



Fillmore and Piru Basins
Groundwater Sustainability Agency

Board of Directors Meeting

Thursday, July 20, 2023, 4:00 p.m.

City of Fillmore City Hall Council Chambers

250 Central Avenue, Fillmore, CA 93015

To participate in the Board of Directors meeting via Zoom, please access:

<https://us02web.zoom.us/j/85480305580?pwd=ZnFBWGhtVU05dXd3REFkM255c0h6UT09>

Meeting ID: **854 8030 5580** Password: **FPBGSA**

To hear just the audio portion of the meeting, phone into:

Toll-free number: **877 853 5247** Meeting ID: **854 8030 5580**

AGENDA

1. CALL TO ORDER

1A Pledge of Allegiance

1B Directors Roll Call

1C Public Comments

Fillmore and Piru Basins Groundwater Sustainability Agency (Agency) will accept public comment concerning agenda items at the time the item is considered and on any non-agenda item within the jurisdiction of the Board during the agendaized Public Comment period. No action will be taken by the Board on any non-agenda item. In accordance with Government Code § 54954.3(b)(1), public comment will be limited to three (3) minutes per speaker per issue.

1D Approval of Agenda

Motion

2. UPDATES

2A Director Announcements/Board Communications:

Oral Reports from the Board

Fillmore Pumpers Association Stakeholder Director Update

Piru Pumpers Association Stakeholder Director Update

Environmental Stakeholder Director Update

City of Fillmore Member Director Update

United Water Conservation District Member Director Update

County of Ventura Member Director Update

2B Executive Director Update

Information Item

The Executive Director will provide an informational update on Agency activities since the previous Board of Directors meeting of June 15, 2023.

2C Legal Counsel Update

Information Item

Legal Counsel will provide an informational update on Agency's legal issues and concerns since the previous Board of Directors meeting of June 15, 2023.

2D GSP Consultant Update

Information Item

Representatives from Daniel B Stephens & Associates will provide an informational update on the Agency's groundwater sustainability planning and reporting activities since the previous Board of Directors meeting of June 15, 2023.

3. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member pulls an item from the Calendar. Pulled items will be discussed and acted on separately by the Board. Members of the public who want to comment on a Consent Calendar item should do so under Public Comments. (ROLL CALL VOTE REQUIRED)

3A Approval of Minutes

The Board will consider approving the Minutes from the Board Meeting of June 15, 2023.

3B Approval of Warrants

The Board will consider approving payment of outstanding vendor invoices:

Daniel B Stephens & Associates, Inc.	\$4,573.75
Aleshire & Wynder LLP	\$2,459.52

4. MOTION ITEMS

4A Task Order with Daniel B. Stephens & Associates for General As-Needed Technical and Planning Support Services

Motion

The Board will consider approving Task Order Number 2023-02 with Daniel B. Stephens & Associates, Inc. for as-needed general technical and planning support services.

4B Task Order with Daniel B. Stephens & Associates for Well Permit Review Program Development and Implementation

Motion

The Board will consider approving Task Order Number 2023-03 with Daniel B. Stephens & Associates, Inc. for as-needed technical and planning support services for the development and implementation of a GSA Well Permit Review Program.

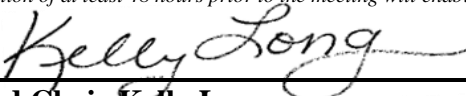
5. FUTURE TOPICS FOR BOARD DISCUSSION

6. ADJOURNMENT

The Board will adjourn to the next **Regular Board Meeting** on Thursday, August 17, 2023, or call of the Chair.

Materials, which are non-exempt public records and are provided to the Board of Directors to be used in consideration of the above agenda items, including any documents provided subsequent to the publishing of this agenda, are available for inspection at UWCD's offices at 1701 N. Lombard Street in Oxnard during normal business hours.

The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's services, programs or activities because of any disability. If you need special assistance to participate in this meeting, or if you require agenda materials in an alternative format, please contact the UWCD Office at (805) 525-4431 or the City of Fillmore at (805) 524- 1500. Notification of at least 48 hours prior to the meeting will enable the District to make appropriate arrangements.

