

President
Stacy Doolittle

VP
Tomas Short

Directors
Tom Floen
Jane Jarlsberg
David Fick

**General
Manager**
Sarah Johnson

Legal Counsel
Jeff Hoskinson



REGULAR MEETING AGENDA OF THE BOARD OF DIRECTORS **Wednesday, February 4, 2026, at 5:00 p.m.**

MEETINGS ARE HELD IN PERSON AT 61750 CHOLLITA RD., JOSHUA TREE, CA 92252

REMOTE ACCESS IS AVAILABLE FOR THE CONVENIENCE OF THE PUBLIC

CLICK TO JOIN VIRTUALLY: [ZOOM LINK](#)

CALL TO JOIN BY PHONE: (669) 444-9171

MEETING ID: 864 4800 3304

PASSCODE: 61750

MISSION, VISION, AND VALUES

Mission Statement

To provide, protect, and maintain Joshua Tree's water - our vital community resource.

Vision Statement

To achieve excellence in all District endeavors.

Values

The community of Joshua Tree has entrusted the Board of Directors and employees of Joshua Basin Water District with its most valuable natural resource, its groundwater. As stewards of the community water supply, we oversee this critical natural resource to ensure current and future water reliability. Dedicated to this purpose, we embrace these important values:

- **Integrity** – To consistently earn our customers’ trust by prioritizing the needs of the community... doing the right thing for the right reason.
- **Transparency** – To openly and honestly share information about our operations with the public.
- **Respect** – To treat the residents of Joshua Tree, and all those contacted in the course of business, with high esteem and regard.
- **Fiscal Responsibility** – To manage all resources as if they were our own, whether revenues, assets, or water supply, in a conscientious and appropriate manner.
- **Accountability** – To take responsibility for our decisions and actions in managing this essential resource.

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

2. DETERMINATION OF A QUORUM

Consideration of Board Member requests for remote participation.

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT

This is the time set aside for public comment on any District related matter, whether appearing on the agenda or not. Pursuant to the Brown Act, the Board is prohibited from taking action on items not listed on the agenda. At the discretion of the Board President comments on a particular Agenized item may be deferred until that item is heard. Please state your name and limit your comments to 3 minutes. For members of the public attending the meeting on-line, please use the “Raise Hand” reaction feature in your toolbar on Zoom to signal your desire to comment and be recognized by the Board.

5. CONSENT CALENDAR

Consent calendar items are expected to be routine and non-controversial, to be acted upon by the Board at one time, without discussion. If a board member would like an item to be handled separately, it will be removed from the Consent Agenda for separate action.

Pg. 6-9

A. DRAFT MINUTES – 01.21.26

6. ITEM(S) PULLED FROM CONSENT CALENDAR FOR DISCUSSION

7. DISCUSSION/ACTION CALENDAR

Pg. 10-24

A. AGREEMENT WITH WATERWORKFORCE, INC. FOR RECRUITING AND INTERIM OPERATIONAL SUPPORT

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON

RECOMMENDED ACTION: AUTHORIZE THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH WATERWORKFORCE, INC. TO PROVIDE BOTH:

- RECRUITMENT SERVICES FOR THE DISTRICT’S DIRECTOR OF OPERATIONS POSITION; AND
- INTERIM OWNER-ADVISOR OPERATIONAL OVERSIGHT SUPPORT, AS NEEDED, DURING THE RECRUITMENT PERIOD.

Pg. 25-35

B. AWARD BID SUBMITTED BY PASEO ROBLES TANK, INC. FOR THE E2-1 RESERVOIR REHABILITATION PROJECT

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON & DIRECTOR OF ADMINISTRATION, DAVID SHOOK

RECOMMENDED ACTION: ACCEPT AND AWARD PASEO ROBLES TANK, INC THE LOWEST RESPONSIVE AND QUALIFIED BIDDER, FOR THE E2-1 RESERVOIR REHABILITATION PROJECT IN THE AMOUNT OF \$655,688 AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE CONSTRUCTION CONTRACT AND RELATED CONTRACT DOCUMENTS.

Pg. 36-65

C. E2-1 RESERVOIR REHABILITATION PROJECT ENGINEERING SERVICES DURING CONSTRUCTION

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON & DIRECTOR OF ADMINISTRATION, DAVID SHOOK

RECOMMENDED ACTION: AUTHORIZE THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH ARDURRA GROUP, INC. TO PROVIDE ENGINEERING SERVICES DURING CONSTRUCTION, INCLUDING WELDING INSPECTION SERVICES, FOR THE E2-1 RESERVOIR REHABILITATION PROJECT IN A NOT-TO-EXCEED AMOUNT OF \$91,689, AND TO EXECUTE ALL RELATED DOCUMENTS.

D. DECEMBER 2025 CHECK REGISTER

PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN

RECOMMENDED ACTION: APPROVE CHECK REGISTER.

8. DIRECTOR REPORTS/COMMENTS

This time is reserved for Director reports and comments on matters within the District’s jurisdiction, for informational purposes only, on subjects not covered by the agenda; the opinions expressed by individual Directors do not necessarily reflect those of the Board as a whole or District staff, and no action shall be taken.

9. MANAGERS’ REPORT

For informational purposes only on subjects not covered by the agenda. No action is to be taken.

10. AGENDA ITEMS REQUESTED BY THE BOARD

Directors may request items be placed on future agendas. These requests will be recorded on the “Future Agenda Items” list, located on the page following the agenda, and scheduled as time permits. Items will be brought back for Board discussion as requested—no additional staff work will be initiated in advance. The Director making the request is responsible for being prepared to discuss the topic for initial consideration. The full Board will then vote to determine whether the item moves forward for staff involvement.

11. ADJOURNMENT

CALENDAR REMINDER - FUTURE DIRECTOR MEETINGS	DATE	TIME	ATTENDEE(S)
MWA – TAC MEETING	02.05.26	10:00 AM	JARLSBERG
JBWD – GM MEETING	02.05.26	10:00 AM	DOOLITTLE
JBWD – GM EVALUATION/AD HOC MEETING	02.05.26	11:00 AM	DOOLITTLE/SHORT
CSDA – SDLA MODULE 1 GOVERNANCE FOUNDATIONS WEBINAR	02.11.26 & 02.12.26	9:00 AM – 12:00 PM	DOOLITTLE
JBWD – GM MEETING	02.11.26	1:00 PM	DOOLITTLE
MWA – BOARD MEETING	02.12.26	9:30 AM	JARLSBERG
JBWD – BOARD MEETING	02.18.26	5:00 PM	ALL

MEETING INFORMATION

The public is invited to comment on any item on the agenda during the discussion of that item.

Availability of agenda materials: Materials related to any item on this Agenda submitted to the District Board of Directors or Committee Members after distribution of the agenda packet are available for public inspection at the District's office, 61750 Chollita Road, Joshua Tree, CA 92252, during normal business hours. All documents supporting this agenda are available on the District website www.jbwd.com, subject to the staff's availability to post the documents before the meeting.

Reasonable Accommodation: Any person with a disability who requires accommodation to view the agenda or to participate in the public comment portion of the Board meeting, should direct such requests to Lisa Thompson, Executive Assistant, at 760-366-8438. Please allow three business days for your request to be processed. Requests must be received at least seventy-two (72) hours before the scheduled meeting.

Disruptive Conduct: If any meeting of the District is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, a meeting may be recessed or the person or persons willfully disrupting the meeting may be ordered to leave the meeting. Disruptive individuals attending on-line may be removed from the meeting and banned for the remainder of such session. Disruptive conduct includes addressing the Board or Committee without first being recognized, not addressing the subject before the Board or Committee, repetitively addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board or Committee from conducting its meeting in an orderly manner. Your cooperation is appreciated.

MEETING MINUTES



REGULAR MEETING OF THE BOARD OF DIRECTORS JANUARY 21, 2026, 5:00 PM

1. ALL TO ORDER

President Doolittle called the meeting to order at 5:00 p.m.

2. DETERMINATION OF A QUORUM & ATTENDANCE

Board Members Present: President Doolittle, Vice President Short, Director Floen, Director Jarlsberg, Director Fick

Staff Present: General Manager Johnson, Director of Finance Roman, Accounting Supervisor Rich, Director of Administration Shook, Executive Assistant Thompson

Consultant(s) Present: Legal Counsel, Jeff Hoskinson, Rojas Public Affairs Consultant, Jasmid Enciso, Public Outreach Consultant, Kathleen Radnich

Citizens Advisory Council Member(s) Present: David Carrillo

3. APPROVAL OF THE AGENDA

Director Floen moved to approve the agenda with a correction to the Future Director Meetings schedule, amending the General Manager Evaluation ad-hoc meetings to January 26th and 28th at 1:00 p.m., rather than January 27th and 28th. The meetings will include attendance by President Doolittle and Vice President Short. Vice President Short seconded the motion. Motion approved by the following vote:

1 st / 2 nd	Floen/Short
Ayes:	Doolittle, Short, Floen, Jarlsberg, Fick
Noes:	None
Abstain:	None
Absent:	None

4. PUBLIC COMMENT - None

5. CONSENT CALENDAR

- A. DRAFT MINUTES – 01.07.26
- B. 1ST FISCAL QUARTER ENDING 09/30/25 FINANCIAL REPORT

Director Jarlsberg pulled the 1st Fiscal Quarter Ending 09/30/25 Financial Report for discussion, Director Floen made a motion to approve the Consent Calendar 01.07.26 draft minutes and seconded by Vice President Short, approved by the following vote:

1st/ 2nd	Floen/Short
Ayes:	Doolittle, Short, Floen, Jarlsberg, Fick
Noes:	None
Abstain:	None
Absent:	None

6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION

A. 1ST FISCAL QUARTER ENDING 09/30/25 FINANCIAL REPORT

Director Jarlsberg had several questions on items in the 1st Fiscal Quarter Ending 09/30/25 Financial Report. Director Jarlsberg made a motion to approve the 1ST Fiscal Quarter Ending 09/30/25 Financial Report and seconded by Vice President Short, approved by the following vote:

1st/ 2nd Jarlsberg/Short
Ayes: Doolittle, Short, Floen, Jarlsberg, Fick
Noes: None
Abstain: None
Absent: None

7. DISCUSSION/ACTION CALENDAR

A. ROJAS PRESENTATION

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON, INTRODUCING JASMID ENCISO FROM ROJAS PUBLIC AFFAIRS
RECOMMENDED ACTION: FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS TO BE TAKEN.

General Manager Sarah Johnson introduced Jasmid Enciso of Rojas Public Affairs, who presented the 2026 Federal and State Legislative Advocacy Timeline. Enciso summarized the advocacy process and noted the complexity of coordinating state and federal efforts. Enciso explained that first-quarter activities focus on finalizing district priorities and submitting funding requests, while the second and third quarters involve monitoring budget decisions and legislative outcomes. Fourth-quarter efforts focus on reviewing funding results and preparing priorities for the next year. Enciso also highlighted current advocacy activities, funding strategies, and the 2026 Legislative Days scheduled for Washington, D.C. on February 24–26 and Sacramento on March 9–11. Next steps include legislative staff check-in meetings, finalizing advocacy materials and itineraries, and completing CPF submissions.

B. TRAILER ACQUISITION (FOR DUMP TRUCK)

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON
RECOMMENDED ACTION: RECOMMEND THAT THE BOARD OF DIRECTORS AUTHORIZE THE GENERAL MANAGER PURCHASE 2026 4XPH-24+5 EQUIPMENT TRAILER FROM BIG TEX TRAILERS

General Manager Sarah Johnson presented the Trailer Acquisition, explaining it would support use of the District’s 2025 Freightliner M2 Plus dump truck. Johnson reported that staff evaluated multiple vendors and recommended a Big Tex trailer as the best option to meet the District’s operational needs. Due to limited availability, staff placed a deposit to secure the trailer.

Director Jarlsberg made a motion to authorize the General Manager to purchase the 2026 Equipment Trailer from Big Tex, seconded by Director Floen and approved by the following vote:

1st / 2nd Jarlsberg/Floen
Ayes: Doolittle, Short, Floen, Jarlsberg, Fick
Noes: None
Abstain: None
Absent: None

C. SURPLUS/DISPOSAL REPORT

PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN
RECOMMENDED ACTION: REVIEW AND APPROVE.

Director of Finance Anne Roman presented the Surplus/Disposal Report, explaining that the Finance Department records surplus and disposal activity reported by District departments but does not authorize disposals. Roman noted that the report covered activity from December 2024 through December 2025 and primarily included items that did not meet the threshold for capital asset tracking.

Vice President Short motioned to approve the Surplus/Disposal Report, seconded by Director Fick and approved by the following vote:

1 st / 2 nd	Short/Fick
Ayes:	Doolittle, Short, Floen, Jarlsberg, Fick
Noes:	None
Abstain:	None
Absent:	None

8. DIRECTOR REPORTS/COMMENTS

President Doolittle

- None

Vice President Short

- Director Short reported attending the MWA Board Meeting on January 8th, noting routine agenda items, including a pipeline right-of-way extension for the Morongo Basin Pipeline, a power agreement with Southern California Edison for the Oeste Recharge Facility, and a closed session on existing litigation between the City of Barstow and City of Adelanto.

Director Floen

- Director Floen reported attending the Landers Homestead Association meeting, where road maintenance by the County was discussed.

Director Jarlsberg

- Jarlsberg expressed appreciation to President Doolittle for adding Item 10, "Future Agenda Items Requested by the Board," to the agenda.
- Jarlsberg requested clarification on the scheduling of multiple GM and Ad Hoc meetings with President Doolittle in February.
- Jarlsberg noted she missed the December MWA TAC meeting due to the special board meeting and stated that, since President Doolittle will be attending all MWA TAC meetings, she plans to observe some future meetings.

Director Fick

- Fick reported that the Morongo Basin Conservation Association is holding a greywater presentation on Saturday, January 24th.

9. MANAGER'S REPORT

General Manager Report

Johnson reported on the following:

- Johnson thanked the board for their patience with the new Zoom webinar format and explained that public attendees can view and hear the meeting and use the hand-raise feature to speak, but do not have camera access. Johnson noted that some administrative settings are still being adjusted to ensure smooth operation and prevent issues experienced at the previous meeting.
- Johnson met with Legal Counsel Jeff Hoskinson to work on submitting a PFAS claim. Johnson noted that the District currently has no PFAS in its water but is taking proactive steps to prepare for potential future issues.
- Johnson reported meeting with Dmitry from Ridgeline on long-term financial planning and stated the plan will be presented to the Board in March. Johnson acknowledged and thanked Director of Finance Anne Roman for her significant efforts in developing the plan.
- General Manager Johnson reported that last week she had the Manager Meetups meeting with Director Fick and Director Floen, noting the meetings provide an opportunity for in-depth discussion on District activities and Board questions. Johnson stated that Manager Meetups are scheduled monthly this year, except in March, November, and December due to scheduling constraints and travel commitments.
- Johnson reported that bids for the E21 Reservoir project will be opened tomorrow at 1:00 p.m. Johnson stated that staff will identify the lowest responsive bidder and bring a recommendation and agreement to the Board in February.

10. AGENDA ITEMS REQUESTED BY THE BOARD

President Doolittle explained that “Future Agenda Items Requested by the Board” is a new standing agenda item. Directors may request items for future agendas, which will be recorded on the Future Agenda Items list and scheduled as time permits. Items will be returned to the Board for discussion at the request of the Director, with no staff work initiated in advance. The Board will vote on whether an item moves forward for staff involvement.

11. ADJOURNMENT

On motion by Director Floen, seconded by Director Jarlsberg, and approved by the Board, the meeting was adjourned at 6:49 p.m.

Respectfully submitted,

Sarah Johnson, General Manager & Board Secretary



AGENDA ITEM NO:	7A
MEETING DATE:	02.04.25

Staff Report

PRESENTED BY:	SARAH JOHNSON, GENERAL MANAGER
TOPIC:	AGREEMENT WITH WATERWORKFORCE, INC. FOR RECRUITING AND INTERIM OPERATIONAL SUPPORT
RECOMMENDATION:	AUTHORIZE THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH WATERWORKFORCE, INC. TO PROVIDE BOTH: <ul style="list-style-type: none"> • RECRUITMENT SERVICES FOR THE DISTRICT’S DIRECTOR OF OPERATIONS POSITION; AND • INTERIM OWNER-ADVISOR OPERATIONAL OVERSIGHT SUPPORT, AS NEEDED, DURING THE RECRUITMENT PERIOD.

