RENTALS, INC.	30,351.00
1008558	20-Nov-25	CDW GOVERNMENT LLC	37,052.26
1008559	20-Nov-25	CHO DESIGN ASSOCIATES, INC	6,750.00
1008560	20-Nov-25	GRISWOLD INDUSTRIES	215.50
1008561	20-Nov-25	EHS INTERNATIONAL, INC	3,300.00
1008562	20-Nov-25	AECOM TECHNICAL SERVICES, INC.	528,496.00
1008563	20-Nov-25	KIMBALL MIDWEST	1,496.59
1008564	20-Nov-25	MUNICIPAL WATER DISTRICT OF ORANGE COUNTY	6,839.44
1008565	20-Nov-25	ORANGE COUNTY AUTO PARTS	3,541.73
1008566	20-Nov-25	PACIFIC MECHANICAL SUPPLY	3,663.66
1008567	20-Nov-25	RINCON TRUCK CENTER INC.	3,576.47
1008568	20-Nov-25	SOUTHERN CALIFORNIA SECURITY CENTERS, INC.	250.00
1008569	20-Nov-25	TETRA TECH, INC	4,040.00
1008570	20-Nov-25	WATERLINE TECHNOLOGIES INC	6,800.00
1008571	20-Nov-25	WEST COAST SAFETY SUPPLY, INC	42,258.11
1008572	20-Nov-25	HILL BROTHERS CHEMICAL COMPANY	18,628.87
1008573	20-Nov-25	HDR ENGINEERING INC	42,193.75
1008574	20-Nov-25	ORANGE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT	2,580.39
1008575	20-Nov-25	COUNTY OF ORANGE SANITATION DISTRICT	10,062.99
1008576	20-Nov-25	STANTEC CONSULTING SERVICES INC.	7,700.00
1008577	20-Nov-25	INTEGRITY MUNICIPAL SYSTEMS LLC	2,935.00
1008578	20-Nov-25	JPR SYSTEMS INC.	2,145.00
1008579	20-Nov-25	HANSON BRIDGETT LLP	57,929.60
1008580	20-Nov-25	CLEAN ENERGY	12,788.45
1008581	20-Nov-25	YORKE ENGINEERING, LLC	1,179.25
1008582	20-Nov-25	WEST COAST SAND & GRAVEL INC.	12,840.63
1008583	20-Nov-25	VERDANTAS INC.	1,697.25
1008584	20-Nov-25	AUTOZONE PARTS, INC.	1,361.99
1008585	20-Nov-25	AMAZON CAPITAL SERVICES, INC.	3,272.56

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
1008586	20-Nov-25	LANDCARE HOLDINGS, INC.	4,657.93
1008587	20-Nov-25	WEST YOST & ASSOCIATES, INC.	2,317.00
1008588	20-Nov-25	ADAM'S FALCONRY SERVICE, LLC	2,040.00
1008589	20-Nov-25	HORIZON ENGINEERING SYSTEMS LLC	7,490.00
1008590	20-Nov-25	CIMARRON ENERGY, INC	55,279.72
1008591	20-Nov-25	CONSERV CONSTRUCTION INC.	6,232.50
1008592	20-Nov-25	INNOVATIVE MACHINE TOOL REPAIR LLC	4,141.85
1008593	20-Nov-25	NEW DIMENSION GENERAL CONSTRUCTION, INC.	22,522.93
1008594	20-Nov-25	SIMPPLR INC.	80,757.00
1008595	20-Nov-25	BIRMINGHAM FASTENER & SUPPLY INC	5,897.82
1008596	20-Nov-25	FORGE MEDIA GROUP LLC	4,600.00
1008597	20-Nov-25	DRAGOS, INC.	56,700.00
1008598	20-Nov-25	PEAK SCIENTIFIC, INC	7,064.00
1008599	20-Nov-25	LWP CLAIMS SOLUTIONS INC	39,717.91
1008600	20-Nov-25	SYNAGRO WEST, LLC	10,597.21
1008601	20-Nov-25	AIR PRODUCTS AND CHEMICALS, INC.	62,276.16
1008602	20-Nov-25	BACKFLOW PREVENTION DEVICE INSPECTIONS INC	24,398.91
1008643	26-Nov-25	GCI CONSTRUCTION, INC.	413,599.82
1008644	26-Nov-25	HAAKER EQUIPMENT COMPANY	1,469.98
1008645	26-Nov-25	JCI JONES CHEMICALS, INC.	46,508.07
1008646	26-Nov-25	CALIFORNIA BARRICADE RENTALS, INC.	26,333.00
1008647	26-Nov-25	CAROLLO ENGINEERS, INC	51,965.00
1008648	26-Nov-25	CDW GOVERNMENT LLC	916.45
1008649	26-Nov-25	CITY OF IRVINE	23,753.50
1008650	26-Nov-25	DCSE, INC.	24,448.00
1008651	26-Nov-25	KIMBALL MIDWEST	1,737.38
1008652	26-Nov-25	ORANGE COUNTY AUTO PARTS	12.50
1008653	26-Nov-25	PRIME CONTROLS CO, INC	4,158.73
1008654	26-Nov-25	RALPH ANDERSEN & ASSOCIATES	1,575.00
1008655	26-Nov-25	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA	8,068.84
1008656	26-Nov-25	WATERLINE TECHNOLOGIES INC	1,757.52
1008657	26-Nov-25	ALEXANDER'S CONTRACT SERVICES, INC.	150,317.12
1008658	26-Nov-25	HILL BROTHERS CHEMICAL COMPANY	8,553.52
1008659	26-Nov-25	RAM AIR ENGINEERING INC	15,900.78
1008660	26-Nov-25	HDR ENGINEERING INC	20,606.50
1008661	26-Nov-25	COUNTY OF ORANGE SANITATION DISTRICT	72,355.82
1008662	26-Nov-25	MR CRANE, INC.	3,139.50
1008663	26-Nov-25	PACIFIC HYDROTECH CORPORATION	76,809.25
1008664	26-Nov-25	BORCHARD SURVEYING & MAPPING, INC.	4,287.00
1008665	26-Nov-25	ENTERPRISE INFORMATION SYSTEMS, INC.	2,160.00
1008666	26-Nov-25	JOHN MICHAEL COVAS	185.00
1008667	26-Nov-25	PYRO-COMM SYSTEMS INC	715.00
1008668	26-Nov-25	WEST COAST SAND & GRAVEL INC.	717.70
1008669	26-Nov-25	AUTOZONE PARTS, INC.	31.62
1008670	26-Nov-25	CENTURY PAVING, INC.	97,816.00
1008671	26-Nov-25	ENVIRONMENTAL EQUIPMENT SUPPLY	719.57
1008672	26-Nov-25	AMAZON CAPITAL SERVICES, INC.	9,222.39

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
1008673	26-Nov-25	GEIGER BROS	4,356.62
1008674	26-Nov-25	HAZEN AND SAWYER, D.P.C	945.00
1008675	26-Nov-25	HINSILBLON LTD	26,618.00
1008676	26-Nov-25	TOTAL RESOURCE MANAGEMENT, INC	20,074.27
1008677	26-Nov-25	WOODARD & CURRAN INC	9,420.00
1008678	26-Nov-25	PACIFIC STAR CHEMICAL, LLC	2,638.47
1008679	26-Nov-25	IDR ENVIRONMENTAL SERVICES	1,350.00
1008680	26-Nov-25	DRAKE TRAFFIC CONTROL SERVICES	1,064.00
1008681	26-Nov-25	AIR PRODUCTS AND CHEMICALS, INC.	7,024.34
1008682	26-Nov-25	MAXGRIP AMERICAS INC	450.00
1008683	26-Nov-25	IRRIGATION TAG SUPPLY	17,778.75
SUB-TOTAL IRWD JPM CHASE ACH DISBURSEMENTS			4,467,333.90
100340	6-Nov-25	CALPERS	338,137.27
100341	6-Nov-25	FRANCHISE TAX BOARD	106,031.60
100342	6-Nov-25	INTERNAL REVENUE SERVICE	318,692.34
100343	6-Nov-25	CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES	3,819.53
100344	6-Nov-25	EMPLOYMENT DEVELOPMENT DEPARTMENT	25,537.38
100345	6-Nov-25	EMPOWER RETIREMENT, LLC	215,983.76
100346	13-Nov-25	CALPERS	848,766.06
100347	13-Nov-25	COLONIAL LIFE & ACCIDENT INSURANCE CO.	370.32
100348	13-Nov-25	BANK OF AMERICA	240,313.35
100349	13-Nov-25	U.S. BANK NATIONAL ASSOCIATION	852,269.46
100350	13-Nov-25	SUMITOMO MITSUI BANKING CORPORATION	173,869.85
100351	13-Nov-25	EMPLOYMENT DEVELOPMENT DEPARTMENT	2,889.00
100352	20-Nov-25	SUMITOMO MITSUI BANKING CORPORATION	43,980.41
100353	26-Nov-25	CALPERS	339,787.92
100354	26-Nov-25	FRANCHISE TAX BOARD	127,719.46
100355	26-Nov-25	INTERNAL REVENUE SERVICE	379,912.48
100356	26-Nov-25	CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES	3,819.53
100357	26-Nov-25	EMPLOYMENT DEVELOPMENT DEPARTMENT	28,615.99
100358	26-Nov-25	EMPOWER RETIREMENT, LLC	237,974.16
SUB-TOTAL IRWD JPM CHASE WIRE DISBURSEMENTS			4,288,489.87
100325	26-Nov-25	WELLS FARGO BANK, N.A.	605.30
100326	26-Nov-25	WELLS FARGO BANK, N.A.	15,795.67
100327	26-Nov-25	WELLS FARGO BANK, N.A.	2,480.00
SUB-TOTAL IRWD WELLS FARGO WIRE DISBURSEMENTS			18,880.97
16267	26-Nov-25	GROUNDWATER BANKING JOINT POWERS AUTHORITY	125,000.00
SUB-TOTAL IRWD BOFA WIRE DISBURSEMENTS			125,000.00
SUB-TOTAL BOFA, WELLS FARGO CHECK, AND JPM CHASE ELECTRONIC DISBURSEMENTS			17,743,151.66
449992	12-Jun-25	Dellerba, Anthony	2.74
449993	12-Jun-25	Leal, Anthony E	94.08
450210	26-Jun-25	TRIDER PROPERTIES, LLC	433.25

IRVINE RANCH WATER DISTRICT
AP DISBURSEMENTS AND VOIDS FOR NOVEMBER 2025

CHECK OR ELECTRONIC #	PAYMENT DATE	SUPPLIER	PAYMENT AMOUNT
450282	3-Jul-25	IRVINE UNIFIED SCHOOL DISTRICT	100.00
450422	10-Jul-25	TROMBINO, THOMAS	6.27
450531	24-Jul-25	BUAKU, ALBERTA	17.91
450522	24-Jul-25	AFRASHTEH, ALI	15.58
450534	24-Jul-25	CCF IND SPECTRUM, LLC	175.35
450696	31-Jul-25	TAYLOR MORRISON OF CALIFORNIA LLC	1,571.10
450755	7-Aug-25	ENVIRONMENTAL CHEMICAL CORP	1,077.75
451366	18-Sep-25	DILYTICS INC	3,360.00
1008047	2-Oct-25	RELIANCE STANDARD LIFE INSURANCE COMPANY	28,656.01
1008046	2-Oct-25	RELIANCE STANDARD LIFE INSURANCE COMPANY	11,174.60
451753	9-Oct-25	AIR PRODUCTS AND CHEMICALS, INC.	54,107.50
452043	23-Oct-25	CAMP, MAXWELL	87.83
452042	23-Oct-25	SUBRAMANIAN, ARUN	801.86
452031	23-Oct-25	BAKER, BONNIE ANN	191.94
452069	30-Oct-25	COLONIAL LIFE & ACCIDENT INSURANCE CO.	370.32
SUB-TOTAL BOFA, WELLS FARGO CHECK, AND JPM CHASE ELECTRONIC VOIDED IN NOVEMBER 2025			102,244.09
NET			17,640,907.57

Exhibit "E"

MONTHLY SUMMARY OF PAYROLL ACH PAYMENTS

November
2025

	AMOUNT	VENDOR	PURPOSE
11/14/2025	1,555,539.29	BANK OF AMERICA	ACH Payments for Payroll
11/28/2025	1,415,746.26	BANK OF AMERICA	ACH Payments for Payroll
	<u>\$2,971,285.55</u>		

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IRWD Gov Code 53065.5 Disclosure Report

Payment or Reimbursements for Individual charges of \$100 or more per transaction for services or product received.

01-NOV-25 to 30-NOV-25

NAME	CHECK NUMBER	CHECK DATE	TRANSACTION AMOUNT	ITEM DESCRIPTION	EXPENSE JUSTIFICATION
Ahn, Ahra	1008486	13-Nov-25	125.00	Other(Misc)	Safety Shoe Allowance
Borowski, Michael (Mike)	1008624	26-Nov-25	251.00	Membership	CWEA Membership
Cahatol, Justin	1008631	26-Nov-25	225.00	Registration Fees	CWEA Environmental Compliance Inspector Grade 1 Application/Test Fee
Castillo, Maya	1008468	13-Nov-25	256.09	Lodging	IAS ELAP Symposium
Chambers, Wendy	1008466	13-Nov-25	241.00	Airfare	WEFTEC 2025 Final Expense Reimbursement
Coleman, Nicholas (Nick)	1008389	6-Nov-25	251.00	Membership	CWEA Membership and CSM Grade I Renewal Fee Reimbursement
Coleman, Nicholas (Nick)	1008389	6-Nov-25	114.00	Certification	CWEA Membership and CSM Grade I Renewal Fee Reimbursement
Davis, Jennifer R	1008454	13-Nov-25	1282.23	Lodging	CA Public Finance Conference 2025
Hornung, Phillip	1008391	6-Nov-25	4025.00	Registration Fees	Gartner IT Infrastructure, Operations, and Cloud Strategies Conference
Hornung, Phillip	1008391	6-Nov-25	513.00	Lodging	Gartner IT Infrastructure, Operations, and Cloud Strategies Conference
Lin, Eileen	1008455	13-Nov-25	340.00	Other(Misc)	CPA License Renewal
Paulson, David	1008456	13-Nov-25	105.00	Certification	SWRCB T5 Fee Reimbursement
Perez, David M	1008384	6-Nov-25	251.00	Membership	CWEA Membership & CSM Grade I Renewal Fee Reimbursement
Perez, David M	1008384	6-Nov-25	114.00	Certification	CWEA Membership & CSM Grade I Renewal Fee Reimbursement
Rocha, Dulce Maria	1008484	13-Nov-25	1280.00	Lodging	CA Public Finance Conference 2025
Sosa, Ives	1008603	20-Nov-25	220.88	Other(Misc)	Safety Shoe Allowance
Williams, Warren (Randy)	1008392	6-Nov-25	1895.00	Registration Fees	RSAC 2026 Conference North America
Wise, Maureen (Mo)	1008626	26-Nov-25	193.90	Other(Misc)	Safety Shoe Allowance
Total Amount: \$ 11,683.10					

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December 15, 2025
Prepared by: J. Davis
Submitted by: N. Adly
Approved by: Paul A. Cook 

CONSENT CALENDAR

2026 INVESTMENT POLICY AND 2026 DEBT MANAGEMENT POLICY

SUMMARY:

Each year, IRWD is required to adopt an Investment Policy. Changes to the policy from year-to-year are required to conform to any amendments to the California Government Code governing the investment of public funds. During 2025, there were no significant changes to the Government Code. The updated Investment Policy for 2026 includes changes that adhere to industry best practices and better aligns the IRWD Investment Policy with the California Government Code.

Changes are also recommended for IRWD's Debt Policy. The updated Debt Policy update includes the provisions of SB 1029 along with best-practice guidance from the Government Finance Officers Association (GFOA).

Staff recommends that the Board approve the 2026 Investment Policy, Resolution Adopting the Investment Policy, the 2026 Debt Management Policy, and Resolution Adopting the Debt Management Policy, attached as Exhibit "A", "B", "C", and "D", respectively.

BACKGROUND:

IRWD Investment Policy:

Staff annually submits an Investment Policy to the IRWD Board of Directors for review and approval. The annual submittal generally incorporates amendments to investment-related Government Code sections, policy objectives, delegation of authority, and a detailed schedule of authorized investments.

The updated 2026 Investment Policy includes changes that better align the policy to California Government Code and incorporates industry best practices to further enhance the oversight of the fixed income portfolio.

Given the conservative nature of the State codes and the IRWD Board's additional restrictions, staff believes the authorized investments in the recommended 2026 Investment Policy are sufficiently controlled to ensure appropriate investment security while retaining some degree of flexibility to take advantage of changing market opportunities. Any changes to authorized investments would still require the approval of the Board of Directors.

A redlined version of the 2026 Investment Policy is included as Exhibit "A", and the resolution adopting the Investment Policy is included as Exhibit "B". The changes were developed in consultation with District's General Counsel, Hansen Bridgett, and the District's Investment Advisor, Meeder.

IRWD Debt Policy:

In 2017, IRWD's District's Debt Management Policy was developed to meet the requirements of Senate Bill 1029, which mandates that issuers certify to the California Debt and Investment Advisory Commission (CDIAC) that a debt policy is in place prior to any new issuance. The policy has remained unchanged since then. The 2026 update introduces revisions aligned with industry best practices and further outlines the District's approach to debt management and planning.

A redlined version of the 2026 Debt Management Policy is included as Exhibit "C", and the resolution adopting the Debt Management Policy is provided as Exhibit "D". The changes were developed in consultation with District's Municipal Advisor, PFM.

FISCAL IMPACTS:

None.

ENVIRONMENTAL COMPLIANCE:

This activity is categorically exempt from the California Environmental Quality Act (CEQA) as authorized under the California Code of Regulations, Title 14, Chapter 3, Sections 15301 and 15302.

COMMITTEE STATUS:

The Finance and Personnel Committee reviewed this item at its meeting on December 9, 2025.

RECOMMENDATION:

THAT THE BOARD APPROVE THE 2026 INVESTMENT POLICY AND THE 2026 DEBT MANAGEMENT POLICY, AS PROPOSED, AND ADOPT THE FOLLOWING RESOLUTIONS BY TITLE:

RESOLUTION NO. 2025 – 24

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
IRVINE RANCH WATER DISTRICT APPROVING AN INVESTMENT
POLICY AND AUTHORIZING THE TREASURER AND ASSISTANT TREASURERS
TO INVEST AND REINVEST FUNDS OF THE DISTRICT AND OF EACH OF ITS
IMPROVEMENT DISTRICTS AND TO SELL AND EXCHANGE SECURITIES
SUPERSEDING RESOLUTION NO. 2025 – 3

RESOLUTION NO. 2025 – 25

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
IRVINE RANCH WATER DISTRICT APPROVING
THE DEBT MANAGEMENT POLICY
AND SUPERSEDING RESOLUTION 2017-13

LIST OF EXHIBITS:

Exhibit “A” – 2026 Investment Policy redline version

Exhibit “B” – Resolution Adopting 2026 Investment Policy

Exhibit “C” – 2026 Debt Management Policy redline version

Exhibit “D” – Resolution Adopting 2026 Debt Management Policy

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IRVINE RANCH WATER DISTRICT
2026~~5~~ INVESTMENT POLICY

Introduction:

This investment policy is intended to establish a clear understanding of the District’s authorized investment activities for members of the public, the Board of Directors of the Irvine Ranch Water District (the “District”), District management, and outside investment professionals.

Policy:

It is the policy of the District to invest its funds in a prudent and professional manner which will provide maximum security of principal while meeting required cash flow demands and conforming to all State statutes governing the investment of public funds, the District’s investment policies, and prudent cash management principles.

Scope:

This investment policy applies to all District funds that are under the direct oversight of the Board of Directors. The investment of any bond proceeds or related funds will also be made in accordance with this investment policy.

Standard of Care:

The Board of Directors and those persons authorized to make investment decisions on behalf of the District are trustees of public funds. The standard of care to be used in all investment transactions shall be the “prudent investor” standard set forth in California Government Code Section 53600.3, which states:

“When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.”

Officers and employees of the District involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program or could impair their ability to make impartial investment decisions. “Designated employees” of the District involved in the investment of District funds, which includes the Treasurer and Assistant

Treasurer(s), shall disclose all information at the times and in the manner required by the District’s Conflict of Interest Code.

Objectives:

The primary objectives of the District's investment activities, in priority order, are as follows:

1. Safety: Safety of principal is the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. Accordingly, diversification by issuer, type, and maturity of securities will be made to avoid or minimize potential losses on individual securities.
2. Liquidity: The District's investment portfolio will remain sufficiently liquid to enable the District to meet all operating and capital cash requirements. To the extent required, this liquidity will be maintained through the purchase of securities with active secondary or resale markets and with short-term maturities to minimize market risk on the market price of the securities.
3. Yield: The District's investment portfolio shall be designed with the objective of attaining market rate of return commensurate with the above requirements for the preservation of capital and the maintenance of adequate liquidity.

Delegation of Authority:

In accordance with Government Code Sections 53607 and 53608, the Board of Directors hereby delegates to the District's Treasurer and Assistant Treasurer(s) the authority to manage the District's investment program and to provide for the safekeeping of securities. This delegated authority is effective for the 202~~65~~ calendar year (Resolution 202~~55~~-).

Authorized Investments:

The District is authorized to invest its funds pursuant to the following laws:

California Government Code:

- Section 53600 *et seq.* – General investments
- Section 16429.1 – Local Agency Investment Fund (LAIF)
- Section 53684 – Orange County Treasury Pool (not currently authorized by the Board of Directors)
- Section 5920 *et seq.* – Public finance contracts

California Water Code:

- Section 35912 – Real estate

The language of the Investment Policy will conform to the statutory requirements as the statutes change over time.

The Treasurer and Assistant Treasurer(s) are authorized to invest District funds in accordance with these laws, subject to certain restrictions imposed by the District's Board of Directors. These authorized investments and restrictions are shown in Table "A", included below.

Whenever practical, a competitive process shall be used for the purchase and sale of securities.

The Treasurer and Assistant Treasurer(s) are authorized to invest in securities with terms or remaining maturities in excess of five years as part of the District's investment program, but no such investments are to be made without the concurrence of the Finance and Personnel Committee. Unless approved as described above, no investment will be made in any security (other than a security underlying a repurchase, reverse repurchase, or securities lending agreement) that at the time of the investment purchase, has a term remaining to maturity in excess of five years.

Any securities purchased will not have a forward settlement date exceeding 45 days from the time of investment. The investment term or remaining maturity is to be measured from the settlement date to final maturity.

Non-Compliant Investments:

For the purposes of this Investment Policy, a "non-compliant investment" is defined as an investment that does not adhere to the requirements in this policy's Table "A"-Authorized Investments and Restriction either at the time the investment is purchased or fell out of compliance at any point after it was purchased. If an investment becomes non-compliant, ~~then~~ the Treasurer shall ~~notify the Finance & Personnel Committee and~~ implement a disposition plan for the investment, if necessary. The Finance and Personnel Committee will be notified of the disposition.

Authorized Financial Institutions:

Only financial institutions designated as "primary dealers" by the Federal Reserve Bank of New York, or other dealers that qualify under United States Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule), are authorized to provide investment services to the District. The Treasurer and Assistant Treasurer(s) may limit the number of dealers authorized to provide such services.

A copy of the District's annual investment policy shall be provided to each institution authorized by the Treasurer or Assistant Treasurer(s) to provide services to the District. Financial institutions shall acknowledge in writing that it has received the District's investment policy and that all persons handling the District's account have reviewed the policy.

All authorized financial institutions are required to provide electronic access to the financial statements.

The District may utilize the services of an investment advisor. The advisor must be registered with the Securities and Exchange Commission (SEC) under the Investment Advisor Act of 1940. Additionally, if the District utilizes an SEC registered investment advisor, the advisor shall maintain a list of authorized broker-dealers and complete the appropriate due diligence required by the SEC. The investment advisor may use its own list of approved broker-dealers and financial institutions for investment purposes on behalf of the District. The investment advisor shall submit the list of approved broker-dealers to the District on an annual basis.

Safekeeping and Custody:

All security transactions entered into by the District shall be conducted on a delivery-versus-payment (DVP) basis. All securities owned by the District shall be delivered to the District by book entry, physical delivery, or a third-party custodial agreement. Any third-party custodian shall be designated by the Treasurer, and all securities held by such custodian, including book entry and physical securities, shall be held in a manner that clearly establishes the District's right of ownership. The District's custodial agent shall meet the requirements of Government Code Section 53608. The District's deposits with LAIF or any other authorized investment pool shall be evidenced by the standard reporting requirements of LAIF or the investment pool.

Reporting:

The Treasurer shall file a monthly report with the Board of Directors at a public meeting that shows the status of the District's cash and securities, and all related investment transactions that occurred during the month. The status report shall also be filed with the District's General Manager and will include at least the following information:

- Type of investment
- Original cost
- Issuing institution
- Market value, including source
- Par amount
- Maturity date
- Coupon and/or yield
- Monthly transactions

In addition, the status report shall include the portfolio's ~~weighted average yield~~rate of return for the month, the average weighted life of the portfolio, a statement regarding the portfolio's compliance with the District's investment policy, and a statement regarding the District's ability to meet expenditure requirements over the following six months. (California Government Code Sections 53607 and 53646.)

The Treasurer or Assistant Treasurer(s) shall also file a quarterly report with the Board of Directors at a public meeting with respect to the District's real estate investments and any related transactions which occurred during such quarter. The real estate report will be structured to comply as closely as possible with the information requirements of California Government Code Section 53646.

Investment Policy Adoption and Amendments:

The Treasurer or Assistant Treasurer(s) shall submit an investment policy at least annually to the Board of Directors at a public meeting. (California Government Code Section 53646.) The policy shall be effective for the calendar year specified. If the Board of Directors does not approve an investment policy for any calendar year, then the investment policy for the previous calendar year shall remain in effect until a new policy is approved.

The District's Finance and Personnel Committee is authorized to make changes in the investment policy, as necessary, provided that such changes may only be more restrictive in nature. Any changes that would liberalize the investment policy ~~shall~~must be approved by the Board of

Directors before becoming effective. Any changes in the investment policy by the Finance and Personnel Committee shall be reported to the Board of Directors at its next regular meeting.

Training and Continuing Education:

~~Treasury~~ Staff involved in the investment process have a responsibility to invest the District's funds with professionalism, prudence, and— accountability. In order to adhere to these high professional standards, ~~all Treasury~~ all staff involved in the investment process ~~that are involved in the investment process~~ are encouraged to complete at least 10 hours— per year of continuing education programs related to cash and investment management.

Table “A”
Authorized Investments and Restrictions*

* Minimum NRSRO credit ratings listed below include all modifiers (+/-)

INVESTMENT TYPE	DESCRIPTION	RESTRICTIONS
California State and Local Agency Bonds, Notes and Warrants	Registered state warrants, treasury notes or bonds. Any bonds, notes, warrants or other evidences of indebtedness of any local agency in California.	Limited to securities approved by the Finance and Personnel Committee.
U.S. Treasury and Agency Obligations	U.S. Treasury notes, bonds, bills or certificates of indebtedness, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest. Also, federal agency or U.S. government sponsored enterprise (GSE) obligations, participations, or other instruments.	No additional restrictions.
Registered treasury notes or bonds of California or other 49 United States	Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.	Limited to states and/or agencies approved by the Finance and Personnel Committee.
Banker’s Acceptances	Must be eligible for discount at the Federal Reserve Bank. May not exceed 180 days maturity or 40% of local agency funds. No more than 30% of local agency funds may be invested in banker’s acceptances of any one commercial bank.	Limited to domestic and foreign banks approved by the Finance and Personnel Committee.
U.S. Dollar Denominated Senior Unsecured Unsubordinated Obligations	United States dollar-denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Must be rated “AA” or its equivalent or better by a nationally recognized statistical rating organization (“NRSRO”). Limited to 30% of local agency funds.	Limited to securities approved by the Finance and Personnel Committee.

Commercial Paper	Must be of “prime” quality of the highest ranking or of the highest letter and number rating as provided for by an NRSRO. Issuers must be organized and operating in the United States as a general corporation, have assets exceeding \$500 million, and has debt other than commercial paper, if any, that is rated “A” or its equivalent or better by an NRSRO. May not exceed 397 270 days maturity. Local agencies that have less than \$100 million of investment assets under management may invest no more than 25% of their moneys in eligible commercial paper. Local agencies that have \$100 million or more of investment assets under management may invest up to 40% percent of their moneys in eligible commercial paper. A local agency may invest no more than 10% of its total investment assets in the commercial paper and the medium-term notes of any single issuer.	Limited to corporations approved by the Finance and Personnel Committee.
Negotiable Certificates of Deposit	Issued by national or state-chartered banks, savings associations, federal associations, state or federal credit unions, or by a federally licensed or state-licensed branch of a foreign bank. Specified restrictions on credit unions for conflicts of interest. Limited to 30% of local agency funds.	Limited to domestic and foreign banks and thrift institutions approved by the Finance and Personnel Committee.
Repurchase and Reverse Repurchase Agreements	Repurchase agreements are limited to a term of one year or less, and securities underlying the agreement shall be valued at 102% or greater of the funds borrowed against the securities, with the value adjusted at least quarterly. Reverse repurchase agreements, including securities lending agreements, are limited to 20% of the base portfolio value and to terms of 92 days or less unless a minimum earning or spread for the entire term is guaranteed in writing. Securities being sold on reverse must be owned by the agency for at least 30 days prior to sale. Reverse repurchase agreements shall be made with primary dealers of the Federal Reserve Bank of New York, or national and state chartered banks with a significant banking relationship with the local agency.	All reverse repurchase agreements must have the prior approval of the Finance and Personnel Committee.

Medium Term Notes	All debt securities issued by U.S. organized and operating corporations or depository institutions licensed by the U.S. or any state and operating within the U.S. Notes must be rated “A” or its equivalent or better by an NRSRO. May not exceed five years maturity, 30% of local agency funds, and no more than 10% of its total investment assets in the commercial paper and the medium-term notes of any single issuer.	For depository institutions, same as shown under Negotiable Certificates of Deposit. For corporations, limited to those approved by the Finance and Personnel Committee.
Shares of Beneficial Interest	Issued by diversified management companies investing in securities and obligations as authorized by Cal. Gov. Code §53601. Companies shall have the highest ranking or highest letter and numerical rating assigned by not less than two NRSROs or shall have a registered and experienced investment advisor with assets under management in excess of \$500 million. Purchase price shall not include any commissions. Limited to 20% of funds of which no more than 10% may be with any one fund.	No additional restrictions.
Collateralized Negotiable Securities	Notes, bonds or obligations secured by a valid first priority security interest in securities specified in Cal. Gov. Code §53651. (Cal. Gov. Code §53601(n).) Collateral to be placed by delivery or book-entry into the custody of a trust company or trust department of a bank not affiliated with the issuer. Security interest perfected in accordance with Uniform Commercial Code or applicable federal regulations. Collateral requirements are the same as required to secure bank deposits made by local agencies as specified in Cal. Gov. Code §53652.	No investment in collateralized negotiable securities shall be made without the prior approval of the Finance and Personnel Committee.

Collateralized Mortgage Obligations and Asset- Backed Securities	Mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond. For these securities eligible for investment but not issued or guaranteed by the United States or a federal agency, the securities must have an “AA” rating or its equivalent as rated by an NRSRO, must have a maximum remaining maturity of five years or less, and may not exceed 20% of surplus funds.	No investment in collateralized mortgage obligations or asset-backed securities shall be made without the prior approval of the Finance and Personnel Committee.
Financial Futures and Options	Authorizes the investment in financial futures and financial option contracts in any of the investment categories contained in Cal. Gov. Code §53601.1	No investments in financial futures and financial option contracts are to be made without the prior approval of the Finance and Personnel Committee.
Prohibited Investments	A local agency shall not invest any funds in inverse floaters, range notes, mortgage derived interest-only strips, or any security that could result in zero interest accrual if held to maturity. However, a local agency may hold prohibited instruments until their maturity dates. Notwithstanding the prohibition above, a local agency may invest in securities issued by, or backed by, the United States government that could result in zero- or negative-interest accrual if held to maturity, in the event of, and for the duration of, a period of negative market interest rates. A local agency may hold these instruments until their maturity dates. This section shall remain in effect only until January 1, 2026, and as of that date is repealed. (Cal. Gov. Code §53601.6.)	No additional restrictions.
Local Agency Investment Fund	Permits a local agency to deposit funds with the State Treasurer for the purpose of investment in securities prescribed in Cal. Gov. Code §§16429.1 <i>et seq.</i>	No additional restrictions.

Orange County Treasury Pool	Permits a local agency to deposit funds with the County Treasurer for investment in securities prescribed in Cal. Gov. Code §53635 or 53684. <u>No investments are to be made with the Orange County Treasury Pool without the prior approval of the Board.</u>	No investments are to be made with the Orange County Treasury Pool without the prior approval of the Board.
Inactive Public Deposits	Deposits or contracts with Federal Reserve System banks insured by FDIC, savings associations or federal associations which are home loan bank members or insured by FSLIC, and state or federal credit unions. Specified restrictions on credit unions.	No inactive public deposits are to be made without the prior approval of the Finance and Personnel Committee.
Public Finance Contracts	Includes interest rate swap agreements, currency swap agreements, forward payment conversion agreements, futures, or index-based agreements to hedge payment, currency, rate, spread or similar exposure. Requires certain determinations by governing body. (Cal. Gov. Code §§5920 <i>et seq.</i>)	The Board is authorized to approve the general parameters for swap transaction types, maximum notional amount(s) and maximum duration(s). The Finance and Personnel Committee shall structure specific parameters for individual transactions including notional amount, transaction timing, counterparty selection, index to be used and ISDA agreement approval. (Resolution 2003-36)
Real Estate Investments	Authorized to invest no more than 30% of the District's Replacement Fund in real estate located in Orange County. (Cal. Wat. Code §35912.) <u>Real estate investments shall be made in accordance with existing Board policies (Resolution 1990-30). All real estate investments must be individually approved by the Board.</u>	Real estate investments shall be made in accordance with existing Board policies (Resolution 1990-30). All real estate investments must be individually approved by the Board.
<u>JPA Investment Pools</u>	<u>Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized in Cal. Gov. Code §53601 subdivisions (a) to (r), inclusive. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section,</u>	

	<u>the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:</u> <u>(1) The adviser is registered or exempt from registration with the United States Securities and Exchange Commission.</u> <u>(2) The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (q), inclusive.</u> <u>(3) The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).</u>	
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RESOLUTION NO. 2025 – 24

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
IRVINE RANCH WATER DISTRICT APPROVING AN INVESTMENT
POLICY AND AUTHORIZING THE TREASURER AND ASSISTANT
TREASURERS TO INVEST AND REINVEST FUNDS OF THE
DISTRICT AND OF EACH OF ITS IMPROVEMENT DISTRICTS
AND TO SELL AND EXCHANGE SECURITIES
SUPERSEDING RESOLUTION 2025-3

The Treasurer of the Irvine Ranch Water District (“District”) is permitted by Section 53646 of the California Government Code to annually render to the Board of Directors (the “Board”) a statement of investment policy, which the Board shall consider at a public meeting.

The Treasurer has presented an investment policy to the Board at a public meeting, in the form attached as Attachment “A” (“2026 Investment Policy”).

Section 53607 of the California Government Code permits the Board to annually delegate to the Treasurer of the District the Board’s authority to invest or reinvest funds of the District or sell or exchange securities so purchased, allows renewal of the delegation of authority to the Treasurer by the Board on an annual basis, and establishes a requirement for monthly reporting of the transactions by the Treasurer to the Board.

Section 53608 of the California Government Code permits the Board to delegate to the Treasurer of the District the Board’s authority to deposit for safekeeping with a federal or state association (as defined by Section 5102 of the California Financial Code), a trust company or a state or national bank in California or in any city designated as a reserve city by the Board of Governors of the Federal Reserve System, or with any Federal Reserve bank, the bonds, notes, bills, debentures, obligations, certificates of indebtedness, warrants or other evidences of indebtedness in which money of the District is invested.

Under Section 53635.2 of the California Government Code, funds of the District may be deposited with certain financial institutions.

Pursuant to Section V, Paragraph 8 of the District’s Bylaws, the Board has appointed one or more Assistant Treasurers.

Resolution No. 2025-3 contains the Board’s previous delegation of authority to the Treasurer and Assistant Treasurer(s) to invest or reinvest funds, sell or exchange securities, deposit investments for safekeeping, and deposit funds, and the Board intends by this resolution to renew that delegation of authority.

The Board of Directors of Irvine Ranch Water District therefore resolves as follows:

Section 1. The 2026 Investment Policy of the District is approved in the form attached as Exhibit A, effective January 1, 2026, and will remain in effect until it is revoked or is superseded.

Section 2. The authority of the Board to invest or reinvest funds of the District and its improvement districts or to sell or exchange securities so purchased, subject to the requirements

of the 2026 Investment Policy, is hereby delegated to each of the Treasurer and the Assistant Treasurer(s). Pursuant to California Government Code Section 53607, the Treasurer shall assume full responsibility for those transactions until this delegation is revoked or expires. This delegation is effective as of January 1, 2026, and will remain in effect until it is revoked or is superseded by a subsequent delegation.

Section 3. The authority of the Board to deposit for safekeeping with a federal or state association (as defined by Section 5102 of the California Financial Code), a trust company or a state or national bank in California or in any city designated as a reserve city by the Board of Governors of the Federal Reserve System, or with any Federal Reserve bank, the bonds, notes, bills, debentures, obligations, certificates of indebtedness, warrants or other evidences of instruments in which money of the District and its improvement districts is invested, subject to the requirements of the 2026 Investment Policy, is hereby delegated to each of the Treasurer and the Assistant Treasurer(s). This delegation is effective as of January 1, 2026, and will remain in effect until it is revoked or is superseded by a subsequent delegation.

Section 4. This resolution supersedes Resolution No. 2025-3.

ADOPTED, SIGNED AND APPROVED this 15th day of December, 2025.

President
IRVINE RANCH WATER DISTRICT

Secretary
IRVINE RANCH WATER DISTRICT

APPROVED AS TO FORM:
HANSON BRIDGETT LLP

By: _____
Legal Counsel

Attachment “A”

IRVINE RANCH WATER DISTRICT 2026 INVESTMENT POLICY

Introduction:

This investment policy is intended to establish a clear understanding of the District’s authorized investment activities for members of the public, the Board of Directors of the Irvine Ranch Water District (the “District”), District management, and outside investment professionals.

Policy:

It is the policy of the District to invest its funds in a prudent and professional manner which will provide maximum security of principal while meeting required cash flow demands and conforming to all State statutes governing the investment of public funds, the District’s investment policies, and prudent cash management principles.

Scope:

This investment policy applies to all District funds that are under the direct oversight of the Board of Directors. The investment of any bond proceeds or related funds will also be made in accordance with this investment policy.

Standard of Care:

The Board of Directors and those persons authorized to make investment decisions on behalf of the District are trustees of public funds. The standard of care to be used in all investment transactions shall be the “prudent investor” standard set forth in California Government Code Section 53600.3, which states:

“When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.”

Officers and employees of the District involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program or could impair their ability to make impartial investment decisions. “Designated employees” of the District involved in the investment of District funds, which includes the Treasurer and Assistant

Treasurer(s), shall disclose all information at the times and in the manner required by the District’s Conflict of Interest Code.

Objectives:

The primary objectives of the District's investment activities, in priority order, are as follows:

1. Safety: Safety of principal is the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. Accordingly, diversification by issuer, type, and maturity of securities will be made to avoid or minimize potential losses on individual securities.
2. Liquidity: The District's investment portfolio will remain sufficiently liquid to enable the District to meet all operating and capital cash requirements. To the extent required, this liquidity will be maintained through the purchase of securities with active secondary or resale markets and with short-term maturities to minimize market risk on the market price of the securities.
3. Yield: The District's investment portfolio shall be designed with the objective of attaining market rate of return commensurate with the above requirements for the preservation of capital and the maintenance of adequate liquidity.

Delegation of Authority:

In accordance with Government Code Sections 53607 and 53608, the Board of Directors hereby delegates to the District's Treasurer and Assistant Treasurer(s) the authority to manage the District's investment program and to provide for the safekeeping of securities. This delegated authority is effective for the 2026 calendar year (Resolution 2025-24).

Authorized Investments:

The District is authorized to invest its funds pursuant to the following laws:

California Government Code:

- Section 53600 *et seq.* – General investments
- Section 16429.1 – Local Agency Investment Fund (LAIF)
- Section 53684 – Orange County Treasury Pool (not currently authorized by the Board of Directors)
- Section 5920 *et seq.* – Public finance contracts

California Water Code:

- Section 35912 – Real estate

The language of the Investment Policy will conform to the statutory requirements as the statutes change over time.

The Treasurer and Assistant Treasurer(s) are authorized to invest District funds in accordance with these laws, subject to certain restrictions imposed by the District's Board of Directors. These authorized investments and restrictions are shown in Table "A", included below.

Whenever practical, a competitive process shall be used for the purchase and sale of securities.

The Treasurer and Assistant Treasurer(s) are authorized to invest in securities with terms or remaining maturities in excess of five years as part of the District's investment program, but no such investments are to be made without the concurrence of the Finance and Personnel Committee. Unless approved as described above, no investment will be made in any security (other than a security underlying a repurchase, reverse repurchase, or securities lending agreement) that at the time of the investment purchase, has a term remaining to maturity in excess of five years.

Any securities purchased will not have a forward settlement date exceeding 45 days from the time of investment. The investment term or remaining maturity is to be measured from the settlement date to final maturity.

Non-Compliant Investments:

For the purposes of this Investment Policy, a "non-compliant investment" is defined as an investment that does not adhere to the requirements in this policy's Table "A"-Authorized Investments and Restriction either at the time the investment is purchased or fell out of compliance at any point after it was purchased. If an investment becomes non-compliant, the Treasurer shall implement a disposition plan for the investment, if necessary. The Finance and Personnel Committee will be notified of the disposition.

Authorized Financial Institutions:

Only financial institutions designated as "primary dealers" by the Federal Reserve Bank of New York, or other dealers that qualify under United States Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule), are authorized to provide investment services to the District. The Treasurer and Assistant Treasurer(s) may limit the number of dealers authorized to provide such services.

A copy of the District's annual investment policy shall be provided to each institution authorized by the Treasurer or Assistant Treasurer(s) to provide services to the District. Financial institutions shall acknowledge in writing that it has received the District's investment policy and that all persons handling the District's account have reviewed the policy.

All authorized financial institutions are required to provide electronic access to the financial statements.

The District may utilize the services of an investment advisor. The advisor must be registered with the Securities and Exchange Commission (SEC) under the Investment Advisor Act of 1940. Additionally, if the District utilizes an SEC registered investment advisor, the advisor shall maintain a list of authorized broker-dealers and complete the appropriate due diligence required by the SEC. The investment advisor may use its own list of approved broker-dealers and financial institutions for investment purposes on behalf of the District. The investment advisor shall submit the list of approved broker-dealers to the District on an annual basis.

Safekeeping and Custody:

All security transactions entered into by the District shall be conducted on a delivery-versus-payment (DVP) basis. All securities owned by the District shall be delivered to the District by book entry, physical delivery, or a third-party custodial agreement. Any third-party custodian shall be designated by the Treasurer, and all securities held by such custodian, including book entry and physical securities, shall be held in a manner that clearly establishes the District's right of ownership. The District's custodial agent shall meet the requirements of Government Code Section 53608. The District's deposits with LAIF or any other authorized investment pool shall be evidenced by the standard reporting requirements of LAIF or the investment pool.

Reporting:

The Treasurer shall file a monthly report with the Board of Directors at a public meeting that shows the status of the District's cash and securities, and all related investment transactions that occurred during the month. The status report shall also be filed with the District's General Manager and will include at least the following information:

- Type of investment
- Original cost
- Issuing institution
- Market value, including source
- Par amount
- Maturity date
- Coupon and/or yield
- Monthly transactions

In addition, the status report shall include the portfolio's weighted average yield, the average weighted life of the portfolio, a statement regarding the portfolio's compliance with the District's investment policy, and a statement regarding the District's ability to meet expenditure requirements over the following six months. (California Government Code Sections 53607 and 53646.)

The Treasurer or Assistant Treasurer(s) shall also file a quarterly report with the Board of Directors at a public meeting with respect to the District's real estate investments and any related transactions which occurred during such quarter. The real estate report will be structured to comply as closely as possible with the information requirements of California Government Code Section 53646.

Investment Policy Adoption and Amendments:

The Treasurer or Assistant Treasurer(s) shall submit an investment policy at least annually to the Board of Directors at a public meeting. (California Government Code Section 53646.) The policy shall be effective for the calendar year specified. If the Board of Directors does not approve an investment policy for any calendar year, then the investment policy for the previous calendar year shall remain in effect until a new policy is approved.

The District's Finance and Personnel Committee is authorized to make changes in the investment policy, as necessary, provided that such changes may only be more restrictive in nature. Any changes that would liberalize the investment policy must be approved by the Board of Directors before becoming effective. Any changes in the investment policy by the Finance and Personnel Committee shall be reported to the Board of Directors at its next regular meeting.

Training and Continuing Education:

Staff involved in the investment process have a responsibility to invest the District's funds with professionalism, prudence, and accountability. In order to adhere to these high professional standards, all staff involved in the investment process are encouraged to complete at least 10 hours per year of continuing education programs related to cash and investment management.