Approved: 
Board Chair Kelly Long

Posted: (date) July 17, 2023 (time) 3:30 p.m. (attest) Eva Ibarra
At: <https://www.FPBGSA.org>

Posted: (date) July 17, 2023 (time) 3:40 p.m. (attest) Eva Ibarra
At: <https://www.facebook.com/FPBGSA/>

Posted: (date) July 17, 2023 (time) 3:50 p.m. (attest) Eva Ibarra
At: UWCD, 1701 N. Lombard Street, Oxnard



Fillmore and Piru Basins
Groundwater Sustainability Agency

Board of Directors Meeting
Thursday, June 15, 2023, 4:00 p.m.
MINUTES

Directors in Attendance

Director Carole Fornoff
Director Debbie Jackson
Director Gordon Kimball
Director Kelly Long
Director Candice Meneghin

Director Absent

Director Albert Mendez

Staff in Attendance

Anthony Emmert, executive director
Steve O'Neill, legal counsel
Eva Ibarra, clerk of the board

Public in Attendance

Burt Handy (virtual)
Logan Hardison, La Pedrera LLC
Heather Merenda (virtual)
Tony Morgan, DBS&A (virtual)
Ed Reese, UWCD
Daryl Smith, UWCD (virtual)
Jean Thirkettle, Kettle Koi Farms (virtual)

1. CALL TO ORDER 4:05 p.m.

Chair Long called the meeting to order at 4:05 p.m.

1A Pledge of Allegiance

Chair Long lead everyone in reciting the Pledge of Allegiance.

1B Directors Roll Call

The clerk called the roll. Five directors were present: Fornoff, Jackson, Kimball, Long, Meneghin. Director Mendez was absent.

1C Public Comments

Chair Long asked if there were any comments or questions from the public. None were offered.

1D Approval of Agenda

Motion

Chair Long asked Executive Director Anthony Emmert if there were any changes to the agenda. Mr. Emmert responded that there had been no changes to the agenda. Chair Long then asked for a motion.

Motion to approve the agenda, Director Fornoff; Second, Director Jackson. Voice vote: five ayes (Fornoff, Jackson, Kimball, Long and Meneghin), none opposed, one absent (Mendez). Motion carries unanimously 5/0/1.

2. UPDATES

2A Director Announcements/Board Communications:

Fillmore Pumpers Association Stakeholder Director Update

Director Jackson said she had no update, and mentioned the Fillmore Pumpers Association will have their annual meeting on Tuesday, June 20, 2023.

Piru Pumpers Association Stakeholder Director Update

Director Fornoff said she also did not have anything to report, and mentioned the Piru Pumpers Association will be having a Zoom meeting next week on June 20, 2023.

Environmental Stakeholder Director Update

Director Meneghin reported on last Tuesday's meeting regarding the scope of work, study plan, and how to best support/dovetail the environmental stakeholders' efforts with those of the Agency. She reported that Friends of the Santa Clara River will have their Coastal Cleanup event on Saturday, September 23, 2023.

City of Fillmore Member Director Update

Director Mendez was absent.

United Water Conservation District Member Director Update

Director Kimball reported United's significant recharge in all basins, and that it will continue until October or November. He stated that diversions at Freeman have remained at 375 cfs, and said the District is expecting Article 21 water to be available in the coming weeks. He also said Lake Piru is still full and lake levels will be dropping as the District implements a release for basins recharge. He also mentioned that Castaic is still receiving and releasing water. He said United is progressing well with the Navy on the Extraction Barrier Brackish Water project, and also touched on the outcome of the San

Buenaventura litigation with United.

Chair Long said we are all awaiting snowpack results.

County of Ventura Member Director Update

Chair Long reported that approval of the County's budget is pending, and said the County is working with Public Works and FEMA to obtain grant funding to repair damaged drains in the County, which will help to improve water flow and help divert water.