BACKGROUND Joshua Basin Water District is working to fill the critical position of Director of Operations (DOO). To support this effort and maintain compliance and operational continuity, WaterWorkforce, Inc. has submitted a proposal offering targeted recruiting and optional interim certified oversight services.

DISCUSSION WaterWorkforce will provide:

- Professional Recruiting Services, including candidate sourcing, screening, certification verification, interviews, and coordination through the hiring process.
- Owner-Advisor Interim Support, which may include compliance tracking, reporting oversight, staff mentorship, and operational continuity support until a permanent hire is in place. This support may also be utilized during periods when the District’s Interim DOO is unavailable.

CONCLUSION Entering into an agreement with WaterWorkforce, Inc. will allow the District to expand its efforts to recruit a qualified Director of Operations and, if needed, interim Owner-Advisor oversight to ensure continued compliance and operational stability during the transition. These combined services provide an effective bridge between immediate staffing needs and long-term leadership continuity for the District.

STRATEGIC PLAN 4.1.a – Expand and enhance recruitment efforts with a focus on increased staff engagement and partnership with regional educational institutions to ensure a pipeline for needed talent to enter and thrive in the District.

FISCAL IMPACT

- Recruiting placement fee: **12.5% of first-year base salary**
- Retainer: **\$5,000** (credited toward placement fee)
- Interim Owner-Advisor hourly support (if used):
 - Owner/Advisor: \$155/hr
 - Environmental Analyst: \$125/hr
 - Administrative Coordinator: \$92/hr



WATERWORKFORCE
WATER AND WASTEWATER EXPERTS

January 29, 2026

To: Joshua Basin Water District

Attn: Sarah Johnson | General Manager
61750 Chollita RD
Joshua Tree, CA 92252



Re: Professional Services Quote – Recruiting and Owner-Advisor Support Services

Dear Sarah,

WaterWorkforce, Inc., offers professional recruiting and operational support services designed specifically for the needs of water and wastewater utilities. With decades of operational and staffing experience, our team understands the importance of maintaining continuity, compliance, and leadership during periods of transition.

As your organization works to fill a key management position, WaterWorkforce provides a strategic solution that bridges immediate staffing needs with long-term stability. Our recruiting process is industry-focused, ensuring that every candidate presented has the technical skill, certification, and leadership qualities required for utility operations. In parallel, our Owner-Advisor option provides short-term oversight and guidance to maintain compliance and operational momentum until the right hire is secured.

Recruiting, Continuity, and Confidence

- **Targeted Recruiting & Candidate Vetting:** WaterWorkforce identifies and qualifies candidates through industry-specific outreach, certification validation, and operational interviews conducted by experienced professionals.
- **Operational Stability & Leadership Support:** Our Owner-Advisor service offers certified interim oversight to maintain compliance, support on-site staff, and ensure seamless operations during the hiring process and any operational or regulatory/reporting needs moving forward.
- **Partnership & Risk Reduction:** With WaterWorkforce, Joshua Basin gains a reliable partner committed to preserving system performance, mitigating compliance risk, and ensuring a smooth leadership transition.

Establishing a collaborative partnership with Joshua Basin allows us to combine your local knowledge with our operational expertise to deliver both immediate and sustainable results. Together, we can ensure your system continues to operate efficiently, compliantly, and with confidence during this transition.

Ahead is a detailed breakdown of our proposed services and fee structure. We look forward to supporting Joshua Basin and working with you to strengthen your operational team.

Sincerely,

Bret Kadel | Chief Executive Officer

Bret Kadel

WaterWorkforce Inc.



Services Quote

Client:

Joshua Basin Water District
61750 Chollita RD
Joshua Tree, CA 92252

Contractor:

WaterWorkforce, Inc.
33817 McKenny Place
Yucaipa, CA 92399

SUBJECT: Recruiting and Owner-Advisor Support Services

Project Name or Description: Recruiting and Owner-Advisor Support Services

Project Location: Joshua Basin Water District

Contact | Project Manager for WaterWorkforce:

Rebecca Kadel | *Business Development and Recruitment Specialist*

Email: beccak@Waterworkforce.com

Phone: 840-977-8651



Duration of Services: The duration of this engagement will be defined collaboratively based on the District's staffing needs and project timelines.

- Start Date: TBD
- End Date: TBD

Overview

This agreement is limited to a single full-time position: Director of Operations. WaterWorkforce (WWF) will conduct a targeted recruitment campaign to identify, evaluate, and present qualified candidates for this role. In addition, WWF may provide consolidated operational support during the recruitment period to assist with day-to-day needs such as compliance tracking, project coordination, and regulatory or reporting tasks. These services can supplement existing efforts by Ray and District staff to ensure continuity and progress until a permanent hire is in place.

Scope of Services:

A. Professional Recruiting Services (Primary)

WaterWorkforce will conduct a targeted recruitment campaign to identify, evaluate, and present qualified candidates for the Director of Operations position.

Scope Includes:

- Full-cycle candidate sourcing, outreach, and screening
- Certification and background verification (SWRCB, ADEQ,)
- Technical interviews and reference checks by certified professionals
- Candidate shortlisting and interview coordination
- Offer negotiation support (if requested)

Note: To ensure clear candidate tracking and avoid overlap, all active recruiting or job advertisements by Joshua Basin related to the covered position shall be paused during WaterWorkforce's engagement. This allows WaterWorkforce to conduct an efficient and independent search while protecting both parties from duplicate outreach or candidate conflicts.

Fee Structure:

- **Placement Fee:** 12.5% of the candidate’s first-year base salary
- **Retainer:** \$5,000 (credited toward the placement fee; non-refundable if no hire is made)
- **Payment Terms:** Placement fee due within 30 days of candidate’s start date
- **Replacement Guarantee:** If the hired candidate resigns or is terminated for cause within 60 days, WaterWorkforce will provide one replacement search at no additional cost. WaterWorkforce will conduct a targeted recruitment campaign to identify, evaluate, and present qualified candidates for Joshua Basin’s open position(s) in water or wastewater operations, maintenance, and compliance.

B. Owner-Advisor Operational Oversight (Optional Interim Service)

To maintain operational continuity during recruitment, WaterWorkforce can provide certified interim oversight and advisory support.

Scope May Include:

- Operational review and continuity assurance
- Compliance oversight (sampling schedules, permit tracking, reporting deadlines)
- Technical direction and staff mentorship
- Support for reporting accuracy, communication, and performance tracking

Schedule of Fees:

Position	Hourly Rate
Owner/Advisor T5/D5	\$155.00
Environmental Analyst	\$125.00
Administrative Coordinator	\$92.00

Delivered By: A qualified WaterWorkforce professional with appropriate certifications and/or experience.

This service functions as a bridge of leadership and compliance assurance, providing stability and institutional support until a permanent hire is in place.

Confidentiality

Both parties agree to maintain confidentiality of proprietary, personnel, and operational information obtained during the course of this engagement, except as required by law or regulatory reporting.

Indemnification

Each party shall indemnify, defend, and hold harmless the other from any and all claims, damages, or losses arising from its own negligence, breach of contract, or willful misconduct.

Term & Termination

This Professional Services Quote remains valid for one (1) year from the Effective Date and may be renewed or terminated by either party with 30 days written notice.

Fees for completed recruitment or hours rendered prior to termination remain payable.

Governing Law

This engagement shall be governed by the laws of the State of California.



We appreciate the opportunity to assist Joshua Basin Water District during this transition and look forward to supporting your recruitment and operational needs. This Professional Services Quote represents our mutual understanding of the services outlined above and may serve as authorization to proceed upon signature by both parties.

Authorized by.

Joshua Basin

Title

Date

Authorized by.

WaterWorkforce, Inc.

Title

Da



WATERWORKFORCE
WATER AND WASTEWATER EXPERTS

Partnership for Success

A collaboration dedicated to strengthening the water and wastewater workforce.



WaterWorkforce Recruiting Support

Joshua Basin Water District

- Purpose: briefly explain **how we recruit senior utility leadership**
- Focused on **speed, fit, and certainty**
- Built specifically for **hard-to-fill management roles**



The reality you're experiencing

Why This Role Has Been Hard to Fill

Director-level utility roles are the hardest positions to staff

The qualified pool is small, employed, and not actively applying

Geography and desert location further limit candidates

After ~14 months, the market has spoken

This isn't a posting issue – it's a labor-market issue.



Why traditional methods fall short

What's Changed in Utility Recruiting

- Most qualified candidates **aren't job hunting**
- Job boards only reach **active applicants**
- Operators now have leverage and mobility
- Management-level experience shrinks the pool even further

The best candidates are reached through conversations – not ads.

Why our recruiting works

Who WaterWorkforce Is

- Owned and led by **career water and wastewater operators**
- 25 - 30 years each in operations and utility leadership
- Recruiting is built **inside** our operations business

We recruit as operators – not recruiters.

We understand:

- Certifications
- Management readiness
- What actually works in the field

How we find candidates others don't

Our Recruiting Model



Proprietary database of
~35,000+ CA operators

Candidates mapped by:

- Certification
- Geography
- Experience level
- Leadership capability
- Demographic-based searches (not broad postings)
- **Direct phone outreach** to every viable candidate

This is targeted, deliberate, and human – not automated.

Why flexibility matters

What the Market Looks Like for Joshua Basin

Senior-grade operators within driving distance are **very limited**

Adding management experience narrows the pool further

When needed, we may discuss:

- Slight grade flexibility
- Clear timelines to achieve required levels

The goal is the right leader – not just the right certificate.

How this plays out

What You Can Expect

01

First 2-3 weeks: outreach and screening

02

Short list of **realistic, vetted candidates**

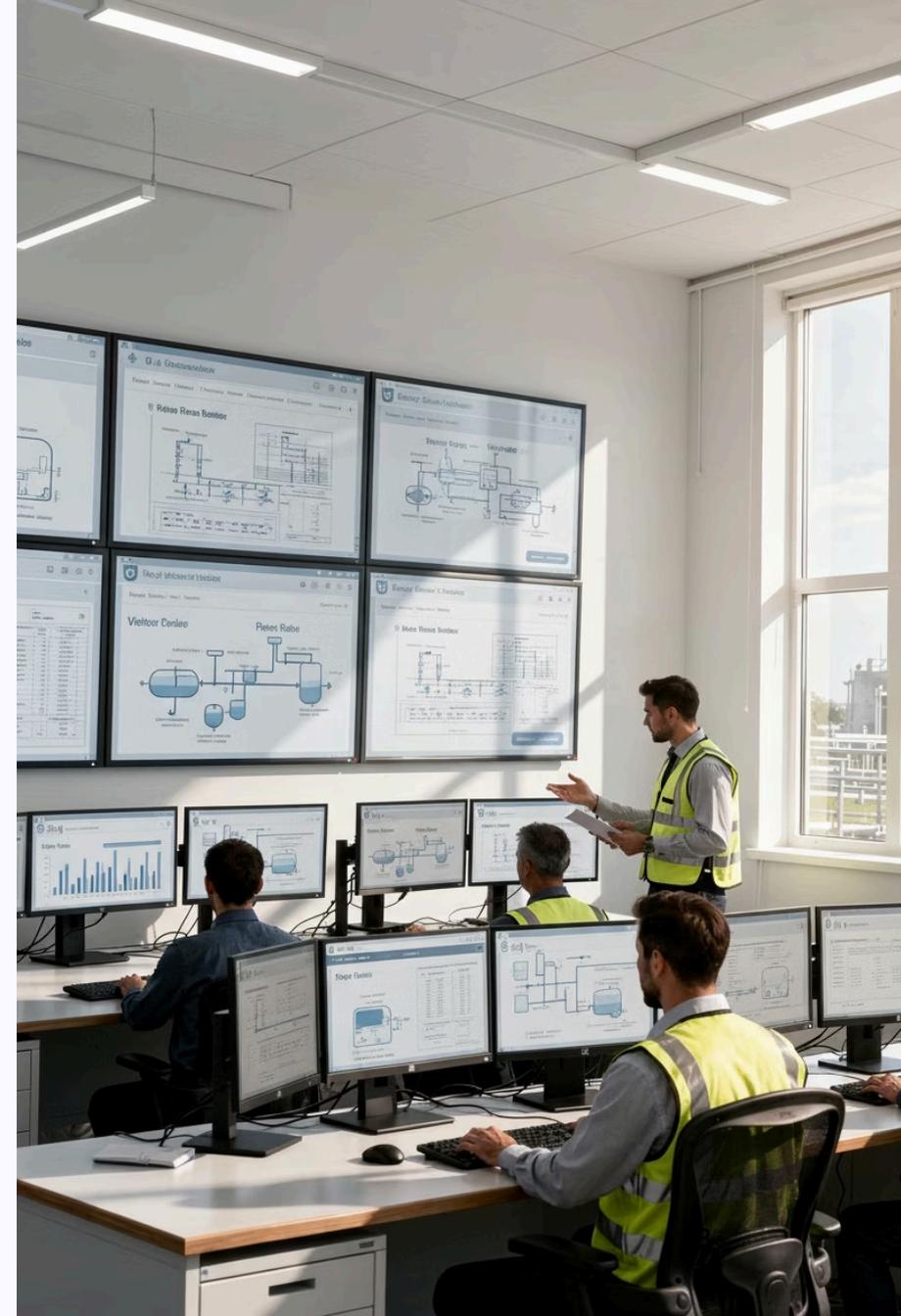
03

Transparent feedback if the market is constrained

04

A clear hiring path – not repeated false starts

Success looks like informed choices, not endless recruiting cycles.



Why this works

Closing



Built specifically for hard-to-fill leadership roles



Delivers better candidates than traditional hiring channels



Provides backup, depth, and succession – not single-point dependency



Gives clients real choice in leadership, not forced compromises

This is how WaterWorkforce supports utilities when the market gets tight.



AGENDA ITEM NO:	7B
MEETING DATE:	02.04.26

Staff Report

PRESENTED BY:	SARAH JOHNSON, GENERAL MANAGER & DAVID SHOOK, DIRECTOR OF ADMINISTRATION
TOPIC:	AWARD BID SUBMITTED BY PASEO ROBLES TANK, INC. FOR THE E2-1 RESERVOIR REHABILITATION PROJECT
RECOMMENDATION:	ACCEPT AND AWARD PASEO ROBLES TANK, INC THE LOWEST RESPONSIVE AND QUALIFIED BIDDER, FOR THE E2-1 RESERVOIR REHABILITATION PROJECT IN THE AMOUNT OF \$655,688 AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE CONSTRUCTION CONTRACT AND RELATED CONTRACT DOCUMENTS.

BACKGROUND

The E2-1 Reservoir Rehabilitation Project is a critical infrastructure improvement intended to extend the service life of the District’s existing water storage facility while improving safety, operability, and regulatory compliance. The project includes interior surface preparation and recoating, replacement of access and safety features, piping modifications, and installation of fall-protection systems.

Because the estimated project cost exceeded \$75,000, the District was required to utilize formal competitive bidding procedures in accordance with Section 1.2(C) and Section 1.4(A) of the JBWD Bidding Procedures.

BIDDING PROCESS

In compliance with District policy, a notice inviting bids was properly published and posted December 1, 2025, and a mandatory pre-bid conference was held on December 15, 2025, at 10:00 AM, with a site visit to ensure bidders were familiar with site conditions and project requirements. Sealed bids were received and publicly opened on January 22, 2026, at 1:05 PM in the Joshua Basin Water District Boardroom located at 61750 Chollita Rd., Joshua Tree, CA 92252 (as specified in the bid documents), consistent with Section 1.4(A) of the Bidding Procedures.

BID EVALUATION

The engineering firm Ardurra and staff evaluated all bids in accordance with Section 1.4(C) of the JBWD Bidding Procedures, which requires the District to identify:

1. The lowest monetary bidder,
2. Whether the bid was responsive, and
3. Whether the bidder is responsible

After review, PASEO ROBLES TANK, INC was determined to have submitted the lowest monetary bid, provided a responsive bid, and met all requirements to be deemed a responsible bidder, including proper licensing, bonding, insurance, and demonstrated capacity to perform the work. No bid protests were received.

CONCLUSION

Awarding the contract to PASEO ROBLES TANK, INC complies with the District’s formal bidding requirements and supports timely completion of a necessary infrastructure rehabilitation project. Staff recommends Board approval to proceed with contract execution.

STRATEGIC PLAN

3.2 – Construct and operate facilities and equipment to meet compliance with all state and federal regulations.