Table “A”
Authorized Investments and Restrictions*

* Minimum NRSRO credit ratings listed below include all modifiers (+/-)

INVESTMENT TYPE	DESCRIPTION
California State and Local Agency Bonds, Notes and Warrants	Registered state warrants, treasury notes or bonds. Any bonds, notes, warrants or other evidences of indebtedness of any local agency in California.
U.S. Treasury and Agency Obligations	U.S. Treasury notes, bonds, bills or certificates of indebtedness, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest. Also, federal agency or U.S. government sponsored enterprise (GSE) obligations, participations, or other instruments.
Registered treasury notes or bonds of California or other 49 United States	Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue- producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California.
Banker’s Acceptances	Must be eligible for discount at the Federal Reserve Bank. May not exceed 180 days maturity or 40% of local agency funds. No more than 30% of local agency funds may be invested in banker’s acceptances of any one commercial bank.
U.S. Dollar Denominated Senior Unsecured Unsubordinated Obligations	United States dollar-denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Must be rated “AA” or its equivalent or better by a nationally recognized statistical rating organization (“NRSRO”). Limited to 30% of local agency funds.
Commercial Paper	Must be of “prime” quality of the highest ranking or of the highest letter and number rating as provided for by an NRSRO. Issuers must be organized and operating in the United States as a general corporation, have assets exceeding \$500 million, and has debt other than commercial paper, if any, that is rated “A” or its equivalent or better by an NRSRO. May not exceed 397 days maturity. Local agencies that have less than \$100 million of investment assets under management may invest no more than 25% of their moneys in eligible commercial paper. Local agencies that have \$100 million or more of investment assets under management may invest up to 40% percent of their moneys in eligible commercial paper. A local agency may invest no more than 10% of its total investment assets in the commercial paper and the medium-term notes of any single issuer.

Negotiable Certificates of Deposit	Issued by national or state-chartered banks, savings associations, federal associations, state or federal credit unions, or by a federally licensed or state-licensed branch of a foreign bank. Specified restrictions on credit unions for conflicts of interest. Limited to 30% of local agency funds.
Repurchase and Reverse Repurchase Agreements	Repurchase agreements are limited to a term of one year or less, and securities underlying the agreement shall be valued at 102% or greater of the funds borrowed against the securities, with the value adjusted at least quarterly. Reverse repurchase agreements, including securities lending agreements, are limited to 20% of the base portfolio value and to terms of 92 days or less unless a minimum earning or spread for the entire term is guaranteed in writing. Securities being sold on reverse must be owned by the agency for at least 30 days prior to sale. Reverse repurchase agreements shall be made with primary dealers of the Federal Reserve Bank of New York, or national and state chartered banks with a significant banking relationship with the local agency.
Medium Term Notes	All debt securities issued by U.S. organized and operating corporations or depository institutions licensed by the U.S. or any state and operating within the U.S. Notes must be rated "A" or its equivalent or better by an NRSRO. May not exceed five years maturity, 30% of local agency funds, and no more than 10% of its total investment assets in the commercial paper and the medium-term notes of any single issuer.
Shares of Beneficial Interest	Issued by diversified management companies investing in securities and obligations as authorized by Cal. Gov. Code §53601. Companies shall have the highest ranking or highest letter and numerical rating assigned by not less than two NRSROs or shall have a registered and experienced investment advisor with assets under management in excess of \$500 million. Purchase price shall not include any commissions. Limited to 20% of funds of which no more than 10% may be with any one fund.
Collateralized Negotiable Securities	Notes, bonds or obligations secured by a valid first priority security interest in securities specified in Cal. Gov. Code §53651. (Cal. Gov. Code §53601(n).) Collateral to be placed by delivery or book-entry into the custody of a trust company or trust department of a bank not affiliated with the issuer. Security interest perfected in accordance with Uniform Commercial Code or applicable federal regulations. Collateral requirements are the same as required to secure bank deposits made by local agencies as specified in Cal. Gov. Code §53652.

Collateralized Mortgage Obligations and Asset- Backed Securities	Mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond. For these securities eligible for investment but not issued or guaranteed by the United States or a federal agency, the securities must have an “AA” rating or its equivalent as rated by an NRSRO, must have a maximum remaining maturity of five years or less, and may not exceed 20% of surplus funds.
Financial Futures and Options	Authorizes the investment in financial futures and financial option contracts in any of the investment categories contained in Cal. Gov. Code §53601.1
Prohibited Investments	A local agency shall not invest any funds in inverse floaters, range notes, mortgage derived interest-only strips, or any security that could result in zero interest accrual if held to maturity. However, a local agency may hold prohibited instruments until their maturity dates. Notwithstanding the prohibition above, a local agency may invest in securities issued by, or backed by, the United States government that could result in zero- or negative-interest accrual if held to maturity, in the event of, and for the duration of, a period of negative market interest rates. A local agency may hold these instruments until their maturity dates. This section shall remain in effect only until January 1, 2026, and as of that date is repealed. (Cal. Gov. Code §53601.6.)
Local Agency Investment Fund	Permits a local agency to deposit funds with the State Treasurer for the purpose of investment in securities prescribed in Cal. Gov. Code §§16429.1 <i>et seq.</i>
Orange County Treasury Pool	Permits a local agency to deposit funds with the County Treasurer for investment in securities prescribed in Cal. Gov. Code §53635 or 53684. No investments are to be made with the Orange County Treasury Pool without the prior approval of the Board.
Inactive Public Deposits	Deposits or contracts with Federal Reserve System banks insured by FDIC, savings associations or federal associations which are home loan bank members or insured by FSLIC, and state or federal credit unions. Specified restrictions on credit unions.
Public Finance Contracts	Includes interest rate swap agreements, currency swap agreements, forward payment conversion agreements, futures, or index-based agreements to hedge payment, currency, rate, spread or similar exposure. Requires certain determinations by governing body. (Cal. Gov. Code §§5920 <i>et seq.</i>)

Real Estate Investments	Authorized to invest no more than 30% of the District's Replacement Fund in real estate located in Orange County. (Cal. Wat. Code §35912.) Real estate investments shall be made in accordance with existing Board policies (Resolution 1990-30). All real estate investments must be individually approved by the Board.
JPA Investment Pools	Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized in Cal. Gov. Code §53601 subdivisions (a) to (r), inclusive. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria: (1) The adviser is registered or exempt from registration with the United States Securities and Exchange Commission. (2) The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (q), inclusive. (3) The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).

Note: This page is intentionally left blank.

Exhibit “C”

IRVINE RANCH WATER DISTRICT DEBT MANAGEMENT POLICY ~~May 2017~~2026

Purpose

The Irvine Ranch Water District (“District”) Debt Management Policy ~~Statement~~ sets forth comprehensive guidelines for the financing of capital expenditures and refinancing of existing debt obligations. The objectives~~s~~ of the policy ~~is~~are to:

- 1) Ensure continuity in the policies and strategies of debt issuance as well as in the ongoing monitoring, maintenance, and obligations related to the Irvine Ranch Water District’s (“District”) debt portfolio;
- 1)2) Ensure Irvine Ranch Water District (the District) obtains financing in a manner that is fiscally responsible and in -line with the District’s long-term financial and capital planning objectives~~obtains financing only when necessary;~~
- 2)3) Determine that the appropriate timing and amount of debt or other financing ~~is appropriate~~ based on District needs;
- 3)4) Minimize the cost of debt and related issuance expenses; and,
- 4)5) Ensure future financial flexibility is maintained, as appropriate.

Debt financing, which includes general obligation bonds, special assessment bonds, revenue bonds, certificates of participation, temporary notes, lease/purchase agreements, state revolving fund loans, federal loans, and other District obligations permitted to be issued or incurred under California law, shall be used to fund capital assets. ~~The useful life of the asset or project financed with debt proceeds shall exceed the payout schedule of any debt the District assumes.~~

To promote prudent financial management, the District is committed to systematic capital planning and long-term financial planning. This commitment to capital planning will be reflected in regular reviews and updates to the District’s Rate Model and Enterprise Model, which includes the Long-term Capital Program. Additionally, the biennialregular adoption of a Capital Budget whichthat outlines the costs and funding sources for capital improvements.

~~Evidence of this commitment to capital planning will be demonstrated through periodic review and update of the District’s Enterprise Model, which incorporates the Long-term Capital Program and the annual adoption of a Capital Budget identifying the costs and funding source for capital improvements.~~

Use of Debt

The District will utilize debt financing as ~~an~~ appropriate ~~approach~~ to fund long-term capital improvements and ensure that existing and future users pay their fair share of infrastructure costs. Long-term improvements include the acquisition and/or construction of land, facilities, infrastructure, and enhancements or expansions to existing water, sewer, and recycled water capacity and facilities. Debt can be issued to fund the planning, pre-design, design, land and/or easement acquisition, construction and related fixtures, equipment, and other costs as permitted by

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law. The District will not issue debt to fund operating needs unless specifically approved by the Board.

The Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager will periodically evaluate the District's existing debt and execute re-financings or prepayment (refunding) when economically beneficial. A refinancing may include the issuance of bonds or other obligations to refund existing bonds or other obligations, such as commercial paper or loans.

All debt issuance or refunding proposals made by the District involving a pledge or other extension of the District's credit through the sale of securities, execution of loans or leases, or making of guarantees or otherwise involving directly or indirectly the lending or pledging of the District's credit ~~shall~~must be approved by the Board.

The Treasurer, Director of Financial Planning and Data Analytics, Finance Manager, and District FinancialMunicipal Advisor, as appropriate, shall analyze any debt financing proposal to determine its benefit to the District and if it complies with the District's long-term financial objectives. Any recommendations will be presented to the District's Finance and Personnel Committee ("F&P Committee").

~~The District's Finance and Personnel Committee (F&P Committee), with analysis provided by the Treasurer, shall be responsible for reviewing debt financing proposals to determine if they are beneficial to the District and comply with the District's long-term financial planning objectives, including maintaining or improving the current credit ratings assigned to outstanding debt by the major credit rating agencies.~~

Debt may only be issued under Board authorization and when the District has appropriated sufficient funds to pay the obligation of principal and interest.

Debt Management

There are no specific provisions within the California Government Code that limit the amount of debt that can be issued by the District. The District will provide periodic reviews of its financial performance and evaluate its performance relative to the financial policies outlined herein. Necessary appropriations for annual debt service requirements will be routinely included in the District's annual budget.

The District's Debt Management Policy, Investment Policy, and Interest Rate Swap Policy are integrated into the decision-making framework utilized in the budgeting, long-term capital program and financing process. As such, the following principles outline the District's approach to debt management:

- The District will issue debt only in the case where there is an identified source of repayment. Debt will be issued to the extent that (i) projected revenues are sufficient to pay for the proposed debt service together with existing debt service covered by such existing revenues, or (ii) additional revenues have been identified as a source of repayment in an amount sufficient to pay for the proposed debt.

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- The proceeds of any debt obligation shall be expended only for the purpose for which ~~it that debt~~ was authorized. Debt will be structured ~~for the shortest period possible in a manner aligning with the District's financial objectives and,~~ consistent with a fair allocation of costs to current and future users. Borrowings by the District will be of a duration that does not exceed the projected useful life of the improvement that it finances, and where feasible, should be shorter than the projected economic life.
- The District currently issues debt instruments on a fixed and variable interest rate basis. Fixed rate securities ensure budget certainty through the life of the securities and can be advantageous in a low interest rate environment. When appropriate, the District may choose to issue securities that pay a rate of interest that varies according to a predetermined formula or results from a periodic remarketing of the securities. It may be appropriate to issue short-term or long-term variable rate debt or utilize interest rate swaps to diversify the District's debt portfolio, reduce interest costs, or provide interim funding for capital projects.
- In October 2002, the Board adopted Resolution 2002-31, which provides a policy to maintain a target amount of investment assets equal to 75% or more of the District's outstanding unhedged variable-rate indebtedness. The Board of Directors of the District may modify ~~such that~~ policy in the future.

The proceeds of bond sales will be invested until used for the intended project(s) in order to maximize utilization of the public funds. The investments will be made to obtain the highest level of safety of principal. The District's Investment Policy and the specific bond indentures govern objectives and criteria for investment of bond proceeds.

Bond proceeds will be deposited and recorded in separate accounts to ensure funds are not commingled with other forms of District cash. The District's trustee will administer the disbursement of bond proceeds pursuant to ~~that certain the related~~ Indenture of Trust. Requisition for the disbursement of bonds funds will be subject to approved approval by the District's Treasurer.

The Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager will monitor dedicated debt reserve fund balances, if any, and periodically review and recommend to the F&P Committee ~~on~~ the advisability of prepayment or refunding of related debt ~~with the to the F&P Committee~~. A potential refunding will be assessed in combination with any new capital projects requiring financing, and the benefits of the refunding will be evaluated in relation to its costs and risks.

Debt can be refunded to achieve one or more of the following objectives:

- Restructure or reduce future debt service in response to evolving conditions regarding anticipated revenue sources and lower market interest rates;
- Aligning the mix of the District's debt portfolio between fixed and variable rate bonds in a manner consistent with the District's long-term financial strategy; and

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DEBT MANAGEMENT POLICY

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- Restructure the legal requirements, termed covenants of the original issue, to reflect more closely the changing conditions of the District or the type of debt.

Debt Coverage Target

The District will not engage in debt financing unless the proposed obligation, when combined with all existing debts, will result in acceptable debt ratios. In determining the affordability of proposed bonds, the District will perform an analysis comparing projected annual net revenues (after payment of operating and maintenance expenses) to estimated annual debt service and the resulting estimated debt coverage ratio (“DCR”). DCR represents the total net revenues divided by the total parity (senior) debt service. The District’s existing bond indentures require a minimum DCR of 125% for senior/parity bonds.

Debt Structuring

The Treasurer, Director of Financial Planning and Data Analytics, Finance Manager, and District FinancialMunicipal Advisor will evaluate and recommend to the Board the use of a call option, if any, and call protection period for each issuance. A call option, or optional redemption provision, gives the District the right to prepay or retire debt prior to its stated maturity. This option may permit the District to achieve interest savings in the future through refunding of the bonds. Because the cost of call options can vary widely, depending largely on market conditions, an evaluation of factors such as the call premium, time until the bonds may be called at a premium or at par, and interest rate volatility will be considered.

Type of Debt

The District may use general obligation and revenue bonds, certificates of participation, state revolving fund (“SRF”) loans, federal loans, bank loans, notes, commercial paper, direct placements, securitizations, lease-purchase financing and other debt obligations as approved by the Board.

In addition to the aforementioned long- and short-term financing instruments, the District is authorized to form and/or join with other special districts and/or municipal agencies to create a separate entity, such as a Joint Powers Authority (~~JPA~~), to issue debt on behalf of the District or the separate entity, the special district or municipality. The District will only be liable for its share of the cost of issuance and debt service, as specified in a contract executed in connection with the joint ~~venture~~ debt.

The District may from time to time find that other forms of debt would be beneficial to the debt portfolio and may request Board approval of suchthat debt without an amendment to this Debt Policy. A description of each type of debt currently available is provided in Appendix A, and is; subject to change.

IRVINE RANCH WATER DISTRICT DEBT MANAGEMENT POLICY

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Credit Enhancement

Credit enhancement may be used to improve or establish a credit rating on a District debt obligation. Types of credit enhancement include letters of credit, bond insurance or surety policies. The Treasurer, with ~~input analysis~~ from ~~staff and~~ the District's ~~financial~~ Municipal ~~advisor~~ Advisor, will recommend to the Board the use of credit enhancement if the use of ~~such that~~ credit enhancement furthers the District's overall financial objectives.

Credit Ratings

The District will seek to maintain the highest possible credit ratings that can be achieved for debt instruments without compromising the District's policy objectives. To enhance creditworthiness, the District is committed to prudent financial management, systematic capital planning and long-term financial planning. The District recognizes that external economic, natural, or other events may from time to time affect the creditworthiness of its debt. Each proposal for additional debt will be analyzed for its impact upon the District's debt rating on outstanding debt.

~~The Treasurer, with analysis from staff and the District's financial~~ Municipal a ~~Advisor, shall be responsible for determining whether a rating shall will be requested for a particular financing, and which of the major rating agencies shall will be asked to provide such a rating.~~

~~The F&P Committee, with input from the Treasurer (and the District's financial advisor as appropriate), shall be responsible for determining whether a rating shall be requested for a particular financing, and which of the major rating agencies shall be asked to provide such a rating.~~

Rating Agency Relationships

The District shall be responsible for maintaining relationships with rating agencies Standard & Poor's, Moody's Investors Service, and Fitch Ratings, as appropriate. This effort shall include providing periodic updates, both formal and informal, regarding the District's general financial condition and coordinating meetings and presentations in conjunction with a new debt issuance as appropriate. The District will provide written disclosure documents and annual audited financial statements to the rating agencies.

Method of Sale

The District will select the method of sale that best fits the type of bonds being sold, market conditions, and the desire to structure bond maturities to enhance the performance of the debt portfolio. ~~Three—Four primary~~ general methods exist for the ~~sale of municipal bonds~~ incurrence issuance of debt; ~~each requiring Board approval.~~

- 1) Competitive Sale: Bonds will be marketed to a number of prequalified investment banking (underwriting) firms. The underwriter is selected based on the best bid for the District's securities (highest price/lowest yield). The District will award the sale of the competitively sold bonds on a true interest cost (TIC) basis. Pursuant to this Policy, the Treasurer or Board President is hereby authorized to sign the bid form on behalf of the District fixing the interest rates on bonds sold on a competitive basis.

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- 2) Negotiated Sale: ~~The Board approves selection of the underwriter, or team of underwriters, of its securities in advance of the bond sale.~~ The Treasurer, Director of Financial Planning and Data Analytics, Finance Manager, and District FinancialMunicipal Advisor will select the underwriter, or team of underwriters, of its securities before the bond sale, subject to Board approval. The District works with the underwriter to bring the issue to market and negotiates all rates and terms of the sale. In advance of the debt issuance, the ~~Board will~~ Treasurer, with advice from the District's financialMunicipal aAdvisor, will determine compensation for and liability of each underwriter employed and the designation rules and priority of orders under which the sale will be conducted. Pursuant to this Policy, the Treasurer or the Board President are hereby authorized to sign the bond purchase agreement on behalf of the District.
- 3) Direct Purchase/Private Placement: The District may elect to issue debt through a direct purchase with a bank counterparty or on a private placement basis. ~~Such-These~~ methods of sale shall be considered if it is demonstrated to result in cost savings or provide other advantages relative to other methods of debt issuance. Private placement financing ~~shall~~ will also be considered if it is determined that access to the public market is limited and timing considerations require that a financing be completed.
- ~~3)4)~~ State / Federal Loans: The District may elect to execute loans through either State loan programs (i.e., I-nfrastructure Bank, SWRCB-SRF Loans) or federal loan programs (i.e., Water Infrastructure Finance and Innovation Act loansWIFIA). Each loan program has its own application process as well as benefits and considerations which must be considered against alternative methods of borrowing.

Underwriters

For negotiated sales, the District will generally select or pre-qualify underwriters through a competitive process. This process may include a request for proposal or qualifications to all firms considered appropriate for the underwriting of a particular issue or type of bonds. The Treasurer, Director of Financial Planning and Data Analytics, Finance Manager, and District FinancialMunicipal Advisor will recommend the appropriate method to evaluate the underwriter submittals and then select or qualify firms on that basis. Final underwriter selection will be presented to therequire F&P Committee and require Board approval.

District Roles and Responsibilities

The primary responsibility for developing debt financing recommendations resides with the Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager. ~~and Executive Director of Finance and Administration.~~ All proposed debt financings shall be presented to the F&P Committee for review and feedback. The Board authorizes and approves all debt financings.

Debt is to be issued pursuant to the authority of and in full compliance with provisions, restrictions and limitations of the Constitution and laws of the State of California Government Code (CGC) §54300 et seq.

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Bond Counsel

The District will retain external bond counsel for all debt issues. As part of their responsibility to oversee and coordinate the issuance of all District indebtedness, the Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager shall make recommendations for approval by the Board on the retention of bond counsel.

Bond counsel will prepare the necessary authorizing resolutions, agreements and other documents necessary to execute the financing. All debt issued by the District will include a written opinion by bond counsel affirming that the District is authorized to issue the debt, stating that the District has met all state constitutional and statutory requirements necessary for issuance and determining the debt's federal income tax status.

Financial-Municipal Advisors

The District, at its discretion, will select financial-municipal advisors who may either be independent financial advisors or firms who engage in municipal bond underwriting or brokerage services. While serving as the District's financial-municipal advisor, a firm may not also engage in the underwriting of the District's bond issue for which that firm acts as financial-municipal advisor. A firm may also not switch roles (i.e., from financial-municipal advisor to underwriter) after a financial transaction has begun. Financial-Municipal advisors shall be selected by the District through a competitive process on a periodic basis.

The financial-municipal advisor may advise the District on refunding opportunities for current outstanding debt, assist in evaluating the merits of competitive, negotiated or private placement of new debt (including State and Federal loans), and determining the most appropriate structure to ensure effective pricing that meets the District's near-term and long-term cash flow needs. The financial-municipal advisor may also be retained to work with all parties involved in the financing transaction, including the District's bond counsel, trustee, underwriter(s), rating agencies and credit liquidity providers, to develop and monitor the financing schedule and preparation of the Official Statement. The financial-municipal advisor may be requested to assist the District in developing and distributing bid specifications for desired services such as, trustee and paying agents, printing, remarketing and credit liquidity service providers, and assist the District in its review process.

The District expects that its financial-municipal advisor, acting as a fiduciary, will provide objective advice and analysis, maintain confidentiality of the District's financial plans and be free from any conflict of interest.

Federal arbitrage and Rebate Compliance

The District will fully comply with federal arbitrage and rebate regulations. Concurrent with this policy, the Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager will take all permitted steps to minimize any rebate liability through proactive management in the structuring and oversight of its individual debt issues.

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The District's ~~Treasury Department~~Financial Planning and Data Analytics Department shall be responsible for the following:

- 1) Monitoring the expenditure of bond proceeds to ensure they are used only for the purpose and authority for which the bonds were issued, and exercising best efforts to spend bond proceeds in such a manner that the District shall meet one of the spend-down exemptions from arbitrage rebate. Tax-exempt bonds will not be issued unless it can be reasonably expected that 85% of the proceeds will be expended within the three-year temporary period. ~~The expenditure of bond proceeds shall be reported to the F&P Committee on a periodic basis.~~
- 2) Monitoring the investment of bond proceeds with awareness of rules pertaining to yield restrictions. Maintaining detailed investment records, including purchase prices, sale prices and comparable market prices for all securities.
- 3) Contracting the services of outside arbitrage consultants to establish and maintain a system of recordkeeping and reporting to meet the arbitrage rebate compliance requirements of the federal tax code.

To the extent any arbitrage rebate liability exists, the District will report such liability in its ~~annual~~Annual Comprehensive ~~Annual~~ Financial Report (CAACFR).

Continuing Disclosure

The District will meet secondary disclosure requirements in a timely and comprehensive manner, as stipulated by the Securities Exchange Commission ("SEC") Rule 15c2-12 and consistent with the District's ~~d~~Disclosure ~~p~~Procedures. The Financial Planning and Data Analytics~~Treasury~~ Department shall be responsible for providing ongoing disclosure information to the Municipal Securities Rulemaking Board's (~~MSRB's~~) Electronic Municipal Market Access (~~EMMA~~) system, the central depository designated by the SEC for ongoing disclosures by municipal issuers. The District will annually provide required financial information and operating data no later than the required due date, following the end of the District's fiscal year, and will provide notice of certain enumerated events with respect to the bonds, if material, as defined in the District's bond covenants.

The District will remain current with changes in both the administrative aspects of its filing requirements and the national repositories responsible for ensuring issuer compliance with the continuing disclosure regulations. In the event a "~~material event~~" occurs requiring immediate disclosure, the District will ensure information is filed with the appropriate disclosure notification parties.

Compliance with Bond Covenants

In addition to financial disclosure and arbitrage compliance, once the bonds are issued, the District is responsible for verifying compliance with all undertakings, covenants, and agreements of each bond issuance on an ongoing basis. This typically includes ensuring:

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- Annual appropriation of funds to meet debt service payments
- Timely transfer of debt service payments to the trustee or paying agent
- Compliance with insurance requirements
- Compliance with rate covenants
- Compliance with all other bond covenants, including maintaining debt service coverage ratios as required

On an annual basis, the District staff prepare all required debt--related schedules and footnotes for inclusion in the District's ACFR. The ACFR shall describe in detail all funds and fund balances established as part of any direct debt financing of the District.

Policy Review

On an as-needed based, the District's Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager will be responsible for updating and revising this Policy. Any modifications to this Policy shall be presented to ~~require approval of~~ the F&P Committee and ~~adoption~~ by the Board.

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APPENDIX A: Types of Debt

Capital Lease - Capital lease debt may be considered to finance capital improvements, including vehicles and equipment with an expected useful life of less than ten years. A capital lease is a lease in which the lessor finances the lease and all other rights of ownership transfer to the District.

Lease-Purchase Financing - The use of lease-purchase agreements in the acquisition of vehicles, equipment and other capital assets shall be considered carefully relative to any other financing option. The lifetime cost of a lease may be higher than other financing options or pay-go purchases. Nevertheless, lease-purchase agreements may be used by the District as funding options for capital acquisitions if circumstances warrant.

General Obligation Bonds – General Obligation (GO) bonds issued by the District are long term obligations issued to fund capital infrastructure. GO bonds are backed by the District's taxing authority.

Revenue Bonds - Revenue bonds issued by the District are long term obligations issued to fund a specific project or purpose. The District will generally issue revenue bonds on a fixed interest rate basis, wherein at the time of the bond sale all interest rates are known and do not change while those bonds are outstanding.

Particular conditions may arise where the District would consider the use of variable interest rate bonds. Variable interest rate bonds have interest rates that reset on a periodic basis (e.g. daily, weekly, monthly, etc.). Revenue bonds are payable solely from District revenues in accordance with the agreed upon bond covenants.

Variable Rate Debt - Variable rate debt is an alternative to fixed rate debt. It may be appropriate to issue short-term or long-term variable rate debt to diversify the District's debt portfolio, reduce interest costs, provide interim funding for capital projects and improve the match of assets to liabilities. Variable rate debt typically has a lower cost of borrowing than fixed rate financing and shorter maturities or rate reset periods in the range of 1 to 35 days.

Short-Term Debt - Pending the issuance of bonds the Board may authorize the issuance of short-term debt. Such debt shall be authorized by resolution of the Board.

Short-term debt may be structured as:

- Bank Loans and Notes - Use of short-term borrowing, such as bank loans and notes, will be undertaken only if available cash or reserves are insufficient to meet both project needs and current obligations.
- Bond Anticipation Notes (BANs) - BANs are short-term obligations that will be repaid ~~by~~with proceeds of a subsequent long-term bond issue. The District may choose to issue Bond Anticipation Notes as a source of interim construction financing. Before issuing such notes, financing for such notes must be planned for and determined to be feasible by

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the Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager, in consultation with the District's financial advisor.

- Commercial Paper (CP) - CP is a form of debt that has maturities up to 270 days although it may be rolled to a subsequent maturity date. Tax Exempt Commercial Paper shall not be issued for capital programs unless it is of sufficient economic size, as determined by the Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager, in consultation with the District's Financial Advisor.
- Tax and Revenue Anticipation Notes (TRANs) - TRANs are short term notes secured by a pledge of taxes and other revenues in the current fiscal year. TRANs, if issued, will constitute direct obligations of the District. All TRANs will be redeemed in the same fiscal year in which they are issued.
- Revolving Line of Credit – A revolving line of credit is a private lending agreement with a bank under which the District can borrow money from the bank up to a specified amount at pre-agreed upon terms. When the District repays the bank, it renews its borrowing capacity on the line of credit so that the District can borrow on the line of credit again. The District may choose to enter into a revolving line of credit agreement as a source of interim financing.
- Letters of Credit – The District shall have the ability to enter into a letter-of-credit agreement as appropriate. Only those financial institutions with short-term credit ratings of VMIG 1/A-1/F1 by Moody's Investor Services, S&P Global Ratings and Fitch Ratings, may participate in the District's letter of credit agreements.

State Revolving Funds - A State Revolving Fund (SRF) loan is a low or zero interest loan program for the construction of wastewater treatment and sewage collection systems, water recycling facilities, storm water projects, implementation of nonpoint source and storm drainage pollution control management programs, and for the development and implementation of estuary conservation and management programs. SRF debt service payments are factored into debt service coverage ratios as defined by applicable water and wastewater indentures.

SRF loans are generally structured such that the District is required to contribute a percentage of the total project cost and receives loan proceeds from the State for the balance. The SRF loan interest rate is calculated by taking half of the True Interest Cost (TIC) of the most recent State of California General Obligation Bonds sale. The term of the loans can be 20 to 30 years. When compared to traditional bond financing, the District may realize savings through the use of SRF loans.

SRF Loans may provide additional assistance in the form of principal forgiveness. Principal forgiveness must be specified at the execution of the loan agreement for the amount forgiven to be counted against the total loan required to be provided by the SRF.

SRF Loans may have different legal terms and covenants than the District's publicly issued obligations. In analyzing the use of SRF loans, care will be taken that terms and covenants of the

IRVINE RANCH WATER DISTRICT
DEBT MANAGEMENT POLICY

May 20172026

SRF loan which differ from the District's publicly issued obligations are carefully weighed as to the benefits and potential risks.

WIFIA Loans – The Environmental Protection Agency (EPA) administers loans under the Water Infrastructure Finance and Innovation Act (WIFIA) to provide low-cost financing for water projects. The loans are provided on a competitive basis, and borrowers must submit applications to EPA as EPA makes funds available. The loans are based on treasury rates and may have terms of up to 35 years from substantial completion of the project. WIFIA loans may fund up to 49% of eligible project costs.

RESOLUTION NO. 2025 – 25

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
IRVINE RANCH WATER DISTRICT
APPROVING A DEBT MANAGEMENT POLICY
AND SUPERSEDING RESOLUTION 2017-13

Existing law requires state and local debt issuers to report certain information regarding debt authorization and issuance to the California Debt and Investment Advisory Commission (“**CDIAC**”).

California Government Code Section 8855 requires state and local debt issuers to certify to the CDIAC that the issuer has adopted a comprehensive debt policy that includes descriptions of: the purpose for which debt proceeds may be used; the types of debt that may be issued; the relationship of the debt to, and integration with, the issuer’s capital improvement plan or budget; policy objectives; and internal controls for monitoring the expenditures of bond proceeds for intended purposes.

The 2026 Debt Management Policy, attached as “Attachment A”, was drafted by Irvine Ranch Water District (“**IRWD**”) staff with input from IRWD’s municipal advisor, and has been reviewed by IRWD’s Finance and Personnel Committee and legal counsel.

The proposed 2026 Debt Management Policy includes all required components of California Government Code Section 8855, as well as “best practice” recommendations from the Government Finance Officers Association (“**GFOA**”) and will advance sound financial management practices.

The Board of Directors of Irvine Ranch Water District therefore resolves as follows:

Section 1. The Board of Directors hereby finds that the facts set forth in the recitals to this Resolution are true and correct, and establish the factual basis for the adoption of this Resolution.

Section 2. The Board of Directors hereby approves and adopts the 2026 Debt Management Policy, as attached as “Attachment A”, pursuant to California Government Code Section 8855, and the policy will remain in effect until it is revoked or is superseded.

Section 3. This Resolution supersedes Resolution No. 2017-13.

ADOPTED, SIGNED AND APPROVED this 15th day of December, 2025.

President
IRVINE RANCH WATER DISTRICT

Secretary
IRVINE RANCH WATER DISTRICT

APPROVED AS TO FORM:
HANSON BRIDGETT LLP

By: _____
Legal Counsel

Attachment “A”

IRVINE RANCH WATER DISTRICT DEBT MANAGEMENT POLICY 2026

Purpose

The Irvine Ranch Water District (“District”) Debt Management Policy sets forth comprehensive guidelines for the financing of capital expenditures and refinancing of existing debt obligations. The objectives of the policy are to:

- 1) Ensure continuity in the policies and strategies of debt issuance as well as in the ongoing monitoring, maintenance, and obligations related to the debt portfolio;
- 2) Ensure the District obtains financing in a manner that is fiscally responsible and in line with the District’s long-term financial and capital planning objectives;
- 3) Determine the appropriate timing and amount of debt or other financing based on District needs;
- 4) Minimize the cost of debt and related issuance expenses; and,
- 5) Ensure future financial flexibility is maintained, as appropriate.

Debt financing, which includes general obligation bonds, special assessment bonds, revenue bonds, certificates of participation, temporary notes, lease/purchase agreements, state revolving fund loans, federal loans, and other District obligations permitted to be issued or incurred under California law, shall be used to fund capital assets.

To promote prudent financial management, the District is committed to systematic capital planning and long-term financial planning. This commitment to capital planning will be reflected in regular reviews and updates to the District’s Rate Model and Enterprise Model, which includes the Long-term Capital Program. Additionally, the regular adoption of a Capital Budget that outlines the costs and funding sources for capital improvements.

Use of Debt

The District will utilize debt financing as appropriate to fund long-term capital improvements and ensure that existing and future users pay their fair share of infrastructure costs. Long-term improvements include the acquisition and/or construction of land, facilities, infrastructure, and enhancements or expansions to existing water, sewer, and recycled water capacity and facilities. Debt can be issued to fund the planning, pre-design, design, land and/or easement acquisition, construction and related fixtures, equipment, and other costs as permitted by law. The District will not issue debt to fund operating needs unless specifically approved by the Board.

The Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager will periodically evaluate the District’s existing debt and execute re-financings or prepayment (refunding) when economically beneficial. A refinancing may include the issuance of bonds or other obligations to refund existing bonds or other obligations, such as commercial paper or loans.

All debt issuance or refunding proposals made by the District involving a pledge or other extension of the District's credit through the sale of securities, execution of loans or leases, or making of guarantees or otherwise involving directly or indirectly the lending or pledging of the District's credit must be approved by the Board.

The Treasurer, Director of Financial Planning and Data Analytics, Finance Manager, and District Municipal Advisor, as appropriate, shall analyze any debt financing proposal to determine its benefit to the District and if it complies with the District's long-term financial objectives. Any recommendations will be presented to the District's Finance and Personnel Committee ("F&P Committee").

Debt may only be issued under Board authorization and when the District has appropriated sufficient funds to pay the obligation of principal and interest.

Debt Management

There are no specific provisions within the California Government Code that limit the amount of debt that can be issued by the District. The District will provide periodic reviews of its financial performance and evaluate its performance relative to the financial policies outlined herein. Necessary appropriations for annual debt service requirements will be routinely included in the District's annual budget.

The District's Debt Management Policy, Investment Policy, and Interest Rate Swap Policy are integrated into the decision-making framework utilized in the budgeting, long-term capital program and financing process. As such, the following principles outline the District's approach to debt management:

- The District will issue debt only in the case where there is an identified source of repayment. Debt will be issued to the extent that (i) projected revenues are sufficient to pay for the proposed debt service together with existing debt service covered by such existing revenues, or (ii) additional revenues have been identified as a source of repayment in an amount sufficient to pay for the proposed debt.
- The proceeds of any debt obligation shall be expended only for the purpose for which that debt was authorized. Debt will be structured in a manner aligning with the District's financial objectives and consistent with a fair allocation of costs to current and future users. Borrowings by the District will be of a duration that does not exceed the projected useful life of the improvement that it finances, and where feasible, should be shorter than the projected economic life.
- The District currently issues debt instruments on a fixed and variable interest rate basis. Fixed rate securities ensure budget certainty through the life of the securities and can be advantageous in a low interest rate environment. When appropriate, the District may choose to issue securities that pay a rate of interest that varies according to a predetermined formula or results from a periodic remarketing of the securities. It may be appropriate to issue short-term or long-term variable rate debt or utilize interest rate swaps to diversify the District's debt portfolio, reduce interest costs, or provide interim funding for capital projects.

- In October 2002, the Board adopted Resolution 2002-31, which provides a policy to maintain a target amount of investment assets equal to 75% or more of the District's outstanding unhedged variable-rate indebtedness. The Board of Directors of the District may modify that policy in the future.

The proceeds of bond sales will be invested until used for the intended project(s) in order to maximize utilization of the public funds. The investments will be made to obtain the highest level of safety of principal. The District's Investment Policy and the specific bond indentures govern objectives and criteria for investment of bond proceeds.

Bond proceeds will be deposited and recorded in separate accounts to ensure funds are not commingled with other forms of District cash. The District's trustee will administer the disbursement of bond proceeds pursuant to the related Indenture of Trust. Requisition for the disbursement of bond funds will be subject to approval by the District's Treasurer.

The Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager will monitor dedicated debt reserve fund balances, if any, and periodically review and recommend to the F&P Committee the advisability of prepayment or refunding of related debt. A potential refunding will be assessed in combination with any new capital projects requiring financing, and the benefits of the refunding will be evaluated in relation to its costs and risks.

Debt can be refunded to achieve one or more of the following objectives:

- Restructure or reduce future debt service in response to evolving conditions regarding anticipated revenue sources and lower market interest rates;
- Aligning the mix of the District's debt portfolio between fixed and variable rate bonds in a manner consistent with the District's long-term financial strategy; and
- Restructure the legal requirements, termed covenants of the original issue, to reflect more closely the changing conditions of the District or the type of debt.

Debt Coverage Target

The District will not engage in debt financing unless the proposed obligation, when combined with all existing debts, will result in acceptable debt ratios. In determining the affordability of proposed bonds, the District will perform an analysis comparing projected annual net revenues (after payment of operating and maintenance expenses) to estimated annual debt service and the resulting estimated debt coverage ratio ("DCR"). DCR represents the total net revenues divided by the total parity (senior) debt service. The District's existing bond indentures require a minimum DCR of 125% for senior/parity bonds.

Debt Structuring

The Treasurer, Director of Financial Planning and Data Analytics, Finance Manager, and District Municipal Advisor will evaluate and recommend to the Board the use of a call option, if any, and call protection period for each issuance. A call option, or optional redemption provision, gives the District the right to prepay or retire debt prior to its stated maturity. This option may permit the

District to achieve interest savings in the future through refunding of the bonds. Because the cost of call options can vary widely, depending largely on market conditions, an evaluation of factors such as the call premium, time until the bonds may be called at a premium or at par, and interest rate volatility will be considered.

Type of Debt

The District may use general obligation and revenue bonds, certificates of participation, state revolving fund (“SRF”) loans, federal loans, bank loans, notes, commercial paper, direct placements, securitizations, lease-purchase financing and other debt obligations as approved by the Board.

In addition to the aforementioned long- and short-term financing instruments, the District is authorized to form and/or join with other special districts and/or municipal agencies to create a separate entity, such as a Joint Powers Authority, to issue debt on behalf of the District or the separate entity. The District will only be liable for its share of the cost of issuance and debt service, as specified in a contract executed in connection with the joint debt.

The District may from time to time find that other forms of debt would be beneficial to the debt portfolio and may request Board approval of that debt without an amendment to this Debt Policy. A description of each type of debt currently available is provided in Appendix A, and is subject to change.

Credit Enhancement

Credit enhancement may be used to improve or establish a credit rating on a District debt obligation. Types of credit enhancement include letters of credit, bond insurance or surety policies. The Treasurer, with analysis from staff and the District’s Municipal Advisor, will recommend to the Board the use of credit enhancement if the use of that credit enhancement furthers the District’s overall financial objectives.

Credit Ratings

The District will seek to maintain the highest possible credit ratings that can be achieved for debt instruments without compromising the District’s policy objectives. To enhance creditworthiness, the District is committed to prudent financial management, systematic capital planning and long-term financial planning. The District recognizes that external economic, natural, or other events may from time to time affect the creditworthiness of its debt. Each proposal for additional debt will be analyzed for its impact upon the District’s debt rating on outstanding debt.

The Treasurer, with analysis from staff and the District’s Municipal Advisor, shall be responsible for determining whether a rating will be requested for a particular financing, and which of the major rating agencies will be asked to provide such a rating.

Rating Agency Relationships

The District shall be responsible for maintaining relationships with rating agencies Standard & Poor's, Moody's Investors Service, and Fitch Ratings, as appropriate. This effort shall include providing periodic updates, both formal and informal, regarding the District's general financial condition and coordinating meetings and presentations in conjunction with a new debt issuance as appropriate. The District will provide written disclosure documents and annual audited financial statements to the rating agencies.

Method of Sale

The District will select the method of sale that best fits the type of bonds being sold, market conditions, and the desire to structure bond maturities to enhance the performance of the debt portfolio. Four primary methods exist for the issuance of debt:

- 1) Competitive Sale: Bonds will be marketed to a number of prequalified investment banking (underwriting) firms. The underwriter is selected based on the best bid for the District's securities (highest price/lowest yield). The District will award the sale of the competitively sold bonds on a true interest cost (TIC) basis. Pursuant to this Policy, the Treasurer or Board President is hereby authorized to sign the bid form on behalf of the District fixing the interest rates on bonds sold on a competitive basis.
- 2) Negotiated Sale: The Treasurer, Director of Financial Planning and Data Analytics, Finance Manager, and District Municipal Advisor will select the underwriter, or team of underwriters, of its securities before the bond sale, subject to Board approval. The District works with the underwriter to bring the issue to market and negotiates all rates and terms of the sale. In advance of the debt issuance, the Treasurer, with advice from the District's Municipal Advisor, will determine compensation for and liability of each underwriter employed and the designation rules and priority of orders under which the sale will be conducted. Pursuant to this Policy, the Treasurer or the Board President are hereby authorized to sign the bond purchase agreement on behalf of the District.
- 3) Direct Purchase/Private Placement: The District may elect to issue debt through a direct purchase with a bank counterparty or on a private placement basis. These methods of sale shall be considered if it is demonstrated to result in cost savings or provide other advantages relative to other methods of debt issuance. Private placement financing will also be considered if it is determined that access to the public market is limited and timing considerations require that a financing be completed.
- 4) State / Federal Loans: The District may elect to execute loans through either State loan programs (i.e., Infrastructure Bank, SRF Loans) or federal loan programs (i.e., Water Infrastructure Finance and Innovation Act loans). Each loan program has its own application process as well as benefits and considerations which must be considered against alternative methods of borrowing.

Underwriters

For negotiated sales, the District will generally select or pre-qualify underwriters through a competitive process. This process may include a request for proposal or qualifications to all firms

considered appropriate for the underwriting of a particular issue or type of bonds. The Treasurer, Director of Financial Planning and Data Analytics, Finance Manager, and District Municipal Advisor will recommend the appropriate method to evaluate the underwriter submittals and then select or qualify firms on that basis. Final underwriter selection will be presented to the F&P Committee and require Board approval.

District Roles and Responsibilities

The primary responsibility for developing debt financing recommendations resides with the Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager. . All proposed debt financings shall be presented to the F&P Committee for review and feedback. The Board authorizes and approves all debt financings.

Debt is to be issued pursuant to the authority of and in full compliance with provisions, restrictions and limitations of the Constitution and laws of the State of California Government Code (CGC) §54300 et seq.

Bond Counsel

The District will retain external bond counsel for all debt issues. As part of their responsibility to oversee and coordinate the issuance of all District indebtedness, the Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager shall make recommendations for approval by the Board on the retention of bond counsel.

Bond counsel will prepare the necessary authorizing resolutions, agreements and other documents necessary to execute the financing. All debt issued by the District will include a written opinion by bond counsel affirming that the District is authorized to issue the debt, stating that the District has met all state constitutional and statutory requirements necessary for issuance and determining the debt's federal income tax status.

Municipal Advisors

The District, at its discretion, will select municipal advisors who may either be independent financial advisors or firms who engage in municipal bond underwriting or brokerage services. While serving as the District's municipal advisor, a firm may not also engage in the underwriting of the District's bond issue for which that firm acts as municipal advisor. A firm may also not switch roles (i.e., from municipal advisor to underwriter) after a financial transaction has begun. Municipal advisors shall be selected by the District through a competitive process on a periodic basis.

The municipal advisor may advise the District on refunding opportunities for current outstanding debt, assist in evaluating the merits of competitive, negotiated or private placement of new debt (including State and Federal loans), and determining the most appropriate structure to ensure effective pricing that meets the District's near-term and long-term cash flow needs. The municipal advisor may also be retained to work with all parties involved in the financing transaction, including the District's bond counsel, trustee, underwriter(s), rating agencies and credit liquidity providers, to develop and monitor the financing schedule and preparation of the Official Statement.

The municipal advisor may be requested to assist the District in developing and distributing bid specifications for desired services such as, trustee and paying agents, printing, remarketing and credit liquidity service providers, and assist the District in its review process.

The District expects that its municipal advisor, acting as a fiduciary, will provide objective advice and analysis, maintain confidentiality of the District's financial plans and be free from any conflict of interest.

Federal arbitrage and Rebate Compliance

The District will fully comply with federal arbitrage and rebate regulations. Concurrent with this policy, the Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager will take all permitted steps to minimize any rebate liability through proactive management in the structuring and oversight of its individual debt issues.

The District's Financial Planning and Data Analytics Department shall be responsible for the following:

- 1) Monitoring the expenditure of bond proceeds to ensure they are used only for the purpose and authority for which the bonds were issued, and exercising best efforts to spend bond proceeds in such a manner that the District shall meet one of the spend-down exemptions from arbitrage rebate. Tax-exempt bonds will not be issued unless it can be reasonably expected that 85% of the proceeds will be expended within the three-year temporary period.
- 2) Monitoring the investment of bond proceeds with awareness of rules pertaining to yield restrictions. Maintaining detailed investment records, including purchase prices, sale prices and comparable market prices for all securities.
- 3) Contracting the services of outside arbitrage consultants to establish and maintain a system of recordkeeping and reporting to meet the arbitrage rebate compliance requirements of the federal tax code.

To the extent any arbitrage rebate liability exists, the District will report such liability in its Annual Comprehensive Financial Report (ACFR).

Continuing Disclosure

The District will meet secondary disclosure requirements in a timely and comprehensive manner, as stipulated by the Securities Exchange Commission ("SEC") Rule 15c2-12 and consistent with the District's disclosure procedures. The Financial Planning and Data Analytics Department shall be responsible for providing ongoing disclosure information to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access system, the central depository designated by the SEC for ongoing disclosures by municipal issuers. The District will annually provide required financial information and operating data no later than the required due date, following the end of the District's fiscal year, and will provide notice of certain enumerated events with respect to the bonds, if material, as defined in the District's bond covenants.