2B Executive Director Update Information Item

The Executive Director provided an informational update on Agency activities since the previous Board of Directors meeting of May 18, 2023. Mr. Emmert reported staff are working on amending grant Invoice 15 per DWR's comments and will then resubmit and may potentially negotiate a grant amendment to adjust budget line items, which would facilitate utilizing all the available grant budget with an Invoice 16. He also stated DWR's recommended award for SGM Implementation Round 2 grant list did not include the Agency's applications. Mr. Emmert said staff plans to bring forward a report on receivables and a proposal for the Executive Orders N-7-22 and N-3-23 compliant well permit review process during the July 20, 2023, Board Meeting.

2C Legal Counsel Update Information Item

Legal Counsel provided an informational update on Agency's legal issues and concerns since the previous Board of Directors meeting of May 18, 2023. Steve O'Neill discussed AB 560 and AB 779 that are both set for a June 27 committee hearing. He also explained the case of Sackett versus USEPA and how that case can affect the Agency.

2D GSP Consultant Update Information Item

Tony Morgan from Daniel B Stephens & Associates provided an informational update on the Agency's groundwater sustainability planning and reporting activities since the previous Board of Directors meeting of May 18, 2023. Mr. Morgan said there are active discussions going on in Sacramento regarding the reworking of California water rights system. He also said the Agency was not awarded any grant money from DWR and explained the distribution of grant awards.

The Board, Mr. Emmert, Mr. O'Neill, and Mr. Morgan all voiced their thoughts on the grant awards and Assemblymember Bennett's AB 560.

3. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member pulls an item from the Calendar. Pulled items will be discussed and acted on separately by the Board. Members of the public who want to comment on a Consent Calendar item should do so under Public Comments. (ROLL CALL VOTE REQUIRED)

3A Approval of Minutes

The Board approved the Minutes from the Board Meeting of May 18, 2023.

3B Approval of Warrants

The Board approved payment of outstanding vendor invoices:

DBS&A	\$6,931.39
The Fillmore Gazette	\$ 108.00

3C Monthly Financial Report

The Board received the Agency's monthly profit and loss statement and balance sheet.

Motion to approve Consent Calendar items, Director Jackson; second, Director Kimball. Roll call vote: five ayes (Fornoff, Jackson, Kimball, Long, and Meneghin); none opposed, one absent (Mendez). Motion carries unanimously 5/0/1.

4. MOTION ITEMS

4A Amendment to Agreement with Daniel B. Stephens & Associates for Technical Support Services

Motion

The Board discussed Amendment No. 5 to the Agreement No. 2019-01-18-DBSA with Daniel B. Stephens & Associates, Inc. for as-needed technical support services.

Motion to approve, Director Meneghin; Second, Director Jackson. Voice vote: five ayes (Fornoff, Jackson, Kimball, Long and Meneghin), none opposed, one absent (Mendez). Motion carries unanimously 5/0/1.

4B Task Order with Daniel B. Stephens & Associates for Online Database Hosting Services

Motion

The Board discussed Task Order 2023-01 with Daniel B. Stephens & Associates, Inc., for hosting the agency's online groundwater database.

Motion to approve, Director Meneghin; Second, Director Kimball. Voice vote: five ayes (Fornoff, Jackson, Kimball, Long and Meneghin), none opposed, one absent (Mendez). Motion carries unanimously 5/0/1.

4C Public Hearing Regarding Proposed Fiscal Year 2023-2024 Groundwater Extraction Charge and Adoption of Resolution 2023-02

Motion

The Board conducted a public hearing to receive stakeholder comments regarding the proposed groundwater extraction fee of \$12 per acre-foot and adopted Resolution 2023-02 setting the proposed extraction fee to become effective on July 1, 2023.

Chair Long opened the public hearing, and asked if anyone had any comments, with no comments from virtual or in person attendees, she then announced the closing of the public hearing.

Director Kimball stated he would like to see pumpers paying nine dollars per acre-foot instead of the proposed \$12 dollars. He suggested this idea be revisited for next fiscal year. Both Director's Long and Meneghin also agreed and hope it can be reduced by next year.