FISCAL IMPACT

The total contract amount of \$655,688 is within the project budget and will be funded by Capital Funding allocated to E2-1 Reservoir Rehabilitation. The General Manager is authorized to approve change orders within the limits established by Section 1.4(C)(4) of the JBWD Bidding Procedures, with any required Board notification to occur at a subsequent meeting if applicable.

BID SCHEDULE

For

E2-1 RESERVOIR REHABILITATION PROJECT

Bid Schedule shall be completed in its entirety or will be rejected.

Detailed descriptions of the bid items can be found in Section 01010 Summary of Work.

Item No.	Estimated Quantity/ Unit	Description	Unit Price	Extended Price
1	1 L.S.	Furnish contract bonds, project insurance, and project permits; provide mobilization/demobilization including project closeout and cleanup; and maintain and submit record drawings, with Bid Item 1 amount limited to ten percent (10%) of total bid price.	\$51,574.00	\$51,574.00
2	1 L.S.	Work and materials associated with installation of new overflow pipe assembly and inlet structure.	\$87,073.00	\$87,073.00
3	1 L.S.	Work and materials associated with installation of new doghouse manway.	\$29,188.00	\$29,188.00
4	1 L.S.	Work and materials associated with tank interior recoating.	\$318,775.00	\$318,775.00
5	1 L.S.	Work and materials associated with tank inlet/outlet reconfiguration.	\$124,973.00	\$124,973.00
6	1 L.S.	Work and materials associated with installation of new stainless steel interior ladder.	\$17,623.00	\$17,623.00
7	1 L.S.	Work and materials associated with miscellaneous tank rehabilitation and water tightness test.	\$26,481.00	\$26,481.00

BID SCHEDULE SUMMARY

For

E2-1 RESERVOIR REHABILITATION PROJECT

Bid Schedule Summary shall be completed in its entirety or will be rejected.

Sum of Bid Items 1 thru 7: \$ 655,688.00

Last Minute Deduction, Items 1 thru 7 (if any): (\$ ∅)

BID AMOUNT

Total Bid Amount in Figures: \$ 655,688.00

Total Bid Amount in Words: Six Hundred Fifty Five Thousand Six Hundred Eighty Eighty Dollars and no cents

SECTION 01010 – SUMMARY OF WORK

PART 1 – GENERAL

1.1 PROJECT LOCATION

- A. The project site is located at 60685 Moonlight Mesa Street, Joshua Tree, California within the Joshua Basin Water District property as shown on the vicinity and location map provided in the Drawings.

1.2 SCOPE OF WORK

- A. The Contractor shall furnish all labor, materials, supplies, incidentals, equipment, and all other things necessary to complete the work in its entirety in accordance with the Drawings and Specifications contained herein to the satisfaction of the Owner. The Contractor will be responsible for providing access to and from the project site for all equipment, materials, tools, and labor necessary to complete the Work in its entirety and for District vehicles and personnel. The Work includes but is not necessarily limited to the following:
1. Install a doghouse manway
 2. Replace the interior ladder
 3. Recoat and reline the tank interior
 4. Reconfigure overflow pipe from inside tank to the outside
 5. Construct new inlet / outlet pipe connection with flexible expansion joint, combination air/vacuum valve, and isolation valve
 6. Construct tie-offs on the roof for fall protection
 7. All other work described in the Contract Documents

1.3 BID SCHEDULE

A. BID ITEM NO. 1 – MOBILIZATION, BONDS, PERMITS, CLEANUP AND DEMOBILIZATION

Payment for Mobilization, Bonds, Permits, Cleanup and Demobilization shall be made at the contract lump sum price, complete and in accordance with the Contract Documents, and as directed by the Owner. The Contract Price for work under this item shall include, but is not limited to the following principal items: obtaining all permits, insurance, and bonds; mobilizing labor force, equipment and construction facilities onto site; providing storage yard; securing construction water supply; providing all temporary construction fencing; installing and removing of temporary water meters; providing on-site sanitary facilities; posting OSHA requirements and establishing safety programs; and performing all work and providing all documentation necessary for the mobilization, bonding, and permitting for construction of the project as described within the Contract Documents. This work

SECTION 01010 – SUMMARY OF WORK

also includes the cost for maintaining the project record drawings throughout construction and submitting the record drawings at the end of the project. These record drawings must be reviewed monthly with the Owner to receive payment for any work. The amount for this bid item shall be limited to 10% of the total bid amount for the Bid Schedule.

B. BID ITEM NO. 2 – NEW OVERFLOW PIPE ASSEMBLY AND INLET STRUCTURE

Payment for New Overflow Pipe Assembly And Inlet Structure will be made at the contract lump sum price, complete and in accordance with the Contract Documents, and as directed by the Owner. The Contract Price for work under this item shall include but is not limited to furnishing all labor, material, tools, transportation, and equipment and performing all work required to complete the New Overflow Pipe Assembly And Inlet Structure in its entirety including removal and abandonment of the existing overflow system, and the addition of new pipe, valves, fittings, couplings, linings, coatings, and all other appurtenances, piping components, hardware, connections, inlet structure excavation, backfill, compaction, surface restoration, tank exterior coating repair, pipe supports and all other work as described within the Contract Documents.

C. BID ITEM NO. 3 – NEW DOGHOUSE MANWAY

Payment for New Doghouse Manway will be made at the contract lump sum price, complete and in accordance with the Contract Documents, and as directed by the Owner. The Contract Price for work under this item shall include but is not limited to furnishing all labor, material, tools, transportation, and equipment and performing all work required to complete the New Doghouse Manway in its entirety including tank modifications, tank exterior coating repair, gate valve, blind flange and all other work as described within the Contract Documents.

D. BID ITEM NO. 4 – TANK INTERIOR RECOATING

Payment for Tank Interior Recoating will be made at the contract lump sum price, complete and in accordance with the Contract Documents, and as directed by the Owner. The Contract Price for work under this item shall include but is not limited to furnishing all labor, material, tools, transportation, and equipment and performing all work required to complete the Tank Interior Recoating in its entirety including removal of existing coating and all other work as described within the Contract Documents.

E. BID ITEM NO. 5 – TANK INLET/OUTLET RECONFIGURATION

Payment for Tank Inlet/Outlet Reconfiguration will be made at the contract lump sum price, complete and in accordance with the Contract Documents, and as directed by the Owner. The Contract Price for work under this item shall include but is not limited to furnishing all labor, material, tools, transportation, and equipment and performing all work required to complete the Tank Inlet/Outlet Reconfiguration in its entirety, including pipe, valves, fittings, flexible expansion joint, couplings, linings,

SECTION 01010 – SUMMARY OF WORK

coatings, and all other appurtenances, piping components, and hardware, connections, and all other work as described within the Contract Documents.

F. BID ITEM NO. 6 – NEW STAINLESS STEEL INTERIOR LADDER

Payment for New Stainless Steel Interior Ladder will be made at the contract lump sum price, complete and in accordance with the Contract Documents, and as directed by the Owner. The Contract Price for work under this item shall include but is not limited to furnishing all labor, material, tools, transportation, and equipment and performing all work required to complete the New Stainless Steel Interior Ladder in its entirety, and all other work as described within the Contract Documents.

G. BID ITEM NO. 7 – MISCELLANEOUS TANK REHABILITATION AND WATER TIGHTNESS TEST

Payment for Miscellaneous Tank Rehabilitation and Water Tightness Test will be made at the contract lump sum price, complete and in accordance with the Contract Documents, and as directed by the Owner. The Contract Price for work under this item shall include but is not limited to furnishing all labor, material, tools, transportation, and equipment and performing all work required to complete the miscellaneous tank rehabilitation and water tightness test as shown on the Contract Drawings in its entirety including six (6) roof tie-offs, steel pitting repair, dewatering of tank and pipes, and the cleaning, disinfection, testing, water tightness testing, and start-up of the reservoir and piping in accordance with all applicable laws, codes, and standards and all other work as described within the Contract Documents. For bidding purposes assume 10 pit weld repairs on tank wall, 10 floor plate fill repairs, and 6 patch plate repairs.

PART 2 – MATERIALS (NOT USED)

PART 3 – EXECUTION (NOT USED)

END OF SECTION



January 26, 2026

Mr. Ray Kolisz
Joshua Basin Water District
61750 Chollita Road
Joshua Tree, CA 92252

SUBJECT: BID EVALUATION FOR THE E2-1 RESERVOIR REHABILITATION PROJECT

Dear Mr. Kolisz:

Ardurra presents this summary of bids received for the E2-1 Reservoir Rehabilitation Project and our evaluation of the apparent low bid received from Paso Robles Tank, Inc. for conformance with the bidding requirements. Ardurra considers the apparent low bid received as being responsive to the bidding requirements.

Our review includes the following items:

- Bid Label
- Bid Schedule and Bid Schedule Summary
- Bid Form
- Bid Security and Bid Bond
- Bidder References and Information
- California Air Resources Board Compliance Form
- Certification Regarding Contracts and Sanctions on Russian Federation
- Certification Regarding Iran Contracting Act
- Non-Collusion Declaration
- Site Visit Certification
- Subcontractor Listing

BID LABEL

The bid label includes contractor name, address, contact person and telephone number.

BID SCHEDULE AND BID SCHEDULE SUMMARY

The bid schedule and bid schedule summary include all required information and contain no mathematical errors.

BID FORM

The bid form includes all required information with necessary signature. All questions have been answered with appropriate clarification. The bidder is a California licensed contractor – License Class A

and Class C33 – License Number 784971. The license is current and active per the State of California Department of Consumer Affairs Contractors State License Board. The license expires on November 30, 2026. The bidder acknowledged receipt of Addendum Nos. 1, 2, 3, and 4 to the bidding documents.

BID SECURITY AND BID BOND

The bidder submitted a notarized bid bond for ten percent of the total bid price with Arch Insurance Company as the Surety as defined in the California Code of Civil Procedure Section 995.120. The Surety company's license status is active, and the company is rated A+ (Superior) by AM Best. **Form F-3 missing from the bid – District to consider requesting from bidder.**

BIDDER REFERENCES AND INFORMATION

Paso Robles Tank has significant history performing construction services on public projects undertaken by California public agencies. Within the past five years the bidder has demonstrated the extent of their experience on public agency projects with over 50 contracts as prime contractor and over 100 contracts as a subcontractor. The bidder provided several pages of resumes and project references as a supplement to the proposal.

The bidder was requested to provide information and references from the five most recent public projects completed in California over the last five years on Form G-3. The bidder provided four references as follows, which were reviewed.

1. March 2024 – Tuan Truong PE, Coachella Valley Water District, Project name: Reservoir 1 Replacement, Total project cost: \$2.1 million.
2. January 2024 – Brian Lee, San Antonio Water Company, Project name: Holly Drive Water Storage Tank Phase 3, Total project cost: \$0.5 million.
3. 2022 – Brian Fogg, Coachella Valley Water District, Project name: Mission Hills Pressure Zone Reservoir Storage Tank, Total project cost: \$3.7 million.
4. December 2021 – Steve Hyland, Central Contra Costa Sanitary District, Project name: Filter Plant and Clearwell Improvements Phase 1A, Total project cost: \$4.4 million.
5. **Not provided – District to consider requesting from bidder.**

CALIFORNIA AIR RESOURCES BOARD COMPLIANCE FORM

The bidder acknowledged California Air Resources Board requirements with necessary signature.

CERTIFICATION REGARDING CONTRACTS AND SANCTIONS ON RUSSIAN FEDERATION

The bidder stated compliance with the California Executive Order regarding sanctions in response to the military conflict between the Russian Federation and Ukraine with necessary signature.

CERTIFICATION REGARDING IRAN CONTRACTING ACT

The bidder stated compliance under the laws of California regarding Iran Contracting Act with necessary signature.

NON-COLLUSION DECLARATION

The Non-Collusion Declaration, with notary acknowledgement, is deemed complete and conforms to the bidding requirements.

SITE VISIT VERIFICATION

The bidder attended the mandatory pre-bid conference and site visit on December 15, 2025 and signed the site visit verification form.

SUBCONTRACTOR LISTING

The bidder signed the subcontractor listing form and listed two subcontractors as follows:

1. Canyon Springs Enterprises (Piping Modifications, Inlet/Outlet), License Class A #806747 – Expire 4/30/26
2. Simpson Sandblasting (Protective Coatings), License Class C33 #878060 – Expire 5/31/26

BID EVALUATION

The attached Bid Summary provides a summary of all bids received and the Engineer's Estimate.

- The three bids received ranged between \$655,688 and \$771,830.
- The average of the three bids is \$709,900.
- The apparent low bid is \$655,688 and is 17.6% below the Engineer's Estimate of \$795,900.

In summary, the three bids reflect a competitive bidding environment among experienced contractors. The apparent low bid submitted by Paso Robles Tank, Inc. is deemed responsive to the bidding requirements and Ardurra recommends award of the construction contract to said bidder.

Please contact me if you have any questions or need additional information.

Sincerely,



Leah Russell, MS, ENV SP
Project Manager



Ryan Huston, PE
Principal-in-Charge

Enclosure: JBWD E2-1 Reservoir Bid Summary

PROJECT: E2-1 RESERVOIR REHABILITATION PROJECT
RECAPITULATION OF BIDS
BID DATE: January 22, 2026

				ENGINEER'S ESTIMATE		1. Paso Robles Tank, Inc.		2. Spiess Construction Co., Inc.		3. Cal Sierra Construction, Inc.	
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE \$	TOTAL AMOUNT \$	UNIT PRICE \$	TOTAL AMOUNT \$	UNIT PRICE \$	TOTAL AMOUNT \$	UNIT PRICE \$	TOTAL AMOUNT \$
1	Mobilization/Demobilization, Bonds, Insurance, Permits, Record Drawings (limited to 10% of total bid price)	1	LS	\$66,000	\$66,000	\$51,574	\$51,574	\$69,500	\$69,500	\$77,000	\$77,000
2	Overflow Pipe Assembly and Inlet Structure	1	LS	\$120,000	\$120,000	\$87,073	\$87,073	\$126,200	\$126,200	\$77,700	\$77,700
3	Doghouse Manway	1	LS	\$36,500	\$36,500	\$29,188	\$29,188	\$41,650	\$41,650	\$88,525	\$88,525
4	Tank Interior Recoating	1	LS	\$325,000	\$325,000	\$318,775	\$318,775	\$282,700	\$282,700	\$424,675	\$424,675
5	Tank Inlet/Outlet Reconfiguration	1	LS	\$110,000	\$110,000	\$124,973	\$124,973	\$151,000	\$151,000	\$63,130	\$63,130
6	Interior Ladder	1	LS	\$20,000	\$20,000	\$17,623	\$17,623	\$22,400	\$22,400	\$25,700	\$25,700
7	Miscellaneous Tank Rehabilitation and Water Tightness Test	1	LS	\$46,000	\$46,000	\$26,482	\$26,482	\$8,700	\$8,700	\$15,100	\$15,100
SUBTOTAL					\$723,500						
CONTINGENCY AND ESCALATION 10%					\$72,400						
BID TOTAL					\$795,900		\$655,688		\$702,150		\$771,830



AGENDA ITEM NO:	7C
MEETING DATE:	02.04.25

Staff Report

PRESENTED BY:	SARAH JOHNSON, GENERAL MANAGER & DAVID SHOOK, DIRECTOR OF ADMINISTRATION
TOPIC:	E2-1 RESERVOIR REHABILITATION PROJECT ENGINEERING SERVICES DURING CONSTRUCTION
RECOMMENDATION:	AUTHORIZE THE GENERAL MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH ARDURRA GROUP, INC. TO PROVIDE ENGINEERING SERVICES DURING CONSTRUCTION, INCLUDING WELDING INSPECTION SERVICES, FOR THE E2-1 RESERVOIR REHABILITATION PROJECT IN A NOT-TO-EXCEED AMOUNT OF \$91,689, AND TO EXECUTE ALL RELATED DOCUMENTS.

BACKGROUND

The District is proceeding with the rehabilitation of the E2-1 Reservoir, which includes interior recoating, tank modifications, and associated piping improvements. Due to the technical complexity of reservoir rehabilitation work and the regulatory and quality requirements associated with protective coatings and structural modifications, specialized engineering and inspection support during construction is necessary.

Ardurra Group, Inc. served as the District’s design engineer for the E2-1 Reservoir Rehabilitation Project and recently assisted the District with the bidding process and bid evaluation. Continuity between design and construction phases is critical to ensure proper interpretation of the contract documents, timely resolution of construction issues, and protection of the District’s interests. Additionally, we have found that Ardurra has been very responsive, patient, and provided significant guidance during this process.