The District will remain current with changes in both the administrative aspects of its filing requirements and the national repositories responsible for ensuring issuer compliance with the continuing disclosure regulations. In the event a “material event” occurs requiring immediate disclosure, the District will ensure information is filed with the appropriate disclosure notification parties.

Compliance with Bond Covenants

In addition to financial disclosure and arbitrage compliance, once the bonds are issued, the District is responsible for verifying compliance with all undertakings, covenants, and agreements of each bond issuance on an ongoing basis. This typically includes ensuring:

- Annual appropriation of funds to meet debt service payments
- Timely transfer of debt service payments to the trustee or paying agent
- Compliance with insurance requirements
- Compliance with rate covenants
- Compliance with all other bond covenants, including maintaining debt service coverage ratios as required

On an annual basis, the District staff prepare all required debt-related schedules and footnotes for inclusion in the District’s ACFR. The ACFR shall describe in detail all funds and fund balances established as part of any direct debt financing of the District.

Policy Review

On an as-needed basis, the District’s Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager will be responsible for updating and revising this Policy. Any modifications to this Policy shall be presented to the F&P Committee and adopted by the Board.

APPENDIX A: Types of Debt

Capital Lease – Capital lease debt may be considered to finance capital improvements, including vehicles and equipment with an expected useful life of less than ten years. A capital lease is a lease in which the lessor finances the lease and all other rights of ownership transfer to the District.

Lease-Purchase Financing – The use of lease-purchase agreements in the acquisition of vehicles, equipment and other capital assets shall be considered carefully relative to any other financing option. The lifetime cost of a lease may be higher than other financing options or pay-go purchases. Nevertheless, lease-purchase agreements may be used by the District as funding options for capital acquisitions if circumstances warrant.

General Obligation Bonds – General Obligation (GO) bonds issued by the District are long term obligations issued to fund capital infrastructure. GO bonds are backed by the District's taxing authority.

Revenue Bonds – Revenue bonds issued by the District are long term obligations issued to fund a specific project or purpose. The District will generally issue revenue bonds on a fixed interest rate basis, wherein at the time of the bond sale all interest rates are known and do not change while those bonds are outstanding.

Particular conditions may arise where the District would consider the use of variable interest rate bonds. Variable interest rate bonds have interest rates that reset on a periodic basis (e.g. daily, weekly, monthly, etc.). Revenue bonds are payable solely from District revenues in accordance with the agreed upon bond covenants.

Variable Rate Debt – Variable rate debt is an alternative to fixed rate debt. It may be appropriate to issue short-term or long-term variable rate debt to diversify the District's debt portfolio, reduce interest costs, provide interim funding for capital projects and improve the match of assets to liabilities. Variable rate debt typically has a lower cost of borrowing than fixed rate financing and shorter maturities or rate reset periods in the range of 1 to 35 days.

Short-Term Debt – Pending the issuance of bonds the Board may authorize the issuance of short-term debt. Such debt shall be authorized by resolution of the Board.

Short-term debt may be structured as:

- **Bank Loans and Notes** – Use of short-term borrowing, such as bank loans and notes, will be undertaken only if available cash or reserves are insufficient to meet both project needs and current obligations.
- **Bond Anticipation Notes (BANs)** – BANs are short-term obligations that will be repaid with proceeds of a subsequent long-term bond issue. The District may choose to issue Bond Anticipation Notes as a source of interim construction financing. Before issuing such notes, financing for such notes must be planned for and determined to be feasible by the Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager, in consultation with the District's financial advisor.
- **Commercial Paper (CP)** – CP is a form of debt that has maturities up to 270 days although it may be rolled to a subsequent maturity date. Tax Exempt Commercial Paper shall not be issued for capital programs unless it is of sufficient economic size, as determined by the

Treasurer, Director of Financial Planning and Data Analytics, and Finance Manager, in consultation with the District's Financial Advisor.

- Tax and Revenue Anticipation Notes (TRANs) – TRANs are short term notes secured by a pledge of taxes and other revenues in the current fiscal year. TRANs, if issued, will constitute direct obligations of the District. All TRANs will be redeemed in the same fiscal year in which they are issued.
- Revolving Line of Credit – A revolving line of credit is a private lending agreement with a bank under which the District can borrow money from the bank up to a specified amount at pre-agreed upon terms. When the District repays the bank, it renews its borrowing capacity on the line of credit so that the District can borrow on the line of credit again. The District may choose to enter into a revolving line of credit agreement as a source of interim financing.
- Letters of Credit – The District shall have the ability to enter into a letter-of-credit agreement as appropriate. Only those financial institutions with short-term credit ratings of VMIG 1/A-1/F1 by Moody's Investor Services, S&P Global Ratings and Fitch Ratings, may participate in the District's letter of credit agreements.

State Revolving Funds – A State Revolving Fund (SRF) loan is a low or zero interest loan program for the construction of wastewater treatment and sewage collection systems, water recycling facilities, storm water projects, implementation of nonpoint source and storm drainage pollution control management programs, and for the development and implementation of estuary conservation and management programs. SRF debt service payments are factored into debt service coverage ratios as defined by applicable water and wastewater indentures.

SRF loans are generally structured such that the District is required to contribute a percentage of the total project cost and receives loan proceeds from the State for the balance. The SRF loan interest rate is calculated by taking half of the True Interest Cost (TIC) of the most recent State of California General Obligation Bonds sale. The term of the loans can be 20 to 30 years. When compared to traditional bond financing, the District may realize savings through the use of SRF loans.

SRF Loans may provide additional assistance in the form of principal forgiveness. Principal forgiveness must be specified at the execution of the loan agreement for the amount forgiven to be counted against the total loan required to be provided by the SRF.

SRF Loans may have different legal terms and covenants than the District's publicly issued obligations. In analyzing the use of SRF loans, care will be taken that terms and covenants of the SRF loan which differ from the District's publicly issued obligations are carefully weighed as to the benefits and potential risks.

WIFIA Loans – The Environmental Protection Agency (EPA) administers loans under the Water Infrastructure Finance and Innovation Act (WIFIA) to provide low-cost financing for water projects. The loans are provided on a competitive basis, and borrowers must submit applications to EPA as EPA makes funds available. The loans are based on treasury rates and may have terms of up to 35 years from substantial completion of the project. WIFIA loans may fund up to 49% of eligible project costs.

December 15, 2025
Prepared by: L. Kaneshiro
Submitted by: N. Adly
Approved by: Paul A. Cook 

CONSENT CALENDAR

LAND MANAGEMENT AND PERMITTING SYSTEM PROJECT

SUMMARY:

IRWD's enterprise business software systems are essential to support the District's critical business operations. IRWD's land management and permitting processes are currently performed with a combination of outdated and custom systems, manual processes, and paper-based methods that are challenging for internal users and external stakeholders. The proposed Land Management and Permitting System (LaMPS) project will modernize the District's land management and permitting processes, improve efficiencies, and improve the permit applicant's experience. LaMPS is the third of three enterprise business software projects required to complete the replacement of the Oracle applications, as presented at the October 13, 2025 Board meeting.

Staff recommends that the Board authorize the General Manager to execute an agreement with OpenGov, Inc. in the amount of \$956,000 for a five-year software subscription and implementation services.

BACKGROUND:

IRWD's land management and permitting processes include development and re-development project intake, plan check, inspections, meter applications, occupancy releases, and project finalizations (Intent to Exonerate letters, Bills of Sale, Bond Exonerations). Plan reviews and permits for the Regulatory Compliance and Recycled Water groups will be included as well. Design submittals and Inspection reports for Engineering Capital Improvement Projects, right-of-way entry permits and license agreements, cell site improvement reviews for existing lease agreements, easement submittals and reviews, will serve letter requests, water supply assessment requests, utility/map requests, general engineering requests, new service quotes, tenant improvement review requests, and several other miscellaneous review and/or permit requests will also be including in the scope of the new permit system. These processes are currently performed with a combination of outdated and customized systems, including Oracle Customer Care and Billing, emails, spreadsheets, manual processes, and paper-based methods.

Proposed Project:

The proposed LaMPS project will implement a modern software system that will improve efficiencies and improve the permit applicant's experience for IRWD's Development Services Group, Construction Inspections Group, Right of Way Group, Recycled Water and Cross Connection Projects, Regulatory Compliance Group, and Internal Capital Projects. The proposed LaMPS project is the third of three enterprise business software projects required to complete the replacement of the Oracle applications, as presented at the October 13, 2025 Board meeting.

The scope of work includes system setup, requirements validation, system configuration, data migration, integration, testing, training, and post-go-live support for the following record types:

- Development Services Service Area:
 - Development project
 - Meter application
- Recycled Water & Cross Connection Projects Service Area:
 - Recycled water waiver requests
 - Recycled water projects
- Regulatory Compliance Service Area:
 - Fats, oils, and grease (FOG) program
 - Sewer discharge permits
- General Development Service Area:
 - Capital Improvement Program (CIP) Project Submittal
 - Cell site improvement reviews
 - Right-of-way entry permits
 - Will Serve Letters
 - License Agreement
 - Outside Agency Work
 - Fire Flow Tests
 - New Service Quote
 - Tenant Improvements
 - Water Supply assessments

The proposed Agreement is based on a competitive Request for Information (RFI) selection process. In June 2025, the District publicly posted an RFI for the LaMPS software and implementation services. The RFI included 194 functional requirements and 79 administrative and technical requirements, as well as detailed questionnaires for vendor information, pricing, and staffing expectations. Seven proposals were submitted and were evaluated by a team representing departments across the District.

Based on the RFI scoring criteria, OpenGov had the highest score of the seven proposals. The other proposers were Avocette Technologies Inc., EKN Engineering LP, MaintStar Inc., SEP Technology Consulting LLC, Tyler Technologies Inc., and Vivid GovTech. The OpenGov agreement amount is \$956,00, which includes five years of software subscription and implementation services. The OpenGov scope of work is provided as Exhibit “A”.

If approved, the LaMPS project will be completed in March 2027, in coordination with the previously approved enterprise business software projects to replace the Oracle applications.

FISCAL IMPACTS:

The proposed LaMPS project costs will be funded as shown in the table below:

Fiscal Year	Software	Implementation	Budget
FY2026	\$105,538	\$197,000	Capital Project Numbers 13270, 13271 and 13272
FY2027	\$110,815	\$175,700	
FY2028	\$116,356	\$0	Information Technology Operating Budget, Department 250
FY2029	\$122,174	\$0	
FY2030	\$128,283	\$0	

In addition to the proposed agreement, additional costs will be incurred on an as-needed basis for internal staff working on a project and for temporary support services. Sufficient budget is available for these as-needed costs in their respective project numbers.

After implementation, the on-going cost for the software subscription fees and support will be requested through the bi-annual budget process to be budgeted in the Information Technology Operating Budget, Department 250.

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act Code of Regulations, Title 14, Chapter 3, Section 15378.

COMMITTEE STATUS:

This item was not reviewed by a Committee.

RECOMMENDATION:

THAT THE BOARD AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH OPENGOV, INC. IN THE AMOUNT OF \$956,000 FOR A FIVE-YEAR SOFTWARE SUBSCRIPTION AND IMPLEMENTATION SERVICES.

LIST OF EXHIBITS:

Exhibit “A” – OpenGov Scope of Work

Note: This page is intentionally left blank.



Statement of Work

Irvine Ranch Water District, CA

Creation Date: 12/5/2025
SoW Expiration Date: 3/4/2026
Document Number: PS-09364.1
Created by: Josh Volpert

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OpenGov Statement of Work

1. Project Scope and Understanding

This Statement of Work ("SOW") outlines the Professional Services OpenGov will provide to the Irvine Ranch Water District, CA ("Customer") under the applicable Order Form. Professional Services or technical requirements not listed in this SOW are out of scope.

2. Exhibits

The following exhibits are incorporated by reference and are part of this SOW:

- 2.1. Exhibit 1: Implementation Activities
 - 2.1.1. Permitting & Licensing
- 2.2. Exhibit 2: Technical Requirements
 - 2.2.1. Permitting & Licensing

3. OpenGov Responsibilities

OpenGov will provide a framework for planning, communication, progress tracking, and coordination for activities in Exhibit 1. In collaboration with Customer, OpenGov will develop and maintain the Project Plan. The "Project Plan" is a detailed, living document that defines how the project will be executed, including tasks, timelines, milestones, and team assignments. OpenGov will monitor progress against the Project Plan, coordinate adjustments to tasks and schedules as needed, and conduct status meetings as agreed to by the parties. OpenGov will provide weekly status reports, a Project Charter, and a RAID register (Risks, Actions, Issues, and Decisions). The "Project Charter" is a high-level document outlining the project's purpose, goals, key stakeholders, success criteria, and major milestones.

4. Customer Responsibilities

The Customer will appoint a primary point of contact with authority to make binding decisions ("Customer's Project Manager"). This person will coordinate internal resources, assign subject matter experts ("SMEs"), and oversee implementation. Responsibilities include attending status meetings, making timely decisions, providing requested information, escalating issues internally, and collaborating on the Project Plan and Change Order process, if applicable.

Customer acknowledges that the success of this project is contingent on its full participation. Customer must provide data within ten (10) business days of a request, maintain consistent data formats and access throughout the project, and allocate the necessary Customer resources and time to support deliverables and meet agreed-upon timelines.

5. Project Delivery

OpenGov will perform services under this SOW remotely and provide up to [3] onsite trips for project-related activities. Customer will provide a suitable workspace, including a conference room with attendee capacity, non-public Wi-Fi, and AV equipment. Travel expenses are estimated not to exceed \$16,800. OpenGov may use a combination of OpenGov personnel and OpenGov-trained implementation partners to deliver the services described in this SOW.

Permitting & Licensing Suite Illustrative Timeline		Month 1	Month 2	Month 3	Month 4	Month 5	Month 8	Month 9	Month 10
Licensing									
Permitting & Licensing Suite	Historical Migration and Exports								
	Requirements and Discovery								
	Initiate*								
	Configure*								
	Validation*								
	Go Live*								
Go Live Support	Hypercare								
*Timeline is dependent on the number of Service Areas and Records Types. Customer is responsible for attending the kick off of each phase, providing any necessary data for each phase, participating in working sessions during active phases, and signing off on deliverables at the end of each phase.									

6. Estimated Schedule

The specific timeline, including order of delivery of the suite(s), will be determined during the project planning activities in the Initiate Phase. Services are estimated to begin within two (2) weeks and no later than four (4) weeks from contract signature. OpenGov reserves the right to adjust the schedule based on the availability of Customer or OpenGov resources, and the timeliness of deliverables provided by the Customer.

7. Acceptance Procedure

OpenGov will submit completed deliverables to the Customer's Project Manager for review. Within five (5) business days of receipt, the Customer's Project Manager will either provide written acceptance or a list of requested revisions. In the event there are requested revisions, the subsequent review period for acceptance will follow the same timeline until final acceptance. If Customer does not respond within this period, the deliverable will be deemed accepted. Once a deliverable is accepted, any requested changes will require a paid Change Order.

Acceptance milestones and review timelines will be tracked in the Project Plan. Both parties acknowledge that delays in task completion or unresolved issues may impact the project timeline. If OpenGov determines in good faith that Customer is not fulfilling its responsibilities under this SOW, OpenGov may place services on hold following a minimum of five (5) business days' written notice. The notice will specify the actions needed to progress the project. During the hold period, OpenGov may reallocate resources without penalty and will not be responsible for resulting delays.

8. Modifications

The fees and estimated timeline are based on the scope and assumptions in this SOW. If either party determines that a change to the scope is necessary, the parties will collaborate to define the required modification, which may result in fee adjustments based on OpenGov's standard rates. All modifications must be documented in a written Change Order and signed by both parties ("Change Order"). Examples of changes include revisions to the project timeline, deliverables, or resource allocation.

9. Communication and Escalation Procedure

OpenGov and Customer agree to maintain regular communication in alignment with the Project Plan to ensure progress, resolve questions promptly, and minimize risk. Both parties will raise any issues or concerns in a timely manner. If challenges are not resolved through standard project discussions, Customer and OpenGov Project Managers will escalate to their respective executive leadership teams to jointly determine a resolution and align on a path to successful implementation.

10. The Statement of Work (SOW) governs all implementation requirements and defines the deliverables OpenGov is committing to provide. The Product

Documentation governs how the product is built, configured, and functions. The requirements matrix, included as Exhibit 3, is included to reflect the Customer's desired outcomes from the implemented system and does not alter the commitments defined elsewhere in the SOW or Product Documentation.

DRAFT

Exhibit 1: Implementation Activities

OpenGov Implementation Methodology Overview



Every OpenGov implementation follows a standardized five-phase methodology designed to ensure a structured and collaborative deployment. The phases are:

1. Initiate – OpenGov provisions access and performs initial system setup.
2. Validate – OpenGov works with the Customer to confirm requirements and review initial configurations.
3. Configure – OpenGov completes system configuration as outlined in this SOW.
4. Train – OpenGov provides training to system administrators and/or end users, as applicable.
5. Launch – OpenGov provides post-go-live support and transitions the Customer to OpenGov's Customer Success Team.

Each implementation is structured around these phases. Deliverables, sign-offs, and completion criteria are aligned to the relevant phase.

Permitting & Licensing

Use Cases for Permitting & Licensing:

- Development Services
- Recycled Water & Cross Connection Projects
- Regulatory Compliance
- General Development

Initiate

Provisioning Permitting & Licensing Platform

OpenGov will:

- OpenGov will provision Customer's OpenGov entity and verify Customer has access to all purchased modules.

Customer will:

- Confirm access to entity and modules.

Completion Criteria

- Customer verifies access to the site.

Data Initiation

OpenGov will:

- Provide the needed data and format to the customer.
- Discuss data needs for the foundational initiation of the software.
- Assign a Project Manager once the data has been collected.

Customer will:

- Provide the required data in a timely manner.

Completion Criteria

- Customer sign-off that the Integrations are complete and the data is being captured as planned.

Validate

Technical Project Review

OpenGov will:

- Provide up to one (1) one-hour working sessions at the beginning of the project to:
 - Review deliverables
 - Review technical requirements
 - Provide documentation on requirements and processes

OpenGov Assumptions:

- Customer will provide relevant data within two (2) weeks immediately following the kick-off meeting.

Customer will:

- Identify relevant participants for attendance.
- Confirm deliverables.
- Gather and provide relevant data for the project.

Completion Criteria

- Customer sign-off on project plan.

Onsite Requirements Gathering Workshop

OpenGov will :

- Provide one (1) three-day (3-day) onsite Requirements Gathering workshop with two (2) OpenGov resources to increase our understanding of your business and functional goals. Through workshops and interviews, OpenGov will identify best fit scenarios for Permitting & Licensing and identify any challenges as well as recommendations for best practices relevant to your implementation. Additionally, OpenGov will work

with the Customer to develop workflows and understand local requirements for permitting activities.

- Includes up to eight (8) hours of a Solution Engineer (Rachel O'Brien), provided she is currently employed by the company, to serve as a project advisor.

Customer will:

- Identify the relevant participants to attend each training session
- Host the workshop in the Customer's facility
- Secure an adequate space (conference room or training room) within the customer's facility
- Provide wifi internet connection for OpenGov resource

Completion Criteria

- Onsite workshop has been conducted.

Configure

Record Types Deliverables

OpenGov will configure the following standard record types, including sub-types, drafts of Customer's record types in the Permitting & Licensing system including Form, Workflow, Output Document and Fees:

Development Services Service Area

Up to two (2) record types from the following list:

- Development project
- Meter application

Recycled Water & Cross Connection Projects Service Area

Up to two (2) record types from the following list:

- Recycled water waiver requests
- Recycled Water (On-Site) Projects

Regulatory Compliance Service Area

Up to three (3) record types from the following list:

- Right-of-way entry permits
- Fats, oils, and grease (FOG) program
- Sewer discharge permits

General Development Service Area

Up to nine (9) record types from the following list:

- CIP Project Submittal
- Cell site improvement reviews
- Will Serve Letters
- License Agreement
- Outside Agency Work
- Fire Flow Tests

- New Service Quote
- Tenant Improvements
- Water Supply assessments

Customer will:

- Attend working sessions to validate, review, and iterate upon draft records.
- Test all configured record types

Completion Criteria

- Customer sign-off that the Record Types have been configured. Sign-off will occur with each completed Record Type.

Onsite Record Configuration Workshop

OpenGov will :

- Provide one (1) three-day (3-day) onsite Record Type configuration workshop with two (2) OpenGov resources to increase our understanding of your business and functional goals. During the workshop, OpenGov will work with the Customer's Subject Matter Experts to configure some of the Record Types listed above.

Customer will:

- Identify the relevant participants to attend each training session
- Host the workshop in the Customer's facility
- Secure an adequate space (conference room or training room) within the customer's facility
- Provide wifi internet connection for OpenGov resource

Completion Criteria

- Onsite configuration has been conducted.

Data Deliverables

Master Address Table (MAT) Integration

OpenGov will:

- Provide a template file to be utilized by the Customer to populate MAT information.
- Import the completed template file and validate against the completed template file.

Customer will:

- Populate and validate the MAT template.

Completion Criteria

- Customer sign-off that the Master Address Table has been configured.

ESRI ArcGIS Server Integration

OpenGov will:

- Integrate with the Customer's ArcGIS public API endpoint.

Completion Criteria

- Customer sign-off on the ESRI Integration.

GIS Flag Integration

OpenGov will:

- Provide a template file to be utilized by the Customer to populate GIS Flag information.

- Import the populated template file after acceptance.
- Enable the GIS Flag Integration.

Customer will:

- Populate and validate the flag template file.

Completion Criteria

- Customer sign-off on the GIS Flag Integration.

Accounting and Finance Export

OpenGov will:

- Provide an export of financial data, based on the Customer's provided format, to the Customer's FTPS as often as nightly.

Customer will:

- Agree upon specifications prior to export.

Completion Criteria

- Customer sign-off on the Accounting and Finance Export.

Autofill Integration

OpenGov will:

- Provide up to six (6) Autofills, using source data from OpenGov or provided by the Customer.

Customer will:

- Provide the source data, if applicable.
- Agree upon specifications prior to upload.

Completion Criteria

- Customer sign-off on the Autofill Integration.

State Contractor Integration

OpenGov will:

- Integrate with the California licensed professional dataset for use within OpenGov.

Completion Criteria

- Customer sign-off on the State Contractor Integration.

Bluebeam Studio Prime Integration

OpenGov will:

- Enable Bluebeam Studio Prime integration
- Provide instructions on how to connect Bluebeam Studio Prime.

Customer will:

- Provide Bluebeam Studio prime license(s).
- Handle licensing and training with Bluebeam directly.

Completion Criteria

- Customer sign-off on the Bluebeam Integration.
- one (1)

Single Sign On (SSO) Integration

OpenGov will:

- Provide the SSO enablement form.

- Implement identity provider initiated SSO for Microsoft ADFS, Microsoft Azure AD, or Okta.

Customer will:

- Complete the SSO enablement form.
- Provide the information from the identity provided required to establish SAML or HTTPS certification and add OpenGov as a new application in the identity provider.

Completion Criteria

- Customer sign-off on the SSO Integration.

Data Migration

OpenGov will:

- Perform historic data migration from one (1) Homegrown Solution using flat files provided by and mapped by the customer.
- Set up historical record types, historical data will be migrated prior to the initial data load.
- Provide a report of unmatched locations
- Provide instructions for customer validation of data migration.
- Provide up to one (1) initial load, two (2) format changes, and one (1) final load.

Customer will:

- Complete the OpenGov provided data templates within three (3) weeks of request.
- Validate data deliverables within three (3) weeks of request.
- Configure Record Types to align with the Project Plan's Go Live and cutover to ensure the migration encompasses all records from the legacy system.
- Sign off prior to final data load. Additional format changes will result in a Change Order.

OpenGov Assumptions:

- Data Migration does not exceed 250,000 records.
- Data Migration does not include database backup files.
- Data Migration does not include cleansing of corrupt data, creation or linking of applicant accounts, integration of historical fees and payments into workflow or financial reports, logs of permit changes, migration of data into the workflow, permit attachments, import of contractor database, or hierarchical relationships between records.

Completion Criteria

- Customer sign-off on data prior to final data load.

Historical Data - Form Field Mapping

OpenGov will:

- Provide a template file to be utilized by the Customer to populate form field mapping information.

Customer will:

- Populate the mapping template file.

Completion Criteria

- Customer sign-off that the Data Migration has been completed.

Document Migration

OpenGov will:

- Migrate documents attached to either migrated permits or locations provided through a Master Address Table (MAT) integration.

OpenGov Assumptions:

- Document Migration does not exceed 1TB.

Completion Criteria

- Customer sign-off that the Document Migration has been completed.

Document Management Access

OpenGov will:

- Provide the ability for Customer to export from OpenGov and import into a third-party document management system including: listing of file names and file paths of all submitted forms, issued documents, record attachments, and record and location metadata.
- Documents will be accessible in OpenGov's Document Management Interface for 365 days from the time they are created. The Document Management Interface only provides access to documents created after the interface is enabled.

Customer will:

- Import data into the third-party system

Completion Criteria

- Customer sign-off that the Document Management Access has been provided.

Advanced Reporting Integration

OpenGov will:

- Replicate the customer's database
- Provide a single username and password to access seventeen standard views displaying near real-time data.

Customer will:

- Use provided credentials to connect via Open Database Connectivity (ODBC).

Completion Criteria

- Customer sign-off that the Advanced Reporting Integration views have been provided.

Pluggable Payment Provider: Paymentus

OpenGov will:

- Develop a connector between customer preferred payment provider, Paymentus, and OpenGov Permitting & Licensing Suite.
- Lead a discovery session to confirm the payment processes and related requirements.
- For the preferred payment provider, the following will be delivered:
 - Payments automatically posted to OpenGov Permitting and Licensing
 - Payment capture through payment cards and eCheck / ACH transfers
 - PCI compliance through the preferred payment provider's API/integration capabilities
 - Bank Reconciliation supported through (a) preferred payment provider reporting, (b) OpenGov reporting and (c) bank reporting

Customer will:

- Provide a comprehensive set of validated payment business requirements to OpenGov early in the project lifecycle.
- Manage scope internally based on initial validated set of business requirements, in conjunction with OpenGov project management.
- Provide preferred provider contacts to answer technical questions from OpenGov, as needed.
- Bear all monetary costs towards the provision of test and production platform instances by the selected payment provider.
- Define test scripts to test payment processes as per agreed business requirements.
- Define, with OpenGov's help, a set of test phase exit criteria.
- Allocate time and, with a sense of urgency to the agreed timelines, complete testing and formally sign off based on provided test scripts, within the pre-agreed test exit criteria.

Completion Criteria:

- Via DocuSign Customer will sign off on acceptance that alternative preferred payment provider functions to requirements mutually agreed to.

Maximo Integration

OpenGov will:

- Develop a one-way integration between OpenGov Permitting & Licensing Suite and Maximo
 - Outbound (OpenGov → Maximo) Ability for OG to submit work order requests to Maximo

Assumptions:

- Any data that is required for Maximo must be in the PLC record being pushed into Maximo. I.e. if a Maximo ID, facility name, etc. is required, those fields must be populated into a form field in the PLC record unless they can be hardcoded to a single value.
- The Maximo API needs to be able to handle the integration requirements the customer has. If an API endpoint doesn't exist to perform an action, that requirement must be removed as a requirement.

- A single integration is for one type of record. If different record types require different logic, each will have to be scoped as their own integration. Multiple record types can be included in one integration, but the fields and logic must be the same.
- The integration will be used only to create new service orders
- The customer will need to provide a mapping of data from PLC to Maximo. e.g. A form field called "Meter #" in PLC is mapped to a field in Maximo called "DeviceNum"
- An environment is required for the development and testing phases of this project at all hours of the day. This environment needs to allow OpenGov to send data via the API as well as being able to look into the results on the other side to ensure the data is flowing correctly. If there is no way for OpenGov to see the results, the API response from Maximo must be thorough enough for OpenGov to know the status of the request and is not responsible for how the data is presented/used in the Maximo system. E.g. A successful API call would mean success, regardless of if it is the expected outcome the customer wants inside of the Maximo system.
- API documentation containing the API calls required must be provided to OpenGov before work can be scheduled to start.
- API authentication must be provided to OpenGov before work can be scheduled to start
- The data will be sent to Maximo once per day from OpenGov
- The customer must make sure Maximo is configured such that the JSON API's can be used to create the expected work request.
- The customer must provide any parent-child relationship object information if applicable.
- If any API calls are not out-of-the-box Maximo actions, clear instructions on the custom actions usage must be provided to OpenGov.

Test Environment

OpenGov will:

- Take a copy of the production data and create a test site (a unique URL will be assigned to the test instance) for use by the Customer.
- Email addresses in the system will be altered in the test instance to no longer be valid email addresses.
- The test environment will be cloned from the customer's production environment.
- Wipe and replace the test site data with data from the customer's current production site at the customer's request, up to two (2) times annually.

Completion Criteria

- Customer sign-off that the Test Environment has been provided.

Train

Administrator Training

OpenGov will:

- Provide up to eighteen (18) hours of Permitting & Licensing system administrator training to enable system administrators on the following topics:
 - Setting up the public portal
 - Employee app settings
 - Creating and editing record types
 - Managing Forms
 - Editing Documents
 - Creating Workflows
 - Setting up Inspections
 - Reporting & Transparency
 - Download and upload data
 - How to create reports and dashboards
 - Mobile app

Customer will:

- Identify the relevant participants to attend each training session.

Completion Criteria

- Administrator Training has been conducted.

End User Training

OpenGov will:

- Provide up to eighteen (18) hours of end-user trainings designed for Plan Review, Inspectors, Finance Staff, etc. to cover the following topics:
 - Navigation of the system
 - Manage inbox and tasks
 - Take payments
 - Conduct inspections
 - Create records
 - Mobile app

Customer will:

- Identify the relevant participants to attend each training session.

Completion Criteria

- End User Training has been conducted.

Onsite Training

OpenGov will:

- Provide one (1) three-day (3-day) onsite training events with two (2) OpenGov resources. The training agenda will be defined and agreed upon by both OpenGov and the customer's project manager. Topics may include any of the following:
 - Navigation of the system
 - Manage inbox and tasks
 - Take payments
 - Conduct inspections
 - Create records
 - Mobile App

Customer will:

- Identify the relevant participants to attend each training session
- Host the workshop in the Customer's facility
- Secure an adequate space (conference room or training room) within the customer's facility
- Provide wifi internet connection for OpenGov resource.

Completion Criteria

- Onsite Training has been conducted.

Launch

HyperAdopt

OpenGov will:

- Provide up to eight (8) hours of HyperAdopt support from the OpenGov Project Team post Go-Live to ensure successful adoption.

Customer will:

- Identify issues and attend sessions

Completion Criteria

- Customer sign-off that the project has been completed.

Exhibit 2: Technical Requirements

Permitting & Licensing Technical Requirements

Master Address Table

- All addresses must have a unique ID
- Flat file, .csv, .xls, .xlsx, .txt with headers
- Parcels and address points recommended
- Recommended source data: Esri GIS, Alternative source options include: Assessor's database, E911

ESRI ArcGIS

- A single publicly-accessible secure ESRI REST API URL

ArcGIS Flags

- Polygon Layer(s) via ESRI REST API URL, Polylines and points are not supported
- Flags will be populated via the same Publicly-accessible secure ESRI REST API URL as provided for the ESRI ArcGIS integration.

Financial and Record Exports

- Required format (columns) and sample document

Autofills using Customer source data

- Flat file, .csv, .xls, .xlsx, .txt with headers

Bluebeam Studio Prime

- Bluebeam Studio Prime license(s)

Current application forms, workflows, fee structures, and output documents

- PDF, Word, .csv, .xls, .xlsx with headers

Document Management Access

- ODBC access to a Microsoft SQL Server Database view or .csv file FTPS

SSO

- SAML or HTTPS certificate, Whitelist OpenGov in Customer VPN or firewall

Exhibit 3: Requirement Matrix

Vendor	#	Business Area	Functional Area	Requirement	Priority	Availability	Comments	Product	Clarifying Notes 12/2025
OpenGov	1	Development Services	Address & Location Management	Ability to create one master address repository in GIS that feeds core business functions with accurate addresses .	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	2	Development Services	Address & Location Management	Ability to accommodate foreign addresses.	Essential	M - Modification	Professional services costs vary by scope. Licensing costs are included as part of "add-on bundle."	OpenGov Permittin g & Licensing	Foreign addresses can be collected utilizing standard form fields on an application.
OpenGov	3	Development Services	Address & Location Management	Ability to assign addresses within the system from the first submittal of the relevant application.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	4	Development Services	Address & Location Management	Ability to designate if a property is in a specific zone (e.g., flood plain, demolition control zone, general zoning).	Essential	Y - Yes		OpenGov Permittin g & Licensing + ArcGIS	
OpenGov	5	Development Services	Address & Location Management	Ability to enforce address standards to ensure consistency with master address list.	Essential	Y - Yes		OpenGov Permittin g & Licensing	The Master Address Table enforces address standards. Manually added addresses will not enforce address standards. OpenGov best practice is for Customers to use SOPs to control the creation of manual addresses.
OpenGov	6	Development Services	Address & Location Management	Ability to flag non-standard addresses (i.e., duplex).	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	7	Development Services	Address & Location Management	Ability to import location records and related data from an external source.	Desired	Y - Yes		OpenGov Permittin g & Licensing	

OpenGov	8	Development Services	Address & Location Management	Ability to import the property valuation from the District database.	Desired	M - Modification	Professional services costs vary by scope. Licensing costs are included as part of "add-on bundle."	OpenGov Permittin g & Licensing	This can be accomplished using the GIS integration or via Autofill. The data should be provided in a file for autofill or GIS layer within a single GIS Rest Service API.
OpenGov	9	Development Services	Address & Location Management	Ability to input the parameters under which a lien is assigned to a property (e.g., criteria to reach "substantial value").	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	10	Development Services	Address & Location Management	Ability to integrate with industry standard third-party address validation software	Essenti al	T - Third Party		OpenGov Permittin g & Licensing + ArcGIS	This can be accomplished using the GIS integration. The data should be provided in a GIS layer within a single GIS Rest Service API.
OpenGov	11	Development Services	Address & Location Management	Ability to maintain an address type (e.g., residential, industrial, commercial).	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	12	Development Services	Address & Location Management	Ability to maintain different types of codes for comments to standardize descriptions regarding the record.	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	This can be accomplished using an autofill (flat file provided and maintained by customer), or through the Plan Review Comment Library (Plan Review workflow steps).
OpenGov	13	Development Services	Address & Location Management	Ability to maintain history of a piece of property that identifies how the property record originated and subsequent changes.	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	History of records on associated to a property are tracked via the location page. Changes to property addresses in the MAT are not documented in the OpenGov system.

OpenGov	14	Development Services	Address & Location Management	Ability to maintain separate components for an address record including: District, House number, Post Directional, Pre-Directional, State, Street Name, Street Suffix, Unit, Zip Code.	Essential	Y - Yes	OpenGov Permitting & Licensing	A MAT field or Notes Section can be used to capture any data point that is not an out of the box location field.
OpenGov	15	Development Services	Address & Location Management	Ability to not assign an address to a parcel if desired, leave blank (rather than putting unknown or the lot number).	Essential	Y - Yes	OpenGov Permitting & Licensing	"NULL" or "000" for address numbers are supported within system.
OpenGov	16	Development Services	Address & Location Management	Ability to notify addressing authority to review and/or modify the master address list.	Desired	Y - Yes	OpenGov Permitting & Licensing	A dedicated record type for addressing, including a workflow step routed to the appropriate addressing authority, could be initiated as part of an address request process.
OpenGov	17	Development Services	Address & Location Management	Ability to relate historical property records to the current record so that a complete history of a property is available in one place (including a history of old addresses and tax lot numbers).	Essential	Y - Yes	Explore Reporting module within Permitting & Licensing	Submitted and historical records can be associated with a location. Locations can be structured to reflect relationships such as individual units within a single main building.
OpenGov	18	Development Services	Address & Location Management	Ability to view all applications or action items related to a piece of property.	Desired	Y - Yes	OpenGov Permitting & Licensing	
OpenGov	19	Development Services	Address & Location Management	System includes standard functionality to attach electronic documents to a location and/or case.	Essential	Y - Yes	OpenGov Permitting & Licensing	
OpenGov	20	Development Services	Address & Location Management	System provides ability to perform bulk refreshes of parcel and parcel owner information.	Essential	Y - Yes	OpenGov Permitting & Licensing	

OpenGov	21	Development Services	Address & Location Management	System provides ability to transfer all parcel and/or address information from a temporary parcel identification number and/or address to a permanent number, including all related license, permit and other transactional information	Essential	Y - Yes	OpenGov Permitting & Licensing	
OpenGov	22	Development Services	Address & Location Management	System provides the ability to associate multiple addresses with a parcel.	Essential	Y - Yes	OpenGov Permitting & Licensing	
OpenGov	23	Development Services	Address & Location Management	System provides the ability to track transactions (e.g., permit, violation, plan, etc.) not associated with a parcel or address via location coordinates (e.g., activity in a right-of-way).	Essential	Y - Yes	OpenGov Permitting & Licensing	There are four ways to associate a location with a record: selecting an Address/Location from MAT, choosing a point on the map (which automatically generates coordinates), drawing a segment on the map, or proceeding without assigning a location.
OpenGov	24	Development Services	Address & Location Management	System provides functionality to identify potential duplicate addresses managed by the system and merge them (including history).	Essential	Y - Yes	OpenGov Permitting & Licensing	OpenGov can provide an address export and remove any duplicates that the customer identifies within that file. This service is delivered through our Expert Services team.
OpenGov	25	Development Services	Address & Location Management	System provides the capability to create a location which links or cross references to associated building, parcel and/or address records.	Essential	Y - Yes	OpenGov Permitting & Licensing	

OpenGov	26	Development Services	Address & Location Management	When transactional changes are identified (new parcel, split, combine) the system has the ability to automatically notify various staff (configurable) and external agencies (configurable) of the change.	Desired	Y - Yes	OpenGov Permitting & Licensing	Customers can use standard operating procedures (SOPs) to manage the creation of manual addresses. When a transactional change is identified, staff can create a record that initiates a workflow and sends the appropriate notifications.
OpenGov	27	Development Services	Address & Location Management	Ability to establish address status for development projects (proposed, approved, under construction, historic, active, retired).	Essential	Y - Yes	OpenGov Permitting & Licensing	This can be managed through either a user flag or a location flag.
OpenGov	28	Development Services	Address & Location Management	System provides the ability to route newly created addresses to a workflow for review and approval by staff.	Essential	Y - Yes	OpenGov Permitting & Licensing	An addressing record type could be used to trigger an approval workflow.
OpenGov	29	Development Services	Address & Location Management	Provide the ability to propagate address changes from the District's master address layer in GIS so they can be validated within the permitting system's land management/address file.	Essential	Y - Yes	OpenGov Permitting & Licensing	
OpenGov	30	Development Services	Address & Location Management	Ability to interface with geographical information systems (GIS) mapping and parcel data for generating project area maps and site location activity reports, aerial views, and locations.	Desired	Y - Yes	OpenGov Permitting & Licensing + ArcGIS	GIS mapping provides a visual overlay of relevant layers alongside submitted records in the system. Record data can also be exported through Explore and used to build maps or reports outside the system. This reflects what is available in the current scope.

OpenGov	31	Development Services	Address & Location Management	Ability to allow address/location based query based on the master land record.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Global Search allows for searching by address/location.
OpenGov	32	Development Services	Address & Location Management	Ability to allow for an unlimited number of parcels to be associated with a project.	Essential	Y - Yes		OpenGov Permittin g & Licensing	After enabling the "additional locations" feature for a record type, a single record can support up to 99 locations.
OpenGov	33	Development Services	Application Intake	Ability to allow online form submission whereby applicants can complete fillable forms for electronic submission.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	34	Development Services	Application Intake	Ability to maintain a Contractor master file.	Desired	Y - Yes		OpenGov Permittin g & Licensing	The state contractor database integration is included in scope. The state maintains the data.
OpenGov	35	Development Services	Application Intake	Ability to allow supporting documents (plans, image files, etc.) to be attached to online application submittals.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	36	Development Services	Application Intake	Ability to display notice or send automatic notification of successful submission to a user.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Applicant will receive an email when they submit a record and can access their account to view status of their record.
OpenGov	37	Development Services	Application Intake	Ability to require a valid email address at application submission.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Applicants must sign up for a user account with a valid email in order to submit a record
OpenGov	38	Development Services	Application Intake	Provide a online, self-service portal that is operational on a 24x7 basis.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	39	Development Services	Application Intake	Shopping cart functionality to allow for applicants to pay for multiple permit activities in a single transaction.	Essential	Y - Yes		OpenGov Permittin g & Licensing	This is available for Stripe.

OpenGov	40	Development Services	Application Intake	Ability to track and report on time frames associated with each application review step including applications assigned by staff, status, average days to process, ball in court review times, number of application submissions by type, etc.	Essential	R - Reporting	Included in Subscription	Explore Reporting module within Permitting & Licensing	This will be supported through the new Plan Review reporting (upcoming release)
OpenGov	41	Development Services	Application Intake	Provide tracking of genealogy (parent child relationships) for applications.	Essential	Y - Yes		OpenGov Permitting & Licensing	This will be supported through Related Records (upcoming release)
OpenGov	42	Development Services	Application Intake	System provides workflow functionality that can be configured based upon application type and required reviews, with the ability for authorized users to override.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	43	Development Services	Application Intake	Ability, through workflow, to selectively notify appropriate departments and referral agencies (District-defined), when a plan has been submitted to the District.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	44	Development Services	Application Intake	Provide automatic date/time stamp on log entries.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	45	Development Services	Application Intake	Provide the means for the applicant to see the steps in the process for which they are initiating an application and understand each step in the workflow/timeline.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	46	Development Services	Application Intake	Ability to automatically assign a case number based on application type and date received.	Essential	Y - Yes		OpenGov Permitting & Licensing	

OpenGov	47	Development Services	Application Intake	Ability to identify/flag non-renewable license/permit types, with the ability to automatically remove these upon expiration from the active license/permit list.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	48	Development Services	Application Intake	Ability to allow multiple names to be entered for a permit.	Essential	Y - Yes		OpenGov Permitting & Licensing	One applicant can be associated to a given record. A record can have multiple guests with guest permissions. Form fields can be used to capture other names.
OpenGov	49	Development Services	Application Intake	Ability to allow the addition of ad-hoc fees to an application at any time in the process.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	50	Development Services	Application Intake	Ability to attach comments to plan records to describe status/reason (e.g., approval pending due to waiting on bonds from developer).	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	51	Development Services	Application Intake	Review comments are entered once and represented on the plan review set and in the permitting system of record for each review discipline.	Essential	Y - Yes		OpenGov Permitting & Licensing	This will be supported through the new Plan Review (upcoming release)
OpenGov	52	Development Services	Application Intake	Ability for reviewers to schedule their specific review deadlines using a project report or other method.	Essential	R - Reporting	Included in Subscription	Explore Reporting module within Permitting & Licensing	Review deadlines can be set and tracked in workflow steps and reported on via Explore.
OpenGov	53	Development Services	Application Intake	Ability to accommodate a user-defined checklist for initial application acceptance for use by intake personnel.	Desired	Y - Yes		OpenGov Permitting & Licensing	Yes, can be built into internal form fields.

OpenGov	54	Development Services	Application Intake	Ability to drill down to companion applications associated with master record.	Essential	Y - Yes		OpenGov Permittin g & Licensing	This will be supported through the new Related Records (upcoming release)
OpenGov	55	Development Services	Application Intake	Ability to easily add or change application types.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Administrators can create and edit record types.
OpenGov	56	Development Services	Application Intake	Ability to maintain a calendar listing of available meeting dates by meeting type such as board/commission meetings, and the required application submittal dates to be placed on the meeting agenda.		N - Not Available			
OpenGov	57	Development Services	Application Intake	Ability to require a conceptual meeting on a case-by-case basis, including the ability to notify the applicant, at intake, if a conceptual meeting is required.	Desired	Y - Yes		OpenGov Permittin g & Licensing	This is handled through a workflow step.
OpenGov	58	Development Services	Application Intake	Ability to provide user alerts/pop-up reminders to notify users of pending workflow and necessary actions.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Notifications for staff are in the Inbox, reminder bell, and sent via email. There are no in-app pop-ups.
OpenGov	59	Development Services	Application Intake	Ability to consolidate review comments in the system and provide back to the applicant as a single report via an online portal.	Essential	Y - Yes		OpenGov Permittin g & Licensing	This will be handled by a Plan Review (upcoming release)
OpenGov	60	Development Services	Application Intake	All correspondence and conditions of approval related to the evidence of approval are associated with the case in the system of record.	Essential	Y - Yes		OpenGov Permittin g & Licensing	The activity log tracks action by staff.
OpenGov	61	Development Services	Application Intake	Ability to change a project name while maintaining record of any previous project name(s).	Essential	Y - Yes		OpenGov Permittin g & Licensing	Projects can be renamed. The Activity log would show the change.