Motion to approve Resolution 2023-02, Director Fornoff; Second, Director Kimball. Voice vote: five ayes (Fornoff, Jackson, Kimball, Long and Meneghin), none opposed, one absent (Mendez). Motion carries unanimously 5/0/1.

4D Resolution 2023-03 Adopting Proposed Fiscal Year 2023-2024 Budget

Motion

The Board discussed adoption of Resolution 2023-03, approving the proposed Fiscal Year 2023-2024.

Motion to adopt Resolution 2023-03, approving the FY 2023-2024 Budget, Director Meneghin; Second, Director Jackson. Voice vote: five ayes (Fornoff, Jackson, Kimball, Long and Meneghin), none opposed, one absent (Mendez). Motion carries unanimously 5/0/1.

5. FUTURE TOPICS FOR BOARD DISCUSSION

None mentioned.

6. ADJOURNMENT 4:56p.m.

Chair Long adjourned the meeting at 4:56 p.m. to the next **Regular Board Meeting** on Thursday, **July 20, 2023**, or call of the Chair.

I certify that the above is a true and correct copy of the minutes of the Fillmore and Piru Basins Groundwater Sustainability Agency's Board of Directors meeting of June 15, 2020.

ATTEST: _____
Kelly Long, Chair, FPB GSA Board of Directors

ATTEST: _____
Eva Ibarra, Clerk of the Board



Fillmore and Piru Basins
Groundwater Sustainability Agency

BOARD OF DIRECTORS MEETING

June 15, 2023 @ 4:00pm

**City Council Chambers, Fillmore City Hall
250 Central Avenue, Fillmore, CA 93015**

Name: Logan Harrison

Organization: La Pedrosa, LLC

Phone: 805-525-4058

E-mail: loganharrison@esri.com

Name: _____

Organization: _____

Phone: _____

E-mail: _____

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Name: _____

Organization: _____

Phone: _____

E-mail: _____

Fillmore and Piru Basins GSA
Check Detail
Jun-23

Type	Check Number	Check Date	Vendor	Account	Amount
Bill Pmt-Check	11195	7/13/2023	Aleshire & Wynder LLP	Bank of Sierra	\$ 2,459.52
Bill Pmt-Check	11196	7/13/2023	Daniel B Stephens & Associates, Inc.	Bank of Sierra	\$ 4,573.75
					<u>\$ 7,033.27</u>



Item No. **4A Motion Item**

DATE: **July 14, 2023 (for July 20, 2023 meeting)**

TO: **Board of Directors**

FROM: **Anthony A. Emmert, Executive Director**

SUBJECT: **Task Order with Daniel B. Stephens & Associates for General Technical and Planning Support Services**

RECCOMENDATION:

The Board will consider approving Task Order Number 2023-02 with Daniel B. Stephens & Associates, Inc. for as-needed general technical and planning support services.

BACKGROUND

Task Order 2023-02 would provide for as-needed general technical and planning support services from DBS&A, during Fiscal Year 2023-2024. Scope of work includes attending meetings; reviewing and commenting on legislation, regulations and executive orders; coordinating with regulatory agencies; planning for grant applications; and developing Agency projects and programs requested by the Board or staff. Task Order Number 2023-02, under the Master Professional Services Agreement, would provide for undesignated as-needed work, not to exceed \$50,000 during the fiscal year.

FISCAL IMPACT

The Agency's Fiscal Year 2023-2024 budget includes sufficient funds to cover the cost of the proposed scope of work for Task Order Number 2023-02.

ATTACHMENTS

Attachment 1 – Task Order Number 2023-02

Proposed Motion:

Approve Task Order Number 2023-02 with Daniel B. Stephens & Associates, Inc. for as-needed general technical and planning support services.