PROPOSED SERVICES

Ardurra submitted a proposal dated January 26, 2026, to provide Engineering Services During Construction for the project. The proposed scope includes comprehensive construction-phase support services, including:

- Project management and quality assurance/quality control
- Participation in the preconstruction conference and site visits
- Review and response to Requests for Information (RFIs)
- Review of submittals and shop drawings
- Assistance with evaluation of change order requests
- Structural construction support, including required structural observations and preparation of record drawings
- Independent coating inspection services provided by a certified third-party inspector to verify compliance with contract specifications, manufacturer requirements, and applicable industry standards
- Welding inspection services, including verification of welder certifications, visual inspection of welds, and review of welding procedures and testing documentation, to ensure compliance with project specifications and applicable AWWA, AWS, and NACE standards
- Preparation of final record drawings (as-builts)

These services are intended to support District staff, reduce construction risk, and help ensure the completed reservoir meets performance, safety, and regulatory requirements.

**COST AND
CONTRACT TERMS**

Ardurra proposes to perform the Engineering Services During Construction on a time-and-materials basis with a not-to-exceed amount of \$91,689, which includes the optional welding inspection services. The proposal establishes task limits and assumptions for RFIs, submittals, meetings, and inspections. Any potential increase in scope or cost would require prior District authorization.

CONCLUSION

Authorizing Ardurra Group, Inc. to provide Engineering Services During Construction will ensure qualified technical oversight during the rehabilitation of the E2-1 Reservoir. Ardurra's familiarity with the project design, combined with specialized structural and coatings inspection support, will help minimize construction risks, support timely issue resolution, and protect the District's investment in this critical infrastructure.

STRATEGIC PLAN

3.2 – Construct and operate facilities and equipment to meet compliance with all state and federal regulations.

FISCAL IMPACT

Not-to-exceed amount of \$91,689. The total cost is included in the approved project budget for the E2-1 Reservoir Rehabilitation Project. Sufficient funds are available, and approval of this agreement will not require a budget amendment.



January 26, 2026

Mr. Ray Kolisz
Joshua Basin Water District
61750 Chollita Road
Joshua Tree, CA 92252

**SUBJECT: E2-1 RESERVOIR REHABILITATION PROJECT
PROPOSAL FOR ENGINEERING SERVICES DURING CONSTRUCTION**

Dear Mr. Kolisz:

Ardurra is pleased to submit this proposal to Joshua Basin Water District (District) to provide construction phase engineering services for the E2-1 Reservoir Rehabilitation Project. Construction includes the recoating of the tank interior along with tank and piping modifications with an expected duration of 90 calendar days.

SCOPE OF WORK:

TASK 1 Project Management and QA/QC

- 1.1 Project Management:** Management responsibilities associated with project setup, scheduling, budget control, invoice preparation, and coordination.
- 1.2 QA/QC:** Ardurra will perform an independent review of deliverables prior to submittal to the District.

TASK 2 Preconstruction Conference, Site Visit, and Meetings

- 2.1 Bid Addendum and Evaluation:** Our design scope of work was based on preparing two addenda; however, Ardurra prepared three addenda to respond to questions received from potential bidders. Ardurra will review the bid documents provided by the District, prepare a bid spreadsheet containing the costs from all bids received, and perform a full evaluation of the bids received from the three lowest bidders. Ardurra will evaluate the bidder's responsiveness, licensing, references, and work experience.
- 2.2 Conformed Documents:** Ardurra will prepare a conformed set of plans and specifications addressing any design changes or revisions that occurred during the bid period. A clean set of contract documents will be provided as a PDF for agency and contractor use.
- 2.3 Preconstruction Conference:** Ardurra will attend the preconstruction conference, provide an overview of project, and assist with responses to contractor questions.
- 2.4 Site Visit:** Ardurra will attend one (1) site visit.

2.5 Virtual Meetings: Ardurra will attend two (2) virtual 1-hour meetings throughout the duration of construction.

Task 1 Deliverables: Conformed documents submitted via email (PDF)

TASK 3 Request for Information (RFI) Review

3.1 RFI: Ardurra will review and respond to contractor’s RFI and clarifications during construction and provide written recommendations to the District. Ardurra will respond to a maximum of six (6) non-structural RFI’s. Ardurra will coordinate structural RFI reviews with the engineering subconsultant as described in Task 6.

Task 3 Deliverables: Written RFI responses submitted via email (PDF)

TASK 4 Submittal/Shop Drawing Review

4.1 Submittals: Ardurra will review submittals and shop drawings for general conformance with the plans and specifications. Ardurra will respond to a total of fifteen (15) non-structural submittals. Ardurra will coordinate structural submittals with the engineering subconsultant as described in Task 6.

Task 4 Deliverables: Shop drawing review responses submitted via email (PDF)

TASK 5 Change Order Requests

5.1 Change Orders: Ardurra will assist the District in reviewing and providing an opinion of the change order requests received. Ardurra will respond to two (2) change orders.

Task 5 Deliverables: Written change order responses (PDF)

TASK 6 Structural Construction Support

6.1 Structural Services: As a subconsultant to Ardurra, Kelsey Structural (KS) will provide the following Structural Services.

- Assist with the review and recommendation of six (6) structural-related RFIs, and fifteen (15) structural-related submittals.
- Perform two (2) structural observations during construction per 2022 CBC requirements to verify general conformance with the contract documents. A written structural observation report shall be provided after the observation with comments and action items to be addressed by the contractor.
- Participate in three (3) virtual 1-hour meetings throughout the duration of construction.
- Provide final record drawings.

Task 6 Deliverables: Written responses, structural observation report, record drawings (PDF)

TASK 7 Inspection Support

7.1 Coating Inspection Services: As a subconsultant to Ardurra, Coating Specialists and Inspection Services, a Certerra Company (Certerra), will provide up to 120 hours of coating inspection services and consisting of the following:

- Participate in project start-up meetings, weekly job meetings, and any special interest meetings as required to discuss procedures, progress, problems, or outstanding issues.
- Provide support to ensure that technical issues and concerns are properly corrected and/or addressed.
- The Certerra inspector will ensure that the requirements of the Contract Specifications and manufacturer's technical data sheets for the various materials are strictly followed. PDCA P2-04, SSPC, NACE, and ASTM D3276 standard practices will be used as a guideline for proper procedures, where not called out in the specification or manufacturer's written PDS's.
- Checking of the contractor's compliance with the specifications will be accomplished by performing the following hold-point tasks as necessary, with the appropriate calibrated instruments for each:
 - Condition of Surfaces Prior to Preparation – The Certerra inspector will inspect the surfaces to be prepared to assure that grease and oil have been removed, and sharp edges are removed as specified. NACE Standard SP0178 will be used as acceptance criteria where areas are of concern.
 - Compressed Air Cleanliness – The Certerra inspector will check the air quality when production includes abrasive blast cleaning, substrate blow-down, or conventional application procedures. This will be accomplished in accordance with ASTM D4285.
 - Ambient Conditions – The Certerra inspector will monitor ambient conditions in accordance with ASTM E337 to assure that final blast cleaning and all coating application operations are not completed outside the specified requirements.
 - Surface Preparation – The Certerra inspector will examine the abrasives and equipment used for surface preparation for adequacy to do the work, as specified. Equipment pressures will be monitored. The inspector will check proper storage and size of abrasives, and that the proper degree of cleaning and surface profile or scarification is achieved.
 - Coating Preparation and Mixing – The Certerra inspector will observe the mixing of coatings to assure that all components are added and proportioned correctly and that any induction times are maintained. The inspector will check that any materials used are approved and that they are not used when the pot or shelf lives have been exceeded.
 - Coating Application – The Certerra inspector will examine the application equipment for cleanliness and adequacy to do the work. The inspector will observe application techniques to assure proper coverage without detrimental runs, pinholes, or other visually evident deficiencies. The

inspector will make spot checks of the wet film thickness in accordance with ASTM D4414 so that adjustments to the amount of material being applied can be made at the time of application to minimize the amount of rework after the coating has dried.

- Dry Film Thickness – The Certerra inspector will measure the dry film thickness (DFT) of each coat to assure that it complies with the specification requirements and manufacturers' instructions. DFTs will be monitored using a Type II film gage in accordance with ASTM D1186, SSPC-PA2, or as required (i.e. every 100 SqFt).
- Holiday Detection – Certerra will witness holiday detection and confirm performance of 100 percent holiday detection in accordance with NACE International's "Recommended Practice for Discontinuity (Holiday) Testing of Protective Coatings," (SP 0188-99), AWWA D102, and the specified requirements.
- Cure Evaluation – The Certerra inspector will evaluate the final cure of the applied lining in accordance with the manufacturer's recommended procedures, and or ASTM D5402, as required.
- Final Inspection – The Certerra inspector will perform a final inspection to evaluate the Contractor's final product. This will check that the final visual appearance (SSPC PA1), DFT measurements, holiday detection, cure testing, and so forth meet the project requirements.

Documentation - Certerra will submit daily reports to document the coating operations and occurrences to verify compliance with Contract documents.

7.2 Optional Service – Weld Verifications: *As a subconsultant to Ardurra, Certerra can provide optional Weld Verification Services.*

Certerra can provide a qualified fully trained and AWS certified welding inspector (CWI) throughout the progress of the project. Our scope of services is based on performing 32 hours of weld verifications. A welding inspection report will be issued for each day of verifications. Inspections will include the following applicable visual duties, as required by the project specification:

- *Welder Certification Verification - The welding inspector will review and evaluate any construction materials for compliance with the plans and specifications. The certifications of the welders and the planned welding procedures will be reviewed to determine compliance with the project's quality and specified requirements.*
- *Weld X-Ray Verifications - If applicable, Certerra will also provide verification that the weld X-ray technicians and procedures and results are in compliance with project specifications. If applicable, Certerra understands that the Contractor will be providing X-ray testing of welds. Certerra intends on reviewing the qualifications, procedures, and conclusions of the radiograph work completed by others.*

- *Visual Inspections - Weld inspection will complete a visual inspection of the tank welds and fit-ups. Unless called out differently in the project specifications, inspections will be made in accordance with NACE SP0178, AWS, and AWWA D100 testing criteria and procedures.*

TASK 8 Record Drawings

- 8.1 Record Drawings:** Upon completion of construction, Ardurra will prepare record drawings based on redlines prepared by the contractor and provided by the District. Ardurra will provide one set of draft drawings in PDF format for District inspector review. Following receipt of one set of comments, Ardurra will prepare and provide final record drawings (as-builts) in PDF format.

Task 8 Deliverables: Draft and Final Record Drawings (PDF)

ASSUMPTIONS

The scope of services presented above is based upon assumptions regarding tasks where the level of effort is difficult to accurately predict in advance (e.g. the actual number and quality of shop drawings, number of RFI's, number of meetings, project duration, etc.). If it appears that the estimated level of effort will be exceeded, Ardurra will coordinate in advance with the District to discuss the remaining budget and if an amendment is required.

The tasks above assume that Ardurra is coordinating and communicating with District staff, structural engineer, and coatings inspector and that the District is responsible for construction management, overall inspection, testing and administration of the project.

It is assumed that in accordance with generally accepted construction practices, the construction contractor will assume sole and complete responsibility for job site conditions during the course of project construction, including safety of all persons and property.

FEE

Ardurra proposes to perform the scope of work as described above on a time and materials basis in the not-to-exceed amount of **\$86,082** in accordance with the enclosed fee proposal and our 2025-26 rate schedule.

We sincerely appreciate the opportunity to provide this proposal and assist the District with this project. Please contact me at (949) 205-7196 or Ryan Huston at (858) 774-4847 should you have any questions or need additional information.



Sincerely,

A handwritten signature in blue ink that reads "Leah Russell".

Leah Russell, MS, ENV SP
Project Manager

A handwritten signature in blue ink that reads "Ryan Huston".

Ryan Huston, PE
Principal-in-Charge

FEE ESTIMATE
Joshua Basin Water District
E2-1 Reservoir Rehabilitation Project
Engineering Services During Construction (ESDC)

Task/ Subtask	Task/Subtask Description	Ardurra Personnel					Subtask Labor- Hours	Subtask Labor Cost	Direct Cost	Subconsultants			Subcontract incl 5% MU	Total Cost	
		Principal	QA/QC Review	Project Manager	Project Engineer	CAD Designer				Structural	Coatings Inspection	Subcontract incl 5% MU			Total Cost
		R. Huston	P. Mulvey	L. Russell		J. Froelicher				Kelsey	CSI Ceterra				
Task 1	Project Management, QA/QC	\$352	\$255	\$224	\$194	\$179									
1.1	Project Management	1		20			21	\$4,832						\$4,832	
1.2	QA/QC		16				16	\$4,080						\$4,080	
Task 2	Preconstruction Conference, Site Visit, Meetings													\$17,572	
2.1	Bid Addendum & Evaluation		12	16			28	\$6,644						\$6,644	
2.2	Conformed Documents	1		12	2		15	\$3,428						\$3,428	
2.3	Preconstruction Conference (1)	1		8	8		17	\$3,696	\$300					\$3,996	
2.4	Site Visit (1)			8			8	\$1,792	\$300					\$2,092	
2.5	Virtual Meetings (3)	1		3	2		6	\$1,412						\$1,412	
Task 3	Request for Information (RFI) Review													\$7,432	
3.1	RFI (6)			6	24	8	38	\$7,432						\$7,432	
Task 4	Submittal/Shop Drawing Review													\$9,568	
4.1	Submittals (15)			15	32		47	\$9,568						\$9,568	
Task 5	Change Order Requests													\$2,024	
5.1	Change Orders (2)	1		4	4		9	\$2,024						\$2,024	
Task 6	Structural Construction Support													\$18,672	
6.1	Structural Services			4	2		6	\$1,284		\$16,560		\$17,388		\$18,672	
Task 7	Inspection Support													\$18,530	
7.1	Coating Inspection Services			4	2		6	\$1,284			\$16,425	\$17,246		\$18,530	
7.2	Optional Service: Weld Verifications - SEE BELOW														
Task 8	Record Drawings													\$3,372	
8.1	Record Drawings			2	4	12	18	\$3,372						\$3,372	
		5	28	102	80	20	217								
		\$1,760	\$7,140	\$22,848	\$15,520	\$3,580		\$50,848	\$600	\$16,560	\$16,425	\$34,634		\$86,082	

TOTAL NOT-TO-EXCEED FEE: \$86,082

Task 7.2	Optional Service: Weld Verifications										\$5,340	\$5,607		\$5,607
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TOTAL NOT-TO-EXCEED FEE with Optional Service: \$91,689



ARDURRA GROUP, INC. (CALIFORNIA)
Standard Billing Rate Schedule (July Fiscal Year 2025-26)
Rates Effective July 1, 2025 through June 30, 2026

(Future years subject to review for Consumer Price Index escalation or 3%, whichever is greater)