OpenGov	62	Development Services	Approval & Finalization	Ability to generate a staff report at the end of the review process for each application that provides the status of that review.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	63	Development Services	Approval & Finalization	Ability to generate relevant meeting documents for any application that results in a meeting being held.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	64	Development Services	Approval & Finalization	Ability to allow issued approvals to be cancelled with appropriate controls.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	65	Development Services	Approval & Finalization	Ability to allow issued approvals to be extended.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	66	Development Services	Approval & Finalization	Ability to generate automatic notifications to external agencies/applicants of expirations of approvals.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Yes as part of a renewal campaign.
OpenGov	67	Development Services	Approval & Finalization	Ability to issue and track occupancy release.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	68	Development Services	Approval & Finalization	Ability to generate and send an occupancy release letter to an applicant when a staff member updates the status within the system.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	69	Development Services	Approval & Finalization	Ability to issue and track approval letters.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	70	Development Services	Approval & Finalization	Ensure all reasons for a "hold" on an application are enforced and can be independently verified by staff and applicants via online portal and other applicable channels.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	71	Development Services	Approval & Finalization	Bonds are confirmed for release in a workflow that determines when	Essential	Y - Yes		OpenGov Permittin g & Licensing	Tracking as demonstrated in the demo (8/20/25 and 8/21/25). We do not have native functionality for

				these guarantees can be released.					bond or escrow within PLC
OpenGov	72	Development Services	Approval & Finalization	Ability to track bonds of all types over multiple years (e.g., performance bonds, maintenance bonds, warranty bonds, etc.).	Essential	Y - Yes		OpenGov Permittin g & Licensing	Tracking as demonstrated in the demo (8/20/25 and 8/21/25). We do not have native functionality for bond or escrow within PLC
OpenGov	73	Development Services	Approval & Finalization	System allows for establishing alerts on a developer fund or escrow.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Tracking as demonstrated in the demo (8/20-8/21). We do not have native functionality for bond or escrow within PLC
OpenGov	74	Development Services	Approval & Finalization	System allows for the notification if a developer fund or escrow is overspent.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Tracking as demonstrated in the demo (8/20-8/21). We do not have native functionality for bond or escrow within PLC
OpenGov	75	Development Services	Approval & Finalization	System allows release of excess funds when projects are complete.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Tracking as demonstrated in the demo (8/20/25 and 8/21/25). We do not have native functionality for bond or escrow within PLC
OpenGov	77	Development Services	Approval & Finalization	System provides the ability to add additional funds to an existing escrow account.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Tracking as demonstrated in the demo (8/20/25 and 8/21/25). We do not have native functionality for bond or escrow within PLC
OpenGov	78	Development Services	Approval & Finalization	System provides the ability to send out a request to a developer requesting additional funds if the escrow amount is depleted.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Tracking as demonstrated in the demo (8/20-8/21). We do not have native functionality for bond or escrow within PLC
OpenGov	79	Development Services	Contractor License Verification	Provide the means of capturing delinquencies for expired (non-renewed) professional or trade licenses that are past due so they can be	Desired	Y - Yes		OpenGov Permittin g & Licensing	This is handled through an autofill

				flagged for immediate violation and prevented for operating in the District.					
OpenGov	80	Development Services	Contractor License Verification	Provide a license history, with an audit screen, shows a record of activity during the account life cycle (i.e., creation date, bill dates, comments).	Desired	Y - Yes		OpenGov Permittin g & Licensing	All records issued in OpenGov have documented activity.
OpenGov	81	Development Services	Contractor License Verification	Provide an online application for all types of contractor licenses enabling new and renewals to be administered through a portal or online experience.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	82	Development Services	Contractor License Verification	Contractors can submit credentials through their own account via an online portal to represent their business contacts, staff, and associated trade licenses.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Through form field data collection
OpenGov	83	Development Services	Contractor License Verification	System atomically alerts appropriate user(s) when an applicant or contractor's insurance or license is about to expire.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Through renewal campaigns
OpenGov	84	Development Services	Fee Administration	Ability to receive applications through online forms auto populating permitting system records (eliminate all double-entry) and accept payment for permits where fees are applicable.	Desired	Y - Yes		OpenGov Permittin g & Licensing	This will be handled by Related Records (upcoming release)
OpenGov	85	Development Services	Fee Administration	Ability to determine permit fees on the basis of a standard fee schedule.	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	

OpenGov	86	Development Services	Fee Administration	Ability to generate multi-tiered fees.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	87	Development Services	Fee Administration	Ability to maintain payment history of applications.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	88	Development Services	Fee Administration	Ability to require and track pre-payments with applications.	Essential	Y - Yes		OpenGov Permitting & Licensing	Tracking as demonstrated in the demo (8/20/25 and 8/21/25). We do not have native functionality for bond or escrow within PLC
OpenGov	89	Development Services	Fee Administration	Ability to track fee collection information, including: Date; Amount Paid; G/L category; Partial payments; Overpayments; Refunds; Refundable bonds; Other adjustments; Other user-defined fields.	Desired	Y - Yes		OpenGov Permitting & Licensing	Tracking as demonstrated in the demo (8/20-8/21). We do not have native functionality for bond or escrow within PLC
OpenGov	90	Development Services	Fee Administration	Ability to integrate with the general ledger for posting cash entries to proper accounts.	Essential	Y - Yes		OpenGov Permitting & Licensing + Financial System Integration (e.g., ERP/GL)	A finance export flat file will be provided form the customer to import into financial system.
OpenGov	91	Development Services	Fee Administration	Ability to issue refunds with appropriate permissions and approvals.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	92	Development Services	Fee Administration	Ability to integrate with the District's credit card processing merchant to accept payments through the self-service portal.	Desired	Y - Yes	Professional services costs carry on scope. Licensing costs are included as part of "add-on bundle."	OpenGov Permitting & Licensing	An integration to Paymentus is in scope
OpenGov	93	Development Services	Fee Administration	Ability to restrict payment types to District-defined parameters.	Essential	Y - Yes		OpenGov Permitting & Licensing	Stripe payments can be credit card or ACH, cash and physical check payments are hard coded and cannot be removed.

OpenGov	94	Development Services	Fee Administration	Provide a receipt of payments made in real time.	Essential	Y - Yes		OpenGov Permitting & Licensing	Yes
OpenGov	95	Development Services	Fee Administration	POS capabilities are available for all activity types for which payment can be receipted at the transactional level.	Essential	Y - Yes		OpenGov Permitting & Licensing	An integration to Paymentus is in scope
OpenGov	96	Development Services	Fee Administration	Ability to support multiple forms of payment submitted for a single payment transaction.	Essential	Y - Yes		OpenGov Permitting & Licensing	Multiple forms of payments can be made in the staff workflow side of the portal. Public portal payments are limited to online types and cannot be split.
OpenGov	97	Development Services	Fee Administration	Online payments can be receipted for all activities that can be collected via POS system.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	98	Development Services	Fee Administration	Ability to estimate what the cost of a project would be.	Desired	Y - Yes		OpenGov Permitting & Licensing	Fee totals can be seen on a submitted record. The applicant cannot see fees until the fee step is activated in the workflow.
OpenGov	99	Development Services	Fee Administration	Ability for user(s) with appropriate authorization to allow fee waivers.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	100	Development Services	Fee Administration	Ability to associate fees with specific application types.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	101	Development Services	Fee Administration	Ability to calculate fees based upon flat fee.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	102	Development Services	Fee Administration	Ability to calculate fees based upon project/job value.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	103	Development Services	Fee Administration	Ability to define an effective date to permit fee calculations.	Essential	Y - Yes		OpenGov Permitting & Licensing	Tracking as demonstrated in the demo (8/20/25 and 8/21/25). We do not have native functionality for bond or escrow within PLC
OpenGov	104	Development Services	Fee Administration	Ability to maintain online history of all fees billed.	Essential	Y - Yes		OpenGov Permitting & Licensing	

OpenGov	105	Development Services	Fee Administration	Ability to prompt user to return escrow or financial security upon inspection/approval.	Essential	Y - Yes		OpenGov Permitting & Licensing	Tracking as demonstrated in the demo (8/20/25 and 8/21/25). We do not have native functionality for bond or escrow within PLC
OpenGov	106	Development Services	Fee Administration	Ability to accumulate application review and permit charges automatically.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	107	Development Services	Fee Administration	Ability to automatically deduct charges from the project deposit amount.	Essential	N - Not Available		OpenGov Permitting & Licensing	Tracking as demonstrated in the demo (8/20-8/21). We do not have native functionality for bond or escrow within PLC
OpenGov	108	Development Services	Fee Administration	Ability to display a warning when charges reach a user-defined percentage of the deposit amount.	Desired	F - Future		OpenGov Permitting & Licensing	
OpenGov	109	Development Services	Fee Administration	Ability to track bonds over extended periods of time including payment type (Cash, CD, Electronic Payment, etc.).	Essential	Y - Yes		OpenGov Permitting & Licensing	Tracking as demonstrated in the demo (8/20/25 and 8/21/25). We do not have native functionality for bond or escrow within PLC
OpenGov	110	Development Services	Fee Administration	Ability to calculate utility license fees owed to the District based on a percentage of gross operating revenue. Percent of gross operating revenue varies by utility type.	Desired	Y - Yes		OpenGov Permitting & Licensing	Gross operating revenue can be entered into a form field on a record
OpenGov	111	Development Services	Fee Administration	Ability to apply fees based on attributes of the permit, parcel, customer, or other user-defined fields.	Essential	Y - Yes		OpenGov Permitting & Licensing	Fees can be applied through conditional logic.
OpenGov	112	Development Services	Inspections	Ability for staff to conduct inspections virtually from an office location via video call.	Optional	Y - Yes		OpenGov Permitting & Licensing	The video call does not occur natively within the app.

OpenGov	113	Development Services	Inspections	Ability for applicants to initiate online inspection requests, with the ability to assign the inspection date and time range automatically.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	114	Development Services	Inspections	Ability to automate inspection assignments by geographical area.	Desired	Y - Yes		OpenGov Permitting & Licensing	Through GIS flags
OpenGov	115	Development Services	Inspections	Ability to automate inspection assignments by inspection type.	Desired	Y - Yes		OpenGov Permitting & Licensing	This functionality is not available now but may be handled by a future release.
OpenGov	116	Development Services	Inspections	Ability to allow for automatic and manual distribution of workloads for individual inspectors.	Desired	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	117	Development Services	Inspections	Ability to document inspection results, upload photos, access related permit and property records, print and email results, and initiate reinspection scheduling using a mobile application or mobile-accessible web platform, with a real-time interface to the system database.	Desired	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	118	Development Services	Inspections	Provide speech-to-text capability for entering inspection notes.	Desired	Y - Yes		OpenGov Permitting & Licensing	Depends on device capabilities
OpenGov	119	Development Services	Inspections	Ability to send notifications through notice of compliance letters (report, report converted to a form letter, report converted to an email, etc.).	Desired	Y - Yes		Explore Reporting module within Permitting & Licensing	Compliance letters are issued through a document step which sends a notification via email to the applicant
OpenGov	120	Development Services	Inspections	Ability to automate recurring inspections for situations	Desired	F - Future		OpenGov Permitting & Licensing	

				involving time-based events (e.g., cyclical inspections).					
OpenGov	121	Development Services	Inspections	Ability to schedule overtime inspections directly in an online applicant portal on pre-defined days when overtime inspections are available.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Inspections can be scheduled by staff at whatever times are required
OpenGov	122	Development Services	Inspections	Ability to bill for time involved for inspections, plan reviews, or other activities (e.g., overtime inspection, violations).	Option al	Y - Yes		OpenGov Permittin g & Licensing	Tme tracking will be available with Plan Review (future release). Once available, fees will need to be manually added to a record.
OpenGov	123	Development Services	Inspections	Ability for inspections to be cancelled online, within the mobile application, and/or within the permitting system.	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	124	Development Services	Inspections	Ability to apply fees if inspections are cancelled within a defined timeframe prior to the scheduled inspection time.	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	Fees can be applied manually by staff
OpenGov	125	Development Services	Inspections	Ability to automatically notify applicant to schedule the next inspection via text or email at the completion of the previous inspection.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Email reminders to schedule inspections can be triggered by inspection step activation and by Communication Center campaigns. Text functionality is not available.
OpenGov	126	Development Services	Inspections	Provides the means to configure workflows for inspections providing end-to-end communication with customers.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	127	Development Services	Inspections	Ability for field staff to create, access, and update inspection cases (incidents) from the field.	Desired	Y - Yes		OpenGov Permittin g & Licensing	

OpenGov	128	Development Services	Inspections	Mobile access to the permit activities associated with one or more inspections can be provided to inspectors and applicants to provide real-time information (e.g., inspector field notes, inspector comments, remaining conditions of approval, etc.).	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	129	Development Services	Inspections	Ability to allow payments for certain inspections in the self-service portal.	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	130	Development Services	Inspections	Ability to restrict applicants from scheduling inspections if the applicant has outstanding fees or is noncompliant of a specific request.	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	Workflows can be configured to avoid allowing applicants access to schedule inspections without completed payments. Workflow steps can be added or modified to prevent an applicant from moving forward in the process until required submittal conditions have been met.
OpenGov	131	Development Services	Inspections	Ability to accommodate data download for electronic inspection devices.	Option al	Y - Yes		OpenGov Permittin g & Licensing	The mobile app will be used for inspections in the field
OpenGov	132	Development Services	Inspections	Ability to allow for the entry of inspector's notes for each visit.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	133	Development Services	Inspections	Ability to attach photographs with comments from the office or in the field.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	134	Development Services	Inspections	Ability to automatically notify external agencies the results of an inspection via e-mail (i.e., notification to	Option al	M - Modification	Professional services costs vary by scope. Licensing costs are included as part of "add-on bundle."	OpenGov Permittin g & Licensing	The external agency would have a user account or be a guest on a record to recieve a notification.

				electric companies).					
OpenGov	76	Development Services	Approval & Finalization	System maintains a searchable audit trail of historical changes to developer funds or escrow accounts	Essential	M - Modification	Professional services costs vary by scope. Licensing costs are included as part of "add-on bundle."	Explore Reporting module within Permitting & Licensing	Tracking as demonstrated in the demo (8/20/25 and 8/21/25). We do not have native functionality for bond or escrow within PLC
OpenGov	135	Development Services	Inspections	Ability to apply user-defined re-inspection penalties.	Desired	Y - Yes		OpenGov Permitting & Licensing	This can be completed through form field triggers and calculations
OpenGov	136	Development Services	Inspections	Ability to interface with mobile applications or mobile devices, allowing inspector to enter findings while at the site.	Desired	Y - Yes		OpenGov Permitting & Licensing	The mobile app works on tablets. The browser format has responsive design and can be viewed on devices.
OpenGov	137	Development Services	Inspections	Ability to maintain online history of all inspection fees billed including the following information: Type; Description; Date and Time; Inspector; Results; Status; Violations; Comments; Report by Inspector of Future Inspection Dates; Inspection Frequency.	Desired	R - Reporting		Explore Reporting module within Permitting & Licensing	Through form fields and Explore reporting
OpenGov	138	Development Services	Inspections	Ability to populate inspection information based upon the permit ID number.	Desired	Y - Yes		Explore Reporting module within Permitting & Licensing	Inspection types can be configured for permit/record type but the ID is system generated at the time of submission.
OpenGov	139	Development Services	Inspections	Ability to track the following inspection request fields: Associated ID, owner name, application name, contact phone number, parcel number, address.	Desired	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	140	Development Services	Inspections	Ability to track the following inspection request fields:	Essential	Y - Yes		OpenGov Permitting & Licensing	Through Explore reporting.

				Latitude/longitude					
OpenGov	141	Development Services	Inspections	Provide a single screen data entry point for recording inspection results.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Via the inspection module or mobile app
OpenGov	142	Development Services	Inspections	Ability to generate inspection checklists based on the type of inspection.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	143	Development Services	Inspections	Ability to schedule inspectors for inspections directly in the system and interface with Microsoft Outlook calendar for inspectors.	Desired	Y - Yes		OpenGov Permittin g & Licensing	The Outlook integration is one-way from OpenGov to Outlook
OpenGov	144	Development Services	Inspections	Ability to accommodate the logging of inspection results.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	145	Development Services	Inspections	Ability to allow for an unlimited number of inspections on each application.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	146	Development Services	Inspections	Ability to allow for customization of inspection sequence, as required on a case-by-case basis.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	147	Development Services	Inspections	Ability to allow for the set up of user-defined inspection sequences, based on type of work performed.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Inspection types can be added/removed from workflow steps by Employee "Edit" users
OpenGov	148	Development Services	Inspections	Ability to calculate associated additional fees based on assigned inspector's hourly rate or overtime rate.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	149	Development Services	Inspections	Ability to calculate fees based upon mileage and other expenses.	Optional	Y - Yes		OpenGov Permittin g & Licensing	

OpenGov	150	Development Services	Inspections	Ability to generate inspection schedules that accommodates entering the following scheduling constraints: Normal operating hours; Observed holidays; Single occurrence vacations by inspector; Single occurrence shut-down days; Outside normal business hours	Desired	Y - Yes	OpenGov Permittin g & Licensing	This will be handled through smart inspection scheduling functionality (future release).
OpenGov	151	Development Services	Inspections	Ability to perform error checking during inspection scheduling to ensure the following: Inspections are performed in the proper sequence.	Essenti al	Y - Yes	OpenGov Permittin g & Licensing	Staff approve requests for inspections before it is scheduled.
OpenGov	152	Development Services	Inspections	Ability to perform error checking during inspection scheduling to ensure the following: Application has not been placed on hold.	Essenti al	Y - Yes	OpenGov Permittin g & Licensing	Staff approve requests for inspections before it is scheduled.
OpenGov	153	Development Services	Inspections	Ability to perform error checking during inspection scheduling to ensure the following: Pre-requisite inspections are complete.	Essenti al	Y - Yes	OpenGov Permittin g & Licensing	Staff approve requests for inspections before it is scheduled.
OpenGov	154	Development Services	Inspections	Ability to perform error checking during inspection scheduling to ensure the following: State Contractors' licenses are valid.	Desired	Y - Yes	OpenGov Permittin g & Licensing	The state contractor autofill can limit applications to contractors with valid licenses

OpenGov	155	Development Services	Inspections	Ability to define an inspection timeline with progress markers (such as percent completion) that an applicant can view in the system, with the ability to route specific reviews or trigger certain actions when a defined inspection percentage has been completed.	Essential	Y - Yes		OpenGov Permittin g & Licensing	The overall workflow is visible to the applicant to track progress. Progress within any individual step is not tracked or communicated.
OpenGov	156	Development Services	Inspections	Ability to perform error checking during inspection scheduling to ensure the following: Type of inspection requested is valid for the application.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Inspection types can be preconfigured for specific workflows
OpenGov	157	Development Services	Inspections	Ability to track the following inspection request fields: Associated ID number, owner name, application, contact phone number, address, parcel number.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	158	Development Services	Online Applicant Portal	Ability to allow an applicant to view the status of a request/submission after logging in.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	159	Development Services	Online Applicant Portal	Ability to generate an electronic signature based upon approved login credentials.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Digital signature is a check box with typed name.
OpenGov	160	Development Services	Online Applicant Portal	Ability to pre-populate basic identity fields based on the account information stored with the user's ID/password.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	161	Development Services	Online Applicant Portal	Ability to require an authentication email to be acted upon in order to activate a new account.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	162	Development Services	Online Applicant Portal	Provide a security-enabled functionality set (i.e., user ID and password required) for	Essential	Y - Yes		OpenGov Permittin g & Licensing	

				online portal access.					
OpenGov	163	Development Services	Online Applicant Portal	Ability to configure certain fields as required fields within the online form submission functionality.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	164	Development Services	Online Applicant Portal	Allow users to set up online accounts in the role of: • Organization • Applicant - Contact (Property Owner, Business Owner) • Contractor	Essential	N - Not Available		OpenGov Permittin g & Licensing	No, user accounts are not linked
OpenGov	165	Development Services	Online Applicant Portal	Ability to submit applications for all record types online, including the ability to submit information for multiple related cases (e.g., prime and sub-permits) via a single online form submission. Represent the ability to provide for applications requiring plan review and those not requiring plan review (web permits).	Essential	Y - Yes		OpenGov Permittin g & Licensing	Any published record type can be submitted online. Each record type is applied to individually. Plan review workflow is configured as part of each record type
OpenGov	166	Development Services	Online Applicant Portal	Ability to display a map in the online applicant portal after the applicant enters an address or location to confirm request is within the District's jurisdiction.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	167	Development Services	Online Applicant Portal	Provide an online map interface allowing users and citizens to run geographic queries on the District's development activity and review details related to specific cases the District designates as visible to the public.	Essential	T - Third Party		OpenGov Permittin g & Licensing	Through GIS externally.

OpenGov	168	Development Services	Online Applicant Portal	Ability for applicants to save and update their online application over multiple sessions.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	169	Development Services	Online Applicant Portal	Ability to enforce mandatory application submission requirements to eliminate or significantly reduce the number of incomplete applications submitted by the applicant.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	170	Development Services	Plan Review	Applicants have the ability to mark up plans and communicate written comments, which can be visible in electronic plans in conjunction with District reviewer's comments.	Essential	T - Third Party	Professional services costs carry on scope. Licensing costs are included as part of "add-on bundle."	OpenGov Permitting & Licensing	
OpenGov	171	Development Services	Plan Review	Electronic plan submissions can facilitate approval workflows in the permitting system of record in addition to capturing time involved in the application review process.	Essential	Y - Yes		OpenGov Permitting & Licensing	This will be handled through the new Plan Review functionality and Explore time tracking reporting (future release)
OpenGov	172	Development Services	Plan Review	Ability to accept all industry standard format types (e.g., PDF, AutoCAD, GIF, JPEG).	Essential	Y - Yes		OpenGov Permitting & Licensing	Any file type is able to be uploaded but the appropriate software is required by the employee user to view.
OpenGov	173	Development Services	Plan Review	The management of right-of-way permits is fully integrated with all entitlement, permitting, and acceptance processes.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	174	Development Services	Plan Review	System provides standardized electronic plan submission capabilities for signed and sealed plans.	Essential	Y - Yes		OpenGov Permitting & Licensing	

OpenGov	175	Development Services	Plan Review	Ability to track the status of a case review based on defined process review steps.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	176	Development Services	Plan Review	System natively provides or integrates with electronic plan review capabilities with workflow functionality and markup capabilities.	Essential	Y - Yes	Professional services costs carry on scope. Licensing costs are included as part of "add-on bundle."	OpenGov Permittin g & Licensing	Bluebeam
OpenGov	177	Development Services	Plan Review	Ability to "re-route" plans to appropriate reviewers so that revisions created by one reviewer can be reviewed by other reviewers.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Plan Review workflows can be configured for specific process flows to ensure the appropriate sequence
OpenGov	178	Development Services	Plan Review	Ability to add additional review actions and inspections to a permit.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	179	Development Services	Plan Review	System provides a complete history of review comments by all disciplines/reviewers so each iteration cycle for sufficiency can be audited and validated.	Essential	Y - Yes		OpenGov Permittin g & Licensing	This will be handled through the new Plan Review workflow steps (future release)
OpenGov	180	Development Services	Plan Review	Ability to support conditional decisions for the routing of applications.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	181	Development Services	Plan Review	Ability to track and maintain external reviewer agency information/comments.	Essential	Y - Yes		OpenGov Permittin g & Licensing	External reviewers can be added as employee users
OpenGov	182	Development Services	Plan Review	System supports versioning of the plan submission that can be associated with each plan review iteration.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	183	Development Services	Plan Review	System allows for multiple reviewers to review a set of plans concurrently.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	184	Development Services	Plan Review	Ability to accommodate free form text boxes in review checklists.	Essential	Y - Yes		OpenGov Permittin g & Licensing	There is a single comment section in a checklist.

OpenGov	185	Development Services	Plan Review	Ability to accommodate role-based approval capabilities for each review step.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	186	Development Services	Plan Review	Ability to accommodate user-defined tables for standard comments that can be selected from during application review.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Comment Library allows for bulk upload of comments but table column headers are preset not user-defined
OpenGov	187	Development Services	Plan Review	Ability to allow user-defined plan review routing based on type of work performed.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	188	Development Services	Plan Review	Ability to flag entire projects to alert specified groups of special conditions.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	189	Development Services	Plan Review	Ability to capture the locations of utilities in the system of record based upon geographic position in the right-of-way so potential conflicts can be identified.	Desired	T - Third Party		OpenGov Permittin g & Licensing + Esri ArcGIS	
OpenGov	190	Development Services	Plan Review	Ability to manage a resubmission process for electronic plan reviews within the system such that reviewer comments, drawings, objects, etc. can be easily identified for changes (additions, deletions, and revisions).	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	191	Development Services	Plan Review	System provides electronic document management capabilities associated with plan reviews so that they can be linked to cases.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Attachments can be configured for automatic inclusion with specific plan review steps

OpenGov	192	Development Services	Plan Review	Ability to accommodate hierarchical reviews, so that one division can act as an intermediary to roll up comments from other external reviewers prior to consolidating and representing to the applicant.	Essential	Y - Yes		OpenGov Permittin g & Licensing	The final review group and/or review coordinator would act as the consolidator before issuing the review result to applicant.
OpenGov	193	Development Services	Plan Review	Ability to save sections of the District's code as standard comments available in the plan review application, including the ability to users to select frequent or "favorite" review comments.	Desired	Y - Yes		OpenGov Permittin g & Licensing	The comment library and can create categories by user to select frequently used comments
OpenGov	194	Development Services	Plan Review	Ability to retain digitally signed submissions.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	195	System Administration	Applications Configuration and Management	Ability to configure the system to provide a system/email notification when a deadline is aging.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	196	System Administration	Applications Configuration and Management	Ability to configure custom fields to identify conditions on an application that would specify a certain workflow/review process.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	197	System Administration	Applications Configuration and Management	Ability to allow automated flagging of application records at pre-defined milestones/processes to identify special conditions to be resolved prior to allowing subsequent processes from taking place.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Flags can be automated upon submission and used as conditions, but other flags would need to be manually added

OpenGov	198	System Administration	Applications Configuration and Management	Ability to allow user-defined processes or workflow for each application type. User should be able to establish the steps or processes each application type and sub-type should follow from application submittal through approval and filing, if necessary.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	199	System Administration	Applications Configuration and Management	Ability to record the time spent at each step of the review process, via workflow.	Essential	Y - Yes		Explore Reporting module within Permittin g & Licensing	This will be handled through new Plan Review and Explore time tracking (future release).
OpenGov	200	System Administration	Applications Configuration and Management	Ability to require that all mandated review steps are completed prior to approval of application.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	201	System Administration	Applications Configuration and Management	Ability to set assigned backups for review staff and reassign approvals in the case of staff leave or a defined period without approval activity.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Bulk reassignment for inspections and user/groups can be used for temporary reassignments
OpenGov	202	System Administration	Applications Configuration and Management	Ability for the District to determine which fields are required.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	203	System Administration	Applications Configuration and Management	Provide an administrative messaging system (e.g., a message to alert users of system maintenance activity).	Essential	N - Not Available		OpenGov Permittin g & Licensing	No, there is no in-app pop up messaging available
OpenGov	204	System Administration	Applications Configuration and Management	System provides customizable screens based on roles and permissions.	Desired	Y - Yes		OpenGov Permittin g & Licensing	User permissions restrict access to certain areas of the screens. Screens are not customizable.
OpenGov	205	System Administration	Applications Configuration and Management	Ability to configure workflow notifications via system dashboard or email.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Staff can set in app and email notifications on / off

OpenGov	206	System Administration	Applications Configuration and Management	Ability to analyze and report on workflow performance to identify constraints and bottlenecks for management review and intervention (e.g., graphical workflow printout with flags).	Essential	R - Reporting	Included in Subscription	Explore Reporting module within Permitting & Licensing	Explore reporting can provide information for new plan review time tracking.
OpenGov	207	System Administration	Applications Configuration and Management	Ability to provide workflow functionality such that in an approval the following options are possible: All users must approve an item before moving to the next step.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	208	System Administration	Applications Configuration and Management	Ability to provide workflow functionality such that in an approval the following options are possible: One user must approve an item before moving to the next step.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	209	System Administration	Applications Configuration and Management	Ability to provide workflow functionality such that in an approval the following options are possible: Rejection by only one of the users will push the workflow back to the previous step.	Essential	Y - Yes		OpenGov Permitting & Licensing	Previously completed steps are not reactivated by rejection, this would be a manually done by a staff member.
OpenGov	210	System Administration	Applications Configuration and Management	Ability to provide workflow functionality that allows for notification of the results of a workflow step to be sent to a user via email or to be viewable internally within the application. The type of notification (email or internal to application) can be customizable for each individual user.	Essential	Y - Yes		OpenGov Permitting & Licensing	Employee users have some ability to customize notifications but applicants do not and will receive emails for every step or required action.

OpenGov	211	System Administration	Applications Configuration and Management	Ability to provide workflow functionality that allows for users receiving workflow updates via email to click on a link provided within the email that takes the user to the appropriate area within the application to perform the next steps on that workflow.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	212	System Administration	Applications Configuration and Management	System provides audit trail history of approvals.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	213	System Administration	Applications Configuration and Management	Optionally, be able to trigger a standard email to be sent through Outlook.	Essential	N - Not Available		OpenGov Permitting & Licensing	The Outlook integration is limited to inspection schedules.
OpenGov	214	System Administration	Applications Configuration and Management	Ability to link emails related to an application to a record in the system to allow project tracking and historical records related to the email thread be maintained.	Essential	M - Modification	Professional services costs vary by scope. Licensing costs are included as part of "add-on bundle."	OpenGov Permitting & Licensing	Comments are used to notify applicants and preserve the record of the communication in the record itself. Emails cannot be linked. However, they can be printed to PDF and uploaded as an attachment.
OpenGov	215	System Administration	Applications Configuration and Management	Ability to trigger a unique email message to an applicant directly from the system of record and maintain in the project file.	Essential	Y - Yes		OpenGov Permitting & Licensing	Comments are used to notify applicants and preserve the record of the communication in the record itself. Emails are limited to system generated notifications of workflow step advancement and actions required. Additionally, in-app messages and campaigns created through Communication Center for Renewals, Payments, and Inspections are sent via email.

OpenGov	216	System Administration	Applications Configuration and Management	Ability for any staff member with appropriate permissions to be able to access historical email records linked to applications in the system.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Comments are used to notify applicants and preserve the record of the communication in the record itself. Emails cannot be linked.
OpenGov	217	System Administration	Applications Configuration and Management	Ability to provide the District with the means of configuring its own notifications.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Employee users have some ability to customize notifications but applicants do not. Applicants will receive emails for every step or required action.
OpenGov	218	System Administration	Querying & Reporting	Ability to report/search by comment type, flagged items, date, or user.	Desired	R - Reporting	Included in Subscription	Explore Reporting module within Permittin g & Licensing	Explore reports has many data types for reporting. Comment types are not reportable.
OpenGov	219	System Administration	Querying & Reporting	Ability for users to generate reports ad-hoc, with fields and delimiters they designate; including ability to save these reports for later use.	Essential	R - Reporting	Included in Subscription	Explore Reporting module within Permittin g & Licensing	
OpenGov	220	System Administration	Querying & Reporting	Ability to monitor and track the status of pending approvals in workflow.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	221	System Administration	Querying & Reporting	Ability to track an application through the entire review process.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	222	System Administration	Querying & Reporting	Ability to generate a report of project history showing all events and meeting dates.	Essential	R - Reporting	Included in Subscription	Explore Reporting module within Permittin g & Licensing	Events and meeting dates recorded as workflow steps or in form field data within the system can be reported on.
OpenGov	223	System Administration	Querying & Reporting	Ability to generate statistical reports summarizing the number of calendar days spent in application review for regular projects for each type of job by each reviewing department.	Essential	F - Future		Explore Reporting module within Permittin g & Licensing	This will be handled through new plan review Explore reporting (future release)

OpenGov	224	System Administration	Querying & Reporting	Ability for users to generate reports based on geographic location such as inspector territory, city or county, census tract, neighborhood for all queries.	Desired	R - Reporting	Included in Subscription	Explore Reporting module within Permitting & Licensing	Reports can be generated for information available through the customer provided MAT and/or file flags
OpenGov	225	System Administration	Querying & Reporting	Ability to track developer contributed infrastructure.	Desired	M - Modification	Professional services costs vary by scope. Licensing costs are included as part of "add-on bundle."	Explore Reporting module within Permitting & Licensing	This can be tracked through a form field.
OpenGov	226	System Administration	Querying & Reporting	Provide the report date on all created reports including any date range used in parameter-driven report criteria.	Essential	R - Reporting	Included in Subscription	Explore Reporting module within Permitting & Licensing	Yes
OpenGov	227	System Administration	Querying & Reporting	Provide a performance dashboard consisting of Key Performance Indicators or web parts, with ability to setup data desired for KPIs or web parts based on business area. Users should have the ability to save links to favorite reports and queries.	Essential	R - Reporting	Included in Subscription	Explore Reporting module within Permitting & Licensing	PLC reports can be exported and favorite reports can be saved. Dashboards can be built and utilized in Reporting & Transparency.
OpenGov	228	System Administration	Querying & Reporting	System provides a standard search with configurable default fields (e.g., address, case number).	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	229	System Administration	Querying & Reporting	Ability for system to allow users to perform inquiries and searches by any field available for data entry.	Essential	Y - Yes		OpenGov Permitting & Licensing	Text fields can be configured as searchable at the form field level
OpenGov	230	System Administration	Querying & Reporting	Ability to output reports in standard formats such as PDF, Excel, CSV, HTML, etc.	Essential	Y - Yes		OpenGov Permitting & Licensing	csv exports are available.
OpenGov	231	System Administration	User Interface	Ability to modify dropdown menus and pick lists.	Desired	Y - Yes		OpenGov Permitting & Licensing	

OpenGov	232	System Administration	User Interface	System provides administrative capabilities to change labels or add user-defined fields to a screen from within the application.	Essential	Y - Yes	OpenGov Permittin g & Licensing	
OpenGov	233	System Administration	User Interface	System is ADA 508 compliant.	Optional	Y - Yes	OpenGov Permittin g & Licensing	
OpenGov	234	System Administration	User Interface	System has a consistent set of command keys and screen layouts across the application.	Desired	Y - Yes	OpenGov Permittin g & Licensing	
OpenGov	235	System Administration	User Interface	Ability to configure tabbing order on all data entry screens.	Desired	F - Future	OpenGov Permittin g & Licensing	
OpenGov	236	System Administration	User Interface	Ability to establish role-based customized dashboards and assign to specific users.	Desired	Y - Yes	OpenGov Permittin g & Licensing	Dashboards can be built and utilized in Reporting & Transparency.
OpenGov	237	System Administration	User Interface	Ability for individual users to customize their dashboards (user dashboard preferences should be stored in the database).	Desired	Y - Yes	OpenGov Permittin g & Licensing	Dashboards can be built and utilized in Reporting & Transparency.
OpenGov	238	System Administration	User Interface	System uses a responsive design that allows users to access the application from devices of any size (phone, tablet, laptop), optimizing the experience or providing a dedicated mobile application to be used on smartphone devices and tablet computers.	Desired	Y - Yes	OpenGov Permittin g & Licensing	Mobile app works on Apple iPads and Android tablets through the app store. the Web based version is available on all devices with responsive design for browser based access.
OpenGov	239	System Administration	User Interface	Ability to provide field-level and/or screen level help throughout the application that can be customized by trained users.	Desired	Y - Yes	OpenGov Permittin g & Licensing	Help text can be customized throughout the site for applicants.

OpenGov	240	Technical Administration	Application Security	Role-based data access that extends security permissions to export capabilities, report access, ad-hoc queries (e.g., role-based data access that restrict which roles can view PII and PCI information).	Desired	Y - Yes	OpenGov Permittin g & Licensing	
OpenGov	241	Technical Administration	Application Security	System provides role-based security.	Desired	Y - Yes	OpenGov Permittin g & Licensing	There are administrator and employee user roles.
OpenGov	242	Technical Administration	Application Security	Ability to track audit track changes throughout the system including: date and time of change; user making the change, information prior to change and what it was changed to; workstation name and/or IP Address of the workstation that made the change.	Desired	Y - Yes	OpenGov Permittin g & Licensing	Activity log shows changes made but does not show prior information, workstation name, or IP address
OpenGov	243	Technical Administration	Application Security	System provides a single user administration interface which allows for system, user, and group security and configuration settings to be performed and managed.	Desired	Y - Yes	OpenGov Permittin g & Licensing	User permissions are set at the system setting level and at the record type level
OpenGov	244	Technical Administration	Application Security	Ability to support electronic/digital signatures.	Essenti al	Y - Yes	OpenGov Permittin g & Licensing	Digital signature is a check box with typed name.
OpenGov	245	Technical Administration	Application Security	Ability to lock-down record deletion capability to only approved users.	Essenti al	Y - Yes	OpenGov Permittin g & Licensing	

OpenGov	246	Technical Administration	Data Management	Ability to retain data backups according to a specified data retention policy, including quarterly backups retained for a minimum of one year and yearly backups retained for a minimum of five years. Audit records of security events and incidents must be retained for at least one year.	Desired	T - Third Party		OpenGov Permittin g & Licensing	OpenGov Advanced Reporting allows the customer access to data.
OpenGov	247	Technical Administration	Data Management	Ability for the database to allow for data access in a seamless manner even though the data may physically reside on another server.	Essenti al	R - Reporting	Included in Subscription	Explore Reporting module within Permittin g & Licensing	
OpenGov	248	Technical Administration	Data Management	Ability to support referential integrity through the use of data definitions.	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	opengov.com/trust
OpenGov	249	Technical Administration	Data Management	Ability to automatically recover data to the point of the last transaction in the event of a system failure.	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	opengov.com/trust
OpenGov	250	Technical Administration	Data Management	Ability to return and export client-owned data in a usable and standardized format upon contract termination	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	251	Technical Administration	Data Management	System provides a visual diagram (ERD) and detailed information about all database tables and fields.	Desired	M - Modification	Professional services costs vary by scope. Licensing costs are included as part of "add-on bundle."	OpenGov Permittin g & Licensing	No, this is SaaS, Off the shelf commercial software.
OpenGov	252	Technical Administration	Data Management	Ability for system to interact with the relational database and offer robust querying and online analysis tools that do not require	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	

				programming knowledge.					
OpenGov	253	Technical Administration	Forms Processing	Ability to generate forms that are EPA CROMERR compliant.	Desired	F - Future		OpenGov Permittin g & Licensing	
OpenGov	254	Technical Administration	Forms Processing	System provides form creation tools or integration to MS Office that enable authorized user(s) to create or copy existing user-defined forms for modification.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	255	Technical Administration	Forms Processing	Ability for all forms printed within the vendor's solution to be archived as a PDF.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	256	Technical Administration	Forms Processing	Ability for administrators to configure the user interface controls in order to relocate, hide, expose, or highlight certain information on forms.	Desired	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	257	Technical Administration	Integration & Interfacing	System integrates with ESRI GIS enterprise geodatabase.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Visualization of GIS layers overlaid with submitted records
OpenGov	258	Technical Administration	Integration & Interfacing	System seamlessly integrates with Bluebeam electronic plan review tools.	Essenti al	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	259	Technical Administration	Integration & Interfacing	System integrates with additional electronic plan review providers.	Desired	Y - Yes		OpenGov Permittin g & Licensing	Bluebeam is in scope
OpenGov	260	Technical Administration	Integration & Interfacing	Provide integration with cyclical inspection tools whereby staff can complete an initial project and send to a cyclical integration process for annual monitoring in another system seamlessly. Provide additional information on	Desired	F - Future		OpenGov Permittin g & Licensing	

				potential tools in comments.					
OpenGov	261	Technical Administration	Integration & Interfacing	Ability to generate service requests in the system or integrate with the CIS to generate required requests (ex. meter application action steps).	Essential	Y - Yes		OpenGov Permittin g & Licensing	As defined by the in scope Record export to CIS - Application details (Flat file integration via record export) (sprypoint).
OpenGov	262	Technical Administration	Integration & Interfacing	Ability to import/export configuration data to/from a common data interchange format (e.g. ASCII, XML, etc.).	Essential	Y - Yes		OpenGov Permittin g & Licensing	Configuration data is not available for export or import at this time. This is SaaS, Off the shelf commercial software.
OpenGov	263	Technical Administration	Integration & Interfacing	System supports web services and/or APIs as a means of real-time data exchange with other applications.	Essential	Y - Yes		OpenGov Permittin g & Licensing	This will be handled through API functionality (future release.)
OpenGov	264	Technical Administration	Integration & Interfacing	Provide the ability to integrate with Oracle EBS for capital project tracking and identifiers.	Essential	F - Future		OpenGov Permittin g & Licensing	
OpenGov	265	Technical Administration	Operating System, Database and Network	Provides a browser-based user interface running on IIS that can integrate with MS Office products.	Essential	Y - Yes		OpenGov Permittin g & Licensing	Can sync inspections with the outlook calendar, one way.
OpenGov	266	Technical Administration	Operating System, Database and Network	Ability to restrict system access and allow only authorized personnel through the use of multi factor authentication based on role.	Essential	Y - Yes		OpenGov Permittin g & Licensing	
OpenGov	267	Technical Administration	Operating System, Database and Network	Ability to store role-based user permissions, data access, dashboard menu access, and personal	Essential	Y - Yes		OpenGov Permittin g & Licensing	User permissions can be set, but dashboards are not personalized

				dashboard preferences.					
OpenGov	268	Technical Administration	Technical Environment	Software vendor provides ongoing software maintenance and new software releases periodically to meet all State, Federal, and local requirements at no additional charge.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	269	Technical Administration	Technical Environment	Ability to provide pre-defined data views for reporting.	Desired	R - Reporting	Included in Subscription	Explore Reporting module within Permitting & Licensing	
OpenGov	270	Technical Administration	Technical Environment	Ability to define data fields as personally identifiable information, and restrict access to these fields.	Desired	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	271	Technical Administration	Technical Environment	Ability to provide a pre-production environment for customer to test system functionality before implementation in the production environment.	Essential	Y - Yes		OpenGov Permitting & Licensing	
OpenGov	272	Technical Administration	Technical Environment	Ability to provide a centralized data dictionary, that fully describes table structure and appropriate levels of metadata.	Essential	F - Future		OpenGov Permitting & Licensing	
OpenGov	273	Technical Administration	Technical Environment	Ability to export data to a business intelligence tool for reporting.	Essential	R - Reporting	Included in Subscription	Explore Reporting module within Permitting & Licensing	

December 15, 2025

Prepared by: N. Mwe / J. Moeder

Submitted by: K. Burton

Approved by: Paul A. Cook 

CONSENT CALENDAR

SHAW TANK REPLACEMENT CONSULTANT SELECTION AND BUDGET INCREASE

SUMMARY:

Shaw Tank is a bolted steel tank, built by Santiago County Water District around 1994, that has reached the end of its useful life. Staff solicited proposals from seven consultants to provide engineering design services to replace the tank and received three proposals. Staff recommends that the Board authorize the General Manager to execute a Professional Services Agreement in the amount of \$680,000 with Tetra Tech for engineering design services for the Shaw Tank Replacement project, and increase the budget \$1,400,000, from \$500,000 to \$1,900,000.

BACKGROUND:

In 2022, IRWD contracted with V&A Consulting Engineers to assess the condition of 14 steel tanks in domestic water and recycled water systems. V&A completed the condition assessment in 2023, and staff reviewed the comprehensive evaluation to determine the initial list of tank rehabilitation and replacement projects. The Shaw Tank Replacement project is one of the priority projects due to various coating failures and extensive corrosion. Shaw Tank is located in a residential community on Olive Drive near the intersection of Silverado Canyon Road, as shown on Exhibit "A."

Shaw Tank is a 0.15 million gallon (MG) tank that serves potable water to the Santiago Canyon Zone 9 and the Santiago Canyon Zones 10, 10-R, and 11 via Shaw Pump Station. The existing tank site includes the aboveground bolted steel tank, tank inlet / outlet piping assembly, SCADA control panel, radio tower, and related appurtenances. Shaw Tank is filled by pumping water from the Fleming Zone 8 to 9 Pump Station.

The project includes designing a new 0.2 MG (minimum) aboveground steel tank and associated appurtenances that will be constructed adjacent to the existing tank to allow continuous operations of the existing tank during construction. The project also includes general site civil improvements including securing the site, which is currently open to the public. A budget increase of \$1,400,000 is requested for the combination of engineering design services and construction.

Consultant Selection Process:

IRWD invited seven consultants to submit proposals for engineering design services and received proposals from Cannon, Dudek, and Tetra Tech. Ardurra, Kleinfelder, MKN, and Stantec Consulting Services did not submit a proposal. Each firm that submitted a proposal presented unique approaches and creative engineering solutions for achieving the project objectives. Tetra Tech presented the most comprehensive approach to completing the project, demonstrated an outstanding understanding of the project issues, provided an in-depth summary of how each issue will be resolved during the design, and presented conceptual facility layouts

for the proposed facilities. Tetra Tech also demonstrated the most extensive, recent experience with the design and construction of tank replacement projects including Fleming Zone 8 Reservoir and Orange Heights Zone 6 Reservoir Improvements. The consultant selection matrix is attached as Exhibit “B,” and Tetra Tech’s proposal is attached as Exhibit “C.”

Staff recommends that the Board authorize the General Manager to execute a Professional Services Agreement in the amount of \$680,000 with Tetra Tech.

FISCAL IMPACTS:

The Shaw Tank Replacement, Project 12570, is included in the FY 2025-26 Capital Budget and will be funded through 100% domestic water replacement funds. A budget increase is required to fund the engineering design and construction as shown in the table below.

Project No.	Current Budget	Addition <Reduction>	Total Budget
12570	\$500,000	\$1,400,000	\$1,900,000

ENVIRONMENTAL COMPLIANCE:

This project is subject to the California Environmental Quality Act (CEQA). In conformance with the California Code of Regulations Title 14, Chapter 3, Section 15004, the appropriate environmental document will be prepared when "meaningful information" becomes available.

COMMITTEE STATUS:

This item was reviewed by the Engineering and Operations Committee on December 9, 2025.

RECOMMENDATION:

THAT THE BOARD AUTHORIZE A BUDGET INCREASE IN THE AMOUNT OF \$1,400,000, FROM \$500,000 TO \$1,900,000, AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH TETRA TECH IN THE AMOUNT OF \$680,000 FOR ENGINEERING DESIGN SERVICES FOR THE SHAW TANK REPLACEMENT, PROJECT 12570.