1st: Director _____

2nd: Director _____

Voice/Roll call vote:

Director Fornoff:

Director Jackson:

Director Kimball:

Director Long:

Director Mendez:

Director Meneghin:



Fillmore and Piru Basins Groundwater Sustainability Agency

PROFESSIONAL AS-NEEDED CONSULTING SERVICES TASK ORDER

TASK ORDER NO. 2023-02

Consultant's Name:	Daniel B. Stephens & Associates, Inc.	Prev. Approved Task Orders:	2022-01 – 2023-01
Agreement Date:	01 Jul 2022	FY 2021-22 Authorizations:	\$ 70,836.00
1st Amendment Date:	NA	FY 2022-23 Authorizations:	0
2nd Amendment Date:	NA	This Task Order:	\$ 50,000.00
3rd Amendment Date:	NA	Total Amount to Date:	\$120,836.00
Project No.:	NA		
Project Name:	General As-Needed Technical and Planning Support		



SCOPE OF SERVICES FOR THIS TASK ORDER:

General Description: Provide general as-needed technical and planning support during Fiscal Year 2023-2024, including meeting attendance, reviewing legislation, development of projects and programs requested by the Board or staff.

SEE ATTACHED SCOPE OF WORK

NOT-TO-EXCEED FEE AMOUNT FOR TASK ORDER: \$50,000.00

TIME FOR COMPLETION OF ALL SERVICES UNDER THIS TASK ORDER:	NA	Calendar Days
	NA	From this Date

Accepted By:		Date: 14 Jul 2023
	Daniel B. Stephens & Associates	
Approved By:		Date: 14 Jul 2023
	Executive Director	
Approved By:		Date:
	Board Chair	

Letter Proposal

To: Anthony Emmert, Executive Director
Fillmore and Piru Basins Groundwater
Sustainability Agency

Date: July 10, 2023

From: Tony Morgan, PG, CHG
VP/Principal Hydrogeologist



**Subject: Letter Proposal to Provide As-Needed Technical Support to Agency /
DB23.1210.PR**

Sent via email

Daniel B. Stephens & Associates, Inc. (DBS&A) is pleased to provide this letter proposal to assist the Fillmore and Piru Basins Groundwater Sustainability Agency (FPBGSA or Agency) Board of Directors, Executive Director, and staff with continued As-Needed Technical Support.

Scope of Work

In consultation with the Executive Director, DBS&A has prepared this letter proposal to provide continued general assistance in support of the FPBGSA's Board of Directors ongoing planning activities. The scope of work is envisioned to include assignments such as, but not necessarily limited to, the following:

- Attendance at Agency Board of Director meetings and workshops;
- Preparing and delivering presentations on topics requested by the Board of Directors, the Executive Director, legal counsel, or staff;
- Consultations with Executive Director, legal counsel, or staff regarding proposed or recently enacted legislation or other programs/situations that could potentially impact the Agency;
- Meetings with outside agencies such as County of Ventura, CA Department of Water Resources, or CA Department of Fish and Wildlife;
- Other miscellaneous assignments as directed.

Proposed Cost

The exact level of effort for these services is not defined. DBS&A proposes to perform the requested technical support services on a time and expense basis in accordance with the attached Schedule of Fees. Only actual costs incurred will be charged. For planning purposes, DBS&A suggests a budget of \$50,000 for FY2023-24 (July 1, 2023 through June 30, 2024).

Proposed Terms and Conditions

These services would be subject to the terms and condition in the existing *As-Needed Consulting Services Professional Services Agreement No. 2022-04-21 DBSA* between the Fillmore & Piru Basins Groundwater Sustainability Agency and Daniel B. Stephens & Associates, Inc. This project would begin on July 1, 2023 and continue into the future with mutual consent of the FPBGSA and DBS&A.

If both the proposed scope of work and the budget are acceptable, please sign below to authorize DBS&A to conduct this work.

Thank you for the opportunity to support you on this project. If you have any questions, please contact Tony Morgan at (805) 290-3862 (cell) or tmorgan@geo-logic.com.