ENGINEERING, MUNICIPAL, WATER, ENVIRONMENTAL, TRAFFIC, & SURVEYING SERVICES

STAFF	HOURLY RATE	STAFF	HOURLY RATE
Principal / Project Manager VI.....	\$352	Senior Structural Engineer.....	\$297
Project Manager V.....	\$344	Structural Engineer.....	\$233
QA/QC Manager.....	\$308	SUE Technician*.....	\$154
Project Manager IV.....	\$296	SWPPP Practitioner*.....	\$186
Project Manager III.....	\$275	Specialty Professional/Discipline.....	\$297
Project Manager II.....	\$255	Scientist VI.....	\$224
Project Manager I.....	\$224	Scientist V.....	\$214
Project Engineer VI.....	\$296	Scientist IV.....	\$179
Project Engineer V.....	\$235	Scientist III.....	\$168
Project Engineer IV.....	\$224	Scientist II.....	\$158
Project Engineer III.....	\$194	Scientist I.....	\$138
Project Engineer II.....	\$168	Planner VI.....	\$255
Project Engineer I.....	\$148	Planner V.....	\$240
Program Manager VI.....	\$255	Planner IV.....	\$224
Program Manager V.....	\$224	Planner III.....	\$184
Program Manager IV.....	\$204	Planner II.....	\$153
Program Manager III.....	\$194	Planner I.....	\$133
Program Manager II.....	\$173	Senior Landscape Architect.....	\$265
Program Manager I.....	\$158	Landscape Architect.....	\$196
Project / CAD Designer VI.....	\$204	Principal Architect.....	\$265
Project / Designer V.....	\$194	Senior/Associate Architect.....	\$233
Project / CAD Designer IV*.....	\$179	Architect.....	\$223
Project / CAD Designer III*.....	\$163	3-Person Survey Crew*.....	\$403
Project / CAD Designer II*.....	\$158	2-Person Survey Crew*.....	\$329
Project / CAD Designer I*.....	\$143	1-Person Survey Crew*.....	\$223
Administrative Assistant VI*.....	\$133	Survey Director.....	\$265
Administrative Assistant V*.....	\$122	Assistant Surveyor (not Licensed)*.....	\$196
Administrative Assistant IV*.....	\$112	GIS Analyst*.....	\$196
Administrative Assistant III*.....	\$102	GIS Specialist*.....	\$175
Administrative Assistant II*.....	\$97	Graphic Designer*.....	\$154
Administrative Assistant I*.....	\$92	Drone Operator*.....	\$196
Plan Check Engineer IV.....	\$287	Flow Monitoring Project/Data Manager.....	\$212
Plan Check Engineer III.....	\$239	Flow Monitoring Field Manager.....	\$191
Plan Check Engineer II.....	\$212	Flow Monitoring Field Supervisor*.....	\$159
Plan Check Engineer I.....	\$196	Flow Monitoring Field Technician III*.....	\$133
Senior Traffic Engineer.....	\$276	Flow Monitoring Field Technician II*.....	\$122
Traffic Engineer III.....	\$265	Flow Monitoring Field Technician I*.....	\$101
Traffic Engineer II.....	\$223	Community Relations Strategic Advisor.....	\$308
Traffic Engineer I.....	\$196	Community Relations Project Manager.....	\$276
Traffic Engineering Associate II.....	\$180	Community Relations Assistant Project Manager.....	\$244
Traffic Engineering Associate I.....	\$154	Community Relations Senior Account Coordinator.....	\$180
Traffic Engineering Technician III*.....	\$159	Community Relations Account Coordinator.....	\$154
Traffic Engineering Technician II*.....	\$138	Community Relations Specialist.....	\$167
Traffic Engineerin Technician I*.....	\$111	Community Relations Senior Graphic Artist.....	\$202
Sr. Grants Manager.....	\$244	Community Relations Graphic Artist.....	\$170
Grants Manager.....	\$180	Community Relations Account Assistant.....	\$133
Sr. Project Coordinator/Graphic Artist.....	\$202	Field Representative III.....	\$133
Project Coordinator/Graphic Artist.....	\$154	Field Representative II.....	\$122
Public Works Technician III*.....	\$159	Field Representative I.....	\$112
Public Works Technician II*.....	\$138		

AGREEMENT FOR CONSULTANT SERVICES

This Agreement for Consultant Services (“Agreement”) is made effective as of February 4, 2026 (“Effective Date”), by and between the JOSHUA BASIN WATER DISTRICT (“District”), a county water district organized and existing under California Water Code section 30000 *et. Seq.*, and Ardurra Group, Inc. (“Consultant”), an Engineering & Project Management firm. The District and the Consultant may be referred to herein individually as “Party” and collectively as the “Parties.”

RECITALS

A. The District desires to obtain the services of a consultant for purposes of the project or other activity(ies) described in Exhibit A attached to this Agreement (“Project”).

B. The Consultant represents and warrants that it has all licenses, certifications, approvals, resources, qualifications, skills, experience and other things as are necessary to fully and satisfactorily provide the below-listed services to the District as required by this Agreement.

C. The Parties have entered into this Agreement for purposes of setting forth the terms and conditions for the Consultant to perform the below-listed services for the District.

Now, in consideration of the foregoing and of the respective rights and obligations of the Parties set forth herein, the Parties agree as follows:

AGREEMENT

PART 1: SCOPE, TIMING, AND COMPENSATION FOR CONSULTANT SERVICES

Section 1.1 Scope of Services. The scope of the services to be performed by the Consultant under this Agreement (“Scope of Services”) is set forth in Exhibit B attached to this Agreement. In the event of a conflict or contradiction between this Agreement and the Consultant’s proposal for the services set forth herein, this Agreement shall prevail.

Section 1.2 Time for Completion. Time is of the essence with respect to this Agreement and the performance by the Consultant of each of its obligations under this Agreement. The Consultant shall complete the Scope of Services required under this Agreement not later than the final completion date and, if any, the applicable milestone dates specified in the “Services Schedule” set forth in Exhibit C attached to this Agreement. However, if, for any reason, the Project has not been (or likely will not be) completed before the final completion date or an applicable milestone date, with the result that the District continues to require services in connection with the Project, the District may request an extension of the term of this Agreement, and the Consultant shall not unreasonably refuse, condition, or delay its consent to such request. Upon receipt of any such request, the Parties shall amend this Agreement in writing to extend the term of this Agreement on substantially the same terms as set forth herein, except that the written amendment shall specify such adjustments to the Consultant’s compensation as agreed by the Parties. In the event the Scope of Services is modified per Section 1.5 herein, the written amendment to this Agreement providing for such modification shall specify any applicable modification to the time(s) for completion of the Scope of Services.

Section 1.3 Compensation. The District shall pay to the Consultant, in exchange for satisfactory performance by the Consultant of the Scope of Services required under this Agreement such all-inclusive compensation as is specified in Exhibit D attached to this Agreement. Such compensation shall be payable by monthly invoicing submitted to the District by the Consultant. The District shall pay undisputed invoices within thirty (30) days of receipt from the Consultant. The District may, within fifteen (15) days of receipt of a payment request from Consultant, reasonably request additional information and supporting documentation, in which case the District's time to pay the pending invoice shall be extended by an amount of time equal to the time in which it takes the Consultant to submit such information and/or documentation.

Section 1.5 Change in Scope of Services. The District may at any time request any decrease, reasonable increase, or reasonable other change in the Scope of Services. In response to any such request, the Consultant shall provide to the District a written proposal describing in reasonable detail: (i) the change; (ii) the impact of the change on the time required for performance of the Consultant's obligations under this Agreement; and (iii) the impact of the change on the cost to the District under this Agreement. Each proposal shall include proposed adjustments to the compensation payable to the Consultant using such basis (fixed fee, time & materials, etc.) as requested by the District. No proposal shall be valid or binding on the Parties unless incorporated into a written amendment to this Agreement that has been duly-approved, signed and delivered by both Parties. If the District requests deletions from the Scope of Services in writing or otherwise, under no circumstances shall the Consultant thereafter perform such Scope of Services unless the District further directs such performance in writing. The District may use the Services Schedule specified in Exhibit C and the Payment Schedule in Exhibit D hereto, or pro-rata adjustments thereof, to determine the adjustments attributable to any deletion from the Scope of Services. Otherwise, if the Parties cannot agree on or document the terms for any such deletion, the time for performance of the modified Scope of Services and the compensation to the Consultant for such modified performance shall be equitably adjusted through any dispute resolution method authorized by this Agreement. However, the Consultant shall not be entitled to any profit, overhead, or other amounts whatsoever related to the deleted portion of the Scope of Services.

PART 2: CONSULTANT STATUS AND ADMINISTRATION OF AGREEMENT

Section 2.1 Independent Contractor. The Consultant is, for all purposes related to this Agreement, an independent contractor to the District. Neither the Consultant nor any of its Sub-Consultants, or any officer, employee, or agent of either, shall be deemed or construed to be an officer, employee, or agent of the District because of this Agreement. The Consultant shall at all times conduct its activities in a manner consistent with its independent contractor status, and, except as provided in this Agreement, the Consultant shall have the right to determine the methods, means, and mechanisms by which it shall perform the Scope of Services. The Consultant shall not allow or permit any third-party person or entity to continue in any apparent belief that the Consultant or any Sub-Consultants, or any officer, employee, or agent of either, is a District officer, employee, or agent. The Consultant shall be responsible for ensuring compliance with all laws related to its employees and the employees of any Sub-Consultant, including, without limitation, workers' compensation and, if applicable, payment of prevailing wages. The Consultant's compensation under this Agreement shall not be increased because of any costs incurred by Consultant that are

attributable to such compliance hereunder.

Section 2.2 Consent Required to Use Sub-Consultants. The Consultant may use a Sub-Consultant to perform a portion of the Scope of Services under this Agreement only upon the District's prior written consent before the Consultant contracts with such Sub-Consultant. The District has sole discretion to deny, delay, or condition its approval of any proposed Sub-Consultants.

Section 2.3 Authorized Representatives. The Consultant shall designate in writing one person from its staff ("Consultant Representative") and one person from the staff of each of its Sub-Consultants (each a "Sub-Consultant Representative"), each of whom (except as provided in Section 6.3 herein if a different person is designated in Part 6) shall be: (i) the District's sole contact person for his/her entity; and (ii) responsible for and conduct all communications and other interactions between his/her entity and the District. The Consultant Representative and Sub-Consultant Representative must have the authority to make any and all decisions on the Consultant/Sub-Consultant's behalf involving the administration of this Agreement and the Scope of Services. The Consultant Representative and each Sub-Consultant Representative shall provide to the District their respective names, titles, telephone numbers, and other contact information. The Consultant Representative and Sub-Consultant Representatives shall be reasonably available to District, by telephone, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, and at such other times as they and the District may agree.

Section 2.5 Prohibited Interests. Consultant agrees to sign the Noncollusion Declaration attached hereto as Exhibit E before or concurrent with the Effective Date.

Section 2.6 Consultant and Sub-Consultant Capability. The Consultant and all Sub-Consultants represent and warrant that: (i) it has all the licenses required by law to enter into this Agreement and perform the Scope of Services; (ii) it shall be sufficiently skilled and qualified to perform the tasks, duties and responsibilities assigned to them by this Agreement or the Consultant; (iii) any and all persons performing the Scope of Services, including, without limitation, all Sub-Consultant employees, shall have the technical expertise and experience required to perform the Scope of Services in an efficient and timely manner; and (iv) it has sufficient financial, personnel, and other resources to adequately and timely perform the Scope of Services. Upon the District's request, the Consultant shall remove from the Project site, and prevent from performing any of the Scope of Services, any person whom the District determines is not performing the Scope of Services in a reasonable manner or is a threat to the safety of any person(s) or property. The Consultant shall not thereafter allow such person to perform any of the Scope of Services.

Section 2.7 Required Standard of Care. The Consultant shall perform or cause to be performed all Scope of Services using a level of care that is not less than the reasonable level of care employed by other consultants providing similar services within the State in similar circumstances, and considering the District's goals and any facilities, financial, or other constraints or parameters described to the Consultant either before or after the Effective Date.

Section 2.8 Compliance with Law. The Consultant shall perform the Scope of Services in compliance with all applicable federal, State, and local laws, regulations, ordinances, and other governmental requirements.

Section 2.9 Reliance on District Information. The District shall make available to Consultant all data and information in the possession of the District that the District deems necessary to the completion of the Scope of Services, and the District shall actively aid and assist Consultant in obtaining such information from other agencies and individuals. Except as specifically provided in the Scope of Services, the Consultant shall be entitled to rely on the accuracy and completeness of any and all information that the District provides to the Consultant, subject to any qualifications or limitations as the District may describe, and provided that the Consultant may so rely only if it would be reasonable to do so.

Section 2.10 Consultant Records. The Consultant shall prepare and maintain, using generally-accepted accounting principles, all financial and other records involving this Agreement and the Scope of Services, as appropriate or required by law (“Consultant Records”). Under Government Code Section 8546.7, the State Auditor may, for a period of three years following final payment hereunder, review, audit and/or copy the records of the Parties regarding each contract expending public funds in excess of \$10,000. The District and governmental entities with competent jurisdiction also shall have an independent right under this Agreement, for a period of five years after final payment hereunder, to review, audit, and/or copy the Consultant Records. The Consultant Records shall be available for inspection by the District, the State, and any governmental entity with competent jurisdiction, at all reasonable times during the five-year period after the final payment under this Agreement. Despite the foregoing, if the District or any governmental entity commences, but does not complete, an audit within such five-year period, the Consultant shall maintain the Consultant Records until the completion of such audit.

Section 2.11 District Ownership and Use of Documents. Any and all conceptual, preliminary, working, and final documents (originals and copies), presentations, computations, analyses, and other documents relevant to this Agreement, in whatever format or storage medium, obtained or prepared by the Consultant or any Sub-Consultant (each a “Project Document”) shall become and remain the District’s property. Except under this Agreement, and except for Project Documents submitted to a State agency or made for inclusion as part of the Consultant Records, the Consultant shall not permit any Project Document to be reproduced without the advance written approval of the District, regardless of whether the Consultant or any Sub-Consultant possesses the Project Document(s). The District may use the Project Documents as the District deems appropriate, with no additional compensation due to Consultant except as provided in this Agreement. The District shall have the unconditional right to use the Project Documents, for their intended purposes and, at District’s sole discretion, for any other purpose, with no additional compensation due to Consultant. Except as expressly agreed in writing, the District shall not be required to employ the Consultant in connection with any future use of the Project Documents. Notwithstanding anything to the contrary, the Consultant acknowledges and agrees that the District will rely on the accuracy and completeness of the Project Documents when used for their intended purposes. The District shall indemnify and hold the Consultant harmless with respect to any liabilities caused by District use of the Project Documents for other than their intended purposes.

Section 2.12 Security and Safety. If, in the prosecution of the work under this Agreement, it is necessary for Consultant to conduct field operations, security and safety of the job site will be the responsibility of Consultant, excluding, nevertheless, the security and safety of any facility of the District within the job site not under the control of Consultant.

Section 2.13 Prevailing Wages. Consultant acknowledges that the work to be performed

pursuant to this Agreement is related to a Public Works Project, as defined in Labor Code Section 1720 et seq. (“Prevailing Wage Law”). To the extent applicable to the Scope of Services to be performed under this Agreement, pursuant to Labor Code Section 1771, for public works project greater than \$1,000, Consultant shall: (1) pay the general prevailing rate of per diem wages to all workers employed on contracted projects as established by the California Department of Industrial Relations (“DIR”); (2) shall be, along with any subcontractor performing work under this Agreement, registered with DIR and qualified to perform work pursuant to Labor Code Sections 1725.5 and 1771.1; (3) be responsible for providing proof of current registration for both Consultant and any subcontractor prior to performing any work, and contracts with unregistered contractors shall be subject to cancellation by the District. Consultant acknowledges that, if the Scope of Services falls within the requirements of the Prevailing Wage Law, this Agreement is subject to compliance monitoring and enforcement by DIR. Labor Code Sections 1735, 1775, 1776, 1777.5-1777.7, and 1810-1815 are incorporated into and, as applicable, are a fully operative part of this Agreement, and Consultant shall be responsible for compliance therewith.

PART 3: CONSULTANT INSURANCE

Section 3.1 Required Insurance. Consultant shall procure and maintain for the duration of this Agreement insurance, consistent with the requirements set forth in Exhibit F attached to this Agreement, against claims for injuries or death to persons or damages to property that may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, its agents, representatives, employees or sub-contractors.

PART 4: INDEMNIFICATION BY CONSULTANT

Section 4.1 General Requirement. To the maximum extent authorized by law, the Consultant shall defend, indemnify, and hold-harmless the District, its Board of Directors, and each member thereof, and the District’s other officers, employees, consultants, and agents (collectively, not including the District, the “District Agents”), and each of them, from and against any and all claims, demands, actions, other proceedings, liens, judgments, damages, losses, costs, reasonable attorney’s fees, expenses, and other liabilities of any nature arising from or directly or indirectly relating to: (1) the performance of the Scope of Services by Consultant, any Sub-Consultant, or anyone working under or for the Consultant or any Sub-Consultant; (2) actual or alleged negligence, recklessness, or willful misconduct by Consultant, any Sub-Consultant, or anyone working under or for the Consultant or any Sub-Consultant; and/or (3) the performance of this Agreement by Consultant, any Sub-Consultant, or anyone working under or for the Consultant or any Sub-Consultant. Any defense of the District and/or District Agents shall be by qualified and appropriately experienced legal counsel reasonably acceptable to the District, but selected and retained by the Consultant at its sole cost. **The foregoing provisions of this Section are intended to be, and shall be interpreted in a manner that is, consistent with Civil Code Section 2782.8, if applicable, as it exists as of the Effective Date. The Consultant’s obligations under this Section shall survive the expiration or termination of this Agreement.**

Section 4.2 Limitation on Consultant Obligations. The Consultant shall not be obligated under this Part 4 to the extent any claim, demand, action, judgment, damage, loss, cost or expense, or other liability results from the active negligence, sole negligence, or willful misconduct of the District or any District Agent. In each such event, the Parties shall be responsible and liable on a comparative basis.