LIST OF EXHIBITS:

Exhibit “A” – Location Map

Exhibit “B” – Consultant Selection Matrix

Exhibit “C” – Tetra Tech Scope of Work and Fee Proposal



SHAW RESERVOIR AND PUMP STATION

1 inch = 50 feet

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Exhibit "B"

CONSULTANT SELECTION MATRIX

Santiago Canyon Zn 9 Shaw Tank Replacement Project								
Item	Description	Weights	Tetra Tech		Dudek		Cannon	
A	<u>TECHNICAL APPROACH</u>							
1	Project Understanding & Approach	40%	1		2		3	
2	Project Experience	30%	1		2		2	
3	Project Team	30%	1		3		2	
	<u>Weighted Score</u>		1.0		2.3		2.4	
	Ranking of Consultants							
B	<u>SCOPE OF WORK</u>							
TASK			Task Hours	Fee	Task Hours	Fee	Task Hours	Fee
1	Project Management		400	\$110,010	150	\$43,867	204	\$44,376
2	Preliminary Design		877	\$254,815	406	\$280,408	466	\$212,971
3	Final Design		1,647	\$288,775	722	\$302,523	799	\$159,777
4	Engineering Services During Bidding		176	\$26,400	68	\$28,635	132	\$27,432
	Total Engineering Services Fee		3,100	\$680,000	1,346	\$655,433	1,601	\$446,056
5	<u>Optional Tasks</u>							
	Draft and Final Drainage Design Memo	Included		\$0	98	\$23,593	Not included	\$0
	Total Engineering Services Fee with Optional Tasks		3,100	\$680,000	1,444	\$679,026	1,601	\$446,056
C	<u>OTHER</u>							
	Number of Drawings		54		38		Not included	
	Engineering Design Services Fee per Drawing		\$12,593		\$17,248		N/A	
	Sub Consultants							
	Electrical/Control		In-house		In-house		In-house	
	Cathodic Protection/Corrosion		RF Yeager Engineering		V&A		Not Included	
	Civil/Mechanical		In-house		In-house		In-house	
	Structural		In-house		PSE		In-house	
	Geotech		Verdantas		Ninyo & Moore		Ninyo & Moore	
	Survey		Metz Surveying		GIS Surveyors		KDM Meridian	
	Hazardous Materials		National Econ Corp.		Industrial Hygiene Service		CSI Services	
	Design Potholes		Boudreau Pipeline		AirX		C Below	
	Exceptions taken to IRWD Std. Contract		Yes		None		None	
	DIR Numbers Provided		Yes		Yes		Yes	
	Insurance (Professional & General Liability)		Yes		Yes		Yes	

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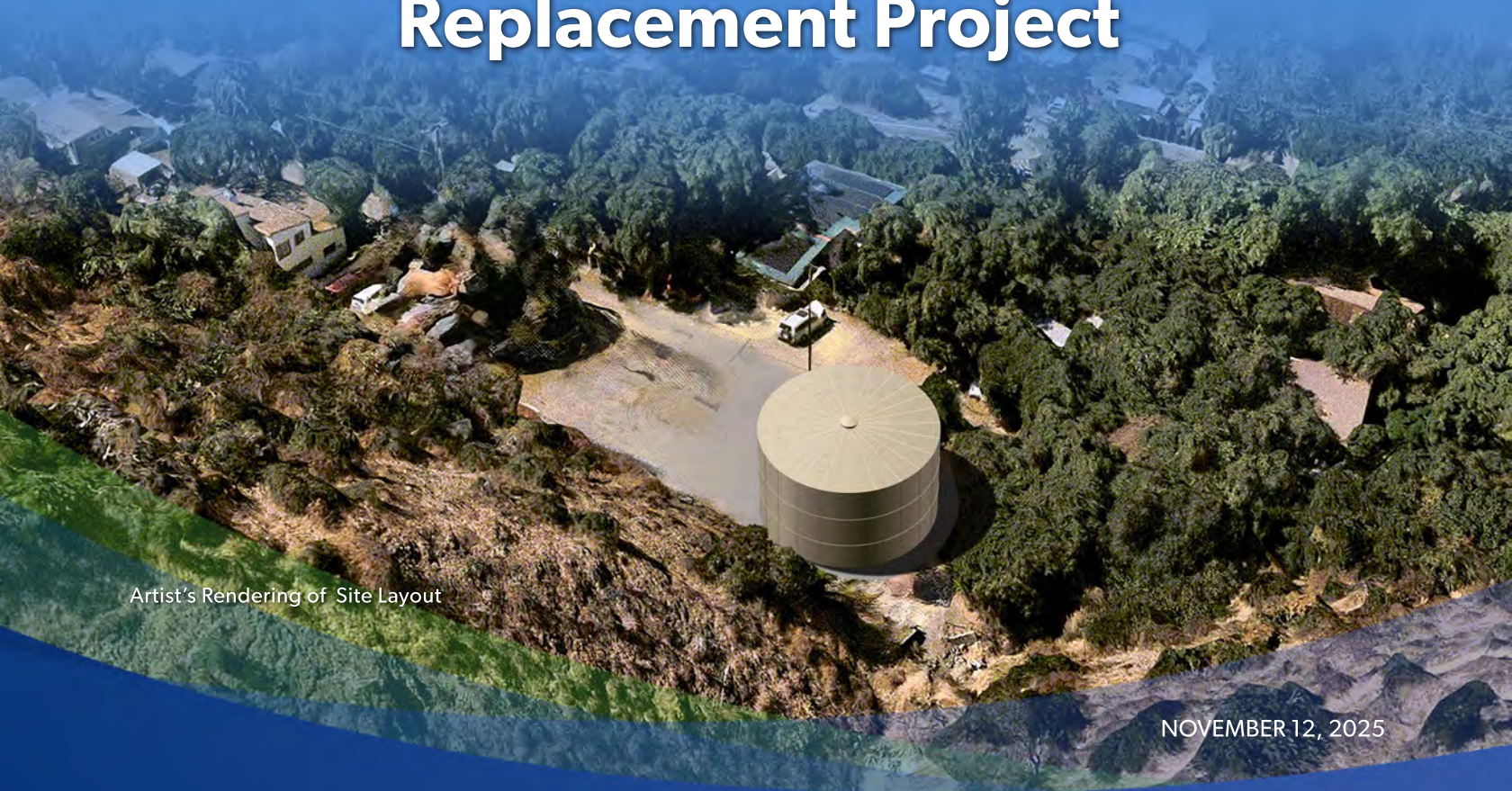


PROPOSAL TO PROVIDE



ENGINEERING SERVICES FOR THE

SHAW TANK Replacement Project



Artist's Rendering of Site Layout

NOVEMBER 12, 2025



TETRA TECH



November 12, 2025

Nang Mwe, PE, Project Manager
Irvine Ranch Water District
Engineering Department
15600 Sand Canyon Ave.
Irvine, CA 92618

Reference: Proposal to Provide Engineering Design Services for the Shaw Tank Replacement Project

Dear Ms. Mwe,

Tetra Tech is pleased to submit our proposal for engineering design services for the Shaw Tank Replacement Project. We value the relationship that has been built with Irvine Ranch Water District (IRWD) based on our past and ongoing projects. It is our desire to again provide the same diligent service to IRWD. We are offering an outstanding team that combines the experience, depth, and understanding of the design of reservoirs for the successful delivery of this project. Our team brings the following advantages:

- ▶ **Unequaled Reservoir Design Experience.** During the last 20 years, Tetra Tech has designed more than **64 reservoirs**, including **13 steel tank reservoirs** within Southern California.
- ▶ **Project Team with Extensive IRWD Experience.** The Tetra Tech Project Team offers a well-balanced blend of long-standing experience with IRWD and broad technical expertise in water and wastewater infrastructure. Ms. Erica Jenkins and I bring together more than 66 years of combined professional experience in the planning, design, and delivery of complex water, wastewater, and recycled water projects. Our collaboration builds upon Tetra Tech's decades-long partnership with IRWD, ensuring design continuity, technical consistency, and alignment with District standards and expectations.

For over 25 years, Tetra Tech has supported IRWD in developing and improving its critical infrastructure encompassing reservoirs, pump stations, wells, pipelines, and feasibility studies. This deep, ongoing relationship has given our team a comprehensive understanding of IRWD's design procedures, electrical and P&ID standards, preferred materials, and operational practices, allowing us to produce coordinated, cost-effective, and high-quality designs that meet the District's goals for performance and constructability.

- ▶ **Local In-House Structural and Electrical and Control Capabilities.** Tetra Tech has our own in-house local team of structural and electrical engineers who have extensive experience with IRWD facilities.
- ▶ **Dedication to IRWD.** Tetra Tech believes that IRWD is an important client. Our approach will include a "teaming and partnering" relationship. We will strive to exceed your expectations through hard work, attention to detail, close communication, schedule and budget management.

Our project team is looking forward to working with you and your staff to complete this project. We are committed to providing IRWD with the highest-quality service you expect. Should you have any questions regarding our proposal, please feel free to contact us.

Sincerely,

A handwritten signature in purple ink, appearing to read 'Neha Gajjar', with a stylized flourish extending to the right.

Neha Gajjar, PE
Senior Project Manager

M:\Marketing\Proposals\FY 2026\IRWD_CA_ShawTankReplacement

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WHY TETRA TECH

Tetra Tech is the **right** team to provide the engineering design services for the Shaw Tank Replacement Project for the following reasons:

- **Reservoir Design Experience** - Over the past 15 years, Tetra Tech has designed more than 64 reservoirs, including 13 steel tank reservoirs located throughout Southern California. Most recently, we completed the 1.3 MG Fleming Zone 8 Reservoir and Zone 8 to 9 Pump Station, and we are currently working on Chapman Tank Site Master Planning and Constructability Study. The insights, design strategies, and lessons learned from these projects will directly inform our approach to this assignment. Our team's extensive experience places us high on the learning curve, enabling us to anticipate challenges and deliver cost-effective, practical, and technically sound solutions efficiently.
- **Extensive IRWD Project Experience** - Our team led by Ms. Neha Gajjar, Project Manager, Mr. Tom Epperson, QA/QC Project Manager, and Ms. Erica Jenkins, Project Team Leader, has successfully collaborated on multiple IRWD projects over the past 15 years. This longstanding partnership has given us a deep understanding of IRWD's design standards, preferred materials, operational requirements, and electrical systems. This familiarity allows us to deliver a complete and compliant design that meets IRWD's expectations.
- **Local, In-House Structural, Electrical, and Control Expertise** - Tetra Tech's in-house engineering team includes local structural, electrical, and control systems specialists with extensive experience supporting IRWD facilities. This integrated capability allows for seamless coordination, rapid response to design refinements, and consistent quality across all disciplines.
- **Commitment to IRWD's Success** – Tetra Tech values our partnership with IRWD and is fully committed to the IRWD's continued success. Our approach emphasizes collaboration, transparency, and proactive communication, fostering a strong "teaming and partnering" relationship throughout the project. We will strive to exceed expectations through diligent project management, technical expertise, and a focus on quality, schedule, and budget.

Our experience with similar reservoir projects and long-standing partnership with IRWD means we will continue to provide a high level of service from a team of qualified, knowledgeable engineering professionals. Tetra Tech's approach emphasizes the preparation of well-coordinated plans and specifications that provide benefits to IRWD. High-quality contract documents attract a greater number of competitive bidders, promote lower bid prices by reducing contractor risk and uncertainty, and ultimately yield a cost-effective, high-quality product.

While this project presents unique challenges, the draft constructability study completed in September 2025 for the Chapman Tank Site Master Planning and Constructability Study has equipped Tetra Tech with valuable insight into site constraints, access constraints, design considerations, constructability and construction sequencing while maintaining service that are directly applicable to the Shaw Tank Replacement Project. We will utilize the lessons learned from that effort to refine our approach, enhance constructability, and maintain design efficiency. Building upon this experience, Tetra Tech remains committed to providing IRWD with the same exceptional level of service, attention to detail, and collaborative project delivery that have resulted in successful, high-performing infrastructure projects completed to the IRWD's satisfaction.

PROJECT UNDERSTANDING

IRWD provides potable water to roughly 2,500 customers in the Santiago Area, a scenic but unincorporated region of eastern Orange County. Nestled east of the Eastern Transportation Corridor (SR-241), north of Lomas Ridge, and west of Portola Hills, this service area spans four distinct communities: Santiago Canyon, Silverado Canyon, Williams Canyon, and Modjeska Canyon. Each canyon relies on its own network of reservoirs and pump stations, which together depend on a single primary supply — the 1.3 MG Zone 8 Fleming steel storage reservoir and the adjacent Zone 8-to-9 booster pump station. Both facilities, located near Santiago Canyon Road and Silverado Canyon Road, were constructed this year and form the heart of the system that sustains these rural communities. From the Fleming pump station, water is pumped uphill to Shaw Tank in the Silverado Canyon service area.

Recognizing the need to ensure long-term system integrity, IRWD initiated a district-wide assessment in 2022, engaging V&A Consulting Engineers to evaluate the condition of all active steel storage tanks. The results revealed several facilities in need of attention, with the Shaw Tank identified as one of the highest-priority projects due to visible coating deterioration and widespread corrosion. In response, IRWD initiated the Shaw Tank Replacement Project to restore reliability and modernize this critical piece of infrastructure.

This project is proposed to not only replace aging components but also to enhance the overall resilience of the water system. Key elements include:

1. **Removing** the existing 0.15 MG bolted steel tank.
2. **Constructing** a new, larger 0.2 MG (minimum) steel tank equipped with an internal mixer, interior ladder, exterior staircase, overflow, and subdrain systems.
3. **Upgrading** the inlet and outlet pipelines, valving, overflow, and drain lines, while upsizing nearby piping systems to improve hydraulic performance.
4. **Relocating** the Southern California Edison (SCE) meter and AT&T service panel to accommodate the new design.
5. **Improving the site** through grading, new surfacing, a dedicated driveway and parking area, and installation of a security fence and access gate.
6. **Modernizing** electrical service and control systems for better reliability and monitoring.

Together, these improvements will help IRWD continue delivering safe, dependable water service to the Santiago Area for decades to come strengthening the system's infrastructure and ensuring it keeps pace with community needs and modern operational standards. The project includes provisions to maintain existing services and systems while the new facilities are constructed.

GENERAL APPROACH

Tetra Tech fully understands the importance of your project. We are offering an outstanding team, which combines the experience, depth, and understanding needed for the successful delivery of this project. Our core principles establish how we plan to work together with IRWD to successfully complete this project:

- **Service.** Tetra Tech puts its clients first. We listen to and better understand our clients' needs and deliver smart, cost-effective solutions that meet those needs. Our philosophy is to "Do it Right."
- **Value.** Tetra Tech takes on our clients' problems as if they were our own. We develop and implement real-world solutions that are cost-effective, efficient, and practical.

- **Excellence.** Tetra Tech brings excellent technical capability, disciplined project management, and commitment to safety and quality to our work.
- **Opportunity.** Our people are our number one asset. Our workforce is diverse and includes leading experts in our fields. Our entrepreneurial nature and commitment to success provides challenges and opportunities.

We value the relationship that has been established with IRWD and look forward to continuing and further developing this association in the future. We are committed to providing IRWD with the same high-quality service you expect. Our strength lies in our proven track record that has led to successful completion of multiple projects for IRWD, as well as other project participants or nearby agencies. The following is a summary of the distinct advantages that the Tetra Tech team brings to IRWD.

Reservoir Design Experience

Over the past 20 years, Tetra Tech has designed more than 64 reservoirs, including 13 steel tank reservoirs located throughout Southern California. The following table summarizes our reservoir project experience.

Client	Project Name	Design Complete
Reservoirs (over 64 in the last 20 years)		
Moulton Niguel Water District	Marguerite Reservoir Rehabilitation	Current
Serrano Water District	Smith Reservoir and Pump Station Replacement	Current
West Basin Municipal Water District	Chevron Nitrification Treatment Plant Sodium Hypochlorite Tank Replacement	Current
Golden State Water Company	Roseton Plant Reservoir	Current
Irvine Ranch Water District	Orange Heights Zone 6 Domestic Water Reservoir	Current
Golden State Water Company	Huntington Horn Reservoir	2023
Irvine Ranch Water District	Fleming Zone B Tank	2023
Montecito Water District	Park Lane Reservoir	2021
Moulton Niguel Water District	2018/2019 Reservoir Management System	2020
City of Tustin	Simon Ranch Reservoir	2019
City of South Gate	Elizabeth Reservoir, Booster Pump Station, and New Well No. 29	2019
Irvine Ranch Water District	3.7 MG Zone 1 Reservoir	2018
Structural Seismic Retrofit/Rehabilitation		
City of Santa Ana	Walnut Reservoir Assessment and Evaluation	2022
Montecito Water District	Reservoir Vulnerability Retrofits (6 Reservoirs)	2022
Orange County Water District	Santa Ana Gap Reservoir Assessment	2022
Golden State Water Company	Hunting Horn Reservoir Assessment	2021
City of Riverside	Condition Assessment (3 Reservoirs)	2021
City of Fullerton	Structural Rehabilitation of Lower Acacia Reservoir	2019
Montecito Water District	Toro Canyon Reservoir Roof Replacement	2017
Golden State Water Company	Structural Analysis of Mira Flores Reservoir	2016
Montecito Water District	Structural and Seismic Evaluation of Reservoirs	2015

Our Project Team is high on the learning curve and can apply their expertise to addressing and resolving your project issues in a cost-effective and timely manner.

IRWD Design Experience

Tetra Tech brings a deep legacy of experience, continuity, and technical excellence to this project. Over the past 15 years our Team has managed more than 25 IRWD projects, ensuring that each met the IRWD's high standards for quality, efficiency, and reliability. Tetra Tech's team has had much experience in water, wastewater, and reclaimed water system design for many of IRWD's most significant infrastructure improvements, including the 3.7 MG Zone 1 Reservoir, 1.3 MG Fleming Zone 8 Reservoir and Zone 8-9 Pump Station, Chapman Tank Site Master Planning and Constructability Study, Dyer Well Field Surge Tanks, Peters Canyon Reuse Pipeline, BPS Check Valve Replacement, Well 115, Well 107, and Well 78 Replacements, and other major capital facilities.

Ms. Erica Jenkins worked closely with Mr. Epperson early in her career on IRWD projects such as the Tustin Zone 5 Booster Pump Station, Tustin Zone 5 Transmission Main, Shady Canyon Booster Pump Station, Shady Canyon Zone B and Coastal Modifications, and the Chambord Pipeline Replacement, bringing over 33 years of water and wastewater design experience. After contributing to numerous IRWD projects prior to 2010, Ms. Jenkins has recently re-engaged with IRWD through her work on the IRWD Well Improvements Project and the Chapman Tank Site Master Planning and Constructability Study, the latter providing valuable insight and processes that will directly inform the approach for the Shaw Tank Replacement Project.

Ms. Neha Gajjar will serve as Project Manager, providing overall direction, coordination, and quality oversight for the design team. With more than 33 years of professional experience, Ms. Gajjar brings broad expertise in water infrastructure design, constructability, and specifications development, and is currently leading IRWD's Well Improvements Project. Together, Ms. Gajjar and Ms. Jenkins bring over a combined 66 years of collective experience, pairing Neha's leadership and recent project management with Erica's long-standing familiarity with IRWD standards and design practices.

Under our quality assurance leadership, the team will integrate institutional knowledge, technical expertise, and design continuity, ensuring that the Shaw Tank Replacement Project benefits from decades of successful collaboration, consistent quality, and a deep understanding of IRWD's operational and design requirements.

Reservoir Structural Design

The proposed 0.2 MG steel tank and foundation will be designed in accordance with applicable codes, including CBC, ASCE7, AWWA, and ACI, to ensure structural integrity, seismic performance, durability, and compliance with IRWD standards. Subgrade preparation will be based on findings from the forthcoming geotechnical investigation, which will identify bearing capacity and settlement characteristics. Depending on geotechnical recommendations, the foundation is anticipated to consist of a reinforced concrete ring footing or mat foundation designed to resist overturning, uplift, and differential settlement while accommodating site-specific soil conditions and seismic forces.

Seismic design will incorporate site-class parameters consistent with the seismic hazard of the project site. The structural design of the steel tank and tank foundation will address lateral loads, shell stability, and anchorage requirements to prevent uplift and sliding during seismic events, ensuring compliance with current AWWA D100 and CBC seismic criteria.

Because performance-based specifications are not permitted, Tetra Tech will reach out to a minimum of two (2) steel tank manufacturers to develop the steel tank design. Tetra Tech will coordinate the tank footprint dimensions, anchor bolt layout, load reactions, and appurtenance locations with the steel tank

manufacturers to ensure that everything is properly integrated into Tetra Tech's civil and structural foundation design. The steel tank manufacturers will furnish detailed tank design drawings to be included in the bid drawing set. This collaborative approach ensures that the tank structure, foundation, and site design are fully coordinated, constructible, and compliant with IRWD's design standards.

Reservoir Electrical Design

The existing site electrical service, provided by Southern California Edison (SCE), consists of a single service connection. Tetra Tech will evaluate the capacity, condition, and reliability of the existing electrical infrastructure to ensure it can adequately support the proposed site improvements and future operational needs. Based on our preliminary review, only one additional instrument (site lighting) will be integrated into the existing electrical service. Our assessment will confirm that the current system meets applicable code requirements, has sufficient load capacity, and maintains operational redundancy for long-term performance.

KEY DESIGN ISSUES

Successful implementation of the project will address several key issues. We believe Tetra Tech has an excellent grasp of these issues based on our overall experience, capabilities and familiarity with other reservoir projects as well as our experience with IRWD projects, personnel and policies. We have included a preliminary reservoir site plan (Figure 1) in the Figures portion of the proposal. Our approach to resolving project issues is summarized in the following table:

SUMMARY OF KEY ISSUES	
Issues	Tetra Tech Approach
<i>Keep Existing Facilities in Service</i>	Evaluate construction phasing to maintain the Shaw facilities during the construction of the new reservoir.
<i>Reservoir Siting</i>	- Coordinate with Geotechnical Engineer on the reservoir subgrade preparation. - Determine alternatives for access around reservoir. - Confirm visual impacts from Santiago Canyon Road and Silverado Canyon Road. - Locate disposal site and sequencing reservoir grading.
<i>Constructability and Access</i>	- Determine size and type of equipment that can be used to travel along the narrow road and in a restricted working space. This information will help determine construction sequencing and construction duration. The information listed below provides a summary of the constraints and restrictions along the access road up to the tank site. - Along Olive Drive there are driveways to each residence with cars parked in their garage or driveway. Assuming most of these cars will be leaving for work in the morning and coming home at night, it may impact and/or reduce construction work hours. - Olive Drive is a narrow, single lane paved residential road with grades up to 10%. The alignment is straight, without curves, allowing the construction vehicles a direct path to the project site. - A preliminary site reconnaissance was conducted to identify existing conditions and potential constraints at the Shaw Tank project site. Observations indicate several limitations, including overhead electric and telephone lines ranging from approximately 16 to 30 feet above ground, restricted working space

SUMMARY OF KEY ISSUES	
Issues	Tetra Tech Approach
	within the site, and a narrow access road. Given these constraints, large construction vehicles such as semi-trucks or cranes will not be able to safely maneuver along the access route. As a result, construction of the Shaw Tank will need to be completed using smaller, more compact equipment suitable for the limited site conditions. • Due to limited roadway width and lack of turnaround space, construction vehicles will be required to perform a hammerhead maneuver within the IRWD project site to safely turn around. No alternative turnaround areas are available along Olive Drive, making on-site maneuvering essential for construction ingress and egress. • Along Olive Drive and Silverado Canyon Road, there are no suitable areas available for material or equipment staging. As a result, the Contactor will be required to secure an off-site staging location which may be located a significant distance from the project site. This limitation will likely increase construction costs and may also impact project logistics and efficiency due to additional travel time for equipment and material transport.  Looking east onto Olive Drive  The narrowest area along Olive Drive is at 28886 Olive Drive. The distance from the bottom of the driveway to the edge of pavement is approximately 9'-6" wide.
Work Area	• The Shaw Tank project is extremely limited in size, which will result in higher-than-normal construction costs. The confined workspace will restrict equipment access and material storage, slowing overall production and extending the construction schedule. Due to the lack of a designated laydown area, only a minimal amount of equipment and materials can be brought onto the site at any given time, further impacting efficiency and increasing costs associated with sequencing and logistics. Based on the logistics of the site, we will evaluate exactly how large the work area can be to facilitate construction.

SUMMARY OF KEY ISSUES	
Issues	Tetra Tech Approach
Reservoir Appurtenances	• No performance-based specifications will be utilized for the tank design. • The tank will be designed in collaboration with a minimum of two (2) qualified steel tank manufacturers during the design phase. • The tank design package will define the size and orientation of the following: - o access hatches, landings, ladders and stairs - o type and size of reservoir vent and manway - o exterior overflow and drain piping - o level equipment
Site Master Plan	• Evaluate/confirm clearances and setback design criteria including latest editions of California Building Code, California Fire Code, and Orange County Public Works. • Evaluate stability of the surrounding slopes (as steep as 1:1) and potential of rock fall that may impact the project site. • If the footprint of the tank cannot fit within the current site layout, the slope at the south side of the site may need to be cut back and a new retaining wall could be constructed. • Evaluate the potential for shallow bedrock that is mapped within the east canyon wall and immediate tank vicinity. • Determine temporary facilities that are needed during construction. • Determine site security including site lighting, addition of motorized gate entrance with keypad at all vehicular gates, and installation of all perimeter fencing.
Onsite Pipelines (Overflow/Drain)	• Based on the Orange County Flood Control District Map there is <u>no</u> existing storm drain piping system near the project area. • A creek is located east of the project site; however, discharge of water into this creek is not permitted without authorization from the California Department of Fish and Wildlife (CDFW). Even if CDFW were to consider such a discharge, the water would first need to be dechlorinated to meet environmental standards. The permitting and coordination process with CDFW is expected to be lengthy and schedule prohibitive, potentially taking up to a year to complete, with no guarantee of approval. • Since there is no existing storm drain system in the vicinity of the project site and discharge to the nearby creek is unlikely to be permitted, the overflow and drain piping may need to be designed to capture and manage water entirely on site. The proposed approach to control overflow and drain discharges in compliance with environmental regulations is challenging. However, due to limited site area, there is minimal space available for underground detention or a pump-and-haul system. To confirm the feasibility of infiltration as a long-term solution, a geotechnical infiltration test will be needed to evaluate the infiltration capacity of the underlying soils and determine if there is a feasible solution.

SUMMARY OF KEY ISSUES	
Issues	Tetra Tech Approach
Utility Relocations	- IRWD will contact AT&T and give notice one year in advance to relocate AT&T service panel. - IRWD will contact Southern California Edison (SCE) and give notice one year in advance to relocate SCE meter. - Tetra Tech will incorporate AT&T and SCE relocation requirements and comments in the preliminary design to verify full utility coordination.
Tank Material Options	- Each potential tank material presents distinct challenges given the site's limited access, staging restrictions, and environmental sensitivity. Tetra Tech understands that IRWD desires for us to evaluate both welded steel and bolted steel tank options. As part of the design phase, we will assess each alternative in detail considering construction logistics, safety requirements, and potential community impacts to determine the most practical and cost-effective solution for the Shaw Tank site. - Given the open space and surrounding vegetation at the project site, it may be necessary to evaluate the use of temporary barrier or fire suppression systems to prevent sparks from traveling during the welding process associated with the welded steel tank option. Implementation of such protective measures would add additional cost to the welded tank alternative. Welding operations at this site will require heightened safety precautions and careful coordination to mitigate fire risk.
Corrosion	- A galvanic cathodic protection system was utilized for the existing Shaw tank. However, based on the corrosion observed on the tank shell and associated piping, an alternative corrosion protection system may be explored to determine what would provide long-term durability and effective mitigation of future corrosion. - Evaluate type of coating to prevent premature coating failure and corrosion.  
Electrical, Controls and Operation	Evaluate whether the existing electrical service requires modernization to improve system reliability and monitoring capabilities, given that the new instrumentation and equipment will be connected to the existing control panel. It is recommended that the existing electrical system be assessed prior to connection to determine if any upgrades are necessary to meet current electrical codes and standards.

SUMMARY OF KEY ISSUES	
Issues	Tetra Tech Approach
Permits	• Department of Drinking Water (DDW) – Submit reservoir plans and location of existing septic tanks within the neighborhood to receive DDW’s approval. • Provide support to IRWD for preparation of CEQA Documents and Initial Study/Mitigated Negative Declaration ○ Potential effect on Biological Resources/Habitat ○ Geology/Soils/Seismicity ○ Cultural Resources ○ Tribal Cultural Resources ○ Wildland Fire ○ Aesthetics (Natural Landscape) • Submit Orange County Public Works Permits (encroachment permit)

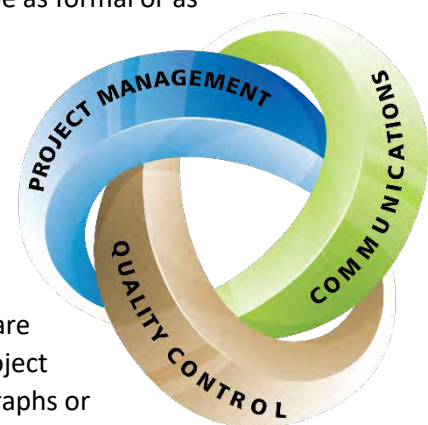
PROJECT MANAGEMENT

Over the years, Tetra Tech has established well defined, rigorous procedures for project management. These techniques have been developed and refined and have contributed to our success and reputation. The keys to our project management system are communications, project planning, monitoring, and quality assurance. To accomplish the project goals, we will utilize proven project management techniques and tools, clearly described in our organized and detailed work plan. From the many similar projects we have completed in the past, we have developed a methodology and philosophy that will serve as the basis for this project.

The Tetra Tech team’s goal is to keep IRWD staff “in the loop” from Day One of the project. Communication tools include the formal progress reports afforded through our project management system and an informal give-and-take approach starting with **Neha Gajjar, our Project Manager**, and extending to every member of our project team. At the project’s outset, the chain of command and appropriate communication methods will be agreed upon and can be as formal or as informal as IRWD desires.

We will use the entire communication spectrum. We will conduct formal meetings with agenda and typewritten notes, and we will use informal meetings with notes to file. We also will have documentation of telephone communications, with notes to file or letters of understanding as appropriate follow-up. Another important communication link will be our e-mail system.

Per the RFP, IRWD requires that we have weekly meetings, and we are proposing to use e-mail to keep IRWD aware of the status of the project on a weekly basis. Tetra Tech will prepare a brief (one or two paragraphs or bullet items) e-mail summarizing the following: activities completed in the previous week; the activities planned for the upcoming week; any critical decisions that need to be made; and schedule of upcoming events/meetings.



SCOPE OF WORK

Members of the Project team have performed an in-depth review of the project description and scope of work within the Request for Proposal (RFP) as well as the Exhibits provided within the RFP. We propose to provide the following scope of work for the preliminary design, final design and construction phase services with each phase being authorized by a separate Notice-to-Proceed.

All work performed on this project will conform to IRWD standards and requirements including, but not limited to, the following: IRWD Project Manual; IRWD Construction Manual; and IRWD Electrical and Instrumentation and Control (I&C) Design Standards. Tetra Tech will provide the following detailed scope of services:

TASK 1 – PROJECT MANAGEMENT

Tetra Tech will conduct project management activities to ensure adherence to scope, schedule, and budget; promote efficient communication between Tetra Tech, IRWD, and others as required; and implement an effective quality assurance/quality control (QA/QC) program.

- A. **Preparation of Project Status Reports.** Tetra Tech will prepare weekly and monthly status reports. Each weekly status report will consist of a brief (one or two paragraphs) e-mail summarizing the activities completed the previous week, the activities planned for the upcoming week, and any critical decisions that need to be made, and a schedule of upcoming events/meetings. Each monthly status report will include more detail, summarizing the work completed and reviewing work status relative to budget and schedule. The project schedule will also be updated on a monthly basis for inclusion in the monthly status report.
- B. **Meetings and Workshops.** Tetra Tech will organize, attend, and conduct meetings and workshops; prepare and submit meeting agendas for IRWD review and concurrence at least five days prior to the meeting; and prepare draft and final minutes for all meetings and workshops and submit them to IRWD within one week of the meeting.

Tetra Tech has budgeted for the following meetings:

Meeting/Workshop	Description
General project management and design development meetings. The meetings include the kick-off meeting and (3) informal design meetings required to complete the project.	Four (4) two-hour meetings (At least one in-person meeting)
Site Visits	Three (3) two-hour meetings (All in-person meetings)
Coordination activities with jurisdictional agencies including, but not limited to, relocation of Southern California Edison (SCE) meter and AT&T service panel. Tetra Tech will review one set of each agency's comments and incorporate their requirements in the design.	Two (2) two-hour meetings (Teams Meeting)
Site Layouts (3)	One (1) two-hour meeting (Teams Meeting)
Preliminary Design Workshop	One (1) two-hour meeting (In-person Meeting)
Draft Preliminary Design Report Comment Review Meeting	One (1) two-hour meeting (Teams Meeting)

Meeting/Workshop	Description
60% Design Comment Review Meeting	One (1) two-hour meeting (Teams Meeting)
90% Design Comment Review Meeting	One (1) two-hour meeting (Teams Meeting)
100% Design Comment Review Meeting	One (1) two-hour meeting (Teams Meeting)

- C. **Quality Assurance/Quality Control.** Tetra Tech will develop and implement our QA/QC measures throughout the project to ensure ongoing and consistent quality control throughout the project phases. As part of the QA/QC measures, Tetra Tech will capture comments from review meetings and submittals and thoroughly check the work product to ensure that comments are addressed.

TASK 2 – PRELIMINARY DESIGN

Tetra Tech will perform the following subtasks as part of the preliminary design phase. The subtasks will be documented and compiled into a Preliminary Design Report (PDR) that summarizes the details shown below:

- A. **Background Information.** Tetra Tech will review existing reports, record drawings, historical flow data, system process, and other information related to the project. Tetra Tech will conduct a meeting with IRWD with a focus on multiple project phases, hydraulic considerations, site constraints, and facility considerations. Tetra Tech will also conduct one of the site visits indicated above to establish an initial site reconnaissance and understanding of existing facilities.
- B. **Utility Research.** Tetra Tech will research and identify the location of existing underground utilities and/or other physical surface features in the immediate vicinity of the proposed facilities and appurtenances. Information on utilities, including size and horizontal and vertical locations will be identified. Tetra Tech in unison with Boudreau Pipeline has budgeted to perform 10 potholes to identify horizontal and vertical location of existing utilities.

During the time of the utility research, Tetra Tech will work with IRWD to begin the conversation and coordination with SCE and AT&T to relocate the existing SCE meter and AT&T service panel to accommodate the upgrades to the Shaw tank site. We have assumed that a maximum of forty hours of coordination will be required to relocate the existing SCE meter and maximum of forty hours will be required for the coordination of the relocation of the AT&T service panel.

- C. **Shaw Tank Siting.** Tetra Tech will analyze the feasibility and selection between bolted steel tank and welded steel tank options. The design of the tank will account for site constraints, the access road conditions, construction laydown area, environmental risks, construction equipment sizing and access, and overall site conditions and provide recommendations on the type of steel tank suitable for this site. Tetra Tech will consider the existing system operation, minimum and maximum hydraulic grade lines, and sequencing of construction to maintain service to the area when determining the siting and configuration of the proposed reservoir. Upon approval of the tank recommendation, Tetra Tech will proceed with the preparation of the construction plans.

In accordance with the IRWD's direction, the tank will be designed in collaboration with qualified steel tank manufacturers (minimum of 2 manufacturers will be selected) during the design phase. Tetra Tech will engage the manufacturers early in the process to obtain a detailed, manufacturer-specific tank pre-designed signed package that defines the size, orientation, precise location of all

critical tank appurtenances, thickness of the shell, welding requirements, and interior/exterior coatings.

Tetra Tech will coordinate the tank footprint dimensions, anchor bolt layout, load reactions, and appurtenance locations with the steel tank subconsultant to ensure that everything is properly integrated into Tetra Tech's civil and structural foundation design.

Tetra Tech will incorporate the manufacturer's submittals and design data directly into the contract documents, ensuring that the tank geometry, penetrations, and interface points are clearly defined prior to bidding. This approach will allow IRWD to receive a fully coordinated, build-ready design, reduce design ambiguities, and provide a clear, consistent basis for construction pricing and execution.

Tetra Tech in unison with RF Yeager will provide a design to cathodically protect the new steel tank from corroding. The cathodic protection system will significantly protect the tank's structural integrity and service life. RF Yeager will evaluate two main protection systems (Galvanic (Sacrificial Anode) or Impressed Current) that can stop the corrosion process on the steel tank during the preliminary design phase. Assume three (3) sheets. The work to be completed will include the attendance of two (2) teams progress meetings.

- D. **Site Master Planning.** Tetra Tech will develop an overall site master plan that provides layouts for the proposed layouts of the proposed tank, inlet/outlet piping, valves, air gap facilities, electrical and control connections, drainage, facility relocations, and existing facilities at the site. Site security will be provided at the site and will include site lighting, an entrance gate, and new fencing around the perimeter site.

The site planning will include the proposed site configuration, site constraints, potential challenges, and other information that Tetra Tech finds relevant. We will evaluate the feasibility of the proposed larger 0.2 MG size and/or recommend a more feasible capacity. If opportunities exist to install a tank that is larger than 0.2 MG while working within the confines of the project, Tetra Tech will propose a slightly larger tank. Tetra Tech will develop and evaluate three (3) site layouts in collaboration with IRWD. As part of this task, Tetra Tech will conduct a Teams meeting with IRWD to review and evaluate the proposed layouts.

- E. **Onsite Pipelines.** Tetra Tech will provide a preliminary design for size, location and orientation of the inlet/outlet pipelines and drainage/overflow pipelines.
- F. **Construction Phasing.** Tetra Tech will evaluate the construction and siting requirements for the proposed facility and identify which, if any, existing facilities are required to be relocated, temporarily disabled, demolished, or modified. Tetra Tech will prepare a phasing plan and a recommended sequence of construction to maintain existing services and minimize disruption to the system. The PDR will include a discussion on construction sequencing to ensure the continuous operation of the facility.
- G. **Geotechnical Investigation.** Tetra Tech in unison with Verdantas will conduct a geotechnical investigation to adequately characterize the conditions at the proposed site. The following tasks, at a minimum, will be conducted as part of the geotechnical investigation:
1. **Literature Review:** We will review available geotechnical reports in our library and publicly available literature, historical aerial photographs, and maps relevant to the site, to look for geological hazards and potential geotechnical issues that may significantly impact the project and affect the proposed field exploration program.

2. **Pre-Field Activities:** Prior to the field exploration, we will mark the proposed boring locations and contact Underground Service Alert (USA) for utility marking.
3. **Subsurface Exploration:** We propose to drill, and sample two (2) hollow-stem auger borings at the proposed tank site to a depth of 30-feet below existing grade or auger refusal, whichever is shallower. The borings will be logged by a member of Verdantas's technical staff. Representative soil samples will be collected at selected depths from the borings and transported to our laboratory for testing. The borings will be backfilled with soil cuttings and patched with cold mix asphalt where asphalt is penetrated.
4. **Geotechnical Laboratory Testing:** We will conduct geotechnical testing on sampled earth materials in our laboratory for soil classification and to evaluate engineering properties. This testing may include moisture content and dry density, gradation, Atterberg Limits, consolidation, direct shear, and corrosivity (minimum resistivity, chloride content, sulfate content, and pH). The actual testing program will depend upon the soil type encountered and samples recovered.
5. **Geotechnical Analyses and Report Preparation:** We will review the field and laboratory data and perform engineering analysis to develop geotechnical recommendations for design and construction of the Project. We will prepare a report presenting our geotechnical findings and recommendations, which will be signed and stamped by a California Licensed Geotechnical Engineer (GE). Our report will include a boring location map, boring logs and geotechnical laboratory testing results, and address the following:
 - **Site Conditions:** We will review and summarize surface, subsurface and groundwater conditions, and engineering properties of soils encountered during our geotechnical exploration, including presence of loose soils and/or undocumented fill that may require removal and recompaction. We will discuss excavation characteristics of encountered subsurface materials, including ease or difficulty of excavation.
 - **Geologic Hazards:** We will discuss potential geologic hazards at the Project site, including the potential for surface fault rupture, ground shaking, liquefaction, and tsunamis.
 - **Slope Stability:** We will discuss the stability of the surrounding slopes and potential impact on the project site, and provide recommendations for mitigation measures, as necessary.
 - **Seismicity:** We will provide site-specific seismic coefficients in accordance with the 2025 California Building Code.
 - **Surface Water Infiltration Rates:** Evaluate feasibility of an onsite surface water infiltration system based on finding from our literature review, geologic mapping, and borings, and provide recommendations for additional testing as appropriate.
 - **Foundation Design:** We will provide geotechnical parameters for foundation design of the proposed improvement, including bearing capacity and settlement of shallow foundation.
 - **Lateral Earth Pressures:** We will provide recommendations for lateral earth pressures acting on subterranean walls, and frictional and passive values for the resistance of lateral forces.
 - **Pipe Installation:** We will present recommendations for subgrade preparation, pipe bedding, materials for trench backfill, and backfill compaction.
 - **Construction Considerations:** We will present earthwork requirements, temporary excavation guidelines, subgrade preparation, geotechnical parameters for design of temporary shoring, and dewatering, if groundwater is expected to be encountered during construction.

- H. **Grading Plan.** Tetra Tech will prepare grading concepts for the site for construction of the reservoir and of the completed site, access road, pipelines, and other required ancillary facilities. The plan will also address any geotechnical issues and minimize environmental and aesthetic impacts.
- I. **Electrical and Controls.** Tetra Tech will develop comprehensive electrical and control design requirements to support all proposed facility improvements. All new instrumentation and equipment associated with the new tank will be connected to the existing control panel. As part of the construction phasing and implementation plan, Tetra Tech will ensure that existing communication, monitoring, and control systems remain operational throughout construction activities.
- J. **Permits.** Tetra Tech will make applications and secure all permits with the Department of Drinking Water (DDW) and Orange County Public Works Department. The permit acquisition process will be initiated as early as practical to avoid project delay. Copies of completed permits and approvals will be inserted in the appendices of the Project Manual. IRWD will reimburse Tetra Tech for actual permit fees without surcharge. We have included a \$10,000 allowance within the budget for the payment of permit fees in addition to the labor effort described above. The permitting efforts include the following agencies:
1. **Department of Drinking Water (DDW).** During the site visit, Tetra Tech will reach out to the neighbors adjacent to the project site to determine where the residence's septic tank is located. Tetra Tech will submit the reservoir plans and location of the nearest septic tanks to provide DDW with the clearances between the water tank and the existing sewer septic tanks. Tetra Tech has assumed that three (3) meetings will be held with DDW via teams to first introduce the project and to review their comments and requirements throughout the design process to secure their approval.
 2. **Orange County Public Works Permits.** Tetra Tech has assumed that a permit will be required to construct in Olive Drive, and we will submit an application along with pertinent plans to Orange County Public Works for review and comments. We have budgeted for two (2) review submittals.
- K. **CEQA Documentation.** IRWD will hire a CEQA consultant separate from this contract to prepare the CEQA documentation for this project. IRWD anticipates the preparation of a Mitigated Negative Declaration (MND). Tetra Tech will provide support to IRWD and assist with reviewing portions of the environmental documents, preparation of exhibits, attendance at one (1) virtual meeting, and providing project specific information to IRWD. We have included a budget of \$10,000 to provide these support services.
- L. **Hazardous Materials Inspection and Testing.** Tetra Tech in unison with National Econ Corporation will conduct a hazardous materials inspection of the existing 150,000-gallon storage reservoir to determine the potential presence of hazardous materials. We have included a budget of \$5,000 for laboratory testing of potentially hazardous material samples. The following tasks are anticipated:
1. Asbestos Containing Materials
 - Our subconsultant will perform asbestos inspection and bulk sampling of suspect asbestos containing materials by utilizing modified Asbestos Hazards Emergency Response Act (AHERA) sampling protocols.
 - Our subconsultant will analyze up to 30 utilizing Polarized Light Microscopy (PLM). Any additional samples may be performed at a cost of \$25 per sample. (Excluding Point Count)

- Our subconsultant will prepare a report evaluating the findings, including remedial recommendations.
2. Lead/Lead-Based Paint
- Our subconsultant will perform a lead-based paint inspection in accordance with modified Chapter 7 of Title X of the Housing & Community Development Act of 1992 (HUD Guidelines) 1997 Revision, of accessible spaces for lead-based paint, for compliance with the EPA Lead-Based Paint Renovation, Repair & Painting (RRP) Rule by Department of Drinking Water (DDW) certified technicians.
 - Our subconsultant will identify Lead Based Paint using X-Ray Fluorescence (XRF).
 - Our subconsultant will prepare a report evaluating the findings including submitting Form 8552 to the DDW.
3. Hazardous/Raw-Material Inspection
- Our subconsultant will inspect the bolted tank, piping and electrical equipment for hazardous materials.
 - Our subconsultant will assess the size and construction of the steel bolted tank, piping, and electrical equipment to determine if the removal of these items will require testing of the soils beneath them.
 - Our subconsultant will provide recommendations for additional inspections and/or sampling.
- M. **Surveying Services.** Tetra Tech's subconsultant, Metz Surveying, will perform a topographic survey of the Shaw Tank site located on Olive Road near the intersection of Silverado Canyon Road and Olive Road, Silverado, California. The topographic survey will collect all topographic site features as well as surface utilities within the project area extending out into the centerline of neighboring streets. We will identify or set onsite horizontal and vertical control points to assist during the construction phase of the project. A record boundary will be prepared based upon observed field monumentation and record information.
- The survey will be tied horizontally to the California State Plan Coordinate system NAD83 (2017.50 Epoch) based upon observed Orange County Public Works horizontal control points. Vertically, the survey will be tied to NAVD 88 (1995 adjustment) based upon observed Orange County Public Works benchmarks.
- All survey work performed by Metz Surveying will be under the direct supervision of a Professional Land Surveyor licensed in the State of California. An electronic copy of the topographic maps will be provided to IRWD.
- N. **Project Schedule.** Tetra Tech will prepare a project schedule, including critical milestones impacting the project schedule such as permitting and coordination activities. The schedule will be prepared in Microsoft Project and will be updated monthly as described in Task 1.A.
- O. **Opinion of Probable Construction Cost.** Tetra Tech will prepare an itemized opinion of probable construction cost for the proposed facilities.
- P. **Preliminary Design Report (PDR).** The work described above will be summarized and compiled into a PDR. The PDR will summarize the results of the subtasks identified above along with additional design criteria identified by Tetra Tech during the preliminary design phase. We will submit the draft PDR in PDF version for review. After addressing IRWD's review comments, we will prepare and submit the Final PDR.