Attachments: DBS&A 2023 California Schedule of Fees

Authorized by:

Signature

Title

Printed Name

Date

California Schedule of Fees
 (Effective January 1, 2023 through December 31, 2023)
Confidential

Professional Services

Principal Professional III.....	\$335.00/hour
Principal Professional II	\$317.00/hour
Principal Professional I	\$280.00/hour
Senior Professional III.....	\$265.00/hour
Senior Professional II	\$254.00/hour
Senior Professional I.....	\$227.00/hour
Project Professional III.....	\$206.00/hour
Project Professional II	\$192.00/hour
Project Professional I	\$177.00/hour
Staff Professional III.....	\$160.00/hour
Staff Professional II	\$150.00/hour
Staff Professional I	\$135.00/hour
Managing Technician	\$165.00/hour
Principal Technician	\$190.00/hour
Technician IV.....	\$150.00/hour
Technician III.....	\$124.00/hour
Technician II	\$112.00/hour
Technician I	\$104.00/hour
GIS Specialist.....	\$175.00/hour
CADD Specialist.....	\$143.00/hour
CADD/GIS/Database II	\$130.00/hour
CADD/GIS/Database I	\$108.00/hour
Senior Technical Editor	\$150.00/hour
Technical Editor.....	\$120.00/hour
Biologist II	\$125.00/hour
Biologist I	\$115.00/hour
Project Assistant II.....	\$120.00/hour
Project Assistant I	\$99.00/hour

Expenses

Travel	
Airfare, car rental, cab, bus, parking	Actual cost
Lodging, meals, phone	Actual cost or negotiated per diem rates
Mileage	
Personal vehicle	Prevailing IRS rates
Company vehicle	
Daily rate.....	\$110/day + actual gas cost
Half day rate.....	\$55/half day + actual gas cost
Mileage	Prevailing IRS rates
Subcontractors/temporary service personnel.....	Actual cost plus 10%
Computers, specialized software, and communications	Special services at additional charge
Equipment	
Rentals (e.g., environmental monitors).....	Actual cost plus 10%
Fabrication in our shop.....	Labor plus materials
Misc. field equipment and supplies	Actual cost plus 10%
Meters, gauges, and monitors	Separate schedule available upon request

TERMS

Payment terms for professional services and expenses are net 30 days. Unpaid balance will be assessed a service fee of 1.5% per month.

NOTES

1. All fees are subject to local/state sales or gross receipts tax, as applicable.
2. Delivery of depositions or expert testimony will be billed at 1.5 times Fee Schedule rates.
3. Work requiring Health & Safety Level C or Level B protection will be billed as a surcharge, \$25 or \$50 per hour, respectively, to the Fee Schedule rates.
4. A service fee of 3% will be charged for credit card payments.
5. Hourly rates and expenses will be adjusted annually.



Item No. **4B Motion Item**

DATE: **July 14, 2023 (for July 20, 2023 meeting)**

TO: **Board of Directors**

FROM: **Anthony A. Emmert, Executive Director**

SUBJECT: **Task Order with Daniel B. Stephens & Associates for Well Permit Review Program Development and Implementation**

RECCOMENDATION:

The Board will consider approving Task Order Number 2023-03 with Daniel B. Stephens & Associates, Inc. for as-needed technical and planning support services for the development and implementation of a GSA Well Permit Review Program.

BACKGROUND

Task Order 2023-03 would provide for as-needed technical and planning support services from DBS&A, during Fiscal Year 2023-2024. Scope of work includes assisting the Agency to develop and implement its GSA Well Permit Review Program, in compliance with State of California regulations and policies, including Executive Orders N-7-22 and N-3-23. Task Order Number 2023-03, under the Master Professional Services Agreement, would provide for as-needed work to develop and implement the Program, not to exceed \$50,000 during the fiscal year.

FISCAL IMPACT

The Agency's Fiscal Year 2023-2024 budget includes sufficient funds to cover the cost of the proposed scope of work for Task Order Number 2023-03.