Section 4.3 District Settlement of Disputes. Without jeopardizing or compromising any of its rights under this Agreement, or as are available under the law, the District may settle any claim, demand, action, or other legal proceeding brought against the District or District Agents on terms the District Board reasonably determines to be in the District's best interests. The District shall not have any right to settle any claim, demand, action, or other legal proceeding brought against the Consultant or any Sub-Consultant. Before settling, the District shall attempt to obtain the Consultant's consent to each such settlement, and the Consultant shall not unreasonably deny, delay, or condition its approval. If the Parties cannot agree on the terms for settlement of any dispute, with the result that the Consultant does not consent to the settlement, the District may nonetheless settle the dispute.

Section 4.4 Payment of Costs. The Consultant shall reimburse the District for, or upon the District's request Consultant shall directly pay, any costs, expenses, attorney's fees, penalties, judgments, settlements, and other amounts paid or owed by the District that are payable by the Consultant under the indemnity provisions of this Agreement. The Consultant shall pay each such amount when such amount is due or within thirty days of receipt of a written invoice from the District. Any late payments by the Consultant shall accrue interest at the maximum legal rate.

Section 4.5 Insurance Not a Limitation. The Consultant's obligations under this Part 4 shall not be deemed to be: (i) conditioned upon, or in any manner limited by, the any insurance coverage maintained by a Party or other person or entity; or (ii) conditioned upon the receipt by any person or entity of, or limited to the amount of, any insurance proceeds.

Section 4.6 Survival of Obligations. For all acts, omissions, or incidents occurring before termination of this Agreement, the Consultant's obligations under this Part 4 shall survive termination of this Agreement, regardless of whether the Consultant has then completed the Scope of Services.

Section 4.7 Sub-Consultant Indemnity. The Consultant shall require in its agreements with its Sub-Consultants that each Sub-Consultant independently comply with all requirements of this Part 4 related to indemnifying, holding-harmless, and defending the District, unless and only to the extent the District specifically provides otherwise in writing. The Consultant shall be responsible for ensuring that its agreements with Sub-Consultants comply with this Part 4.

Section 4.8 Attorney's Fees. Notwithstanding anything to the contrary, no person, entity, or party, including but not limited to the District and the Consultant, shall be allowed to recover attorney's fees that are incurred to enforce or defend this Agreement.

PART 5: TERMINATION OF AGREEMENT AND CONSULTANT SERVICES

Section 5.1 Termination Due to Expiration or Completion. Unless earlier terminated per this Part 5, this Agreement shall terminate upon: (i) expiration of the period in Section 1.2 for completion of the Scope of Services or, if the Consultant has not then completed all of the Scope of Services, upon such later date as agreed in writing by the Parties; or (ii) upon completion of the Scope of Services and final payment by the District to the Consultant.

Section 5.2 District Termination for Convenience. The District, without need for cause,

may terminate this Agreement with respect to some or all of the Scope of Services by providing written notice of termination to the Consultant. Such termination shall be effective immediately upon receipt of the notice by the Consultant.

Section 5.3 District Termination for Breach of Warranties. If the District determines at any time that any of the Consultant's representations and/or warranties in this Agreement are untrue or incorrect, the District shall have the right to terminate this Agreement immediately and without liability (including, without limitation, any liability for paying any further compensation to the Consultant), and the Consultant shall be liable to the District for all costs, expenses and damages arising therefrom. The Consultant's representations and warranties under this Agreement shall survive termination of this Agreement.

Section 5.4 District Termination for Cause. In addition to other termination rights under this Agreement, the District may give the Consultant written notice of the District's intent to terminate this Agreement for cause if the District determines that the Consultant has failed to perform some or all of the Scope of Services in a satisfactory and timely manner, or if the Consultant has otherwise breached this Agreement. The Consultant shall have ten (10) days following receipt of the notice of intent to terminate to cure its failure or breach, or to make arrangements satisfactory to the District for cure of its failure or breach. If the Consultant fails within such ten-day period to cure or make satisfactory arrangements, the District may terminate this Agreement by giving written notice of termination to the Consultant, and such termination shall be effective immediately upon Consultant's receipt of the notice of termination. Nothing in this Agreement shall be deemed as a waiver by the Consultant of any rights it may have regarding a wrongful termination by the District.

Section 5.5 Consultant Termination for Cause. The Consultant may give the District written notice of the Consultant's intent to terminate this Agreement for cause if the Consultant reasonably determines that the District has breached any of its material obligations under this Agreement. The District shall have: (i) fourteen (14) days following receipt of the notice of intent to terminate to cure (or to make arrangements satisfactory to the Consultant for cure of) a breach arising from any failure by the District to pay any undisputed amount owed to the Consultant; and (ii) thirty (30) days following receipt of such notice of intent to terminate to cure (or to make arrangements satisfactory to the Consultant for cure of) a breach of any other nature. If the District fails within the applicable period to cure a breach or to make satisfactory arrangements, the Consultant may terminate this Agreement by giving written notice of termination to the District. Such termination shall be effective immediately upon the District's receipt of the notice of termination. Nothing in this Agreement shall be deemed as a waiver by the District of any rights it may have regarding a wrongful termination by the Consultant.

Section 5.6 Compensation to Consultant upon Termination. Subject to all other provisions of this Agreement, in the event of any termination of this Agreement, in whole or in part, under Section 5.2, 5.4 or 5.5 of this Agreement, the District shall, with respect to the terminated portion of the Scope of Services, compensate the Consultant for the Scope of Services that the Consultant satisfactorily performed before termination, consistent with the Payment Schedule set forth in Exhibit D hereto, plus reimbursement for expenses authorized under Section 1.4. Nothing in the foregoing shall be deemed to constitute a waiver or release of any damages that a Party incurs as a result of a breach by the other Party, and each Party shall be entitled to offset any and all such damages from amounts otherwise payable to the other Party under this Agreement.

Section 5.7 Consultant to Provide Copies of Project Documents. If for any reason this Agreement is terminated, in whole or in part, the Consultant shall, not later than seven (7) days following the effective date of the termination, provide to the District copies of all Project Documents. Satisfaction of the Consultant's obligations under this Section shall be a condition precedent to the District's obligation to pay any compensation or reimbursement to the Consultant under this Agreement.

PART 6: GIVING OF NOTICE

Section 6.1 General Requirements. Any and all demands and notices required or permitted under this Agreement (each a "Notice") shall be in writing and shall be served per this Part 6.

Section 6.2 Methods of Delivery. Each Notice shall be sent via: (i) personal delivery (with name and signature of recipient obtained on delivery receipt); (ii) registered or certified United States mail (postage pre-paid and return receipt requested); (iii) FedEx, U.P.S. or other reliable, private delivery service (with name and signature of recipient obtained on electronic or other delivery receipt); or (iv) email (with printed confirmation of transmission from the sender's machine or device to be provided to recipient upon request, and with the original of the Notice overnighted within 12 hours after transmission). Neither Party may unreasonably refuse to accept delivery of any Notice and any unreasonable refusal by a Party shall be deemed a material breach under this Agreement.

Section 6.3 Persons to Whom Notices Must be Sent. Notices sent to a Party shall be addressed and delivered to that Party's representative listed in Exhibit G to this Agreement. A Party shall give Notice of any change in the Party's address, person to whom attention should be directed, or email address, by giving notice under this Part 6. If any information applicable to a Party or its representative changes, and the Party does not give notice of such change per this Part 6, any subsequent Notices addressed and delivered to the Party's old contact information shall be deemed to have been served per Section 6.4, regardless of whether "actual receipt" has occurred.

Section 6.4 Effect of Receipt. A Notice shall be deemed served only upon actual receipt by the addressee. For email, "actual receipt" shall mean delivery to the recipient's email inbox. However, any Notice (including email Notices) delivered after 4:00 p.m. on any weekday, at any time on a weekend (Saturday or Sunday), at any time on a federal or State holiday, or at any time on a District furlough day mandated by the State or the District Board, the Notice shall be deemed to have been served as of 9:00 a.m. on the next business day.

Section 6.5 Applicability of Notice Requirements. The requirements of this Part 6 shall not apply to: (i) communications between the Parties for the day-to-day administration of this Agreement or the performance of the Scope of Services; or (ii) service of process per any applicable law or court rule.

PART 7: INTERPRETATION OF AGREEMENT

Section 7.1 Fair and Reasonable Interpretations. Before execution and delivery of this Agreement, each Party has received, or had unqualified opportunities to receive, independent legal advice from its legal counsel with respect to the advisability of executing this Agreement and the meaning of the provisions herein. The provisions of this Agreement, therefore, shall be construed

based on their fair and reasonable meaning, and not for or against any Party based on whether such Party or its legal counsel was responsible for drafting this Agreement or any particular provision herein.

Section 7.2 Headings and Captions. The headings and captions set forth in this Agreement are for the convenience of the reader only and shall not be deemed to establish, define, or limit the meaning of any Part, Section or other provision.

Section 7.3 Recitals and Exhibits. Each Recital contained herein and each Exhibit referenced herein and attached hereto is incorporated as an effective and operative provision of this Agreement.

Section 7.4 Meaning of “Days.” Except as expressly otherwise provided in this Agreement, each reference in this Agreement to a specific number of days shall mean consecutive calendar days, not business days.

Section 7.5 Entire Agreement. This Agreement constitutes the entire understanding and agreement between the Parties regarding the Project and the Scope of Services, and all prior and contemporaneous agreements, representations, and understandings of the Parties relating to such subject matters, whether oral or written, are hereby superseded and replaced.

Section 7.6 Modifications of Agreement. This Agreement may be modified only by means of duly-approved written agreement executed and delivered by both Parties.

Section 7.7 Waiver. A waiver by a Party of any provision of this Agreement shall be binding only if the waiver is set forth in writing and has been duly approved and executed by the waiving Party. Unless so specified in the written waiver, a waiver by a Party of any provision of this Agreement shall not constitute a waiver of any other provision(s) herein, similar or not, and shall not be construed as a continuing waiver. Except as waived per this Section, neither the failure by a Party at any time to require performance of any requirement of this Agreement, nor any forbearance or indulgence of the Party regarding such requirement, shall in any manner affect the Party’s right at a later time to enforce the same or any other provision of this Agreement.

Section 7.8 Governing Law and Venue. This Agreement shall be governed by and interpreted per the laws of the State. Any action, arbitration, or other proceeding arising from this Agreement shall be initiated and conducted only in the County of San Bernardino, California.

Section 7.9 Correct Legal Requirements Deemed Included. Each and every provision required by any applicable law to be included in this Agreement is hereby deemed to be so included, and this Agreement shall be construed and enforced as if all such provisions are so included. If, for any reason, any provision required by any applicable law is not expressly included herein, or is not correctly included herein, then, upon request of either Party, this Agreement shall be amended to include or incorporate, or to correctly include or incorporate, such provision.

Section 7.10 Severability. If a court of competent jurisdiction determines, for any reason, that any provision or requirement of this Agreement is invalid or unenforceable, such determination shall not invalidate or render unenforceable any other provision or requirement of this Agreement. In such event, the provisions and requirements that are not the subject of the court’s determination

shall be interpreted, to the extent permitted by law, in a manner that is consistent with the intent and purpose underlying the invalid or unenforceable provision or requirement.

Likewise, if a court of competent jurisdiction determines, for any reason, that any provision or requirement of this Agreement is invalid or unenforceable as applied to a specific person or entity, such determination shall not affect the applicability of such provision or requirement to other persons or entities. In such event, the provisions and requirements that are not the subject of the court's determination shall be interpreted, to the extent permitted by law, in a manner that is consistent with the intent and purpose underlying the inapplicable provision or requirement.

Section 7.11 Successors and Assigns. The Consultant may not assign this Agreement without the prior written consent of the District, and any attempt to do so shall be null and void. Subject to the foregoing, this Agreement shall inure to the benefit of, and be binding on, the Parties' authorized successors and assigns.

Section 7.12 No Third-Party Beneficiaries. The Parties have entered into this Agreement solely for their own purposes, and this Agreement shall not be deemed or construed to: (i) benefit any third party; (ii) create any right for any third party; or (iii) except as provided by law, provide a basis for any claim, demand, action, or other proceeding by any third party.

Section 7.13 Agreement is Public Record. Notwithstanding anything to the contrary: (i) nothing in this Agreement shall be deemed to constitute confidential information; and (ii) this Agreement is a public record which the District may disclose per State law or otherwise.

(The remainder of this page intentionally left blank.)

PART 8: EXECUTION OF AGREEMENT

Section 8.1 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and all of which, taken together, shall constitute one and the same instrument. Signature pages may be detached from counterpart originals and combined to physically form one or more copies of this Agreement having original signatures of both Parties. Signature pages sent via email shall also constitute original signatures under this Agreement.

Section 8.2 Due Authority. Each person signing this Agreement on behalf of a Party represents and warrants that he or she has been duly authorized by such Party to sign, and thereby bind such Party to, this Agreement.

IN WITNESS WHEREOF, the authorized representatives of the Parties have executed this Agreement as evidenced by their signatures below.

ARDURRA GROUP, INC.

By: _____
Print Name: _____
Title: _____
Fed. Tax ID No: _____
Email: _____

Date Signed: _____

JOSHUA BASIN WATER DISTRICT

By: _____
Sarah Johnson, General Manager
sjohnson@jbwd.com

Date Signed: _____

EXHIBIT D
Consultant Compensation

(A) Consultant Fee (Check the boxes as applicable):

In exchange for satisfactory performance of the Scope of Services, the District shall pay to the Consultant the compensation set forth below, which shall be all-inclusive, full and final compensation to the Consultant for the Scope of Services provided, and shall include any and all overhead, profit, and other amounts potentially payable to Consultant for the specified Scope of Services:

- Lump sum of \$ _____ to be paid by task, allocated as set forth in the Payment Schedule below, or in a one-time payment made upon completion of the Scope of Work.
- “Not-to-exceed” amount of \$91,689 to be paid by task, allocated as set forth in the Payment Schedule below, or on a time-and-materials basis, allocated as set forth in the Hourly Rate Schedule below.
- Other: _____

(A.1) Payment Schedule:

<i>Task</i>	<i>Portion of Total Fee Due</i>
See Exhibit B Proposal	Not to exceed \$ _____
	Not to exceed \$ _____

(A.2) Hourly Rate Schedule (Check the boxes as applicable):

The District shall compensate the Consultant for Scope of Services provided on a time-and-materials basis based on the hourly rates specified below.

See attached hourly rate schedule; or

Personnel Charges – Hourly Rates

_____ \$ _____ / hr.
_____ \$ _____ / hr.

EXHIBIT E
Noncollusion Declaration

Project: E2-1 Reservoir Rehabilitation Project Proposal for Engineering Services During Construction

Consultant: Ardurra Group, Inc.

The undersigned hereby declares:

I, _____ (insert name) am the _____
(insert position/title) for the Consultant.

I represent and warrant that: (i) Consultant has not employed or retained any company or person (excepting any bona fide employee working solely for Consultant) to solicit or otherwise cause the District to enter into the Agreement for Consultant Services (“Agreement”); (ii) Consultant has not paid, agreed to pay, or otherwise provided to, any company or person, including, but not limited to, any District officer, employee or agent (but excepting any bona fide employee working solely for Consultant), any fee, commission, percentage, brokerage fee, gift, favor, or other consideration contingent upon or resulting from the District entering into the Agreement; and (iii) to the Consultant’s knowledge, the making of the Agreement shall not result in any person having any conflict of interests under Government Code Section 1090, the California Political Reform Act (Government Code Section 87100 et seq.), or other California law, including the common law.

I hereby represent that I have the full power to execute, and do execute, this declaration on behalf of the Consultant.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date],
at _____ [city], _____ [state].

Representative Printed Name: _____

Representative Signature: _____

Date Signed: _____

EXHIBIT F

Insurance Requirements

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or sub-contractors.

Coverage - Coverage shall be at least as broad as the following:

1. **Commercial General Liability (CGL)** - Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to District) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability** – (if necessary) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.
3. **Workers' Compensation Insurance** - as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. **Waiver of Subrogation:** The insurer(s) named above agree to waive all rights of subrogation against the District, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the Agency; but this provision applies regardless of whether or not the District has received a waiver of subrogation from the insurer.
4. **Professional Liability** - Insurance appropriate to the Consultant profession, with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.

If Claims Made Policies:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**
3. If coverage is canceled or non-renewed, and not **replaced with another claims-made policy form with a Retroactive Date** prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of **five (5) years** after completion of contract work.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District.