TASK 3 – FINAL DESIGN

The final design includes the preparation of the Contract Documents, including:

- A. **Project Manual.** Tetra Tech will prepare a Project Manual in standard IRWD format. IRWD's front end documents will be utilized, and Tetra Tech will assess IRWD's documents to determine any needed supplemental General/Special Provisions that should be added to comply with IRWD's General Provisions and front-end requirements. The Project Manual will describe the allowable shutdown durations and sequencing associated with any connections and tie-ins to existing IRWD facilities. The Project Manual will also include the IRWD General Technical Specifications, including modifications, and project specific technical specifications.
- B. **Construction Plans.** Tetra Tech will prepare detailed construction drawings in the latest version of AutoCAD and using NCS V4.0 layering standards, on 22-inch x 34-inch sheets utilizing IRWD's standard border template. Plan sheets will be prepared per IRWD criteria. Construction plans will be prepared using the NAVD 88 and NAD 83 survey standards.

We envision the construction drawings will consist of the following sheets:

- General and Construction Sheets (3 sheets)
- Horizontal Control Plan
- Site Demolition Plan, Sections and Details (2 sheets)
- Overall Site Plan
- Existing Site and Grading Cross Sections
- Construction Grading Plan
- Cross Sections and Site Details
- Subgrade Preparation
- Interim Site Grading Plan
- Final Grading and Drainage Details (3 sheets)
- Retaining Wall Plan and Profile (2 sheets)
- Yard Piping Plan and Profiles
- Site Details (2 sheets)
- Security Fencing and Gate Details
- Connection Details
- Piping Details
- Reservoir Piping, Appurtenances, Miscellaneous Details (2 sheets)
- Reservoir Tank Appurtenances and Details (2 sheets)
- Corrosion Protection Details (3 sheets)
- Miscellaneous Details (2 sheets)
- General Structural Notes
- Special Inspection and Structural Observations
- Reservoir Foundation Plan
- Reservoir Foundation Section
- Structural Details (3 sheets)
- Electrical Symbols and Abbreviations
- Electrical Site Plan
- Power Site Plan
- I&C Site Plan
- Grounding Plan

- Lighting Plan
- Single Line Diagram
- Schematic Diagram
- Panel Schedule
- Conduit and Fixture Schedule
- Electrical Details (2 sheets)
- I&C Symbols and Abbreviations
- Piping & Instrumentation Diagrams (P&ID)
- PLC Panel/RTU modification Plan

Total Number of Sheets: 54 sheets

- C. **Project Schedule.** Tetra Tech will maintain and update the project schedule, including schedules for both design and construction activities as well as critical path items. The schedule will be prepared in Microsoft Project. A preliminary schedule outlining the preliminary and final design phase activities has been included in this proposal.
- D. **Opinion of Probable Construction Cost.** Tetra Tech will prepare an itemized opinion of probable construction costs for the proposed facilities, which will be updated and submitted with each of the design deliverables described below.
- E. **Design Deliverables.** We anticipate the following deliverables:
1. **60% Design Submittal.** A PDF file of the 60% submittal, including the design drawings and Project Manual. The 60% design will include components of the civil, structural, mechanical, and electrical design. It will show limits of work and location of mechanical equipment. Tetra Tech will provide preliminary plans that include the site layout, interim grading plan, on-site and off-site piping, potential location of relocated utilities, preliminary structural plan and details, preliminary electrical site plan and details, and interim grading plan, and construction phasing to confirm the basis of design. A more developed plan with high level of details will be provided during the 90% Design Submittal. The Project Manual will include the following front-end sections: contract documents, general provisions, special provisions, and general requirements. We will include a table of contents of the intended technical specifications, as well as a list of the anticipated appendices.
 2. **90% Design Submittal.** A PDF file of the 90% submittal, including the design drawings and Project Manual. We will address all comments from the 60% design submittal and provide details of the various components. The Project Manual will address comments provided in the 60% submittal and will include the completed technical specifications and appendices.
 3. **100% Design Submittal.** A PDF file of the 100% submittal, including the design drawings and Project Manual. We will address all comments from the 90% design submittal and provide a completed plan set. This submittal will include the completed Project Manual.
 4. **Final Design Submittal.** The Final Submittal will include the AutoCAD files for the entire plan set and the MS Word version of Project Manual. We will also include one (1) full size final stamped and signed PDF file of the plan set and one (1) Project Manual for IRWD's signatures electronic signatures.

- F. **Submittals in PDF Format.** Tetra Tech will submit electronic PDF files per IRWD's standardization of the use of Bluebeam Revu.

Project Manual:

- Flattened file
- Searchable PDF
- Bookmarks of major headings included in the table of contents

Plan Sets:

- Flattened file
- Searchable PDF
- Page labels that include the sheet number
- Bookmarks that include the sheet number and title for each page
- Hyperlinks for sheet numbers using Batch Link

- G. **Addenda and Pre-Bid Meeting.** During the bidding period, Tetra Tech will assist with providing information and clarification of bid documents to prospective bidders. Tetra Tech will include budget for the preparation of up to two (2) addenda including revisions to the design plans and specifications and assistance with addressing bidder questions. Addenda preparation activities will include:

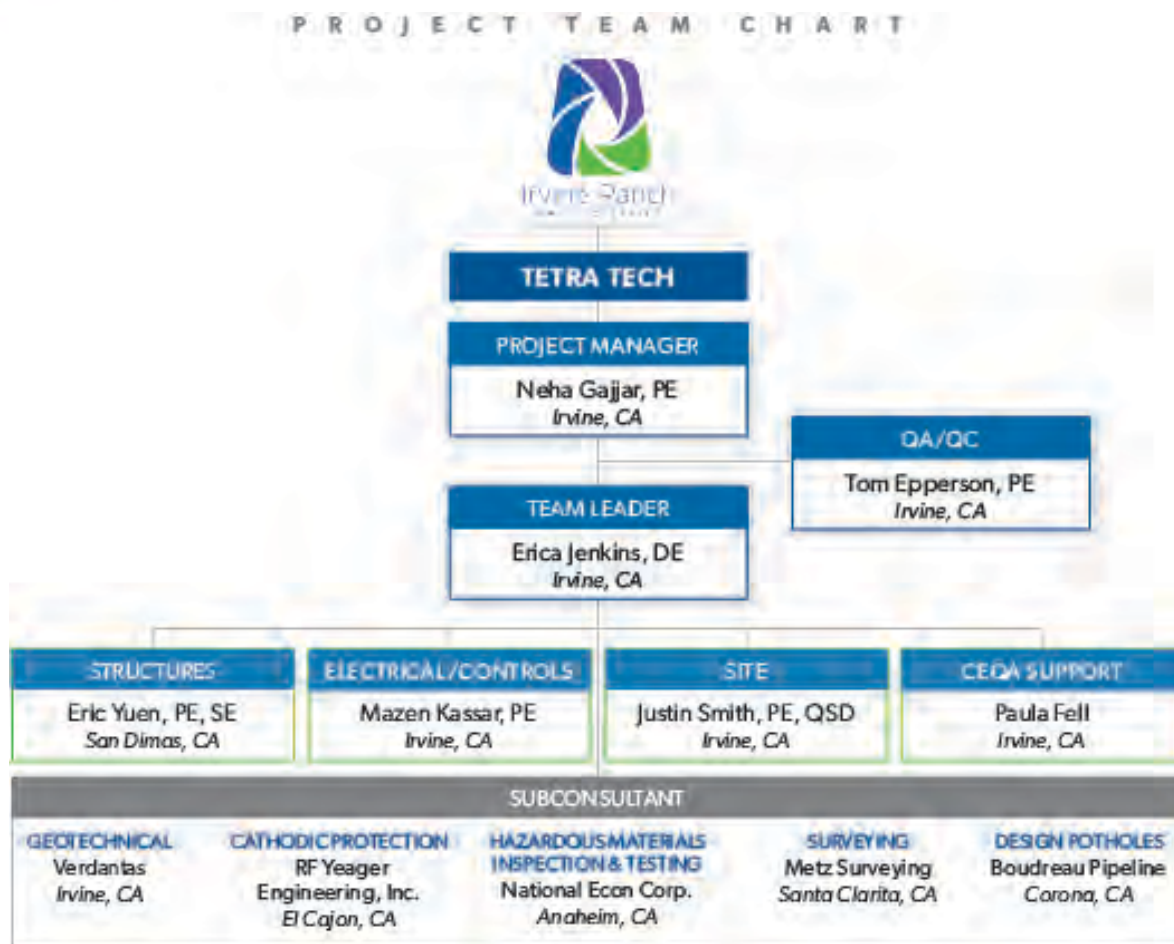
1. **Plan Revisions:** Per the RFP, IRWD has budgeted twenty (20) hours of appropriate staff time for plan revisions to the construction drawings. Based on our experience with the design of Flemming Zone 8 Reservoir and BPS, forty hours (40) will be more reasonable.
2. **Specification Revisions:** Tetra Tech will budget twenty (20) hours of appropriate staff time for revisions or additions to the project specifications.
3. **Bidder Questions:** Tetra Tech will budget twenty (20) hours of appropriate staff time to address and respond to bidder questions.
4. **Pre-Bid Meeting:** Tetra Tech will attend one (1) two-hour pre-bid meeting (conducted by IRWD). This will include a site visit with potential bidding contractors.

H. **Exclusions:**

1. No SWPPP will be provided for this project.
2. No WQMP will be provided for this project.

PROJECT TEAM

The key for success on this project is the project team we have assigned and their relationship with IRWD and their previous reservoir experience. As with past assignments for IRWD, we propose to approach this assignment with a spirit of partnership with IRWD. This will enable us to combine the knowledge, ideas, and talents of IRWD's staff with our planning, design and construction experience to provide a comprehensive set of Contract Documents.



The following introduces key members of our project team, all of whom have the knowledge, experience, and enthusiasm necessary to successfully complete your project. **It will be our collective goal to not only meet, but to exceed, your expectations.** The following paragraphs summarize the qualifications of our key project staff:

Project Manager: Ms. Neha Gajjar, P.E., will serve as the Project Manager, providing overall project leadership, technical oversight, quality management, and ensuring that the necessary resources are in place to support Ms. Erica Jenkins and the design team in successful project delivery. With more than 33 years of professional experience, Ms. Gajjar brings extensive expertise in water and wastewater infrastructure design, including constructability reviews, specification development, and quality control. She and Ms. Jenkins have collaborated for the past seven years, developing a strong, efficient working relationship that blends technical excellence with practical field experience.

For this Shaw Tank Replacement Project, Ms. Gajjar and Ms. Jenkins will jointly lead the design effort, while Mr. Tom Epperson will provide quality assurance and technical review, ensuring that the project maintains the highest standards of engineering excellence. This experienced and collaborative team will continue Tetra Tech's tradition of delivering cost-effective, high-quality solutions that align with IRWD's design standards and operational objectives. We aim to unite our deep institutional knowledge with a fresh, forward-looking perspective.

Team Leader: Ms. Erica Jenkins, will serve as Team Leader, providing overall project direction, coordination, and day-to-day communication with IRWD staff. Ms. Jenkins has more than 33 years of experience in the water and wastewater industry, encompassing the planning, design, and delivery of complex infrastructure projects including pipelines, pump stations, wells, and reservoirs. Most recently, she contributed to the IRWD **Chapman Tank Site Master Planning and Constructability Study**, gaining direct insight into the IRWD's design and operational considerations. This recent experience provides a strong foundation for initiating the Shaw Tank Replacement Project, where many of the same processes, evaluation criteria, and design methodologies will be applied.

Prior to teaming with Ms. Gajjar, Ms. Jenkins worked with Mr. Tom Epperson, P.E., on several IRWD projects prior to 2010—including the Tustin Zone 5 Booster Pump Station, Tustin Zone 5 Transmission Main, Shady Canyon Booster Pump Station, Shady Canyon Zone B and Coastal Modifications, and the Chambord Pipeline Replacement—and later collaborated with other project leads on multiple well replacement projects (Wells 115, 107, and 78). She has built a thorough understanding of the IRWD's design procedures, standards, and operational preferences. Ms. Jenkins long-standing design efforts with the Tetra Tech's team positions her to ensure a smooth transition, technical continuity, and responsive communication with IRWD's project team.

Site Work Task Leader: Justin Smith, P.E., QSD, will provide the design for the preliminary and final grading design for the tank site. Justin has over 13 years of experience at Tetra Tech.

Reservoir Structural Task Leader: Mr. Eric Yuen, P.E., S.E. will serve as the Structural Reservoir Task Leader, supporting the Project Manager and directing the efforts of the structural design team. Over the past 12 years, Mr. Yuen has played a key role in the structural design of numerous water storage reservoirs and pump station facilities, including IRWD's 3.7 MG Zone 1 Reservoir and 1.3 MG Fleming Zone 8 Reservoir and Zone 8 to 9 Pump Station. His extensive experience with reinforced concrete and steel tank structures ensures that all structural design elements will meet IRWD's standards for safety, durability, and constructability.

Electrical Task Leader: Mr. Mazen Kassar, P.E. will serve as the Electrical Task Leader, providing leadership and oversight for all electrical design components. At Tetra Tech, Mr. Kassar has been responsible for the electrical system design of most of the firm's water and wastewater facilities throughout Southern California. His expertise includes power distribution, motor control systems, instrumentation integration, and SCADA coordination, ensuring all electrical designs are reliable, code-compliant, and seamlessly integrated with IRWD's operational standards.

Quality Assurance / Quality Control: Tetra Tech has established an independent Quality Assurance/Quality Control (QA/QC) team, including constructability review, to provide objective evaluation and technical input. Mr. Epperson's involvement brings valuable regional insight and best practices gained from working with multiple Southern California agencies, allowing our team to apply proven design approaches and lessons learned that will enhance the overall quality, efficiency, and reliability of the Shaw Tank Replacement Project.

In order to provide the full range of services required for this project, we have added five (5) subconsultants to our project team. Tetra Tech will be responsible for coordinating and integrating the efforts of each subconsultant. They will serve IRWD as subconsultants to Tetra Tech.

<i>Geotechnical Investigation:</i>	<i>Verdantas (DIR Registration # 1000007443)</i>
<i>Hazard Materials</i>	
<i>Inspection and Testing:</i>	<i>National Econ Corporation</i>
<i>Surveying:</i>	<i>Metz Surveying (DIR Registration # 1000045062)</i>
<i>Design Potholes:</i>	<i>Boudreau Pipeline (DIR Registration # 1000003803)</i>
<i>Corrosion Protection:</i>	<i>RF Yeager Engineering</i>

Resumes are included at the end of the proposal.

STAFF	POSITION AND LOCATION	EDUCATION	NO. YEARS EXP.	AVAILABILITY/ COMMITMENT	NO. OF RESERVOIRS	PROJECTS	PROJECT DUTY
Neha Gajjar	Project Manager Irvine Office	B.S. Civil Engineering	33	15%/10%	3	Roseton Plant Improvements Reservoir Management Systems Replacement Simon Ranch Reservoir	PM
Tom Epperson	QA/QC Irvine Office	B.S. Environmental Engineering	45	10%/5%	25 concrete 14 steel	Roseton Plant Improvements 3.7MG Zone 1 Reservoir Simon Ranch Reservoir Rawlings Reservoir Nohl Canyon Reservoir Hillcrest Park Shady Canyon Reservoir	PM
Erica Jenkins	Project Engineer Irvine Office	B.S. Civil Engineering	33	33%/25%	3 concrete 7 steel	Shady Canyon Reservoir Talega DW Reservoir Ladera RW Reservoir Elizabeth Reservoir and BPS Vineyard Hills Cahuilla Desert Dunes/Wildomar/Trilogy	DE
Justin Smith	Project Engineer Irvine Office	B.S. Civil Engineering	13	10%/5%	N/A	Bristol-Tolliver Street Urban Greening Project Harbor Refuse Collection Yard Stormwater Glen Anderson Park Regional Stormwater Capture Green Streets Project Santa Ana Downton Flood Reduction and Stormwater Infiltration	PE
Eric Yuen	Structural Engineer San Dimas Office	B.S. Civil Engineering	12	25%/20%	8 concrete 3 steel	3.7 MG Zone 1 Reservoir Simon Ranch Reservoir Rawlings Reservoir Plant 224	SE
Mazen Kassir	Electrical Engineer Irvine Office	B.S. Electrical Engineering	27	20%/15%	N/A	Orange Heights Zone 6 Reservoir Fleming Zone 8 Reservoir 3.7 MG Zone 1 Reservoir Simon Ranch Reservoir	EE

Legend: PM – Project Manager; PE – Project Engineer; DE – Design Engineer; SE – Structural Engineer; EE – Electrical Engineer.

EXPERIENCE

Tetra Tech is a Delaware Corporation (publicly traded) and has been in business for over 59 years. Founded in 1966, Tetra Tech is a nationally recognized engineering and resource management firm of more than 30,000 engineers, scientists, construction specialists, and technical support personnel in 550 offices worldwide. Listed on the NASDAQ Exchange (TTEK), Tetra Tech's annual revenues now exceed \$5.2 billion (2025). Thus, we are in an excellent financial position and can provide the necessary resources to rapidly deploy and meet aggressive project schedules.

Tetra Tech consistently ranks among the top engineering firms annually according to the Engineering News Record. **In 2025, ENR rated Tetra Tech 1st in the "Water Treatment & Desalination" category, 2nd in the "Sewer & Waste" category, and 3rd among the "Top 500 Design Firms" nationwide!**



Tetra Tech is a leading provider of specialized management consulting and technical services. Our management consulting services are complemented by our technical services, including research and development, applied science, engineering and architectural design, construction management, and operations and maintenance. Our clients include a diverse base of public and private sector organizations located in the U.S. and internationally.

Reservoir Experience

During the last 15 years, our Project Team has designed over **64 reservoirs, 13 of which were steel reservoirs** within Southern California. The following table summarizes the experience of our Project Team on a variety of reservoir projects, not just prestressed concrete types.

Type of Reservoir	Last 10 Years (2014 to 2024)	Previous 5 Years (2009 to 2013)	16 to 20 Years (2004 to 2008)	Total During Last 20 Years
Reinforced Concrete	14	3	13	30
Prestressed Concrete	8	2	11	21
Welded Steel Reservoir	3	1	9	13
Total	25	6	33	64

IRWD Design Experience

The Tetra Tech Project Team offers a well-balanced blend of long-standing experience with IRWD and broad technical expertise in water and wastewater infrastructure. Ms. Neha Gajjar, P.E., Mr. Tom Epperson, P.E., and Ms. Erica Jenkins bring together more than 100 years of combined professional experience in the planning, design, and delivery of complex water, wastewater, and recycled water projects. Their collaboration builds upon Tetra Tech's decades-long partnership with IRWD, ensuring design continuity, technical consistency, and alignment with IRWD standards and expectations.

For over 25 years, Tetra Tech has supported IRWD in developing and improving its critical infrastructure encompassing reservoirs, pump stations, wells, pipelines, and feasibility studies. This deep, ongoing relationship has given our team a comprehensive understanding of IRWD's design procedures, electrical and P&ID standards, preferred materials, and operational practices, allowing us to produce coordinated,

cost-effective, and high-quality designs that meet the IRWD's goals for performance and constructability.

REPRESENTATIVE IRWD PAST PROJECTS	
Type of Projects	Descriptions
Reservoir Projects	1.3 MG Fleming Zone 8 Reservoir and Zone 8 to 9 Pump Station, 3.7 MG Zone 1 Reservoir, Second Zone 1 Reservoir, Shady Canyon Reservoir, Orange Heights Reservoir, Shady Canyon Zone B and Coastal Modifications
Reservoir Feasibility Study	Chapman Tank Site Master Planning and Constructability Study
Pump Station Projects	South County Booster Pump Station, Zone 1 to 3 BPS, Tustin Zone 5 BPS, Shady Canyon Zone B BPS, Santiago Hills II Zone 5 to 6 and 5 to 7 BPS, Tustin Ranch Emergency Pump, and Coastal Zone 6 and Zone H Booster Pump Station
Well Projects	Wells Improvement Project, Dyer Road Well Field Surge Tank, Wells 115, 107, and 78 Replacement, IDP Wells 115, 76, 77, and 110, and multiple IDP Well Head Facilities (10 total)

These projects collectively highlight Tetra Tech's familiarity with IRWD's infrastructure and our proven ability to deliver innovative, dependable, and cost-effective design solutions that continue to support the IRWD's long-term operational success.

Overall Reservoir Design References

Client	Project Name	Capacity (Mg)	Construction Value (\$M)	Completion Date
Golden State Water Company Central District 12035 Burke Street, Suite 1 Santa Fe Springs, CA 90670 Brian To, PE 562/236-6017	Roseton Plant Improvements	0.75 MG (Steel)	\$6 M	Jan 2026
Irvine Ranch Water District 15600 Sand Canyon Avenue Irvine, CA 92618 Jacob Moeder, PE 949/453-5554	Fleming Tank and Zone 8-9	1.3 MG	\$14 M	December 2025
City of South Gate 8650 California Avenue South Gate, CA 90280 Kenneth Tang, PE 323/563-9574	Elizabeth Reservoir and Pump Station	1.8 MG (Steel)	\$10.6 M	2018
City of Tustin 300 Centennial Way Tustin, CA 92780 Douglas Stack, PE 714/573-3150	Simon Ranch Reservoir Rawlings Reservoir	1.0 MG Two – 3.0 MG	\$9 M \$10 M	2021 2013

Client	Project Name	Capacity (Mg)	Construction Value (\$M)	Completion Date
City of Anaheim 201 S. Anaheim Blvd., Suite 601 Anaheim, CA 92805 Bill Moorhead, PE 714/765-4165	Nohl Canyon Tank	10 MG	\$16 M	2012
Suburban Water 1325 N. Grand Ave. Suite 100 Covina, CA 91724 Jorge Lopez 626/543-2500	Plant 224	2.4 MG & 4.7 MG	\$13 M	2015
City of Ontario 1425 S. Bon View Ave. Ontario, CA 91761 Scott Burton 909/395-2682	Milliken 1010-281 925-2A Reservoir	Two – 9.0 MG 6.0 MG	\$14.5 M \$4.0 MG	2008 2006
Santa Margarita WD 26111 Antonio Parkway Las Flores, CA 92688 Daniel Ferons, PE 949/459-6590	Talega Domestic Talega Recycled Ladera Domestic Ladera Recycled	6.0 MG 4.0 MG (Steel) 6.0 MG 4.0 MG (Steel)	\$8 M \$9 M	2003 2003/2005

SUMMARY

Client satisfaction is a major objective for Tetra Tech. This commitment to our clients has earned us the privilege of providing continuous services to all our above-mentioned references. We believe that our clients will attest to our technical excellence and responsive staff. We encourage you to contact our references to verify our past performance firsthand.

However, we believe our best reference is IRWD. We are confident that our past projects with IRWD, specifically, will attest to our technical excellence, responsive staff, and our complete understanding of every aspect of this project.

SCHEDULE

Tetra Tech has reviewed the project scope of services and understands the importance of the schedule. We are familiar with the project site and understand the purpose of the work and the extent of our efforts which will be necessary to complete the project. In addition, our project team's familiarity with IRWD standards and our past experience with reservoir design will be valuable to meet a reasonable schedule. Tetra Tech has reviewed the current and planned workload for our project team. They are available to immediately begin work on this project.

Per the RFP, the design is to be completed by September 2026, however, in our experience, we believe this effort will take an additional three months to complete. Considering the holidays this may extend a few weeks past this date into the middle of January. The following table on the next sheet presents our proposed schedule to complete the design successfully:

Task or Milestone	Milestone Date
Notice of Award (Design)	December 16, 2025
Kick-off Meeting	January 6, 2026
Receive Completed Geotechnical Report (Approx. 8 weeks)	March 10, 2026
Draft PDR Submittal	May 5, 2026
IRWD Review – Draft PDR Submittal (2 weeks)	May 19, 2026
Final PDR Submittal and 60% Design	July 14, 2026
IRWD Review – Final PDR Submittal and 60% Design (2 weeks)	July 28, 2026
90% Design Submittal	September 22, 2026
IRWD Review – 90% Submittal (3 weeks)	October 13, 2026
100% Design Submittal	December 8, 2026
IRWD Review – 100% Submittal (2 weeks)	December 22, 2026
Plans Approved	January 19, 2027
Bid Opening and Notice of Award (Construction)	March 2, 2027

It is our opinion that the critical path will be determining the location of the new reservoir.

BUDGET

As requested in the RFP, Tetra Tech has included our budget proposal in a separate sealed envelope. Our budget proposal includes estimated hours per task, subconsultant costs, reproduction and other direct costs. We have also included our proposed Hourly Rate Schedule and a not-to-exceed amount for each phase of the work.

MISCELLANEOUS

Joint Venture. No joint ventures will be used on the project.

Conflict of Interest. Tetra Tech has no Conflicts of Interest on this project.

Insurance. Tetra Tech has insurance coverage in the limits required in the request for proposal. A copy of our insurance documentation is attached at the end of this proposal.



Irvine Ranch
WATER DISTRICT

Figures



TETRA TECH



Irvine Ranch
WATER DISTRICT

Qualifications



TETRA TECH

Fleming Zone 8 Tank and Zone 8 to 9 Booster Pump Station Improvements

Irvine, CA



IRWD provides potable water supply service to the Santiago Area located in an unincorporated region of Orange County. This service area includes four distinct sub-areas containing a system of reservoirs and pump stations that solely rely on the existing 150,000-gallon steel Zone 8 Fleming storage reservoir and the existing Zone 8 to 9 booster pump station as the main source of water supply.

In 2017, IRWD completed an analysis and recommended improvements for the undersized infrastructure and requirements for additional storage. This project included several primary components, including:

- Demolition of the existing reservoir and pump station
- A new above ground 1.3 MG prestressed concrete reservoir
- Replacement of the Zone 8 to 9 pump station with three 600 GPM pumps
- A replacement storage building
- An RMS building with sodium hypochlorite/aqueous ammonia treatment
- A 2,000-gallon diesel fuel storage tank
- Siting for electrical service, controls, and telemetry improvements

Tetra Tech was selected to provide design, permitting, and construction services for IRWD's 1.3 MG Fleming Zone 8 Reservoir and Zone 8 to 9 Pump Station. Construction phasing was critical for this project, since the new construction took place at an existing facility that was the sole source of water to numerous subareas. The work included demolishing existing facilities and designing a 1.3 MG prestressed concrete reservoir, grading into a rocky hillside for the pump station, three 670-gallon-per-minute pumps, a surge tank, a Reservoir Management System chemical feed system, inlet and outlet piping, overflow and drain piping to an open channel, and a stormwater biofiltration system. In addition, our team coordinated with AT&T to remove and relocate the cellular tower to a temporary location during construction and provide a location for the permanent facility.

Engineering Fee

\$927,000

Construction Costs

\$9.8M

Project Duration

December 2019 - November 2023

Project Team

Tom Epperson, PE
Project Manager

Neha Gajjar, PE
Deputy Project Manager

Justin Smith, PE, QSD
Project Engineer

Erica Jenkins
Design Engineer

Mazen Kassar, PE
Electrical/Controls Manager

Eric Yuen, PE, SE
Structural Manager

Reference

Irvine Ranch Water District
Richard Mori, PE
Principal Engineer - Capital Projects
mori@irwd.com

Roseton Plant Improvements

Artesia, CA



Engineering Fee

\$320,000

Construction Costs

\$6M

Project Duration

March 2022 - Present

Project Team

Tom Epperson, PE
Project Manager

Neha Gajjar, PE
Deputy Project Manager

Erica Jenkins
Design Engineer

Mazen Kassir, PE
Electrical/Controls Manager

Eric Yuen, PE, SE
Structural Manager

Reference

Golden State Water Co.
12035 Burke Street
Santa Fe Springs, CA 90670

Brian To, PE
Capital Program Manager
Brian.To@gswater.com

The Golden State Water Company has a site consisting of two active wells and chemical treatment. They would like to add a 0.75-MG welded steel reservoir, booster station, and backup power generator to the existing Roseton plant. The project will also include the relocation of the Fe/Mn backwash tank and skid-mounted recycle pump, and the MCC for Well No. 2. The facilities that will remain include Well Nos. 1 and 2, the three bay chemical building, Fe/Mn treatment system, and SCE transformer, if it is determined that it is adequately sized for the proposed and existing facilities.

The booster pump station is to be comprised of four vertical turbine pumps, each with a capacity of 1,000 GPM against system pressure (with assumed 75-HP motors). The new welded steel reservoir (WSR) will have a usable capacity of 0.75 MG with a separate inlet and outlet. The WSR inlet will incorporate an altitude valve to control tank filling with system water. Desired WSR dimensions will have a maximum external height of 30 feet, an overflow level equal to 26 feet, and a diameter of approximately 70 feet. The groundwater wells will discharge into the WSR following wellhead treatment. The WSR design will also include improvements to fill it from the distribution system via an altitude valve.

Elizabeth Reservoir and Booster Pump Station and Water Well No. 29

South Gate, CA



Tetra Tech is providing engineering design services for a water storage tank and booster pump station and a water well with disinfection equipment. The projects have been set up in following two stages:

Water Storage Tank and Booster Pumps: The City of South Gate (City) is constructing an above ground welded steel tank reservoir with a storage capacity of 1.8 million gallons, a booster pump station, and relevant appurtenant infrastructure designed to increase water and fire flow capacity and system pressure in the community. The reservoir, booster pump station and appurtenances will be constructed at the existing City Well No. 28 Site located at 3414 Ardmore Avenue, South Gate. Site improvements include site lighting, site paving, electrical, and SCADA interface. The proposed reservoir will be connected to the City's existing water system.

Water Well No. 29 and Disinfection Equipment: The water well site is located at the Santa Fe Avenue Reservoir at 2700 Ardmore Avenue, South Gate and currently contains an existing 500,000 gallon elevated water tank. The City anticipates that the new well will produce approximately 2,500 gallons per minute and will be supported by a standby emergency generator for backup power with a diesel storage tank. Chlorination facilities are included in the design and will be housed inside a separate building. Disinfection equipment will include sodium hypochlorite tanks, metering pumps, and associated appurtenances. Site improvements will include a perimeter concrete block wall, site lighting, site paving, electrical, and SCADA interface. The well discharge pipeline will be connected to the City's existing water system. The project included seismic retrofit and re-coating of the existing 500,000 elevated water tank.



Engineering Fee

\$900,000

Construction Costs

\$12M

Project Duration

February 2014 - May 2019

Project Team

Tom Epperson, PE
Project Manager

Erica Jenkins
Design Engineer

Mazen Kassar, PE
Electrical/Controls Manager

Eric Yuen, PE, SE
Structural Manager

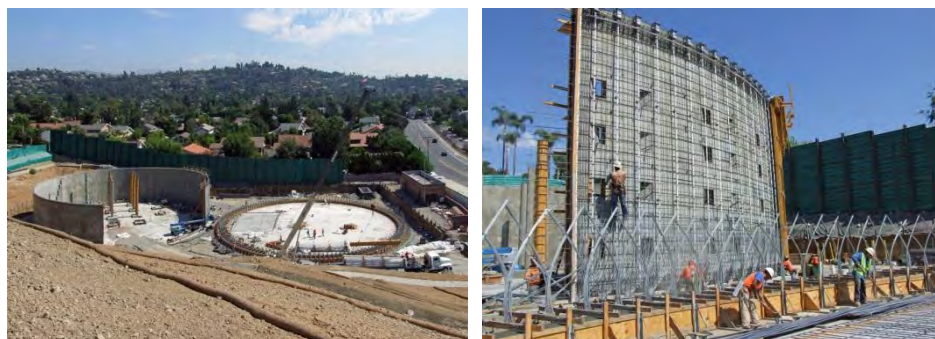
Reference

City of South Gate
8650 California Avenue
South Gate, CA 90280

Kenneth Tang, PE
Senior Civil Engineer
ktang@sogate.org

Rawlings Reservoir

Tustin, CA



Tetra Tech provided design engineering services, including completion of the final plans and specifications, and construction support services during the demolition and the construction of the Rawlings Reservoir. The City of Tustin's existing 4 MG Rawlings Reservoir was constructed in 1971. Due to age and condition of the structure, Tetra Tech was contracted to provide engineering design services to prepare contract documents for the demolition of the existing reservoir and then to prepare contract documents for the construction of two 3.0 MG prestressed circular concrete tanks. The tanks are located on a tight site, where space for excavation and material stockpiling during construction presented many challenges. Shoring for excavations was anticipated up to 35 feet in depth would be required during construction. To ensure that the two tanks could be built on the proposed site, a shoring feasibility analysis was performed to determine the constructability and anticipated costs of tie-back and cantilever shoring, in addition to the design of the reservoirs. The tank designs consider all applicable combinations of dead, live, soil, hydrostatic and seismic loadings.

Construction support services include project management, progress meeting attendance, responding to submittals and RFIs, minor plan changes based on field conditions, change order support, and preparation of record drawings.

Engineering Fee

\$610,000

Construction Costs

\$11M

Project Duration

November 2004 - August 2011

Project Team

Tom Epperson, PE
Project Manager

Erica Jenkins
Design Engineer

Mazen Kassar, PE
Electrical/Controls Manager

Eric Yuen, PE, SE
Structural Manager

Reference

City of Tustin
300 Centennial Way
Tustin, CA 92780

Douglas Stack, PE
Principal Engineer
dstack@tustinca.org

Project Award

ASCE Orange County
Branch, Water Project of the
Year, 2013

Simon Ranch Reservoir Replacement Tustin, CA



Tetra Tech provided design engineering services, including the completion of final plans and specifications for the demolition and construction of Simon Ranch Reservoir. The existing 1.4 MG rectangular, hopper bottom tank constructed in 1960 and due to its age and condition the City of Tustin elected to replace the reservoir. Tetra Tech was contracted to provide engineering design services to prepare contract documents for the demolition of the existing reservoir and then to prepare contract documents for the construction of a 1.0 MG prestressed circular concrete tank on the same site as the existing Simon Ranch Reservoir, along with a proposed pump station. The design of the proposed tank required partial demolition of the existing tank, determination of a proposed interim grading plan, shoring concepts, and additional geotechnical investigations to confirm that adjacent homes would not be impacted by excavation and grading.

Other design considerations for the Simon Ranch Reservoir Project included: coordination with an architect to develop a site landscape concept, perimeter wall, and tank façade that fit in with the neighborhood; coordination with the California Department of Drinking Water; site drainage and Water Quality Management Plan preparation.

Engineering Fee

\$637,000

Construction Costs

\$10M

Project Duration

November 2014 - November 2019

Project Team

Tom Epperson, PE
Project Manager

Neha Gajjar, PE
Deputy Project Manager

Justin Smith, PE, QSD
Design Engineer

Mazen Kassar, PE
Electrical/Controls Manager

Eric Yuen, PE, SE
Structural Manager

Reference

City of Tustin
300 Centennial Way
Tustin, CA 92780

Eric Johnson, PE
Principal Engineer
ejohnson@tustinca.org



PROPOSAL TO PROVIDE

ENGINEERING SERVICES FOR THE

SHAW TANK

Replacement Project



TETRA TECH



November 12, 2025

Nang Mwe, PE, Project Manager
Irvine Ranch Water District
Engineering Department
15600 Sand Canyon Ave.
Irvine, CA 92618

Reference: Fee Proposal to Provide Engineering Design Services for the Shaw Tank Replacement Project

Dear Ms. Mwe,

Tetra Tech is eager to submit our fee proposal to provide engineering design services for the Shaw Tank Replacement Project. All work will be performed on a time and material basis "not-to-exceed" the contract price and no additional compensation will be received beyond the price negotiated to be performed unless changes are approved in advance by an amendment to our contract signed by the Irvine Ranch Water District.

Attached is our work plan with a breakdown of labor hours by employee billing classification, together with the cost of non-labor and subconsultant services included in the fee proposal. The attached rate schedule includes Tetra Tech's standard billing rates for all classifications of staff likely to be involved in the project; as well as overhead, profit, and expenses.

Tetra Tech appreciates the opportunity to submit our fee proposal and looks forward to your positive response. Should you require additional information or have any questions regarding our submittal, please feel free to contact me at 949/809-5026 or via email at neha.gajjar@tetrattech.com.

Respectfully,

A handwritten signature in purple ink, appearing to read 'Neha Gajjar', with a stylized wavy line extending from the end.

Neha Gajjar, PE
Senior Project Manager

Attachments

M:\Marketing\Proposals\FY 2026\IRWD_CA_ShawTankReplacement



**Exhibit A
2025**

HOURLY CHARGE RATE AND EXPENSE REIMBURSEMENT SCHEDULE

Project Management

Project Manager 1	\$230.00
Project Manager 2	\$290.00
Sr Project Manager	\$315.00
Program Manager	\$360.00
Principal in Charge	\$360.00

Construction

Construction Project Rep 1	\$80.00
Construction Project Rep 2	\$90.00
Sr Constr Project Rep 1	\$110.00
Sr Constr Project Rep 2	\$120.00
Construction Manager 1	\$170.00
Construction Manager 2	\$190.00
Construction Director	\$235.00

Engineers

Engineering Technician	\$100.00
Engineer 1	\$120.00
Engineer 2	\$130.00
Engineer 3	\$140.00
Project Engineer 1	\$150.00
Project Engineer 2	\$180.00
Sr Engineer 1	\$190.00
Sr Engineer 2	\$195.00
Sr Engineer 3	\$220.00
Principal Engineer	\$300.00

General & Administrative

Project Assistant 1	\$75.00
Project Assistant 2	\$80.00
Project Administrator	\$100.00
Sr Project Administrator	\$140.00
Sr Graphic Artist	\$150.00
Technical Writer 1	\$97.00
Technical Writer 2	\$124.00
Sr Technical Writer	\$155.00

Planners

Planner 1	\$105.00
Planner 2	\$115.00
Sr Planner 1	\$135.00
Sr Planner 2	\$150.00
Sr Planner 3	\$195.00

Information Technology

Systems Analyst / Programmer 1	\$77.00
Systems Analyst / Programmer 2	\$115.00
Sr Sys Analyst / Programmer 1	\$130.00
Sr Systems Analyst / Programmer 2	\$196.00

Designers & Technicians

CAD Technician 1	\$65.00
CAD Technician 2	\$75.00
CAD Technician 3	\$90.00
CAD Designer	\$105.00
Sr CAD Designer 1	\$145.00
Sr CAD Designer 2	\$155.00
CAD Director	\$160.00
Survey Tech 1	\$50.00

Project Accounting

Project Analyst 1	\$90.00
Project Analyst 2	\$114.00
Sr Project Analyst	\$155.00

Reimbursable In-House Costs:

Photo Copies (B&W 8.5"x11")	\$0.15/Each
Photo Copies (B&W 11"x17")	\$0.40/Each
Color Copies (up to 8.5"x11")	\$2.00/Each
Color Copies (to 11"x17")	\$3.00/Each
Compact Discs	\$10/each
Large format copies	\$0.40 S.F.
Mileage-Company Vehicle	\$0.90/mile
Mileage-POV	\$0.70/mile*

*current GSA POV mileage rate subject to change

Health & Safety

H&S Administrator	\$95.00
Sr H&S Administrator	\$115.00
H&S Manager	\$145.00

All other direct costs, such as production, special photography, postage, delivery services, overnight mail, printing and any other services performed by subconsultant will be billed at cost plus 15%.

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December 15, 2025
Prepared by: T. Foo / B. Waite
Submitted by: K. Burton
Approved by: Paul A. Cook *ACA*

CONSENT CALENDAR

PARK PLAZA RECYCLED WATER PIPELINE REPLACEMENT FINAL ACCEPTANCE

SUMMARY:

The Park Plaza Recycled Water Pipeline Replacement project is complete. The contractor, T.E. Roberts, Inc., completed all required work including punch list items. The project has passed final inspection, and acceptance of construction is recommended.

BACKGROUND:

The Park Plaza development is owned by the Irvine Company and is bounded by Jamboree Road to the west, Main Street to the north, San Diego Creek to the east, and Interstate 405 to the south. IRWD owns and maintains recycled water distribution pipelines within the development that serve both irrigation and dual plumbing building demands. In the last few years, there have been several pipeline leak failures on the 8-inch asbestos cement pipe (ACP) distribution pipeline and 6-inch ACP lateral that were originally installed in 1987. Due to the numerous failures, IRWD worked with the Irvine Company to develop a plan to replace the pipelines.

This project replaced approximately 1,000 feet of ACP with 8-inch polyvinyl chloride (PVC) piping and 4-inch and 6-inch PVC laterals. During the installation of the new pipeline, two additional breaks that were unrelated to construction activities occurred on the existing recycled water pipeline.

MKN & Associates, Inc. completed the design in February 2025. T.E. Roberts, Inc. was awarded the construction contract on April 15, 2025. T.E. Roberts mobilized in June 2025 and reached substantial completion on September 21, 2025. Contract change orders were issued during construction to fix two recycled water main breaks in the Park Plaza area, slurry seal the roads across two weekends per the Irvine Company's request and remove unused bid items. A summary of change orders is provided as Exhibit "A".

Project Title:	Park Plaza Recycled Water Pipeline Replacement
Project No.:	13106
Design Engineer:	MKN & Associates, Inc.
Construction Management by:	IRWD Staff
Contractor:	T.E. Roberts, Inc.
Original Contract Cost:	\$837,634.00
Final Contract Cost:	\$931,531.07
Original Contract Days:	120
Final Contract Days:	159
Final Change Order Approved On:	December 2, 2025

FISCAL IMPACTS:

Park Plaza Recycled Water Pipeline Replacement, Project 13106, is included in the Fiscal Year 2025-26 Capital Budget and the budget is sufficient to fund the final payment for this project.

ENVIRONMENTAL COMPLIANCE:

This project is exempt from the California Environmental Quality Act (CEQA) as authorized under California Code of Regulations Title 14, Division 6, Chapter 3, Article 19, Section 15302, which exempts the replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced including but not limited to replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity. A Notice of Exempt (NOE) was filed with the Orange County Recorder.

COMMITTEE STATUS:

This item was not reviewed by a Committee.

RECOMMENDATION:

THAT THE BOARD ACCEPT CONSTRUCTION OF PARK PLAZA RECYCLED WATER PIPELINE REPLACEMENT, AUTHORIZE THE GENERAL MANAGER TO FILE A NOTICE OF COMPLETION, AND AUTHORIZE THE PAYMENT OF THE RETENTION 35 DAYS AFTER THE DATE OF RECORDING THE NOTICE OF COMPLETION FOR PROJECT 13106.

LIST OF EXHIBITS:

Exhibit "A" – Construction Change Order Summary

Exhibit "A"

Park Plaza Recycled Water Pipeline Replacement
PR 13106
Construction Change Order Summary

Date: December 4, 2025
Contractor: T.E. Roberts, Inc.
Design Engineer: MKN and Associates, Inc.

			Contract Amount						Contract Days				Original Completion Date:
			Original Contract Amount: \$837,634.00						Original Days: 120				8/13/2025
Change Order No.	Description	Category	Change Order Line Item Amount	Change Order Amount	Previous Change Orders	Cumulative Total of Change Orders	% of Original Contract Amount	Revised Contract Amount	Change Order Days	Previous Change Order Days	Cum. Change Order Days	Revised Total Contract Days	Revised Completion Date
1	Approved by Executive Director of Technical Services on October 16, 2025.			\$118,417.07	\$ -	\$ 118,417.07	14.14%	\$956,051.07	12	0	12	132	8/25/2025
	1.1 Slurry Seal Over Multiple Weekends	C	\$31,982.46						4				
	1.2 Additional Mobilization to Slurry Fill Abandoned Pipelines	B	\$6,363.00						2				
	1.3 Installation of Blind Flange, Soil Debris Cleanup, and Traffic Control	B	\$15,372.34						2				
	1.4 Water Main Break Repair	B	\$64,699.27						4				
2	Approved by Executive Director of Technical Services on December 2, 2025.			(\$24,520.00)	\$ 118,417.07	\$93,897.07	11.21%	\$931,531.07	0	12	12	132	8/25/2025
	2.1 Removal of unused scope of work Items No. 26 and 28.	B	(\$24,520.00)										

Category	Total Amount	% of Original Contract
A - Owner Directed Change	\$0.00	0.00%
B - Differing/Unknown Condition	\$61,914.61	7.39%
C - External Agency, Regulatory, and/or Permit Required Change	\$31,982.46	3.82%
D - Design Oversight	\$0.00	0.00%
Total Change Order Amount (A + B + C + D)	\$93,897.07	11.21%

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December 15, 2025
Prepared by: T. Foo / B. Waite
Submitted by: K. Burton
Approved by: Paul A. Cook 

CONSENT CALENDAR

REHABILITATION OF WELL NOS. 76, 110R, 115R AND DESTRUCTION OF WELL NOS. 72 AND 106 FINAL ACCEPTANCE

SUMMARY:

The Rehabilitation of Well Nos. 76, 110R, 115R and Destruction of Well Nos. 72 and 106 is complete. The contractor, Best Drilling and Pump, Inc., has completed all required contract work including punch list items. The project has passed final inspection, and acceptance of construction is recommended.

BACKGROUND:

IRWD retained Richard C. Slade & Associates to provide engineering design services for the rehabilitation of IRWD Well Nos. 76, 110R, 115R and destruction of Well Nos. 72 and 106. The design was completed in February 2024, and a construction contract was awarded to Best Drilling and Pump, Inc. in March 2024.