ATTACHMENTS

Attachment 1 – Task Order Number 2023-03

Proposed Motion:

Approve Task Order Number 2023-03 with Daniel B. Stephens & Associates for as-needed technical and planning support services for the development and implementation of a GSA Well Permit Review Program.

1st: Director _____

2nd: Director _____

Voice/Roll call vote:

Director Fornoff:

Director Jackson:

Director Kimball:

Director Long:

Director Mendez:

Director Meneghin:



Fillmore and Piru Basins Groundwater Sustainability Agency

PROFESSIONAL AS-NEEDED CONSULTING SERVICES TASK ORDER

TASK ORDER NO. 2023-03

Consultant's Name:	Daniel B. Stephens & Associates, Inc.	Prev. Approved Task Orders:	2022-01 – 2023-01
Agreement Date:	01 Jul 2022	FY 2021-22 Authorizations:	\$120,836.00
1st Amendment Date:	NA	FY 2022-23 Authorizations:	0
2nd Amendment Date:	NA	This Task Order:	\$ 50,000.00
3rd Amendment Date:	NA	Total Amount to Date:	\$170,836.00
Project No.:	NA		
Project Name:	GSA Well Permit Review Program Development & Implementation		



SCOPE OF SERVICES FOR THIS TASK ORDER:

General Description: Provide as-needed technical and planning support during Fiscal Year 2023-2024, for the development and implementation of a of a GSA Well Permit Review Program compliant with State of California regulations and policies.

SEE ATTACHED SCOPE OF WORK

NOT-TO-EXCEED FEE AMOUNT FOR TASK ORDER: \$50,000.00


TIME FOR COMPLETION OF ALL SERVICES UNDER THIS TASK ORDER:	NA	Calendar Days
	NA	From this Date

Accepted By:		Date: 14 Jul 2023
	Daniel B. Stephens & Associates	
Approved By:		Date: 14 Jul 2023
	Executive Director	
Approved By:		Date:
	Board Chair	

Letter Proposal

To: Anthony Emmert, Executive Director
Fillmore and Piru Basins Groundwater
Sustainability Agency

Date: July 13, 2023

From: Tony Morgan, PG, CHG
VP/Principal Hydrogeologist 

Subject: **Letter Proposal to Provide As-Needed Well Permit Evaluation Services to Agency / DB23.1213.PR**

Sent via email

Daniel B. Stephens & Associates, Inc. (DBS&A) is pleased to provide this letter proposal to assist the Fillmore and Piru Basins Groundwater Sustainability Agency (FPBGSA or Agency) Board of Directors, Executive Director, and staff with continued support .

Scope of Work

In consultation with the Executive Director, DBS&A has prepared this letter proposal to provide continued general assistance in support of the FPBGSA's Board of Directors development of a program to assess the potential for new groundwater extraction wells to cause *substantial interference to nearby existing water wells* and to assess the *potential for the new well to exasperate or initiate subsidence*. The scope of work is envisioned to include assignments such as, but not necessarily limited to, the following:

- Attendance at Agency Board of Director meetings and workshops dealing with this program;
- Preparing and delivering presentations on the well permit evaluation process and other topics as requested by the Board of Directors, the Executive Director, legal counsel, or staff;
- Consultations with Executive Director, legal counsel, or staff regarding the proposed well permit evaluation process;
- Major activities are expected to include:
 - ◇ Finalization of well permit evaluation process flowchart in consultation with the Board of Directors, the Executive Director, legal counsel, or staff;

- ◇ Development of a guidelines for well permit applicants that describes the well permit evaluation or review process;
- ◇ Finalize the FPBGSA Supplemental Well Permit Application form;
- ◇ Perform the well interference and subsidence evaluation for new well applications received by the Agency. Provide recommendations to the Board of Director's based on the evaluations;
- ◇ Review well interference and subsidence evaluations in support of new well applications received by the Agency that were prepared by other entities. Provide recommendations to the Board of Director's based on the evaluations;
- Consultations with Executive Director, legal counsel, or staff on Agency well permit evaluation policy document(s), if deemed appropriate;
- Other miscellaneous assignments as directed.