Other Required Provisions - The general liability policy must contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status:** The District, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.
2. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the District, its directors, officers, employees and authorized volunteers. Any insurance or self-insurance maintained by the District its directors, officers, employees and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

Self-Insured Retentions - Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or District. .

Acceptability of Insurers - Insurance is to be placed with insurers having a current A.M. Best rating of no less than A: VII or as otherwise approved by District.

Verification of Coverage – Consultant shall furnish the District with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration pages and Endorsement pages.

Sub-contractors - Consultant shall require and verify that all sub-contractor maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that District its directors, officers, employees, and authorized volunteers are an additional insured are an additional insured on Commercial General Liability Coverage.

EXHIBIT G
Parties' Representatives

Each Party's representative, address, and other contact information for purposes of Notices given under Part 6 of this Agreement are as follows:

District Contact Information:

Joshua Basin Water District
Attn: Sarah Johnson, General Manager
61750 Chollita Rd.
Joshua Tree, CA 92252
Phone: (760) 366-8438
E-mail: sjohnson@jbwd.com

Consultant Contact Information:

Ardurra Group, Inc.
Attn: Ryan Huston
43410 Business Park Dr.
Temecula, CA 92590
Phone: (951) 396-4980
E-mail: rhuston@ardurra.com



AGENDA ITEM NO:	7D
MEETING DATE:	02.04.26

Staff Report

PRESENTED BY:	Anne Roman, Director of Finance
TOPIC:	DECEMBER 2025 CHECK REGISTER
RECOMMENDATION:	Approve check register.

SUMMARY: The December 2025 check register is presented for review and approval. **This register contains checks, most of which have previously been reviewed and signed by various Directors.** The regular check register totals \$526,667.04, payroll processing register \$3,383.68, utility refunds of \$2,576.87 and Director stipends of \$5,800.

ANALYSIS: The check register includes the following notable items:

- Reimbursements to several employees for certification exams, CDL permit, and safety boots.
- Mileage and expense reimbursements to several directors.
- Several meter reconciliation refunds.
- Final payment to NBS for “Cost Allocation Plan / Indirect Cost Rate Analysis”.
- First payment to Rojas Public Affairs under new contract.
- SWRCB (State Water Resources Control Board) permit fees for HDMC (reimbursable) and permit and water system fees for JBWD.
- West Coast Civil work under recently-established general engineering contract and for the Spill Prevention Plan.
- The Payroll processing cost register includes \$1,075,44 of payroll and FSA processing costs, with the remainder in employee-funded FSA reimbursements.

The Board may inquire about these or any additional transactions, as desired.

The regular check register totals \$526,667.04, payroll processing register \$3,383.68, utility refunds of \$2,576.87 and Director stipends of \$5,800.

RECOMMENDED ACTION: Approve check register.

FISCAL IMPACT: N/A



Joshua Basin Water District

Check Report

By Vendor DBA Name

Date Range: 12/01/2025 - 12/31/2025

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP-AP Cash						
000501	ACWA JPIA	12/17/2025	Regular	0.00	39,285.34	67853
0707824	Invoice	12/17/2025	EE HEALTH BENEFIT & EAP - 01/2026	0.00	39,285.34	
013998	AMAZON CAPITAL SERVICES INC	12/17/2025	Regular	0.00	1,429.31	67854
1CGT-16KL-QHWV	Credit Memo	12/17/2025	CREDIT: UNIFORM	0.00	-34.42	
1HV1-9QTJ-QVLC	Invoice	12/17/2025	OFFICE SUPP/UNIFORMS/SHOP OFFICE/BLDG MAINT	0.00	1,253.29	
1MHF-DMLN-QH...	Credit Memo	12/17/2025	CREDIT: UNIFORM	0.00	-35.58	
1QYC-6769-R9RX	Credit Memo	12/17/2025	CREDIT: UNIFORM	0.00	-206.52	
1TCP-T4W3-QW...	Invoice	12/17/2025	CANON SCANSNAP IX2500 DOCUMENT SCANNER	0.00	452.54	
013019	ARBORIST SERVICES	12/17/2025	Regular	0.00	950.00	67869
9226	Invoice	12/17/2025	DEMO GARDEN/BUILD MAINT 11/16/25 - 12/15/25	0.00	950.00	
014104	ARDURRA GROUP INC	12/03/2025	Regular	0.00	520.00	67808
175736	Invoice	12/03/2025	ENGINEERING SVS: E2-1 TANK 10/01/25 - 10/31/25	0.00	520.00	
000950	ASSOCIATION OF THE SB CO SPEC DISTRICTS	12/17/2025	Regular	0.00	300.00	67855
459	Invoice	12/17/2025	2026 MEMBERSHIP	0.00	300.00	
000950	ASSOCIATION OF THE SB CO SPEC DISTRICTS	12/17/2025	Regular	0.00	126.00	67856
443	Invoice	12/17/2025	DINNER 11/17/25: FICK, JARLSBERG & DOOLITTLE	0.00	126.00	
013863	ATKINSON ANDELSON LOYA RUUD AND ROMO	12/17/2025	Regular	0.00	10,577.92	67857
771531	Invoice	12/17/2025	LABOR LEGAL SERVICES - 11/2025	0.00	1,336.13	
771544	Invoice	12/17/2025	LEGAL SERVICES - 11/2025	0.00	9,241.79	
000214	BABCOCK LABORATORIES INC	12/03/2025	Regular	0.00	397.74	67809
CK51626-2287	Invoice	12/03/2025	SAMPLING	0.00	283.14	
CL50002-2287	Invoice	12/03/2025	SAMPLING	0.00	114.60	
000214	BABCOCK LABORATORIES INC	12/17/2025	Regular	0.00	456.16	67858
CL50194-2287	Invoice	12/17/2025	SAMPLING	0.00	133.70	
CL50679-2287	Invoice	12/17/2025	SAMPLING	0.00	114.60	
CL50866-2287	Invoice	12/17/2025	SAMPLING	0.00	207.86	
004110	BURRTEC WASTE AND RECYCLING SVCS	12/17/2025	Manual	0.00	189.90	902856
N1354333	Invoice	12/17/2025	TRASH & RECYCLING (OFFICE) - 12/2025	0.00	189.90	
001517	CalPERS	12/05/2025	Manual	0.00	13,074.59	902851
PPE 11-28-25	Invoice	12/05/2025	PAY PERIOD ENDING 11/28/25	0.00	13,074.59	
001517	CalPERS	12/19/2025	Manual	0.00	13,069.65	902860
PPE 12-12-25	Invoice	12/19/2025	PAY PERIOD ENDING 12/12/25	0.00	13,069.65	
014075	CARBON HEALTH MEDICAL GROUP OF CALIFOR	12/03/2025	Regular	0.00	345.00	67810
51684	Invoice	12/03/2025	DOT PHYSICAL	0.00	345.00	
001555	CENTRTEL LLC	12/03/2025	Regular	0.00	831.32	67811
251202252101	Invoice	12/03/2025	DISPATCH SERVICES - 11/2025	0.00	831.32	
000510	CHARTER COMMUNICATIONS	12/17/2025	Regular	0.00	570.00	67859
116905701120125	Invoice	12/17/2025	INTERNET SERVICES - 12/2025	0.00	570.00	
014052	CJ BROWN AND COMPANY CPAS - AN ACCOUN	12/17/2025	Regular	0.00	2,497.00	67860
CJBC113025	Invoice	12/17/2025	FINANCIAL AUDIT 24/25 - 11/2025	0.00	2,497.00	

Check Report

Date Range: 12/01/2025 - 12/31/2025

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
000237	COLONIAL LIFE AND ACCIDENT INSURANCE CO	12/03/2025	Manual	0.00	838.76	902849
39905611107758	Invoice	12/03/2025	EE LIFE INSURANCE - 11/2025	0.00	838.76	
013373	CORE AND MAIN LP	12/03/2025	Regular	0.00	16,842.84	67812
Y067868	Invoice	12/03/2025	INVENTORY	0.00	2,539.02	
Y076809	Invoice	12/03/2025	INVENTORY	0.00	14,303.82	
013373	CORE AND MAIN LP	12/17/2025	Regular	0.00	1,664.74	67861
Y120165	Invoice	12/17/2025	INVENTORY	0.00	1,664.74	
014184	DANN EUGENE NEUGEBAUER	12/03/2025	Regular	0.00	2,130.15	67813
DEN120325	Invoice	12/03/2025	METER INSTALL REFUND	0.00	2,130.15	
014108	DAVID FICK	12/17/2025	Regular	0.00	391.80	67862
DF120925	Invoice	12/17/2025	MILEAGE & PARKING FEES REIMBURSEMENT	0.00	391.80	
014064	DIGIUM CLOUD SERVICE	12/17/2025	Regular	0.00	761.61	67880
INV00357198	Invoice	12/17/2025	OFFICE TELEPHONE - 12/2025	0.00	761.61	
013928	DIRTY BOYS DESIGNZ	12/03/2025	Regular	0.00	152.25	67819
52707	Invoice	12/03/2025	UNIFORM LOGO EMBROIDERY	0.00	152.25	
014126	DUTHIE POWER SERVICES	12/03/2025	Regular	0.00	2,922.75	67814
A149401	Invoice	12/03/2025	GENERATOR MAINT: GR3	0.00	1,463.73	
A149402	Invoice	12/03/2025	GENERATOR MAINT: GR4	0.00	1,459.02	
013991	EIDE BAILLY LLP	12/17/2025	Regular	0.00	4,034.55	67863
EI01970295	Invoice	12/17/2025	ACCOUNTING/AUDIT SERVICES - 09/2025	0.00	4,034.55	
000156	FORSHOCK	12/03/2025	Regular	0.00	304.00	67825
2500185	Invoice	12/03/2025	MONTHLY SCADA MONITORING - 12/2025	0.00	38.00	
2500186	Invoice	12/03/2025	MONTHLY SCADA MONITORING - 12/2025	0.00	266.00	
013222	FRONTIER COMMUNICATIONS INC	12/17/2025	Manual	0.00	294.42	902857
FC1225	Invoice	12/17/2025	HDMC WWTP - TELEPHONE - 12/2025	0.00	294.42	
000058	GARDA CL WEST INC	12/03/2025	Regular	0.00	786.26	67815
10834502	Invoice	12/03/2025	ARMORED COURIER - 12/2025	0.00	786.26	
013802	HASA INC	12/17/2025	Regular	0.00	909.04	67864
1090014	Invoice	12/17/2025	WATER TREATMENT EXPENSE	0.00	909.04	
004165	HI GRADE MATERIALS CO	12/03/2025	Regular	0.00	1,357.16	67816
274925	Invoice	12/03/2025	MAINLINE/LEAK REPAIR - CLEAN UP	0.00	484.52	
275130	Invoice	12/03/2025	MAINLINE/LEAK REPAIR - CLEAN UP	0.00	872.64	
004195	HOME DEPOT CREDIT SERVICES	12/17/2025	Manual	0.00	751.65	902855
HD1125	Invoice	12/17/2025	SMALL TOOLS/TANK & RESERVOIR MAINT/SHOP EXP	0.00	751.65	
013797	INFOSEND INC	12/17/2025	Regular	0.00	4,136.77	67866
299757	Invoice	12/17/2025	PRINT & MAIL WATER BILL - 11/2025	0.00	4,136.77	
013369	ISHRED INCORPORATED	12/17/2025	Regular	0.00	70.00	67867
9841	Invoice	12/17/2025	ARCHIVE RECORD SHREDDING - 12/04/2025	0.00	70.00	
014119	JANE JARLSBERG	12/03/2025	Regular	0.00	315.00	67818
JJ112025	Invoice	12/03/2025	MILEAGE REIMBURSEMENT	0.00	126.70	
JJ120125	Invoice	12/03/2025	MILEAGE & PARKING REIMBURSEMENT	0.00	188.30	
014130	JOSEPH M. VINCENT	12/03/2025	Regular	0.00	65.00	67820
JV112425	Invoice	12/03/2025	REIMBURSEMENT: T2 EXAMINATION	0.00	65.00	
014130	JOSEPH M. VINCENT	12/17/2025	Regular	0.00	100.06	67868
JV120825	Invoice	12/17/2025	REIMBURSEMENT: CDL LEARNERS PERMIT	0.00	100.06	

Check Report

Date Range: 12/01/2025 - 12/31/2025

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
013942 JT120225	JUSTIN M TUTTLE Invoice	12/03/2025	12/03/2025 REIMBURSEMENT: SAFETY BOOTS	Regular	0.00 0.00	350.00 350.00	67821
009054 25-1130-1	KATHLEEN J RADNICH Invoice	12/03/2025	12/03/2025 PUBLIC RELATIONS SERVICES - 11/2025	Regular	0.00 0.00	4,500.00 4,500.00	67822
000205 JAN-MAR 26	LORI G HERBEL Invoice	12/17/2025	12/17/2025 PUBLIC INFO/FARMER'S MARKET 01/10/26 - 03/28/26	Regular	0.00 0.00	420.00 420.00	67870
006504 38068	MC CALL'S METERS SALES & SERVICE Invoice	12/03/2025	12/03/2025 FLOWMETER WELL 15	Regular	0.00 0.00	8,121.12 8,121.12	67823
006507 55632081 55644794	McMASTER CARR SUPPLY COMPANY Invoice Invoice	12/03/2025 12/03/2025	12/03/2025 SHOP EXPENSE TANK & RESERVOIR MAINTENANCE: E2-1	Regular	0.00 0.00 0.00	366.70 296.90 69.80	67824
006507 56323546 5658970	McMASTER CARR SUPPLY COMPANY Invoice Invoice	12/17/2025 12/17/2025	12/17/2025 SHOP EXPENSE MAINLINE/LEAK REPAIR SUPPLIES	Regular	0.00 0.00 0.00	289.85 188.47 101.38	67872
014042 MSR120525	MISSION SQUARE RETIREMENT Invoice	12/05/2025	12/05/2025 EE & ER 457 REMITTANCE - 12/05/25	Manual	0.00 0.00	3,411.00 3,411.00	902852
014042 MSR121925	MISSION SQUARE RETIREMENT Invoice	12/19/2025	12/19/2025 EE & ER 457 REMITTANCE - 12/19/25	Manual	0.00 0.00	3,401.00 3,401.00	902861
006800 MWA112025	MOJAVE WATER AGENCY Invoice	12/03/2025	12/03/2025 WATER RECHARGE PURCHASE	Regular	0.00 0.00	212,602.00 212,602.00	67826
013990 202512	MOMS DESERT VALLEY CLEANING Invoice	12/17/2025	12/17/2025 JANITORIAL SERVICES - 12/2025	Regular	0.00 0.00	1,500.00 1,500.00	67871
014073 108117	MUNIQUIP SOCIAL LLC Invoice	12/03/2025	12/03/2025 PUMPING PLANT SUPPLIES	Regular	0.00 0.00	2,738.68 2,738.68	67827
003930 202512-3736	NBS Invoice	12/17/2025	12/17/2025 COST ALLOCATION PLAN	Regular	0.00 0.00	675.00 675.00	67874
013352 I-19073-1	NIELSEN FIRE AND ICE HEATING AND AIR Invoice	12/17/2025	12/17/2025 A/C MAINTENANCE - SHOP	Regular	0.00 0.00	364.50 364.50	67878
000070 1360945	ONLINE INFORMATION SERVICES INC Invoice	12/17/2025	12/17/2025 ID VERIFICATION SERVICES - 11/2025	Regular	0.00 0.00	209.46 209.46	67875
014150 41281728	PEAC SOLUTIONS Invoice	12/17/2025	12/17/2025 COPIER LEASE 11/25/25 - 12/24/25	Manual	0.00 0.00	197.91 197.91	902858
008200 3107535907	PITNEY BOWES INC Invoice	12/17/2025	12/17/2025 LEASING CHARGES 10/30/25 - 01/29/26	Manual	0.00 0.00	246.33 246.33	902853
008202 1028554377	PITNEY BOWES INC Invoice	12/03/2025	12/03/2025 OFFICE SUPPLIES	Manual	0.00 0.00	98.36 98.36	902850
013828 24198	PRO SECURITY SYSTEMS INC Invoice	12/17/2025	12/17/2025 BUILDING MAINTENANCE - OFFICE	Regular	0.00 0.00	95.00 95.00	67876
008415 23885842 23885843	PRUDENTIAL OVERALL SUPPLY Invoice Invoice	12/03/2025 12/03/2025	12/03/2025 SHOP EXPENSE OFFICE SUPPLIES	Regular	0.00 0.00 0.00	194.40 94.20 100.20	67828
008415 23892009 23892013	PRUDENTIAL OVERALL SUPPLY Invoice Invoice	12/17/2025 12/17/2025	12/17/2025 SHOP EXPENSE OFFICE SUPPLIES	Regular	0.00 0.00 0.00	229.31 168.50 60.81	67877
014182 202655	ROJAS PUBLIC AFFAIRS Invoice	12/03/2025	12/03/2025 LEGISLATIVE ADVOCACY - 12/2025	Regular	0.00 0.00	5,000.00 5,000.00	67817