IRWD Well Nos. 76, 110R, and 115R required rehabilitation to remove biological build-up and scale to improve their hydraulic performance. After rehabilitation, the pumping rates increased by 100 gallons per minute (gpm) or 33% for Well 76, 150 gpm or 16% for Well 110R, and 550 gpm or 92% for Well 115R. Well No. 72 was destroyed due to age (95 years old) and only produced approximately 100 gpm of water. Well No. 106 was also destroyed due to age (57 years old) and produced water with high color and odor. Both wells were destroyed per California State requirements and required permits from the Orange County Health Care Agency (OCHCA).

Additional time was required to remove hardened fill at Well 72, which could not be removed via conventional bailing methods. In addition, the contract included the removal of electrical equipment at Well 72, which required Southern California Edison (SCE) to de-energize the system. Due to staff turnover and errors in documentation, SCE has been unable to de-energize the system. Since Best was recently awarded the Rehabilitation of Dyer Road Wellfield Well No. 7 project, staff processed a Contract Change Order under the Well No. 7 rehabilitation project with Best to perform the Well 72 electrical equipment demolition work. Best reached substantial completion for the Rehabilitation of Well Nos. 76, 110R, 115R and destruction of Well Nos. 72 and 106 on July 11, 2025. Four contract change orders were issued during construction including the removal of hardened fill at Well 72 to meet OCHCA requirements, the removal of aboveground piping at Well 106, deletion of the electrical equipment removal work, and deletion of unused bid items. A contract change order summary is provided as Exhibit "A".

Project Title:	Rehabilitation of Well Nos. 76, 110R, 115R and Destruction of Well Nos. 72 and 106
Project No.:	11137, 11846, 11847, and 12264
Design Engineer:	Richard C. Slade and Associates, LLC
Construction Management by:	IRWD Staff
Contractor:	Best Drilling and Pump, Inc.
Original Contract Cost:	\$2,158,975
Final Contract Cost:	\$2,035,960
Original Contract Days:	390
Final Contract Days:	398
Final Change Order Approved On:	December 4, 2025

FISCAL IMPACTS:

Rehabilitation of Well Nos. 76, 110R, 115R and Destruction of Well Nos. 72 and 106, Projects 11137, 11846, 11847, and 12264, are included in the Fiscal Year 2025-26 Capital Budget. The existing budgets are sufficient to fund the final payment for this project.

ENVIRONMENTAL COMPLIANCE:

This project is exempt from the California Environmental Quality Act (CEQA) as authorized under the California Code of Regulations, Title 14, Chapter 3, Section 15301 which provides exemption for operation, repair, maintenance, permitting, leasing, licensing or minor alterations of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. A Notice of Exempt (NOE) was filed with the Orange County Recorder.

COMMITTEE STATUS:

This item was not reviewed by a Committee.

RECOMMENDATION:

THAT THE BOARD ACCEPT CONSTRUCTION OF THE REHABILITATION OF WELL NOS. 76, 110R, 115R AND DESTRUCTION OF WELL NOS. 72 AND 106; AUTHORIZE THE GENERAL MANAGER TO FILE A NOTICE OF COMPLETION; AND AUTHORIZE THE PAYMENT OF THE RETENTION 35 DAYS AFTER THE DATE OF RECORDING THE NOTICE OF COMPLETION FOR PROJECTS 11137, 11846, 11847, AND 12264.

Consent Calendar: Rehabilitation of Well Nos. 76, 110R, 115R and Destruction of Well Nos. 72
and 106 Final Acceptance
December 15, 2025
Page 3

LIST OF EXHIBITS:

Exhibit "A" – Construction Change Order Summary

Note: This page is intentionally left blank.

Exhibit "A"

Rehabilitation of IRWD Well Nos. 76, 110R, & 115R and Destruction of IRWD Well Nos. 72 & 106
PR 11137, 11846, 11847, & 12264
Construction Change Order Summary

Date: December 8, 2025
Contractor: Best Drilling and Pump, Inc.
Design Hydrogeologist: Richard C. Slade and Associates

			Contract Amount						Contract Days				Original Completion Date:
			Original Contract Amount: \$2,158,975.00						Original Days: 390				4/20/2025
Change Order No.	Description	Category	Change Order Line Item Amount	Change Order Amount	Previous Change Orders	Cumulative Total of Change Orders	% of Original Contract Amount	Revised Contract Amount	Change Order Days	Previous Change Order Days	Cum. Change Order Days	Revised Total Contract Days	Revised Completion Date
1	Approved by Executive Director of Technical Services on 1/15/25. <u>CR-1</u> : Airlift fill material from 943 feet to 1,151 feet below ground surface Non-Compensable Time Extension	B	\$37,000.00 \$0.00	\$37,000.00	\$ -	\$ 37,000.00	1.71%	\$2,195,975.00	7	0	7	397	4/27/2025
2	Approved by Executive Director of Technical Services on 4/15/25. <u>CR-2</u> : Remove 10-inch elbow and below-grade piping and weld on 10-inch slip-on flange. Non-Compensable Time Extension	D	\$2,805.00 \$0.00	\$2,805.00	\$ 37,000.00	\$39,805.00	1.84%	\$2,198,780.00	1	7	8	398	4/28/2025
3	Approved by Executive Director of Technical Services on 12/8/25. Removal of electrical equipment and housekeeping pads at Well 72.	A	(\$60,000.00)	(\$60,000.00)	\$39,805.00	(\$20,195.00)	-0.94%	\$2,138,780.00	0	8	8	398	4/28/2025
4	Approved by Executive Director of Technical Services on 12/8/25. Removal of unused scope of work items for Wells 72, 76, 106, 110R, and 115R	B	(\$102,820.00)	(\$102,820.00)	(\$20,195.00)	(\$123,015.00)	-5.70%	\$2,035,960.00	0	8	8	398	4/28/2025

Category	Total Amount	% of Original Contract
A - Owner Directed Change	(\$60,000.00)	-2.78%
B - Differing/Unknown Condition	(\$65,820.00)	-3.05%
C - External Agency, Regulatory, and/or Permit Required Change	\$0.00	0.00%
D - Design Oversight	\$2,805.00	0.13%
Total Change Order Amount (A + B + C + D)	(\$123,015.00)	-5.70%

Note: This page is intentionally left blank.

December 15, 2025

Prepared by: J. Lam / J. Zepeda

Submitted by: W. Chambers

Approved by: Paul A. Cook 

CONSENT CALENDAR

SUPERVISORY CONTROL AND DATA ACQUISITION SOFTWARE SUBSCRIPTION AND SUPPORT RENEWAL AGREEMENT

SUMMARY:

IRWD utilizes a Supervisory Control and Data Acquisition (SCADA) system that enables District Operations to monitor and control the treatment facilities, potable and recycled water distribution systems, and sewer collection system in real time. The software subscription is due for renewal and is offered as a three-year subscription, including visualization, mobility, analytics, historian, and reporting tools, with ongoing upgrades, security patches, and technical support. Staff recommends that the Board authorize the General Manager to execute a three-year software subscription and support renewal agreement with AVEVA in the amount of \$689,120.

BACKGROUND:

The District's SCADA system is a mission-critical platform that monitors, controls, and optimizes treatment and distribution operations. The system provides real-time visibility into system performance, water quality, equipment status, and alarms. Staff rely on the system 24 hours a day to receive alerts and make timely, data-driven decisions to ensure safe, reliable service. Beyond real-time operations, SCADA systems record and store historical data to support required regulatory reporting, trend analysis, asset management, performance optimization, and long-term infrastructure planning.

The District's SCADA platform is built on AVEVA (formerly Wonderware) software solutions and requires ongoing system administration and maintenance. AVEVA supports graphical system visualization, mobile access for field staff, centralized alarm management, historian functions, reporting tools, and integration with business and maintenance systems. The platform also incorporates cybersecurity controls necessary to protect critical operational technology environments.

Field staff rely on mobile SCADA to receive alerts, view live data, and verify remote operations while in the field. Maintenance personnel use historian and trending features to identify performance issues and troubleshoot equipment. Engineers and planning staff analyze real-time and historical data to assess system resiliency, improve operational efficiency, and support long-term planning.

SCADA System Subscription Renewal:

The proposed three-year AVEVA subscription renewal ensures continued access to these essential capabilities. The subscription includes licensing for up to 100 named users with unlimited software deployment, allowing the District to support operational, maintenance, engineering, and management staff without additional licensing expenses.

The system also provides ongoing software updates, cybersecurity patches, new feature releases, and vendor technical support. Maintaining an active subscription ensures the SCADA platform remains secure, reliable, and aligned with evolving technology and cybersecurity requirements.

The proposed agreement is a three-year term for a total cost of \$689,120, valid from December 31, 2025, through December 31, 2028. The cost for all IRWD SCADA systems excluding the Baker Plant is \$575,260, and the Baker Plant cost is \$113,860. The agreement is attached as Exhibit “A”.

FISCAL IMPACTS:

Sufficient funds for the cost of the renewal agreement are included in the Information Technology Department Operating Budget.

ENVIRONMENTAL COMPLIANCE:

This item is not a project as defined in the California Environmental Quality Act Code of Regulations, Title 14, Chapter 3, Section 15378.

COMMITTEE STATUS:

This item was not reviewed by a Committee.

RECOMMENDATION:

THAT THE BOARD AUTHORIZE THE GENERAL MANAGER TO EXECUTE A THREE-YEAR SOFTWARE SUBSCRIPTION AND SUPPORT RENEWAL AGREEMENT WITH AVEVA IN THE AMOUNT OF \$689,120.

LIST OF EXHIBITS:

Exhibit “A” – AVEVA Software Subscription and Support Renewal Agreement

Exhibit "A"



126 Mill Street
Healdsburg, CA 95448
(866) 966-3376

QUOTE

353174.1

IRWDO

AVEVA CF#114385 Renewal Exp 12/15/25 - Bio/IR 3 Yr
12/02/2025

Revision Delivered

Ship To: IRVINE RANCH WATER DISTRICT
3512 MICHELSON DRIVE
IRVINE, CA 92612

Attn: Joe Lam
IRVINE RANCH WATER DISTRICT
direct () -
fax

Bill To: IRVINE RANCH WATER DISTRICT
3512 MICHELSON DRIVE
IRVINE, CA 92618

From: Dylan Bree
dylan.bree@california.avevaselect.com
direct (707) 473-3107
main (866) 966-3376
fax (707) 473-3190

According to our records, your AVEVA Flex Subscription F23354-4MAA0-X2 Agreement # 114385 will expire on 12/15/25.

Customer Site ID: 159544 Irvine Ranch Water District, Biosolids Division, 15600 Sand Canyon Ave., Irvine California 92619

Please Note: In order to renew Flex Subscription F23354-4MAA0-X2 POs must be received for Q# 351187 in addition to this quotation for a total of 40,800 Credits. Current Agreement's Expiration date is 12/15/25, if 3 year option is chosen, you have until 12/31/25 to provide a Renewal PO. Once processed, new EXP date of contract will be 12/31/28

Please send your renewal order as soon as possible to avoid a lapse in service and late renewal fees.

AVEVA Flex Credits:

Consumable credits that can be redeemed for a variety of subscription tiers:

- Access across AVEVA's comprehensive software portfolio
- Interchange software tiers, options and licenses as needs evolve
- Customer FIRST technical support included in every subscription tier
- A New Subscription Term begins when the order is invoiced.
- If the order is adding/amending an existing subscription, then the term will align with the existing term dates.

Included with AVEVA Premium Customer First Program are the following services:

- Security fixes, patches, updates and Hotfixes (*Only available while the CF contract is valid)
- Software version upgrades (*Only available while the CF contract is valid)
- Emergency 24/7/365 Technical Telephone Support
- AVEVA Direct Technical Support: Access to technical resources at both the local distributor and directly from AVEVA.
- Access to the AVEVA Knowledge and Support Center website: Knowledge base, case management, software downloads and more.

PO Number:

Duration: This quote is valid for 30 days.

Freight: Prepaid and Add

FOB: Healdsburg, CA

Terms: Net 30 Days

Pages: 1 of 4

Remit to: 126 Mill Street, Healdsburg, CA 95448

california.avevaselect.com



126 Mill Street
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QUOTE

353174.1**IRWDO**

AVEVA CF#114385 Renewal Exp 12/15/25 - Bio/IR 3 Yr
12/02/2025

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- Access to the Customer FIRST Mobile Support App
- E-Learning: Get on-demand access to AVEVA's rich library of modules

Wonderware solutions are now AVEVA solutions: Learn more about this exciting change here:
<https://sw.aveva.com/wonderware>

Interested in additional training? Please visit our website and view our events schedule at
<https://california.avevaselect.com>

Access the status of your order on our Online Order Status system!! Just click on the link contained in your order confirmation to begin the login process. Once signed up you can access via <https://california.avevaselect.com>

Access our Return, Shipping, and other company policies at our website via
<https://california.avevaselect.com/aboutus/policies.aspx>

PO Number:**Duration:** This quote is valid for 30 days.**Freight:** Prepaid and Add**FOB:** Healdsburg, CA**Terms:** Net 30 Days**Pages:** 2 of 4**Remit to:** 126 Mill Street, Healdsburg, CA 95448california.avevaselect.com



126 Mill Street
Healdsburg, CA 95448
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QUOTE

353174.1**IRWDO**

AVEVA CF#114385 Renewal Exp 12/15/25 - Bio/IR 3 Yr

12/02/2025

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From: Dylan Bree
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direct (707) 473-3107
main (866) 966-3376
fax (707) 473-3190

3 Year Renewal - Operations Control - Bio Solids & Irvine Ranch - Billed Up Front

Bio Solids : 3441 Credits per year
Irvine Ranch : 7912 Credits per year

The quoted number of credits is expected to cover the following selections, but if different or additional subscription selections are made, the purchase of additional credits may be necessary:

Operations Control Supervisory – 3,600 Flex Credits

- AVEVA Application Server Platform – Unlimited App Engines
- Unlimited AVEVA Supervisory Clients
- Unlimited AVEVA Supervisory Servers – Unlimited RDS Clients
- Unlimited AVEVA Communication Drivers – Standard, Professional, & Premium
- Unlimited AVEVA Historians w/ Unlimited Tags (Tier 1)
- AVEVA Advanced Historian (Tier 2) – Unlimited Tags with Redundancy
- Unlimited AVEVA Historian Clients
- Unlimited AVEVA Development Studio
- Unlimited AVEVA Reports for Operations
- CONNECT Data Services – 200 Data streams accessed daily (Unlimited Cloud Data

Storage)

- 5 CONNECT Visualization Users
- Advanced Analytics – 50 data models, AI Industrial Assistant
- AVEVA Teamwork

Operations Control Edge Base – 2,000 Flex Credits

- Unlimited use of AVEVA InTouch, AVEVA Edge, AVEVA Plant SCADA

Operations Control Named Users – 8,000 Flex Credits

- 100 Named Users – 80 credits each

Quantity	Part Number/Description	Availability*	Tax	Price	Extension
1	FLEXCR-01-P3	1 Estimated 1-2 Weeks	N	\$575,260.00	\$575,260.00
Line:1	Aveva CF# 114385, Flex # F23354-4MAA0-X2, Credits # 34,059 (40,800 Total Contract Credits) - Premium Support - 3 Year Term Exp. 12/31/28				

PO Number:

Duration: This quote is valid for 30 days.

Freight: Prepaid and Add **FOB:** Healdsburg, CA

Terms: Net 30 Days

Pages: 3 of 4

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QUOTE

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IRWDO

AVEVA CF#114385 Renewal Exp 12/15/25 - Bio/IR 3 Yr

12/02/2025

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From: Dylan Bree

dylan.bree@california.avevaselect.com

direct (707) 473-3107

main (866) 966-3376

fax (707) 473-3190

Base Quotation Pricing Summary

Availability:

- Part availability is subject to change and is based on the availability at the time this quote was created.
- Time in transit is subject to change depending on the "Ship To" address that is provided by the customer at the time the order is placed and the method in which customer requests that the part(s) ship.
- For "In Stock" parts, orders must be received by 3:00PM PST to ship same day.
- For Factory Stock parts, please allow approximately one week for delivery via our standard shipping methods.

Taxable: \$0.00

Non-Taxable: \$575,260.00

Subtotal: \$575,260.00

Tax (7.75%): \$0.00

Freight: TBD

TOTAL: \$575,260.00

Freight is NOT included in this total. Your final invoice may include freight charges.

Optional Items Not Included in Base Quotation

3 Year Renewal - Operations Control - Bio Solids & Irvine Ranch - Billed Annually

Quantity	Part Number/Description	Availability*	Tax	Price	Extension
1 Line:2	FLEXCR-01-P3-Y1 Aveva CF# 114385, Flex # F23354-4MAA0-X2, Credits # 11,353 (13,600 Total Contract Credits) - Premium Support - 3 Year Term - Year 1 Exp. 12/31/26	1 Estimated 1-2 Weeks	N	\$191,755.00	\$191,755.00
1 Line:3	FLEXCR-01-P3-Y2 Aveva CF# 114385, Flex # F23354-4MAA0-X2, Credits # 11,353 (13,600 Total Contract Credits) - Premium Support - 3 Year Term - Year 2 Exp. 12/31/27	1 Estimated 1-2 Weeks	N	\$201,290.00	\$201,290.00
1 Line:4	FLEXCR-01-P3-Y3 Aveva CF# 114385, Flex # F23354-4MAA0-X2, Credits # 11,353 (13,600 Total Contract Credits) - Premium Support - 3 Year Term - Year 3 Exp. 12/31/28	1 Estimated 1-2 Weeks	N	\$211,280.00	\$211,280.00

Sub-Total **\$604,325.00**

Our preferred method of receiving your payment is via ACH transfers. A 2.5% credit card processing fee will apply to payments made via credit card.

PO Number:

Duration: This quote is valid for 30 days.

Freight: Prepaid and Add

FOB: Healdsburg, CA

Terms: Net 30 Days

Pages: 4 of 4

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126 Mill Street
Healdsburg, CA 95448
(866) 966-3376

QUOTE

353187.1**IRWDO**

AVEVA CF#114385 Renewal Exp 12/15/25 - Baker 3 Yr

12/02/2025

Revision Delivered

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3512 MICHELSON DRIVE
IRVINE, CA 92612

Attn: Joe Lam
IRVINE RANCH WATER DISTRICT
direct () -

fax

Bill To: IRVINE RANCH WATER DISTRICT
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IRVINE, CA 92618

From: Dylan Bree
dylan.bree@california.avevaselect.com
direct (707) 473-3107
main (866) 966-3376
fax (707) 473-3190

According to our records, your AVEVA Flex Subscription F23354-4MAA0-X2 Agreement # 114385 will expire on 12/15/25.

Customer Site ID: 159544 Irvine Ranch Water District, Biosolids Division, 15600 Sand Canyon Ave., Irvine California 92619

Please Note: In order to renew Flex Subscription F23354-4MAA0-X2 POs must be received for Q# 353174 in addition to this quotation for a total of 40,800 Credits. Current Agreement's Expiration date is 12/15/25, if 3 year option is chosen, you have until 12/31/25 to provide a Renewal PO. Once processed, new EXP date of contract will be 12/31/28

AVEVA Flex Credits:

Consumable credits that can be redeemed for a variety of subscription tiers:

- Access across AVEVA's comprehensive software portfolio
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- Customer FIRST technical support included in every subscription tier
- A New Subscription Term begins when the order is invoiced.

-If the order is adding/amending an existing subscription, then the term will align with the existing term dates.

Included with AVEVA Premium Customer First Program are the following services:

- Security fixes, patches, updates and Hotfixes (*Only available while the CF contract is valid)
- Software version upgrades (*Only available while the CF contract is valid)
- Emergency 24/7/365 Technical Telephone Support
- AVEVA Direct Technical Support: Access to technical resources at both the local distributor and directly from AVEVA.
- Access to the AVEVA Knowledge and Support Center website: Knowledge base, case management, software downloads and more.
- Access to the Customer FIRST Mobile Support App
- E-Learning: Get on-demand access to AVEVA's rich library of modules

PO Number:

Duration: This quote is valid for 30 days.

Freight: Prepaid and Add

FOB: Healdsburg, CA

Terms: Net 30 Days

Pages: 1 of 4

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QUOTE**353187.1****IRWDO**

AVEVA CF#114385 Renewal Exp 12/15/25 - Baker 3 Yr

12/02/2025

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Wonderware solutions are now AVEVA solutions: Learn more about this exciting change here:

<https://sw.aveva.com/wonderware>

Interested in additional training? Please visit our website and view our events schedule at

<https://california.avevaselect.com>

Access the status of your order on our Online Order Status system!! Just click on the link contained in your order confirmation to begin the login process. Once signed up you can access via <https://california.avevaselect.com>

Access our Return, Shipping, and other company policies at our website via

<https://california.avevaselect.com/aboutus/policies.aspx>

PO Number:

Duration: This quote is valid for 30 days.

Freight: Prepaid and Add

FOB: Healdsburg, CA

Terms: Net 30 Days

Pages: 2 of 4

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AVEVA CF#114385 Renewal Exp 12/15/25 - Baker 3 Yr

12/02/2025

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From: Dylan Bree
dylan.bree@california.avevaselect.com
direct (707) 473-3107
main (866) 966-3376
fax (707) 473-3190

3 Year Renewal - Operations Control - Baker - Billed Up Front

Bio Solids : 3441 Credits per year
Irvine Ranch : 7912 Credits per year

The quoted number of credits is expected to cover the following selections, but if different or additional subscription selections are made, the purchase of additional credits may be necessary:

Operations Control Supervisory – 3,600 Flex Credits

- AVEVA Application Server Platform – Unlimited App Engines
- Unlimited AVEVA Supervisory Clients
- Unlimited AVEVA Supervisory Servers – Unlimited RDS Clients
- Unlimited AVEVA Communication Drivers – Standard, Professional, & Premium
- Unlimited AVEVA Historians w/ Unlimited Tags (Tier 1)
- AVEVA Advanced Historian (Tier 2) – Unlimited Tags with Redundancy
- Unlimited AVEVA Historian Clients
- Unlimited AVEVA Development Studio
- Unlimited AVEVA Reports for Operations
- CONNECT Data Services – 200 Data streams accessed daily (Unlimited Cloud Data Storage)
- 5 CONNECT Visualization Users
- Advanced Analytics – 50 data models, AI Industrial Assistant
- AVEVA Teamwork

Operations Control Edge Base – 2,000 Flex Credits

- Unlimited use of AVEVA InTouch, AVEVA Edge, AVEVA Plant SCADA

Operations Control Named Users – 8,000 Flex Credits

- 100 Named Users – 80 credits each

Quantity	Part Number/Description	Availability*	Tax	Price	Extension
1	FLEXCR-01-P3	1 Estimated 1-2 Weeks	N	\$113,860.00	\$113,860.00
Line:1	Aveva CF# 114385, Flex # F23354-4MAA0-X2, Credits # 6741 (40,800 Total Contract Credits) - Premium Support - 3 Year Term Exp. 12/31/28				

PO Number:

Duration: This quote is valid for 30 days.

Freight: Prepaid and Add

FOB: Healdsburg, CA

Terms: Net 30 Days

Pages: 3 of 4

Remit to: 126 Mill Street, Healdsburg, CA 95448

california.avevaselect.com



126 Mill Street
Healdsburg, CA 95448
(866) 966-3376

QUOTE

353187.1

IRWDO

AVEVA CF#114385 Renewal Exp 12/15/25 - Baker 3 Yr

12/02/2025

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From: Dylan Bree

dylan.bree@california.avevaselect.com

direct (707) 473-3107

main (866) 966-3376

fax (707) 473-3190

Base Quotation Pricing Summary

Availability:

- Part availability is subject to change and is based on the availability at the time this quote was created.
- Time in transit is subject to change depending on the "Ship To" address that is provided by the customer at the time the order is placed and the method in which customer requests that the part(s) ship.
- For "In Stock" parts, orders must be received by 3:00PM PST to ship same day.
- For Factory Stock parts, please allow approximately one week for delivery via our standard shipping methods.

Taxable: \$0.00

Non-Taxable: \$113,860.00

Subtotal: \$113,860.00

Tax (7.75%): \$0.00

Freight: TBD

TOTAL: \$113,860.00

Freight is NOT included in this total. Your final invoice may include freight charges.

Optional Items Not Included in Base Quotation

3 Year Renewal - Operations Control - Baker - Billed Annually

Quantity	Part Number/Description	Availability*	Tax	Price	Extension
1 Line:2	FLEXCR-01-P3-Y1 Aveva CF# 114385, Flex # F23354-4MAA0-X2, Credits # 2247 (13,600 Total Contract Credits) - Premium Support - 3 Year Term - Year 1 Exp. 12/31/26	1 Estimated 1-2 Weeks	N	\$37,995.00	\$37,995.00
1 Line:3	FLEXCR-01-P3-Y2 Aveva CF# 114385, Flex # F23354-4MAA0-X2, Credits # 2247 (13,600 Total Contract Credits) - Premium Support - 3 Year Term - Year 2 Exp. 12/31/27	1 Estimated 1-2 Weeks	N	\$39,840.00	\$39,840.00
1 Line:4	FLEXCR-01-P3-Y3 Aveva CF# 114385, Flex # F23354-4MAA0-X2, Credits # 2247 (13,600 Total Contract Credits) - Premium Support - 3 Year Term - Year 3 Exp. 12/31/28	1 Estimated 1-2 Weeks	N	\$41,820.00	\$41,820.00

Sub-Total \$119,655.00

Our preferred method of receiving your payment is via ACH transfers. A 2.5% credit card processing fee will apply to payments made via credit card.

PO Number:

Duration: This quote is valid for 30 days.

Freight: Prepaid and Add

FOB: Healdsburg, CA

Terms: Net 30 Days

Pages: 4 of 4

Remit to: 126 Mill Street, Healdsburg, CA 95448

california.avevaselect.com

December 15, 2025

Prepared by: N. Mwe / J. Moeder

Submitted by: K. Burton

Approved by: Paul A. Cook 

ACTION CALENDAR

LAKE FOREST ZONE 4 EL TORO TANKS 1 AND 2 REHABILITATION BUDGET INCREASE AND CONSTRUCTION AWARD

SUMMARY:

The Lake Forest Zone 4 El Toro Tanks 1 and 2 were originally constructed by Los Alisos Water District in 1965 and 1969, respectively. This rehabilitation project includes recoating the interior and exterior of the tanks, structural modifications to the tanks, yard piping improvements, repaving the site, and replacement of other related appurtenances. Staff recommends that the Board:

- Authorize a budget increase in the amount of \$3,169,000, from \$4,291,000 to \$7,460,000; and
- Authorize the General Manager to execute a construction contract with Orion Construction Corporation in the amount of \$5,627,000 for the Lake Forest Zone 4 El Toro Tank 1 and 2 Rehabilitation project.

BACKGROUND:

In 2022, IRWD contracted with V&A Consulting Engineers to investigate and assess the condition of 14 steel tanks in the domestic water and recycled water systems. V&A completed the condition assessment in 2023, and staff reviewed the comprehensive evaluation to determine the initial list of tank rehabilitation projects. The initial priority is to rehabilitate the Lake Forest Zone 4 El Toro Tanks, which due to various coating failures appears to be in the worst condition of the examined tanks. The two tanks are collocated in a residential community near the intersection of El Toro Road and Aliso Park Drive as shown in Exhibit “A”.

The 1.04 million gallon (MG) El Toro Tank No.1 and the 2.05 MG El Toro Tank No. 2 serve the eastern portion of IRWD’s Zone 4 domestic water system. During construction, at least one of the two tanks will remain in service to provide continued service to the pressure zone. To ensure continuous operations, the project includes installing temporary piping while the existing in-yard asbestos cement piping is replaced.

In May 2024, IRWD contracted with Cannon Corporation to provide engineering design services for the project. Cannon has since completed the design, and staff approved the construction plans in September 2025. Based on the construction sequencing required to keep one of the two tanks in service at all times, the construction of this project is estimated to take approximately 18 months to complete.

Construction Award Process:

Staff advertised the project for construction bids to a select list of 24 contractors. The bid opening was held on November 13, 2025, with bids received from Orion Construction

Corporation and Pacific Hydrotech Corporation. Orion Construction Corporation is the apparent low bidder with a bid amount of \$5,627,000. The engineer's estimate is \$4,250,000. The difference in engineer's estimate and lowest bid is primarily attributed to the use of lower unit costs in the engineer's estimate for coating removal and replacement. Orion Construction Corporation was added to the pre-qualified bidders list over a year ago and has submitted bids previously for other projects; this will be Orion's first construction contract with IRWD. Orion Construction Corporation's bid information is attached as Exhibit "B", and a summary of the two bids received is provided in the table below:

Bidder	Bid Amount
Orion Construction Corporation	\$ 5,627,000
Pacific Hydrotech Corporation	\$ 6,229,204
<i>Engineer's Estimate</i>	<i>\$ 4,250,000</i>

Staff reviewed Orion Construction Corporation's bid and has determined that it is responsive. Staff recommends that the Board authorize the General Manager to execute a construction contract with Orion Construction Corporation in the amount of \$5,627,000.

FISCAL IMPACTS:

The Lake Forest Zone 4 El Toro Tank 1 and 2 Rehabilitation, Project 12568, is included in the FY 2025-26 Capital Budget and will be funded through 100% domestic water replacement funds. A budget increase is required to fund the construction and engineering support services during construction as shown in the table below.

Project No.	Current Budget	Addition <Reduction>	Total Budget
12568	\$4,291,000	\$3,169,000	\$7,460,000

ENVIRONMENTAL COMPLIANCE:

The project is exempt from the California Environmental Quality Act (CEQA) because the action involves the repair, maintenance, and minor alteration of existing public utility facilities and mechanical equipment involving no expansion of existing or former use, as authorized under the California Code of Regulations, Title 14, Division 6, Chapter 3, Section 15301 (Class 1 "Existing Facilities"). Class 1 exempts the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use, such as existing facilities of publicly owned utilities used to provide public utility services. A Notice of Exemption for the project will be filed with the Orange County Clerk Recorder.

COMMITTEE STATUS:

Construction awards are not routinely taken to Committee prior to submittal to the Board.

RECOMMENDATION:

THAT THE BOARD AUTHORIZE A BUDGET INCREASE IN THE AMOUNT OF \$3,169,000, FROM \$4,291,000 TO \$7,460,000, AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH ORION CONSTRUCTION CORPORATION IN THE AMOUNT OF \$5,627,000 FOR THE LAKE FOREST ZONE 4 EL TORO TANK 1 AND 2 REHABILITATION, PROJECT 12568.

LIST OF EXHIBITS:

Exhibit "A" – Location Map
Exhibit "B" – Bid Results

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1 inch = 100 feet

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Bid Results

Bidder Details

Vendor Name Orion Construction Corporation
Address 2185 La Mirada Dr
Vista, California 92081
United States
Respondee Mark Dowsing
Respondee Title President
Phone 760-597-9660
Email estimating@orionconstruction.com
Vendor Type CADIR
License # 549309
CADIR 1000010760

Bid Detail

Bid Format Electronic
Submitted 11/13/2025 2:31 PM (PST)
Delivery Method
Bid Responsive
Bid Status Submitted
Confirmation # 456717

Respondee Comment

Buyer Comment

Attachments

File Title	File Name	File Type
Bid Form.pdf	Bid Form.pdf	Bid Form

Subcontractors

Showing 5 Subcontractors

Name & Address	Desc	License Num	CADIR	Amount	Type
Hardy & Harper, Inc. 1312 E. Warner Ave Santa Ana, California 92705	AC Paving, Install Aggregate Base	215952	1000000076	\$198,280.00	
Jerusalem Construction Inc. 1827 Cleveland Ave National City, California 91950	Concrete Curb, Concrete Swale	1009541	1000033057	\$98,400.00	
Maddox Electric Inc. 37707 Green Knolls Road Winchester, California 92596	Electrical	977838	1000001266	\$59,125.00	CADIR
Paso Robles Tank, Inc 3883 Wentworth Drive Hemet, California 92545	Tank Repairs	784971	1000002079	\$770,300.00	CADIR
Simpson Sandblasting & Special Coe 14665 Rancho Vista Dr Fontana, California 92335	Tank Coatings	878060	1000618438	\$1,597,131.00	CADIR

Item #	Item Code	Type	Item Description	UOM	QTY	Unit Price	Line Total	Response	Comment
BASE BID ITEMS							\$5,627,000.00		
1			Mobilization and Demobilization (Not to Exceed 4% of Contract Price)	LS	1	\$220,000.00	\$220,000.00	Yes	
2			Payment and Performance Bonds, and Insurance	LS	1	\$50,000.00	\$50,000.00	Yes	
3			Bypass Piping	LS	1	\$150,000.00	\$150,000.00	Yes	
4			Door Sheet-Removal and Replacement	EA	2	\$63,000.00	\$126,000.00	Yes	
5			Roof Hatch – Removal and Replacement	EA	2	\$9,600.00	\$19,200.00	Yes	
6			Roof Vent (Tank 2) – Removal and Replacement	LS	1	\$8,700.00	\$8,700.00	Yes	
7			Fall Protection Anchors	EA	8	\$6,000.00	\$48,000.00	Yes	
8			Access Manway (Tank 1) Install Rubber Gasket	LS	1	\$1,700.00	\$1,700.00	Yes	
9			Floor Drain – Seal and Abandon	EA	2	\$3,300.00	\$6,600.00	Yes	
10			Overflow Modifications – Install Air Gap	EA	2	\$3,650.00	\$7,300.00	Yes	
11			Cleanout Door	EA	2	\$43,000.00	\$86,000.00	Yes	
12			Catch Basins and SD Piping	EA	6	\$15,000.00	\$90,000.00	Yes	
13			Interior Ladder – Removal and Replacement	EA	2	\$12,000.00	\$24,000.00	Yes	
14			Bollards	EA	12	\$1,500.00	\$18,000.00	Yes	
15			Remove Water Level Indicator Board	EA	2	\$2,300.00	\$4,600.00	Yes	
16			Cathodic Protection System	LS	1	\$80,000.00	\$80,000.00	Yes	
17			Hand Railings	LF	72	\$232.00	\$16,704.00	Yes	
18			Exterior Coating Spot Repairs – Removal and Replacement	SF	2500	\$42.00	\$105,000.00	Yes	
19			Exterior Overcoat – Tank 1	SF	12546	\$12.00	\$150,552.00	Yes	
20			Exterior Overcoat – Tank 2	SF	20970	\$13.00	\$272,610.00	Yes	
21			Interior Coating Walls and Floor (Below water line) Removal and Replacement – Tank 1	SF	12900	\$20.00	\$258,000.00	Yes	
22			Interior Coating Ceiling and Rafters (Above water line) Removal and Replacement – Tank 1	SF	8818	\$24.00	\$211,632.00	Yes	
23			Interior Coating Walls and Floor (Below water line) Removal and Replacement – Tank 2	SF	21196	\$26.00	\$551,096.00	Yes	
24			Interior Coating Ceiling and Rafters (Above water line) Removal and Replacement – Tank 2	SF	20438	\$21.00	\$429,198.00	Yes	
25			Dehumidification Equipment	LS	1	\$46,000.00	\$46,000.00	Yes	
26			Noise Mitigation Measures	LS	1	\$170,000.00	\$170,000.00	Yes	
27			Chime Seal – Remove and Replace Caulking	LF	656	\$18.00	\$11,808.00	Yes	
28			Existing Inlet/Outlet Piping - Remove	LS	1	\$100,000.00	\$100,000.00	Yes	
29			New Inlet/Outlet Piping – Install	LS	1	\$550,000.00	\$550,000.00	Yes	
30			Level Transducer and Transmitter – Replace	EA	4	\$16,000.00	\$64,000.00	Yes	
31			Meter Pit Flow Meter and Piping – Remove and Install	LS	1	\$120,000.00	\$120,000.00	Yes	
32			Meter Pit Concrete Housing Structure – Remove and Install Pre-Cast Vault	LS	1	\$140,000.00	\$140,000.00	Yes	
33			12" Dual Wall HDPE Storm Drain	LF	77	\$500.00	\$38,500.00	Yes	
34			18" Dual Wall HDPE Storm Drain	LF	180	\$360.00	\$64,800.00	Yes	
35			Concrete Curb	LS	1	\$80,000.00	\$80,000.00	Yes	
36			Concrete Swale	LS	1	\$45,000.00	\$45,000.00	Yes	
37			AC Pavement	SY	2410	\$41.00	\$98,810.00	Yes	
38			Aggregate Base	CY	540	\$195.00	\$105,300.00	Yes	
39			Pull Box – Relocate	EA	1	\$6,000.00	\$6,000.00	Yes	
40			Irrigation Valve – Relocate	EA	1	\$10,000.00	\$10,000.00	Yes	
41			Structural Beam Full Replacement	EA	20	\$2,500.00	\$50,000.00	Yes	
42			3" Wide by 3/8" Thick Steel Flange – Tank 1	LF	560	\$80.00	\$44,800.00	Yes	
43			4" Wide by 5/16" Thick Steel Flange – Tank 2	LF	890	\$93.00	\$82,770.00	Yes	
44			Outer Brace Connection – Tank 1	EA	48	\$465.00	\$22,320.00	Yes	
45			Inner Brace Connection – Tank 1	EA	30	\$465.00	\$13,950.00	Yes	
46			Outer Brace Connection – Tank 2	EA	120	\$465.00	\$55,800.00	Yes	
47			Inner Brace Connection – Tank 2	EA	60	\$465.00	\$27,900.00	Yes	
48			Central Support Ring – Tank 1	LS	1	\$126,000.00	\$126,000.00	Yes	
49			Central Support Ring – Tank 2	LS	1	\$126,000.00	\$126,000.00	Yes	

Item #	Item Code	Type	Item Description	UOM	QTY	Unit Price	Line Total	Response	Comment
50			Miscellaneous Welding and Structural Repairs	LS	1	\$100,000.00	\$100,000.00	Yes	
51			Hydrostatic Testing and Disinfection	LS	1	\$25,000.00	\$25,000.00	Yes	
52			Erosion Control Measures	LS	1	\$43,000.00	\$43,000.00	Yes	
53			Operation and Maintenance Manual	LS	1	\$15,000.00	\$15,000.00	Yes	
54			All Other Work Shown on the Plans and in the Specifications, not included in other Bid Items	LS	1	\$299,350.00	\$299,350.00	Yes	
55			Final Record Drawings	LS	1	\$10,000.00	\$10,000.00	Yes	
ADDITIVE AND DEDUCTIVE BID ITEMS							\$0.00		
56	A		ADDITION (+) OR DEDUCTION (-)	LS	1	\$0.00	\$0.00	Yes	

Line Item Subtotals

Section Title	Line Total
BASE BID ITEMS	\$5,627,000.00
ADDITIVE AND DEDUCTIVE BID ITEMS	\$0.00
Grand Total	\$5,627,000.00

Line Items

Discount Terms No Discount

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December 15, 2025

Prepared by: J. Burk / J. Moeder

Submitted by: K. Burton

Approved by: Paul A. Cook 

ACTION CALENDAR

HOWILER WATER TREATMENT PLANT TO ZONE 5 PUMP STATION CONSULTANT SELECTION

SUMMARY:

IRWD and Serrano Water District (SWD) executed a Purchase and Sale Agreement that transferred ownership of several facilities, including IRWD acquiring the Howiler Water Treatment Plant (Howiler WTP) from SWD. The product water pump station at Howiler WTP currently pumps potable water to SWD's Smith Reservoir. IRWD requested proposals from three consultants to replace the existing product water pump station with pumps and associated improvements to feed IRWD's Zone 5 system. Staff recommends that the Board authorize the General Manager to execute a Professional Services Agreement with MKN in the amount of \$788,681 for engineering design services for the Howiler WTP to Zone 5 Pump Station project.

BACKGROUND:

The Howiler WTP is rated as a four million gallons per day surface water treatment plant that delivers potable water to SWD's Smith Reservoir with three pumps (two duty and one standby), each with a capacity of 1,300 gallons per minute. Each of the existing pumps use 25 horsepower motors since there are minimal lift requirements to feed Smith Reservoir that is located at a lower elevation than the treatment plant. In the event of a power outage, an existing backup generator provides emergency power to the entire Howiler WTP including the product water pump station.

In December 2024, IRWD and SWD executed a Water Service Reliability Agreement that described interconnection improvements between the two water districts, including installing a pipeline interconnection and modifications to the Howiler WTP to deliver water from the plant to IRWD. Design for the pipeline interconnection, which will connect IRWD's Zone 5 system to SWD's Smith Reservoir, is underway. Once the interconnection is constructed, improvements to Howiler WTP will begin to deliver product water to IRWD's Zone 5 system. Staff is proceeding with the pump station improvements design to be ready for construction upon completion of the pipeline interconnection improvements.

Delivering Howiler WTP product water to IRWD's Zone 5 system requires replacing the existing pumps, motors, and associated electrical equipment and treatment plant electrical service to accommodate the increase lift of over 300-feet. The project, which is largely focused on the pump station improvements, includes other related improvements associated with the increased hydraulic and electrical demands including adding surge suppression facilities, replacing the existing generator, and incorporating structural improvements to the existing product water wet well.

Consultant Selection:

Staff issued a Request for Proposals for engineering design services for the pump station improvements to three design firms including Carollo, MKN, and Tetra Tech. Staff received proposals from Carollo and MKN. Tetra Tech declined to submit citing heavy existing workloads and schedule conflicts with their pump station design staff.

While both Carollo and MKN's proposals met the project objectives and presented qualified teams, MKN's proposal provided greater overall value. MKN's proposal identified treatment process concerns with upsizing the product water pump station, and thoroughly explained their approach to developing startup plans, which is an element of the design phase scope of work. MKN demonstrated extensive pump station rehabilitation experience with many recent projects. The consultant selection matrix is attached as Exhibit "A," and MKN's scope of work and fee proposal are attached as Exhibit "B."

Staff recommends that the Board authorize the General Manager to execute a Professional Services Agreement with MKN in the amount of \$788,681 for engineering design services for the Howiler WTP to Zone 5 Pump Station project.

FISCAL IMPACTS:

The Howiler WTP to Zone 5 Pump Station, Project 13174, is included in the FY 2025-26 Capital Budget. The existing budget is sufficient to fund the recommendation presented herein.

ENVIRONMENTAL COMPLIANCE:

This project is subject to the California Environmental Quality Act (CEQA). In conformance with the California Code of Regulations Title 14, Chapter 3, Section 15004, the appropriate environmental document will be prepared when "meaningful information" becomes available.

COMMITTEE STATUS:

This item was reviewed by the Engineering and Operations Committee on December 9, 2025.

RECOMMENDATION:

THAT THE BOARD AUTHORIZE THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH MKN IN THE AMOUNT OF \$788,681 FOR ENGINEERING DESIGN SERVICES FOR THE HOWILER WATER TREATMENT PLANT TO ZONE 5 PUMP STATION, PROJECT 13174.

LIST OF EXHIBITS:

Exhibit "A" – Consultant Selection Matrix
Exhibit "B" – Scope of Work and Fee Proposal

Exhibit "A"

CONSULTANT SELECTION MATRIX

Howiler to Zone 5 Pump Station

Howiler to Zone 5 Pump Station					
Item	Description	Weights	MKN	Carollo	
A	TECHNICAL APPROACH				
1	Project Understanding	30%	1	2	
2	Project Approach	30%	1	2	
3	Project Team	40%	2	1	
	Weighted Score		1.40	1.60	
	Ranking of Consultants		1	2	
B	SCOPE OF WORK				
TASK	DESCRIPTION	Task Hours	Fee	Task Hours	Fee
1	Project Management	292	\$83,656	196	\$63,894
2	Basis of Design Report	524	\$246,450	1,424	\$410,705
3	Final Design	1256	\$447,672	3,132	\$794,756
	TOTAL ENGINEERING SERVICES FEE WITHOUT OPTIONAL TASKS	2,072	\$777,778	4,752	\$1,269,355
4	Optional Tasks				
4.1	Survey Services	10	\$10,903	-	-
4.2	MCC-A Replacement	-	-	330	84,520
	TOTAL ENGINEERING SERVICES FEE INCLUDING OPTIONAL TASKS	2,082	\$788,681	5,082	\$1,353,875
C	OTHER				
	Technical Drawings				
	Total Sheets	52	dwgs	104	dwgs
	Engineering Services Fee per Design Drawings	\$15,167		\$13,018	
	Personnel				
	Role	Years of Experience		Years of Experience	
	Principal-In-Charge	Ryan Gallagher	19	Troy Hedlund	20
	Project Manager	Safa Kamangar	* 28	Jeff Weishaar	* 21
	QA/QC	Dennis Phinney	* 46	Juan Loera	30
	Electrical QC	Justin Lee	20	Marissa Petty	17
	Project Engineer	Chang Ye	* 20	Susan Fox	* 20
	Pipeline Design	Parasto Azami	11	Justin Mercer	13
	Pump Station Design	Kathleen Labrador	11		
	Surge Analysis	Josh Nord	27	Richard Humphreys	39
	Electrical Design Lead	Omid Khodadadi	* 11	Max Nasirzadeh	* 35
	Instrumentation/Controls	Shawn B. Rohr	38	Jack White	4
	Commissioning/Start Up			Ben Armel	19
	Structural	Peterson Structural Engineers		James Doering	30
	Project Manager	Candice Chong	9		
	Principal-in-Charge	Travis McFeron	23		
	Design Manager	Megan Engle	5		
	Sub Consultants				
	Structural	Peterson Structural Engineers		-	
	Noise Study	LSA		Helix Environmental Planning	
	Survey	Calvada		O'Day Consultants	
	Potholing	Boudreadu		-	
	Confined Space Entry	-		Jamison Engineering	
	Insurance				
	General Liability	Yes		Yes	
	Automobile	Yes		Yes	
	Workers' Compensation	Yes		Yes	

Note: This page is intentionally left blank.