Proposed Cost

The exact level of effort for these services is not defined. DBS&A will perform the requested technical support services on a time and expense basis in accordance with the attached Schedule of Fees. Only actual costs incurred will be charged. The initial budget for this work for Fiscal Year 2023-2024 (July 1, 2023 through June 30, 2024) will be \$50,000.

Proposed Terms and Conditions

These services would be subject to the terms and condition in the existing *As-Needed Consulting Services Professional Services Agreement No. 2022-04-21 DBSA* between the Fillmore & Piru Basins Groundwater Sustainability Agency and Daniel B. Stephens & Associates, Inc. This project would begin on July 1, 2023 and continue into the future with mutual consent of the FPBGSA and DBS&A.

If both the proposed scope of work and the budget are acceptable, please sign below to authorize DBS&A to conduct this work.

Thank you for the opportunity to support you on this project. If you have any questions, please contact Tony Morgan at (805) 290-3862 (cell) or tmorgan@geo-logic.com.

Attachments: DBS&A 2023 California Schedule of Fees



As-Needed Well Permit
Evaluation Services

Authorized by:

Signature

Title

Printed Name

Date

July 13, 2023

Proposal #DB23.1213.PR |Letter Proposal for Well Permit Evaluation Services

California Schedule of Fees
 (Effective January 1, 2023 through December 31, 2023)
Confidential

Professional Services

Principal Professional III.....	\$335.00/hour
Principal Professional II	\$317.00/hour
Principal Professional I	\$280.00/hour
Senior Professional III.....	\$265.00/hour
Senior Professional II	\$254.00/hour
Senior Professional I.....	\$227.00/hour
Project Professional III.....	\$206.00/hour
Project Professional II	\$192.00/hour
Project Professional I	\$177.00/hour
Staff Professional III.....	\$160.00/hour
Staff Professional II	\$150.00/hour
Staff Professional I	\$135.00/hour
Managing Technician	\$165.00/hour
Principal Technician	\$190.00/hour
Technician IV.....	\$150.00/hour
Technician III.....	\$124.00/hour
Technician II	\$112.00/hour
Technician I	\$104.00/hour
GIS Specialist.....	\$175.00/hour
CADD Specialist.....	\$143.00/hour
CADD/GIS/Database II	\$130.00/hour
CADD/GIS/Database I	\$108.00/hour
Senior Technical Editor	\$150.00/hour
Technical Editor.....	\$120.00/hour
Biologist II	\$125.00/hour
Biologist I	\$115.00/hour
Project Assistant II.....	\$120.00/hour
Project Assistant I	\$99.00/hour

Expenses

Travel	
Airfare, car rental, cab, bus, parking	Actual cost
Lodging, meals, phone	Actual cost or negotiated per diem rates
Mileage	
Personal vehicle	Prevailing IRS rates
Company vehicle	Prevailing IRS rates
Daily rate.....	\$110/day + actual gas cost
Half day rate.....	\$55/half day + actual gas cost
Mileage	Prevailing IRS rates
Subcontractors/temporary service personnel.....	Actual cost plus 10%
Computers, specialized software, and communications	Special services at additional charge
Equipment	
Rentals (e.g., environmental monitors).....	Actual cost plus 10%
Fabrication in our shop.....	Labor plus materials
Misc. field equipment and supplies	Actual cost plus 10%
Meters, gauges, and monitors	Separate schedule available upon request

TERMS

Payment terms for professional services and expenses are net 30 days. Unpaid balance will be assessed a service fee of 1.5% per month.

NOTES

1. All fees are subject to local/state sales or gross receipts tax, as applicable.
2. Delivery of depositions or expert testimony will be billed at 1.5 times Fee Schedule rates.
3. Work requiring Health & Safety Level C or Level B protection will be billed as a surcharge, \$25 or \$50 per hour, respectively, to the Fee Schedule rates.
4. A service fee of 3% will be charged for credit card payments.
5. Hourly rates and expenses will be adjusted annually.