Check Report

Date Range: 12/01/2025 - 12/31/2025

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
000091 SB120325	SAN BERNARDINO COUNTY RECORDER Invoice	12/03/2025 12/03/2025	Regular RELEASE OF LIENS	0.00 0.00	20.00 20.00	67829
000091 SB120125	SAN BERNARDINO COUNTY RECORDER Invoice	12/03/2025 12/03/2025	Regular RELEASE OF LIENS	0.00 0.00	20.00 20.00	67830
013820 IN-0000244985	SC FUELS Invoice	12/03/2025 12/03/2025	Manual FUEL FOR VEHICLES	0.00 0.00	3,535.61 3,535.61	902848
013820 IN-0000256971	SC FUELS Invoice	12/17/2025 12/17/2025	Manual FUEL FOR VEHICLES	0.00 0.00	2,695.10 2,695.10	902854
009880 SCE1125	SOUTHERN CALIFORNIA EDISON CO Invoice	12/03/2025 12/03/2025	Manual POWER TO BUILDINGS & GENERATORS - 11/2025	0.00 0.00	1,550.63 1,550.63	902846
009878 SCE1125	SOUTHERN CALIFORNIA EDISON Invoice	12/03/2025 12/03/2025	Manual POWER FOR PUMPING - 11/2025	0.00 0.00	42,541.62 42,541.62	902847
VEN01020 25-11091 25-120175C	SOUTHWEST NETWORKS INC Invoice Invoice	12/03/2025 12/03/2025 12/03/2025	Regular SUPPLEMENTAL IT (AMC) - 11/2025 IT SERVICES - 01/2026 - 03/2026	0.00 0.00 0.00	19,769.25 341.25 19,428.00	67831
014103 SD120125	STACY DOOLITTLE Invoice	12/03/2025 12/03/2025	Regular MILEAGE REIMBURSEMENT	0.00 0.00	237.77 237.77	67832
014103 SD121525	STACY DOOLITTLE Invoice	12/17/2025 12/17/2025	Regular MEALS, PARKING & MILEAGE REIMBURSEMENT	0.00 0.00	476.81 476.81	67881
014183 SO120125	STEVEN OBADJA Invoice	12/03/2025 12/03/2025	Regular METER INSTALL REFUND	0.00 0.00	2,734.98 2,734.98	67833
014117 SL121525	SUN LIFE ASSURANCE COMPANY OF CANADA Invoice	12/17/2025 12/17/2025	Manual EE LIFE INSURANCE - 01/2026	0.00 0.00	1,212.52 1,212.52	902859
009980 WD-0309887	SWRCB FEES Invoice	12/03/2025 12/03/2025	Regular ANNUAL DISCHARGE PERMIT FEE - 7/1/25 6/30/26	0.00 0.00	3,945.00 3,945.00	67834
009980 WD-0309860	SWRCB FEES Invoice	12/03/2025 12/03/2025	Regular HDMC WWTP ANN'L DISCHARGE PERMIT 7/1/25-6/30/26	0.00 0.00	28,205.00 28,205.00	67835
009980 SWRCB-112525	SWRCB FEES Invoice	12/03/2025 12/03/2025	Regular T2 CERTIFICATION FEE	0.00 0.00	60.00 60.00	67836
009980 WS-1054778	SWRCB FEES Invoice	12/17/2025 12/17/2025	Regular WATER SYSTEM FEES 07/01/25 - 06/30/26	0.00 0.00	18,326.84 18,326.84	67882
014114 TS112025	TOMAS SHORT Invoice	12/03/2025 12/03/2025	Regular MILEAGE REIMBURSEMENT	0.00 0.00	160.30 160.30	67837
014114 TS120925	TOMAS SHORT Invoice	12/17/2025 12/17/2025	Regular MILEAGE & PARKING FEES REIMBURSEMENT	0.00 0.00	344.33 344.33	67883
000023 055467 055604 055627 055657	ULTIMATE MOTORS INC Invoice Invoice Invoice Invoice	12/17/2025 12/17/2025 12/17/2025 12/17/2025	Regular VEHICLE REPAIRS: V38 VEHICLE REPAIRS: V46 VEHICLE REPAIRS: V41 VEHICLE REPAIRS: V42	0.00 0.00 0.00 0.00	4,369.80 2,145.00 1,367.55 474.80 382.45	67884
010850 1120250366	UNDERGROUND SERVICE ALERT Invoice	12/03/2025 12/03/2025	Regular TICKET DELIVERY SERVICE - 11/2025	0.00 0.00	120.00 120.00	67838
CC-ANNE US1125	US BANK CORPORATE Invoice	12/03/2025 12/03/2025	Manual CSMFO ANNUAL MEMBERSHIP	0.00 0.00	310.00 310.00	902844
CC-DAVID US1125	US BANK CORPORATE Invoice	12/03/2025 12/03/2025	Manual UNIFORMS/SB COUNTY DOCS/ADOBE/VEHICLE MAINT	0.00 0.00	2,534.85 2,534.85	902843

Check Report

Date Range: 12/01/2025 - 12/31/2025

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
CC-SARAH US1125	US BANK CORPORATE Invoice	12/03/2025	12/03/2025 EE TRAINING/DIRECTORS TRAINING/REGULATORY	Manual	0.00 0.00	2,772.70 2,772.70	902845
000013 PO1225	US POSTAL SERVICE Invoice	12/03/2025	12/03/2025 PO BOX THROUGH 01/01/26 - 12/31/26	Regular	0.00 0.00	420.00 420.00	67839
010900 INV00906902	USABLUBOOK Invoice	12/17/2025	12/17/2025 PUMPING PLANT SUPPLIES	Regular	0.00 0.00	654.49 654.49	67865
014107 26448	UTILITY COST MANAGEMENT LLC Invoice	12/17/2025	12/17/2025 SCE SAVINGS COMMISSION 07/2025 - 10/2025	Regular	0.00 0.00	333.50 333.50	67873
000327 10888	WATER QUALITY SPECIALISTS Invoice	12/03/2025	12/03/2025 HDMC WWTP: OPERATION & MAINT - 11/2025	Regular	0.00 0.00	4,209.40 4,209.40	67840
013809 2510-105 2510-111	WEST COAST CIVIL INC Invoice Invoice	12/03/2025 12/03/2025	12/03/2025 ENG: SPILL PREVENTION PLAN - SPCCP GENERAL ENGINEERING SERVICES	Regular	0.00 0.00	5,350.00 3,500.00 1,850.00	67841
013809 2511-106 2511-107	WEST COAST CIVIL INC Invoice Invoice	12/17/2025 12/17/2025	12/17/2025 GENERAL ENGINEERING SERVICES ENG: SPILL PREVENTION PLAN - SPCCP	Regular	0.00 0.00	6,665.00 4,600.00 2,065.00	67885
011615 89084032	WESTERN EXTERMINATOR Invoice	12/17/2025	12/17/2025 PEST CONTROL SERVICES - SHOP & OFFICE	Regular	0.00 0.00	89.07 89.07	67879
000009 W84677	WESTERN PUMP INC Invoice	12/17/2025	12/17/2025 REPAIRS: GAS PUMP	Regular	0.00 0.00	4,375.56 4,375.56	67886
014175 ZB121125	ZACHARY BELISLE Invoice	12/17/2025	12/17/2025 REIMBURSEMENT: SAFETY BOOTS	Regular	0.00 0.00	167.55 167.55	67887

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	92	69	0.00	433,940.44
Manual Checks	19	19	0.00	92,726.60
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	111	88	0.00	526,667.04

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	92	69	0.00	433,940.44
Manual Checks	19	19	0.00	92,726.60
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	111	88	0.00	526,667.04

Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	12/2025	526,667.04
			526,667.04



Joshua Basin Water District

Check Report

By Vendor DBA Name

Date Range: 12/01/2025 - 12/31/2025

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PR-Payroll Account						
000248	PAYCHEX	12/02/2025	Manual	0.00	8.00	950268
722777300	Invoice	12/02/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	8.00	
000248	PAYCHEX	12/05/2025	Manual	0.00	500.22	950269
2025120301	Invoice	12/05/2025	PAYROLL PROCESSING FEE - 12/05/25	0.00	500.22	
000248	PAYCHEX	12/05/2025	Manual	0.00	150.00	950270
480264382	Invoice	12/05/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	150.00	
000248	PAYCHEX	12/09/2025	Manual	0.00	524.32	950271
481487020	Invoice	12/09/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	500.90	
481601403	Invoice	12/09/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	8.42	
481633117	Invoice	12/09/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	15.00	
000248	PAYCHEX	12/10/2025	Manual	0.00	680.00	950272
482986468	Invoice	12/10/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	680.00	
000248	PAYCHEX	12/12/2025	Manual	0.00	75.00	950273
31936926	Invoice	12/12/2025	FSA PROCESSING FEE - 12/2025	0.00	75.00	
000248	PAYCHEX	12/17/2025	Manual	0.00	790.00	950274
1479026026	Invoice	12/17/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	790.00	
000248	PAYCHEX	12/19/2025	Manual	0.00	500.22	950275
2025121701	Invoice	12/19/2025	PAYROLL PROCESSING FEE - 12/19/25	0.00	500.22	
000248	PAYCHEX	12/23/2025	Manual	0.00	132.92	950276
726520983	Invoice	12/23/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	15.93	
727195024	Invoice	12/23/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	101.99	
727228396	Invoice	12/23/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	15.00	
000248	PAYCHEX	12/24/2025	Manual	0.00	8.00	950277
1481727031	Invoice	12/24/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	8.00	
000248	PAYCHEX	12/30/2025	Manual	0.00	15.00	950278
1482666066	Invoice	12/30/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	5.00	
728327492	Invoice	12/30/2025	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	10.00	

Bank Code PR Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	16	11	0.00	3,383.68
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	16	11	0.00	3,383.68

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	16	11	0.00	3,383.68
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	16	11	0.00	3,383.68

Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	12/2025	3,383.68
			3,383.68

**JOSHUA BASIN WATER DISTRICT
UTILITY REFUND REGISTER**

<u>Account Number</u>	<u>Name</u>	<u>Date</u>	<u>Type</u>	<u>Amount</u>
65-00108-007	HAMILTON, SCOTT H	12/23/2025	Refund	-159.58 Check #: 67697
05-00087-019	MEGHNAGI, TOMER E	12/3/2025	Refund	1,013.79 Check #: 67807
04-00099-006	JOHNSON, TANYA	12/17/2025	Refund	342.82 Check #: 67842
04-00167-003	PYLE, WILLIAM W JR	12/17/2025	Refund	46.12 Check #: 67843
06-00100-017	JOHNSON, BRYTNI	12/17/2025	Refund	264.97 Check #: 67844
08-00090-014	CHAPARRO, BRENDA	12/17/2025	Refund	119.76 Check #: 67845
11-00209-004	HANNAH, JESSICA	12/17/2025	Refund	145.75 Check #: 67846
13-00353-014	KING, JACOB	12/17/2025	Refund	141.28 Check #: 67847
53-00160-011	ANDERSON, SYDNEY	12/17/2025	Refund	420.06 Check #: 67848
55-00111-026	WELTY, BRYSTAL	12/17/2025	Refund	211.13 Check #: 67849
62-00099-012	DAVIESS, TAYLOR	12/17/2025	Refund	10.62 Check #: 67850
62-00269-001	WADSWORTH, RACHEL BOWMAN AND EDWARD	12/17/2025	Refund	1.54 Check #: 67851
63-00177-000	FEVRE, CHRIS LE	12/17/2025	Refund	18.61 Check #: 67852
				<u><u>2,576.87</u></u>

JOSHUA BASIN WATER
 DISTRICT
 PO BOX 675
 Joshua Tree, CA 922520675

Pay Adjustments Report
 11/15/2025 - 12/12/2025

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
513	Doolittle, Stacy	11/17/2025	ASBCSD DINNER - PAID 100/504//10050	1.0000	\$200.00	
		11/19/2025	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		12/01/2025	ACWA FALL CONFERENCE - PAID 100/504//10050	1.0000	\$200.00	
		12/02/2025	ACWA FALL CONFERENCE - PAID 100/504//10050	1.0000	\$200.00	
		12/03/2025	ACWA FALL CONFERENCE - PAID 100/504//10050	1.0000	\$200.00	
		12/04/2025	ACWA FALL CONFERENCE - PAID 100/504//10050	1.0000	\$200.00	
		12/08/2025	JBWD BOARD MEETING - PAID Note: SPECIAL MEETING/BOARD WORKSHOP 100/504//10050	1.0000	\$200.00	
				Totals:	\$1,400.00	\$0.00
				Employee Total:	\$1,400.00	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
516	Fick, David	11/17/2025	ASBCSD DINNER - PAID 100/504//10050	1.0000	\$200.00	
		11/18/2025	OTHER MEETING - PAID Note: MANAGER MEETUPS 100/504//10050	1.0000	\$200.00	
		11/19/2025	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		12/02/2025	ACWA FALL CONFERENCE - PAID 100/504//10050	1.0000	\$200.00	
		12/03/2025	ACWA FALL CONFERENCE - PAID 100/504//10050	1.0000	\$200.00	
		12/04/2025	ACWA FALL CONFERENCE - PAID 100/504//10050	1.0000	\$200.00	
		12/08/2025	JBWD BOARD MEETING - PAID Note: SPECIAL MEETING/BOARD WORKSHOP 100/504//10050	1.0000	\$200.00	
		12/11/2025	MWA MEETING - PAID 100/504//10050	1.0000	\$200.00	
				Totals:	\$1,600.00	\$0.00
				Employee Total:	\$1,600.00	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>	
511	Floen, Tom	11/18/2025	OTHER MEETING- PAID Note: MANAGER MEETUPS 100/504//10050	1.0000	\$200.00		
		11/19/2025	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00		
		12/08/2025	JBWD BOARD MEETING - PAID Note: SPECIAL MEETING/BOARD WORKSHOP 100/504//10050	1.0000	\$200.00		
		12/10/2025	OTHER MEETING - PAID Note: MORONGO BASIN PIPELINE COMMISSION MEETING 100/504//10050	1.0000	\$200.00		
					Totals:	\$800.00	\$0.00
					Employee Total:	\$800.00	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>	
512	Jarlsberg, Jane	11/17/2025	ASBCSD DINNER - PAID 100/504//10050	1.0000	\$200.00		
		11/19/2025	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00		
		12/08/2025	JBWD BOARD MEETING - PAID Note: SPECIAL MEETING/BOARD WORKSHOP 100/504//10050	1.0000	\$200.00		
		12/10/2025	OTHER MEETING - PAID Note: SB 707 BROWN ACT REVAMP WEBINAR 100/504//10050	1.0000	\$200.00		
					Totals:	\$800.00	\$0.00
					Employee Total:	\$800.00	

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
515	Short, Thomas	11/18/2025	OTHER MEETING- PAID Note: MANAGER MEETUPS 100/504//10050	1.0000	\$200.00	
		11/19/2025	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		12/02/2025	ACWA FALL CONFERENCE - PAID 100/504//10050	1.0000	\$200.00	
		12/03/2025	ACWA FALL CONFERENCE - PAID 100/504//10050	1.0000	\$200.00	
		12/04/2025	ACWA FALL CONFERENCE - PAID 100/504//10050	1.0000	\$200.00	
		12/08/2025	JBWD BOARD MEETING - PAID Note: SPECIAL MEETING/BOARD WORKSHOP 100/504//10050	1.0000	\$200.00	
Totals:					\$1,200.00	\$0.00
Employee Total:					\$1,200.00	

Pay Adjustment Summary

<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>	
ASBCSD DINNER - PAID	3.0000	\$600.00		Grand Totals: \$5,800.00 \$0.00
JBWD BOARD MEETING - PAID	10.0000	\$2,000.00		Grand Total: \$5,800.00
ACWA FALL CONFERENCE - PAID	10.0000	\$2,000.00		
OTHER MEETING - PAID	3.0000	\$600.00		
MWA MEETING - PAID	1.0000	\$200.00		
OTHER MEETING- PAID	2.0000	\$400.00		