2 SCOPE OF WORK

Project Understanding

IRWD's (District's) Howiler Zone 5 Pump Station is planned to improve reliability in the District's Zone 5 system. The District seeks engineering services to evaluate existing conditions, identify required upgrades, and prepare design documents that enable the construction of the proposed improvements with minimal disruption.

The planned improvements span mechanical, electrical/I&C, and civil site work. Mechanical upgrades will focus on pumps, surge tank, and yard piping to improve reliability, accessibility, and maintainability. Electrical and instrumentation work will upgrade the power distribution system including an upsized utility service and standby power, existing motor control center (MCC) modifications, and replacement of Programmable Logic Controllers (PLC) and Supervisory Control and Data Acquisition (SCADA) system, complete with new telemetry system, in accordance with IRWD standards and Southern California Edison (SCE) requirements. Civil elements include yard piping connections, grading, paving, and tie-ins to the new Zone 5 pipeline system. Environmental compliance will include a 3-D noise model to evaluate operational sound at nearby receptors and recommend mitigation as needed.

Project Elements include the following:

- **Comprehensive condition assessment** of Howiler Water Treatment Plant (WTP) facilities to inform rehabilitation/replacement needs.
- **New above-grade steel discharge header** at the pump station, including flow meter, pressure transducers and other appurtenances as needed. MKN proposes including a pressure relief return pipe in the new discharge header design for additional protection.
- **Potable service changeover**, including abandoning the existing 4-inch SWD service and installing a new 4-inch potable service off the Zone 5 pipeline.
- **Pumping upgrades:** upsize/replace pumps and motors to meet Zone 5 hydraulic demands and reliability objectives.

- **Electrical improvements:** upsize and upgrade of the station's power distribution system including, SCE coordination for upsized service equipment.
- **PLC and SCADA:** replace existing PLC and communications equipment and upgrade to current District standards, complete with a new telemetry system.
- **HVAC improvements** for the existing Electrical Room and/or any additional room that may be used for electrical equipment to meet equipment thermal requirements and applicable codes.
- **Emergency standby power:** Remove existing indoor generator and replace with new upsized outdoor-rated standby generator with sound attenuation and 72-hour runtime subbase fuel tank. It should be noted that generally a 72-hour subbase tank is tall enough that it will require installation of a catwalk platform around the generator. Alternatively, we will evaluate the possibility of installing a separate fuel tank adjacent to the proposed generator.
- **Surge protection:** perform a transient analysis and implement targeted surge control improvements as warranted. It is anticipated that a new surge tank will be required for the pump station. MKN recommends a vertical bladder type surge tank, to reduce footprint and maintenance requirements.
- **Discharge pipeline** from Howiler WTP to the Zone 5 point of connection (POC), including valves and appurtenances as required.

Our proposed structural scope of work includes design of the following planned improvements:

- CMU Control Building wall modifications (i.e. in-filling existing louvers) at the Generator Room
- Roof framing design to support new HVAC equipment
- One (1) steel shade structure design for new pumps
- Structural design of concrete base for new pumps
- Miscellaneous equipment anchorage and housekeeping pads such as typical pipe support and Surge tank foundation

Design Considerations

We have identified several critical areas that are essential to the project's success. Our approach emphasizes early and collaborative decision making, focused coordination, and practical solutions to keep design, permitting, and construction on schedule.

1) Standby Power & Electrical Layout

- **Generator siting (proximity to residences).** The upsized generator will likely not fit the existing generator room. Outdoor replacement will be required and will be constrained by property-line setbacks, equipment clearances, airflow/exhaust, access, and neighborhood noise sensitivity. MKN will evaluate code/setback constraints and acoustics, confirm footprint and crane access, and coordinate with the City/Fire early.

Typical siting criteria: property line setback 5–10 ft; ≥5 ft from building openings/intakes; UL-2085 protected tank 3–5 ft from generator; residential noise limits typically ≤55 dBA daytime/≤50 dBA nighttime at property line.

- **Reuse of the existing generator room.** Consider re-purposing the existing generator room for new electrical gear (e.g., VFDs, MCCs, switchboard) with HVAC upgrades to meet heat-load and code, or place select equipment in NEMA-rated outdoor enclosures adjacent to the generator. MKN will compare indoor vs. outdoor life-cycle cost, reliability, maintainability, and constructability and will incorporate in the final design.
- **Layout options.** Two preliminary site layout alternatives are provided in Appendix A.

2) Pump Shelter & Structural Capacity

- **New pump shelter.** The existing cover is aged/vulnerable; a new shelter is recommended to protect upsized pumps and improve O&M access and safety. We recommend a corrosion-resistant canopy with integrated hoist/rigging features, lighting, and drainage.
- **Clearwell roof loading.** Existing pumps are installed on the clearwell concrete slab roof. With higher

discharge pressures, new pumps/motors may impose significantly greater down-thrust. We recommend a targeted structural assessment during the condition assessment; if strengthening is required, MKN will furnish reinforcement details as an optional design item with clearly identified cost/schedule impacts.

3) Permitting

- **SCE power upgrades.** Upsized motors and generator interconnects will drive SCE service requirements. MKN will initiate the SCE Final Service Plan early during the design phase and will closely coordinate with their requirements to prevent delays.
- **Regulatory interfaces.** Coordination with Division of Drinking Water (potable interfaces) and the City of Orange (encroachment/traffic control) will affect off-site work and the Zone 5 POC. We will hold an early scoping meeting and align submittal/approval timelines with the 60/90/100% design milestones.

4) Long-lead Equipment

- **Generator.** The new generator and switchboard are anticipated to be long lead items with more than 70 weeks of lead time after submittal approval. MKN will work with the District, if desired, to prepare the pre-purchase specifications and contract and will assist IRWD with procurement.

Scope of Work

1

TASK GROUP

Project Management

Successful delivery of this project requires a combination of structured project management, proactive communication, and close coordination with IRWD and key stakeholders. To address these needs, Task 1 is divided into two subtasks: (1) Project Management and QA/QC, and (2) Project Coordination and Meetings.



1.1 Project Management and QA/QC

Effective project management is essential to maintaining schedule, budget, and quality. Our team will provide ongoing oversight of project activities to ensure timely delivery and efficient use of resources. Weekly status emails and monthly progress reports will be prepared to summarize accomplishments, highlight key issues, and identify upcoming activities.

A comprehensive Quality Assurance/Quality Control (QA/QC) program will be implemented to confirm that all deliverables comply with IRWD's technical and administrative requirements. Documentation of QA/QC reviews will be maintained and provided to IRWD throughout the project.

DELIVERABLES

- Weekly status emails and monthly progress reports
- QA/QC documentation

1.2 Project Coordination and Meetings

Effective coordination with IRWD and project stakeholders is critical to project success. Our team will conduct regular meetings and workshops with IRWD, Southern California Edison (SCE), the Division of Drinking Water (DDW), and the City of Orange, as needed. These meetings will facilitate progress reviews, address technical and permitting issues, and secure timely stakeholder input.

In accordance with the RFP, we will provide and manage a structured meeting program that includes twelve monthly progress meetings, two dedicated agency coordination meetings, site visits, technical workshops, and formal design review sessions. Each meeting will be supported with agendas, meeting notes, and action item logs to document decisions, track responsibilities, and ensure follow-through.

The following table summarizes the included meetings per the RFP.

Meeting/Workshop	Description
Monthly design development meetings	Twelve (12) one-hour meetings
Coordination activities with jurisdictional agencies and project stakeholders including, but not limited to, Southern California Edison, Division of Drinking Water, and the City of Orange	Two (2) two-hour meetings
Howler Treatment Plant Site Visits	Four (4) two-hour meetings

Meeting/Workshop	Description
Conditions Assessment Plant Site Visits	One (1) eight-hour assessment
Preliminary Design Workshop	One (1) two-hour workshop
Draft Preliminary Design Report Review Workshop	One (1) three-hour workshop
Present the 60% design and discuss IRWD initial review comments. Meeting to be held in-person	One (1) two-hour meeting
Present 90% design and discuss IRWD initial review comments. Meeting to be held in-person	One (1) two-hour meeting
Present the 100% design and discuss IRWD initial review and comments	One (1) two-hour meeting

DELIVERABLES

- Meeting agendas and notes
- Action item tracking

2 TASK GROUP Preliminary Design

The preliminary design phase will build upon the condition assessment and background data review to establish a reliable foundation for final design and construction. This task includes a comprehensive evaluation of existing facilities, review of prior studies, and development of technical analyses that will guide design decisions. Subtasks are described below.

2.1 Condition Assessment Report

During a one 8-hour day site visit, we will perform a detailed assessment of major treatment facilities and supporting infrastructure. The site visit will be supplemented with operator interviews to collect operational concerns during the assessment. The assessment will include:

1. Raw water metering vault
2. Ozone injection vault
3. Flash mix system
4. Ozone contact basin
5. Flocculator structure
6. Dual-media filters
7. Backwash supply pumps

8. Backwash recovery and waste sludge pumps
9. Chlorine contact basin
10. Chemical Metering System
11. Piping (above ground)
12. Mechanical equipment (valves, actuators, and gates)
13. Electrical power distribution system and required service size
14. Instrumentation
15. PLC and communication system
16. Ozone Building
17. Control Building, and
18. Related appurtenances

An assessment plan will be developed for IRWD's approval prior to implementation. IRWD will be asked to provide relevant asset information, such as original design life, age, model numbers, and maintenance history. A scoring matrix will be developed to evaluate equipment condition, performance, and replacement priority. Findings will be presented in draft and final Condition Assessment Reports, with input from IRWD during workshops.

DELIVERABLES

- Draft Condition Assessment Report
- Final Condition Assessment Report

2.2 Background Information Review

Our team has reviewed key background documents provided in the RFP, including the preliminary design report and final basis of design report for the most recent ozone building and the Howiler WTP improvements. We will also review existing reports, historical flow data, record drawings, system process information, and other related project data. Findings will be discussed in a workshop with IRWD to ensure a shared understanding of baseline conditions.

DELIVERABLES

- Meeting agenda and notes

2.3 Utility Research

We will research and verify the location of existing utilities within the project area to avoid conflicts during construction. This will include coordination with utility providers and review of record information. Field verification and potholing of the existing interfering utilities as well as tie-in points will be performed where needed.

2.4 Hydraulic Analysis & Pump Selection

We have reviewed **Exhibit F – Hydraulic Technical Memorandum** and performed a preliminary hydraulic analysis of the proposed intertie between the Howiler Water Treatment Plant (HWTP) and IRWD's Zone 5 system. The study considered system hydraulic grade lines (HGLs), anticipated demands, and the ability to transfer up to the full HWTP production capacity of 4 MGD ($\approx 2,778$ gpm).

The analysis suggests that in order to deliver flow from the Howiler site (elevation ≈ 430 feet) into Zone 5 (HGL ≈ 736 feet), a new dedicated pump station will be required. The static lift is approximately 306 feet, and with allowance for pipeline and appurtenance losses, the total dynamic head (TDH) is estimated in the range of 330–350 feet.

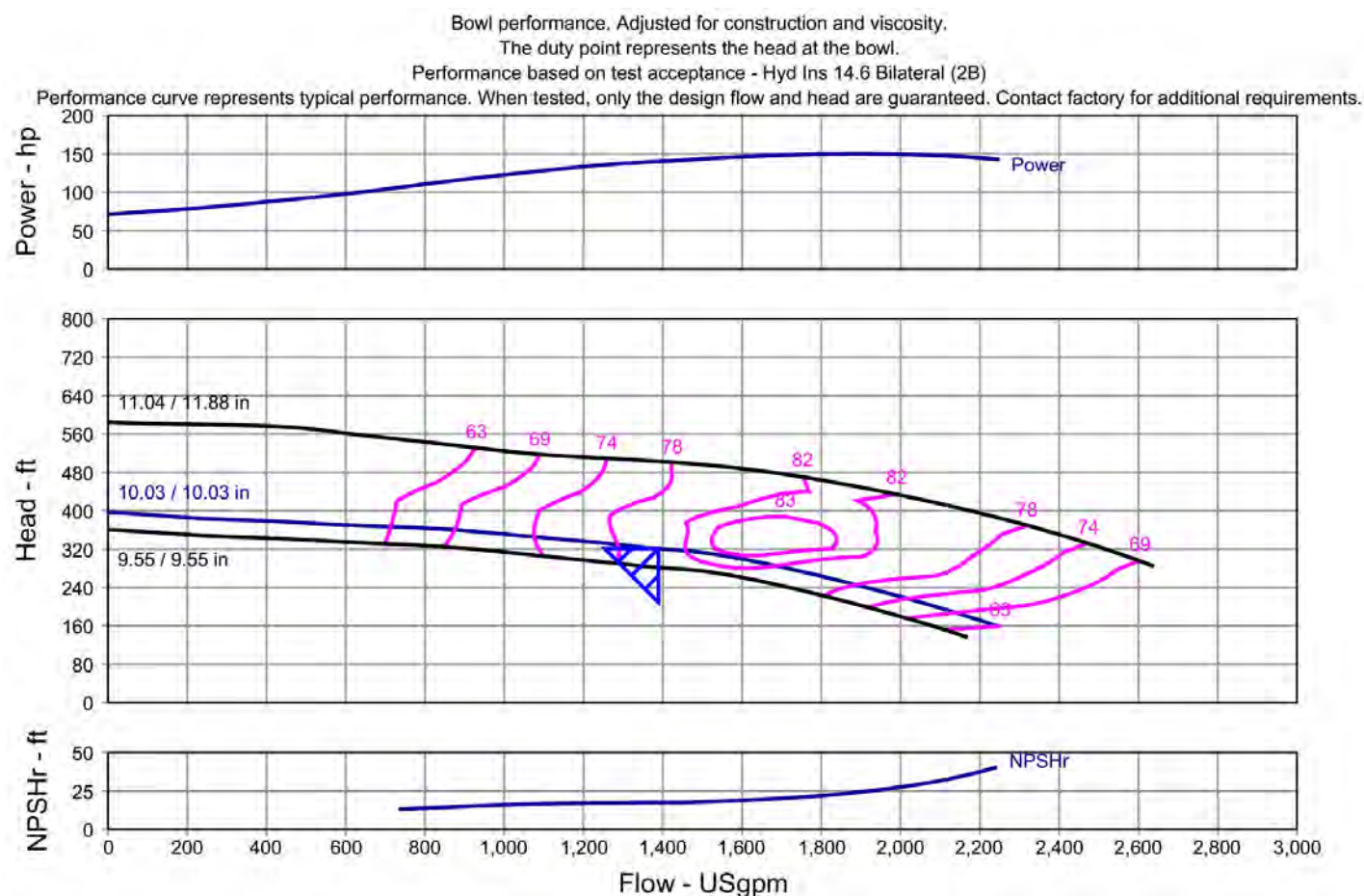
Based on these preliminary findings, we have developed an **initial pump sizing estimate** for proposal purposes. Final pump selection will be verified and refined during the detailed design phase, once vendor data and refined system hydraulic conditions are available. At this stage, an **N+1 configuration** (two duty pumps and one standby) is proposed, with each pump sized to deliver approximately 1,400–1,500 gpm at the estimated TDH. Assuming a pump efficiency of 80 percent, the total brake horsepower is approximately 307 HP, or 150–160 HP per duty pump. For flexibility, 175 HP motors with VFD control are preliminarily recommended.

The table below summarizes the **preliminary estimates** for pump sizing and design considerations:

Parameter	Preliminary Estimate	Notes
Design Flow	4.0 MGD ($\approx 2,778$ gpm total)	Per Exhibit F Hydraulic TM
Pump Configuration	2 duty + 1 standby (N+1)	Provides redundancy and flexibility
Unit Flow Capacity	$\sim 1,400$ – $1,500$ gpm per pump	Preliminary estimate
Static Head	≈ 316 ft	Elevation difference: Howiler site (~ 430 ft) to Zone 5 HGL (736 ft)
Allowances for Losses	20–40 ft	Transmission piping, fittings, and appurtenances
Total Dynamic Head (TDH)	330–350 ft	Preliminary estimate, to be confirmed
Estimated Pump Efficiency	$\sim 80\%$ (assumed)	To be confirmed with vendor

Parameter	Preliminary Estimate	Notes
Brake Horsepower (BHP)	~307 HP total (≈150–160 HP per pump)	Preliminary estimate
Motor Size (with margin)	175 HP VFD Controlled motors	Recommended for flexibility and surge control
Pump Type	Vertical turbine (VTP)	Suitable for high head, medium flow
NPSH Considerations	NPSH _A ≥ NPSH _R + margin	Vendor to confirm
Controls	VFD speed control	Matches demand and reduces surge
Other Considerations	Surge study (Task 2.5), noise modeling (Task 2.8)	To verify transients and noise levels

Preliminary pump selection is shown in figure below:



DELIVERABLES

- Draft Technical Memorandum (as part of PDR)
- Final Technical Memorandum (as part of PDR)

2.5 Surge Study

A surge study will be performed to evaluate potential transient pressures in the new intertie pipeline between the Howiler Water Treatment Plant (HWTP) and IRWD's Zone 5 system. The analysis will build upon the **preliminary pump sizing assumptions** presented in Subtask 2.4.

The surge study will be conducted using **Bentley HAMMER software** (or equivalent), applying steady-state hydraulic conditions from the preliminary design as the baseline. Transient scenarios to be simulated include:

- Emergency pump trip/power failure
- Normal pump start-up and shutdown with VFD control

- Rapid valve closure and PRV adjustments
- Air pocket release and column separation conditions

The purpose of this study is to identify the magnitude and frequency of transient pressures, evaluate risks to the pipeline and facilities, and recommend appropriate surge protection measures. Potential mitigation options to be evaluated include:

- **Hydropneumatic (bladder) tanks** at the pump station to absorb transients and stabilize pressures
- **Air release/vacuum valves** at high points to mitigate column separation
- **Pump control strategies** using VFD soft-start/stop sequences
- **Surge relief valves or bypass lines** to protect against extreme overpressures
- **Check valve slam control devices** to minimize water hammer at pump discharge

Final selection and sizing of surge protection devices will be completed during detailed design once pump characteristics, pipeline profile, and valve configurations are confirmed.

2.6 Review of Existing Geotechnical Report

We reviewed the geotechnical report prepared by Leighton Consulting, Inc. (Project No. 602761-001, November 30, 2009), included as Exhibit G in the RFP appendices. The report was developed for treatment modifications at the Walter E. Howiler, Jr., Water Filtration Plant and provides detailed findings on soil conditions, groundwater, seismic hazards, earthwork, and foundation design.

The report documents two borings to depths of approximately 10 and 51 feet. Subsurface conditions were characterized as undocumented fill in the upper 4–5 feet underlain by medium-dense to very-dense sandy gravels with interbedded silty sands and clays. Groundwater was encountered at 30 feet below ground surface. Laboratory testing identified soils with **medium expansion potential (EI ≈ 65)**, negligible sulfate exposure, but **severe corrosivity to ferrous metals** (resistivity ≈ 1,420 ohm-cm). The report concluded that liquefaction and lateral spreading hazards are very low, and the site is not located in an Alquist-Priolo fault zone.

Design recommendations include:

- Overexcavation and recompaction of undocumented fill within proposed building footprints.
- Spread footings or mat foundations with allowable bearing capacities up to 2,500 psf (with provisions for higher embedment).

- Lateral load resistance parameters and settlement estimates.
- Non-expansive granular backfill for retaining walls.
- Avoidance of ferrous pipe in contact with site soils due to corrosivity

Conclusion:

Although the report is dated (2009), it provides site-specific borings, laboratory testing, seismic parameters, and design recommendations that remain valid for the proposed improvements. The primary geotechnical conditions (dense gravelly alluvium, deep groundwater, low liquefaction risk) are not expected to have changed materially. In addition, no new structures beyond the treatment plant site are being introduced that would require expanded exploration. Therefore, **no additional geotechnical report is required at this stage**. However, the existing report recommends geotechnical observation during grading and foundation excavation, which should be incorporated into the construction phase.

DELIVERABLES

- Geotechnical Review Summary (included in PDR), confirming that the 2009 geotechnical report is adequate and that no supplemental geotechnical report is needed at this stage.

2.7 Permits and Coordination

We will identify, coordinate, and track the permits and approvals required for the proposed improvements. At a minimum, the project will require a **City of Orange encroachment permit** and a **Division of Drinking Water (DDW) Domestic Water Supply Permit Amendment**.

Based on the scope of work, the following additional permits and approvals may also be necessary:

- **South Coast Air Quality Management District (SCAQMD):** A permit to construct/operate may be required if new or modified equipment (e.g., emergency generator, ozone or chemical systems) introduces regulated air emissions.
- **Regional Water Quality Control Board (RWQCB):** Construction activities disturbing more than one acre will require coverage under the Construction General Permit (CGP), preparation of a Storm Water Pollution Prevention Plan (SWPPP), and filing of a Notice of Intent (NOI).
- **Southern California Edison (SCE):** Coordination and potential approval may be needed for modifications to electrical service connections and power supply.

- **California Environmental Quality Act (CEQA):** While CEQA documentation review is addressed in Task 2.13, additional agency coordination may be required if new environmental impacts are identified.

We will coordinate with the respective agencies early in the design process to confirm applicability, submittal requirements, and schedule implications. A **Permit Tracking Log** will be maintained throughout the project to ensure timely processing of all approvals.

DELIVERABLES

- Completed permits and approvals (as applicable)
- Permit Tracking Log (updated regularly)

2.8 Noise Model and Draft Noise Report

We will partner with our subconsultant, LSA, to prepare a predictive **noise model** to evaluate potential sound impacts from proposed facility improvements and ensure compliance with City of Orange noise standards, CEQA thresholds, and IRWD design criteria.

The model will use **ISO 9613-2 propagation methods** and commercial acoustical software to account for distance attenuation, barriers, ground absorption, and reflections. Key sources to be evaluated include pumps, blowers, HVAC systems, generators, and chemical feed equipment. Baseline ambient noise levels will be documented through field monitoring, and construction noise will be estimated using the **FHWA Roadway Construction Noise Model (RCNM)**.

If predicted levels exceed applicable limits, we will test mitigation measures such as low-noise equipment, enclosures, silencers, and sound walls. Recommended measures will be presented in performance-based specifications to guide final design. See Table.

Category	Details
Primary Sources	Pumps, blowers, backwash pumps, HVAC units, standby generator, transformers, chemical feed systems, vents/ducts
Sound Power Data	Manufacturer submittals (preferred); ISO 3744/3746, ASHRAE, or FHWA RCNM defaults if not available
Operating Scenarios	Normal operation, peak demand, standby/emergency generator testing
Noise Model Method	ISO 9613-2 propagation using commercial software (e.g., CadnaA, SoundPLAN)
Construction Noise	FHWA Roadway Construction Noise Model (RCNM) – backhoes, concrete pumps, cranes, etc.

Category	Details
Receptor Locations	Facility property lines, nearest residences, schools/parks, operator work areas
Mitigation Measures (if required)	Low-noise equipment, acoustic enclosures, silencers, sound walls, operational restrictions

DELIVERABLES

- Draft Noise Analysis Report (60% Design/PDR)
- Final Noise Analysis Report (90% Design/PDR)

2.9 Surveying Services

An aerial survey of the site is being performed by Borchard Surveying and Mapping, Inc. under subcontract to West Yost through the separate Howiler Intertie Pipeline Project. IRWD will provide this survey data to the design team as supplementary information once it is complete.

Upon receipt, we will **review the aerial survey for completeness and applicability** to this project. If the survey is determined to adequately capture all areas of proposed improvements, no additional services will be required. If gaps are identified (e.g., obscured surface features, utility appurtenances, or missing coverage at facility tie-in points), we will recommend **supplemental field surveying** as an optional task. In this case, we will use our subconsultant, Calvada, to provide ground topographic survey of the site.

Any supplemental survey, if authorized, will be conducted in accordance with IRWD standards and will include:

1. Establishing horizontal and vertical ground control using NAD83 coordinates and NAVD88 benchmark elevations.
2. Preparing contour mapping at a 1"=10' scale with one-foot contour intervals for areas of proposed work.
3. Field locating and adding obscured or critical surface features.

Final survey data will be formatted for direct use in the design base drawings and site master plan.

DELIVERABLES

- Review memo on adequacy of IRWD-provided aerial survey
- Optional supplemental survey services (if required), including ground control, contour mapping, and surface feature verification

2.10 Electrical, Instrumentation, and Controls (EIC)

MKN will evaluate the existing power distribution system, as well as condition and arrangement of cables/conduits, instrumentation and control systems, and develop recommendations for power and controls/communications upgrades. The assessment will note deficiencies and ensure compatibility with IRWD's lasted power and controls/communication. Preliminary load calculations and single-line diagram for proposed improvements are provided in Appendix A.

The MKN Team will conduct interviews with IRWD's operations staff (up to three days anticipated) and review the treatment facility's existing instrumentation and control set points to understand current operational scenarios. Our findings, along with the proposed pump station operations, will be incorporated into a draft and final Process Control Narrative (PCN) for IRWD's review and approval

DELIVERABLES

- Draft and Final Technical Memorandum (as part of PDR)
- Draft and Final PCN

2.11 HVAC Improvement

An evaluation of the existing HVAC systems will be conducted to assess adequacy for current and future operations. Recommendations for upgrades will be provided to ensure compliance with industry standards and operator comfort.

Based on our preliminary review, a new 4-ton outside air conditioning unit may be required for the project.

DELIVERABLES

- Draft HVAC Technical Memorandum (as part of PDR)
- Final HVAC Technical Memorandum (as part of PDR)

2.12 Site Master Plan

We will prepare a Site Master Plan that integrates civil, structural, mechanical, electrical, and architectural components into a cohesive layout. The plan will address access, safety, constructability, and future expansion considerations.

Development of three (3) alternatives is included in our scope of work. Additionally, we have provided two (2) preliminary site plan options, included in Appendix A, for our better understanding of the scope of work.

DELIVERABLES

- Draft Site Master Plan Technical Memorandum (as part of PDR)
- Final Site Master Plan Technical Memorandum (as part of PDR)

2.13 CEQA Documentation Review

Existing CEQA documentation will be reviewed for adequacy relative to the proposed improvements. Additional exhibits or supporting information will be developed if needed.

DELIVERABLES

- CEQA support files and exhibits

2.14 Project Schedule

We will prepare and maintain a dynamic project schedule that identifies major milestones, dependencies, and critical path activities. Updates will be coordinated with IRWD on a regular basis.

DELIVERABLES

- Dynamic project schedule (as part of PDR)

2.15 Opinion of Probable Construction Cost

An engineer's OPCC will be developed based on preliminary design recommendations. The estimate will be prepared using current unit costs, vendor quotes, and historical bid data. Both draft and final estimates will be submitted to IRWD.

DELIVERABLES

- Draft Engineer's OPCC (as part of PDR)
- Final Engineer's OPCC (as part of PDR)

2.16 Preliminary Design Report (PDR)

All subtasks and technical memoranda will be compiled into a comprehensive Preliminary Design Report. The PDR will include a summary of findings, recommended improvements, and cost and schedule implications. Draft and final versions will be submitted to IRWD for review and approval.

DELIVERABLES

- Draft Preliminary Design Report
- Final Preliminary Design Report

3

TASK GROUP Final Design

The Final Design phase will result in the preparation of one complete set of Contract Documents for the proposed pump station and pipeline improvements. All documents will be prepared in accordance with IRWD's Construction Manual, design requirements, standards, and formatting.

The design will progress through 60%, 90%, 100%, and Final phases. For the 60%, 90%, and 100% submittals, we will conduct an IRWD review workshop to walk through the plans, specifications, and OPCC; document comments; and confirm direction on open items. We will provide a consolidated comment-response matrix after each workshop and incorporate IRWD's feedback into the next submittal.

3.1 Project Manual

We will prepare a Project Manual in standard IRWD format for the Contract Documents. IRWD's front-end documents will be used as the basis, with supplemental special provisions added as needed to comply with IRWD's general provisions. The Project Manual will also describe allowable shutdown durations and sequencing for tie-ins to existing facilities, and include IRWD's General Technical Specifications, modifications thereto, and project-specific technical specifications.

DELIVERABLES

- Draft and Final Project Manual (PDF and Word formats)

3.2 Construction Plans

We will develop detailed construction drawings in AutoCAD using NCS V4.0 layering standards and IRWD's border template (22" x 34" sheets). Plans will include sheet index, location map, legend, general notes, phasing, and detailed connections. Construction notes will be used in lieu of callouts. Existing IRWD utilities will be identified with as-built plan numbers, material types, and pressure zones. A preliminary sheet list has been developed and presented in Section Subtask 3.9.

DELIVERABLES

- Plan sets at 60%, 90%, 100%, and Final Design stages (PDF and AutoCAD formats)

3.3 Utility Research and Potholing

We will research and identify the location of existing and future utilities and features near the project site. We will

use Boudreau Pipeline, our long-time partner, to conduct the potholing services. For proposal purpose, we have included budget for potholing of twelve (12) utilities, including coordination of required permits (private encroachment, entry, City encroachment).

DELIVERABLES

- Utility research summary and potholing records

3.4 Electrical, Instrumentation, and Controls (EIC)

We will prepare electrical and controls design documents, including P&IDs, single-line diagrams, equipment lists, and control loop descriptions. The team will meet with IRWD electrical/automation staff to confirm standard operations, programming, and tagging requirement, develop operational schemes and functional descriptions for incorporation into technical specifications, coordinate with IRWD's System Integrator for future PLC/SCADA programming.

Upon approval of the PCN under Task 2.10, P&ID drawings will be developed for the entire plant including the new pump station but excluding the ozone system.

DELIVERABLES

- EIC design package including drawings and specifications

3.5 SCE Final Service Plan

We will coordinate with Southern California Edison (SCE) to obtain a Final Service Plan for the project site. We will incorporate requirements into the design and include the SCE-approved plan in the Project Manual appendix.

MKN team has a long history of supporting So Cal agencies with required startup and commissioning. Provided in Appendix B is a sample of testing plan developed for the commissioning day of a pump station.

DELIVERABLES

- SCE Final Service Plan (included in Project Manual appendix)

3.6 Startup Plan

A Startup Plan will be prepared in accordance with IRWD's Project Manual Section 01510 (Testing, Training, and Facility Startup). The plan will identify required inputs/outputs, equipment requiring COPI/COPO certifications, FAT testing, and startup schedule elements. We will submit a draft Startup

Plan for IRWD review and incorporate comments in the final version.

The MKN team has a long history of supporting SoCal agencies with required startup and commissioning. Provided in Appendix B is a sample of a testing plan developed for the commissioning day of a pump station.

DELIVERABLES

- Draft and Final Startup Plan (included in Project Manual)

3.7 Project Schedule

A Preliminary Project Schedule has been developed and will be updated during the design phase covering design and construction activities. The schedule will include permitting milestones, coordination activities, and critical path items.

DELIVERABLES

- Updated dynamic project schedule

3.8 Opinion of Probable Construction Cost (OPCC)

We will prepare and update an itemized OPCC at each design submittal stage, using current bid data, vendor quotes, and unit costs.

DELIVERABLES

- Draft and final OPCC estimates (submitted with 60%, 90%, and 100% deliverables)

3.9 Final Design Deliverables

- **60% Design:** PDF plan set showing civil, mechanical, structural, electrical, and I&C concepts; PDF of 60% Project Manual.
- **90% Design:** PDF plan set with developed details; PDF of 90% Project Manual including all sections.
- **100% Design:** PDF plan set with full construction detail; PDF of 100% Project Manual.
- **Final Design:** Signed AutoCAD plan set, signed PDF plan set, and Project Manual (Word and PDF).

Proposed Drawing Sheet List

No.	Discipline	Sheet No.	Title
1	General	G-001	Title Sheet
2	General	G-002	General Notes, Abbreviations, and Symbols
3	General	G-003	Project Phasing and Sequence Plan
4	Civil	C-001	Demolition and Existing Conditions Plan 1
5	Civil	C-002	Demolition and Existing Conditions Plan 2
6	Civil	C-003	Overall Site Plan
7	Civil	C-004	Site Grading and Paving Plan
8	Civil	C-005	Yard Piping Plan
9	Civil	C-006	Pipeline Plan and Profile 1
10	Civil	C-007	Connection Details
11	Civil	C-008	Civil Details 1
12	Civil	C-009	Civil Details 2
13	Mechanical	M-001	Pump and Equipment Layout 1
14	Mechanical	M-002	Pump and Equipment Layout 2
15	Mechanical	M-003	Pump and Pump Head Section View 1
16	Mechanical	M-004	Pump and Pump Head Section View 2
17	Mechanical	M-005	Backup Generator Plan and Sections
18	Mechanical	M-006	Mechanical Details
19	Structural	S-000	Structural Notes and Legend
20	Structural	S-001	Basin Modification Plan
21	Structural	S-002	Slab and Equipment Pads
22	Structural	S-003	Shade Structure
23	Structural	S-004	Structural Details 1
24	Structural	S-005	Structural Details 2
25	Electrical	E-000	Electrical Notes and Legend
26	Electrical	E-001	Site Demolition Plan
27	Electrical	E-002	Electrical Site Plan
28	Electrical	E-003	Electrical One-Line Diagram (Demolition)
29	Electrical	E-004	Electrical One-Line Diagram (New)
30	Electrical	E-005	Control Building Power & Controls Plan (Demolition)
31	Electrical	E-006	Control Building Power & Controls Plan (New)
32	Electrical	E-007	Pumps Area Power & Controls Plan
33	Electrical	E-008	Electrical Panel Schedules
34	Electrical	E-009	Cable and Conduit Schedules
35	Electrical	E-010	Control Schematics and Elementary Diagrams
36	Electrical	E-011	Electrical Details 1
37	Electrical	E-012	Network Architecture and Wiring Diagram
38	Electrical	E-013	Instrumentation Details
39	Electrical	E-014	PLC I/O Loop Wiring Diagram
40	P&ID	I-000	P&ID Notes and Symbols
41	P&ID	I-001	Pump Station P&ID
42	P&ID	I-002	Generator P&ID

No.	Discipline	Sheet No.	Title
43	P&ID	I-003	Raw Water P&ID
44	P&ID	I-004	Polymer Injection P&ID
45	P&ID	I-005	Alum Injection P&ID
46	P&ID	I-006	Air Scour Blower P&ID
47	P&ID	I-007	Coagulation / Flocculation P&ID
48	P&ID	I-008	Filtration P&ID
49	P&ID	I-009	Filtration Backwash P&ID
50	P&ID	I-010	Backwash Waste P&ID
51	P&ID	I-011	Finished Water P&ID
52	P&ID	I-012	Project I/O List

3.10 Addenda Preparation and Pre-Bid Meeting

During the project bid phase, we will provide bid support, including preparation of up to three addenda, plan/specification revisions, and responses to bidder questions. We will conduct one pre-bid meeting (including agenda, exhibits, minutes, and optional site visit).

DELIVERABLES

- Bid-phase addenda and pre-bid meeting materials

3.11 Budget Allowance

Includes a budget allowance for additional IRWD requested scope of work that is not covered under any previous tasks here. The allowance will be used only if needed and with written authorization from IRWD for the additional scope.

3 PROJECT TEAM



**Irvine Ranch
Water District**

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Irvine

PROJECT MANAGER

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POTHOLING

Boudreau
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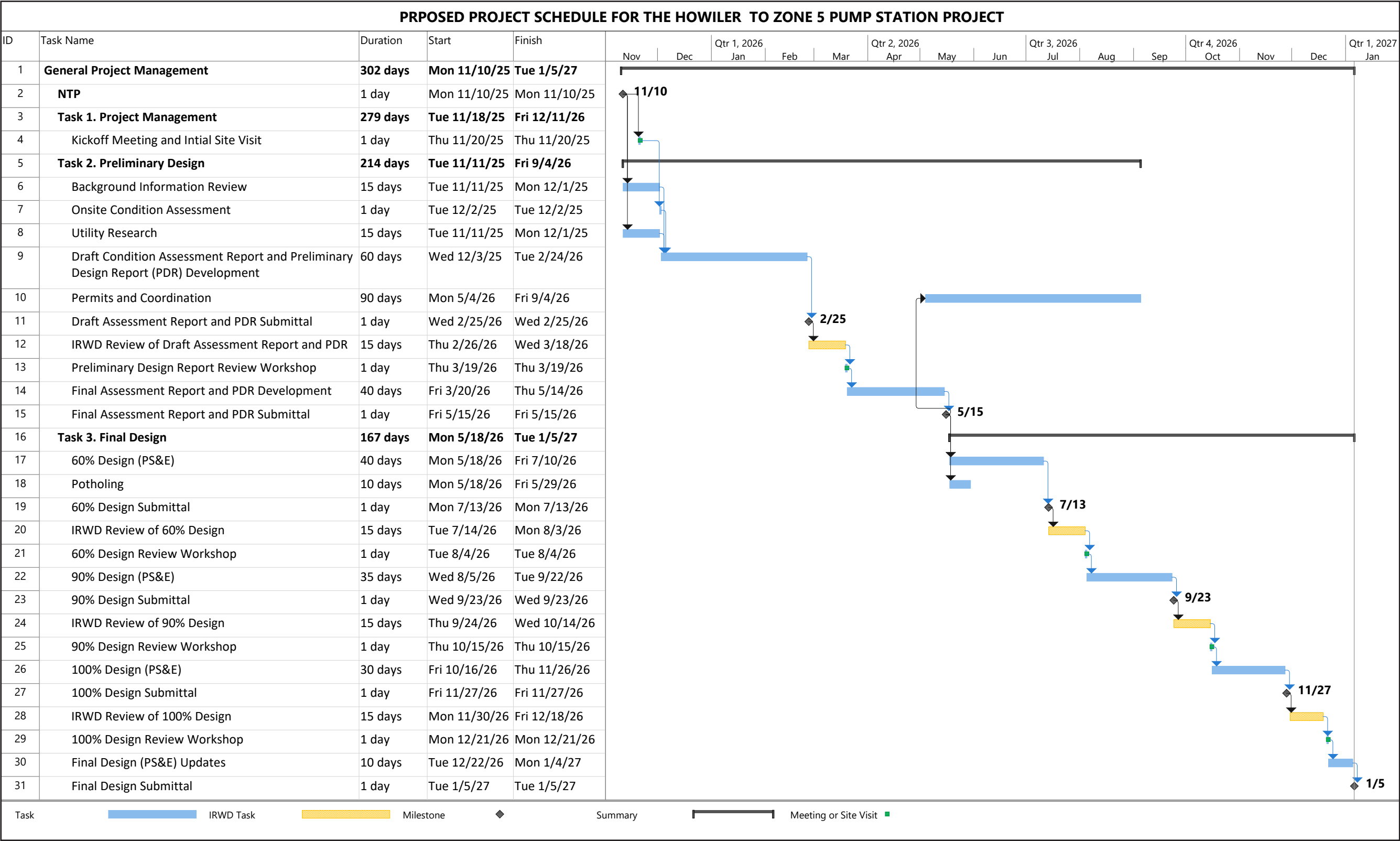
*Key Team Member

Home Offices: MKN - San Luis Obispo, CA; Peterson Structural Engineers - Portland, OR; LSA - Irvine, CA; Calvada - Corona, CA
Boudreau - Corona, CA



5

SCHEDULE





IRVINE RANCH WATER DISTRICT
Engineering Design Services for the Howiler
to Zone 5 Pump Station Project

	Senior Project Director (SK)	Principal Engineer (DP & CY & JL)	Principal Electrical Engineer (OK & JN)	Senior Engineer I (KL & SR)	Project Engineer II (IS)	Assistant Engineer II (SR)	Senior Designer (KN)	Administrative Assistant	Total Hours (MKN)	Labor (MKN)	ODCs (MKN)	Structural (PSE)	Potholing (Boudreau)	Sound Modeling (LSA)	Survey (Calvada)	Non-Labor Costs	Total Fee
Hourly Rates	345	303	303	250	229	193	194	119									
Task 1: Project Management																	
Subtask 1.1. General Project Management & QA/QC	24	60	40					16	140	\$ 40,484	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,484
Subtask 1.2 Project Coordination and Meetings	48	24	24	24	16			16	152	\$ 42,672	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 43,172
Subtotal	72	84	64	24	16	0	0	32	292	\$ 83,156	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 83,656
Task 2: Preliminary Design																	
Subtask 2.1. Condition Assessment Report	2	12	12	24					50	\$ 13,962	\$ 10,000	\$ 37,420	\$ -	\$ -	\$ -	\$ 47,420	\$ 61,382
Subtask 2.2. Background Information Review		4	8	4	4				20	\$ 5,552	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,552
Subtask 2.3. Utility Research				8		8			16	\$ 3,544	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,544
Subtask 2.4. Hydraulic Analysis & Pump Selection		4		16	8				28	\$ 7,044	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,044
Subtask 2.5. Surge Study			24	16	8				48	\$ 13,104	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,104
Subtask 2.6. Review of Existing Geotechnical Report				4					4	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Subtask 2.7. Permits and Coordination (Plus Permit Fee Allowance)	2	4		8		24			38	\$ 8,534	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 23,534
Subtask 2.8. Noise Model and Draft Noise Report		4				4			8	\$ 1,984	\$ -	\$ -	\$ -	\$ 14,520	\$ -	\$ 14,520	\$ 16,504
Subtask 2.9. Surveying Services (See Optional Task at the Bottom)									0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtask 2.10. Electrical, Instrumentation, and Controls (EIC)	8		36	36		32			112	\$ 28,844	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,844
Subtask 2.11. HVAC Improvement		4		8	8				20	\$ 5,044	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,044
Subtask 2.12. Site Master Plan	2	4	8	8	8	12	16		58	\$ 13,578	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,578
Subtask 2.13. CEQA Documentation Review (Budget per RFP)									0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Subtask 2.14. Project Schedule		2			8				10	\$ 2,438	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,438
Subtask 2.15. Option of Probable Construction Cost	2	4		8		8			22	\$ 5,446	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,446
Subtask 2.16. Preliminary Design Report (PDR)	2	8		40	24		8	8	90	\$ 21,114	\$ -	\$ 28,322	\$ -	\$ -	\$ -	\$ 28,322	\$ 49,436
Subtotal	18	50	88	180	68	88	24	8	524	\$ 131,188	\$ 25,000	\$ 65,742	\$ -	\$ 14,520	\$ -	\$ 105,262	\$ 246,450
Task 3: Final Design																	
Subtask 3.1 – Project Manual	2	4	24	16		24		8	78	\$ 18,758	\$ -	\$ 5,599	\$ -	\$ -	\$ -	\$ 5,599	\$ 24,357
Subtask 3.2 – Construction Plans (See 3.4 for EIC)	12	40		120	80		420		672	\$ 146,060	\$ -	\$ 71,753	\$ -	\$ -	\$ -	\$ 71,753	\$ 217,813
Subtask 3.3 – Utility Research and Potholing (12 per RFP)						8			8	\$ 1,544	\$ -	\$ -	\$ 14,388	\$ -	\$ -	\$ 14,388	\$ 15,932
Subtask 3.4 – Electrical, Instrumentation, and Controls (EIC)			80	52		200			332	\$ 75,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,840
Subtask 3.5 – SCE Final Service Plan			8			12			20	\$ 4,740	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,740
Subtask 3.6 – Startup Plan	8	4		24	12		8		56	\$ 14,272	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,272
Subtask 3.7 – Project Schedule	2			8	8				18	\$ 4,522	\$ -	\$ 1,100	\$ -	\$ -	\$ -	\$ 1,100	\$ 5,622
Subtask 3.8 – Opinion of Probable Construction Cost (OPCC)	2	4				12			18	\$ 4,218	\$ -	\$ 2,200	\$ -	\$ -	\$ -	\$ 2,200	\$ 6,418
Subtask 3.9 – Final Design Deliverables				8	4	4	8		24	\$ 5,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,240
Subtask 3.10 – Addenda Preparation and Pre-Bid Meeting	2	8		8		4	8		30	\$ 7,438	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,438
Subtask 3.11 – Allowance for Additional IRWD Requested Scope									0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000
Subtotal	28	60	112	236	104	264	444	8	1256	\$ 282,632	\$ -	\$ 80,652	\$ 14,388	\$ -	\$ -	\$ 95,040	\$ 447,672
TOTAL BUDGET	118	194	264	440	188	352	476	48	2072	\$ 496,976	\$ 25,500	\$ 146,394	\$ 14,388	\$ 14,520	\$ -	\$ 200,802	\$ 777,778
Optional Task Group																	
Additional Survey (Optional)		2					8		10	\$ 2,158	\$ -	\$ -	\$ -	\$ -	\$ 8,745	\$ 8,745	\$ 10,903
Alternate Tasks Subtotal	0	2	0	0	0	0	8	0	10	\$ 2,158	\$ -	\$ -	\$ -	\$ -	\$ 8,745	\$ 8,745	\$ 10,903
Total with Optional Tasks	118	196	264	440	188	352	476	48	2082	\$ 499,134	\$ 25,500	\$ 146,394	\$ 14,388	\$ 14,520	\$ 8,745	\$ 209,547	\$ 788,681

December 15, 2025

Prepared and

submitted by: K. Swan

Approved by: Paul A. Cook 

ACTION CALENDAR

ELECTION OF OFFICERS FOR 2026

SUMMARY:

The Bylaws of the District provide that the President and Vice President shall be elected by the Board from among its members. The term of office of the President and Vice President is one year, or until the election and qualification of their successors. On December 16, 2024, Director Reinhart was elected to the office of President and Director LaMar was elected to the office of Vice President for 2025.

While there are no formal election procedures set forth in the Bylaws, it is suggested that the General Manager be appointed temporary Chairman to conduct the election of President. The temporary Chairman would open nominations, accept nominations which need not be seconded, accept a motion to close the nominations, and conduct the balloting by voice vote. The President would then conduct the election of the Vice President in a similar manner.

FISCAL IMPACTS:

None.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

Not applicable.

RECOMMENDATION:

THAT AN ELECTION BE CONDUCTED OF THE PRESIDENT AND VICE PRESIDENT OF THE BOARD OF DIRECTORS OF THE IRVINE RANCH WATER DISTRICT FOR 2026.

LIST OF EXHIBITS:

None.

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