



Cabazon Water District
14-618 Broadway Street • P.O. Box 297
Cabazon, California 92230

FINANCE & AUDIT COMMITTEE MEETING

AGENDA

Meeting Location:

Cabazon Water District Office
14-618 Broadway Street
Cabazon, California 92230

Meeting Date:

July 20, 2015 – 3:45 PM

CALL TO ORDER,
PLEDGE OF ALLEGIANCE,
ROLL CALL

FINANCE & AUDIT COMMITTEE

1. Discussion: Finance & Audit Committee Report
 - Balance Sheet
 - Profit and Loss Two Month
 - Profit and Loss Budget Comparison

PUBLIC COMMENT

Any person may address the Board of Directors at this time on any matter within the subject matter jurisdiction of the Cabazon Water District; however, any matter that requires action will be referred to staff for investigation and reported at a subsequent Board of Directors meeting. The Board of Directors is prohibited by law from discussing or taking immediate action on items during this public comment period. To comment on specific agenda items, please advise the Board secretary prior to the meeting. Each public comment will be limited to three (3) minutes. Individuals may not give their time away to another spokesperson. After two (2) minutes, the speaker will be notified that he/she has one (1) minute remaining. AB 1234 ORAL REPORTS (Gov. Code Sec. 53232.3(d))

ADJOURNMENT

ADA Compliance Issues

In compliance with the Americans with Disabilities Act & Government Code Section 54954.2, if special assistance is needed to participate in a Board meeting, please contact the Clerk of the Board at (951) 849-4442. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.



Cabazon Water District
14-618 Broadway Street • P.O. Box 297
Cabazon, California 92230

REGULAR BOARD MEETING

AGENDA

Meeting Location:
Cabazon Water District Office
14-618 Broadway Street
Cabazon, California 92230

Meeting Date:
July 20, 2015 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

CONSENT CALENDAR

All matters in this category are considered to be consistent with the Board/District goals, District Policies and Regulations adopted and/or approved by the Board of Directors, and will be enacted in one motion. There will be no separate discussion of these items. If discussion is required, items may be removed from the consent calendar and will be considered separately.

1. **Approval of:**
 - a. Finance and Audit Committee Meeting Minutes and warrants approved by the committee of June 15, 2015, regarding May 2015 Financials
 - b. Regular Board Meeting Minutes and warrants of June 15, 2015
 - c. Special Board Meeting Minutes and warrants of June 25, 2015
2. **Warrants – None**
3. **Awards of Contracts – None**

UPDATES

Update: San Geronio Pass Water Taskforce Update
(by Director Kerri Mariner)

Update: Manager's Operations Report
(by General Manager Louie)

- Update on former Board President R.D Cash overpayment.

NEW BUSINESS

1. Discussion/Action: CA Dept. Water Resources – Drought Rules and Regulations (by General Manager)
2. Discussion/Action: RESOLUTION 01 – 2015: FIXING WATER STANDBY ASSESSMENTS FOR FISCAL YEAR 2015-2016 (by Board Secretary Lemus)
3. Discussion/Action: 2014 District Office Lead and Copper Test Results Discussion (by Director Tobias and Director Bul)
4. Discussion/Action: Request for Proposal (RFP) for District Office landscaping bids (by Director Mariner and Director Sanderson)
5. Discussion/Action: General Manager Report regarding Director Bui's claim that Director Mejia has been knowingly allowing her in-laws unlawfully obtaining water services. (Director Bui and Director Sanderson)
6. Discussion/Action: Informational Overview of 2015 CRWA Tahoe Expo classes, attended by Director Bui, Director Mariner, and Director Mejia in April 2015 (by Director Mariner and Director Mejia)

OLD BUSINESS

1. Discussion/Action: Approval of revised CWD On-Call Line Maintenance and Repair Contractor Services Contract
2. Discussion/Action: Billboard or large sign to notify the public of Board meetings. (by General Manager)
3. Discussion/Action: Website Developer proposals – determination whether to award a contract to a specific website developer or to disregard website development at this time. (by Board)
4. Discussion/Action: Consideration of the sufficiency of Mr. Ernie Saldana's written Response (passed out during the June 15, 2015 regular Board

meeting) – (clarification by Director Sanderson)

PUBLIC COMMENTS REGARDING CLOSED SESSION

Any person may address the Board of Directors at this time on any matter within the subject matter jurisdiction of the Cabazon Water District that is listed on the agenda for Closed Session; however, any matter that requires action will be referred to staff for investigation and reported at a subsequent Board of Directors meeting. The Board of Directors is prohibited by law from discussing or taking immediate action on items during this public comment period. To comment on specific agenda items, please advise the Board secretary prior to the meeting. Each public comment will be limited to three (3) minutes. Individuals may not give their time away to another spokesperson. After two (2) minutes, the speaker will be notified that he/she has one (1) minute remaining. AB 1234 ORAL REPORTS (Gov. Code Sec. 53232.3(d))

CLOSED SESSION

1. Conference with Legal Counsel – Anticipated Litigation

(Significant Exposure to litigation pursuant to Government Code section 54956.9(d)(2) (1 case))

2. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Manager

OPEN SESSION

Report to Public of Action Taken In Closed Session (if any)

PUBLIC COMMENTS

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BOARD/GENERAL MANAGER COMMENTS

1. Future Agenda Items

The Board Chair or the majority of the Board may direct staff to investigate and report back to an individual(s) and the Board on matters suggested or direct the General Manager/Board Secretary to place the matter on a future Board meeting.

- Suggested agenda items from the Public.
- Suggested agenda items from Management.

- Suggested agenda items from Board Members.

2. Management Comments

Staff members may speak on items of information not requiring comment or discussion to the Board and public. Topics which may be included on a future meeting agenda may be presented but cannot be discussed. (3 minutes)

3. Board Member Comments

Board members may speak on items of information not requiring comment or discussion to the Board and public. (3 minutes)

MISCELLANEOUS

1. Future Board Items/Next Board Meeting Date(s)

- a. Finance & Audit Workshop – August 17, 2015, 3:45 pm
- b. Regular Board Meeting – August 17, 2015, 6:00 pm
- c. Personnel Committee – None
- d. San Gorgonio Pass Regional Water Alliance – Technical Committee – Banning City Hall
July 29, 2015 – 4:30 PM
- e. San Gorgonio Pass Regional Water Alliance – General Meeting – Banning City Hall –
July 29, 2015 – 6:00 PM

ADJOURNMENT

ADA Compliance Issues

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Cabazon Water District
14-618 Broadway Street • P.O. Box 297
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FINANCE & AUDIT COMMITTEE MEETING

MINUTES

Meeting Location:
Cabazon Water District Office
14-618 Broadway Street
Cabazon, California 92230

Meeting Date:
June 15, 2015 – 3:45 PM

CALL TO ORDER,
PLEDGE OF ALLEGIANCE,
ROLL CALL

Director Sanderson - Present
Director Mariner - Present

Calvin Louie (General Manager) - Absent
Elizabeth Lemus, Board Secretary - Present
Linda Halley, Financial Consultant - Present

***Note: This meeting was recorded by the District -**

PUBLIC COMMENT

Any person may address the Board of Directors at this time on any matter within the subject matter jurisdiction of the Cabazon Water District; however, any matter that requires action will be referred to staff for investigation and reported at a subsequent Board of Directors meeting. The Board of Directors is prohibited by law from discussing or taking immediate action on items during this public comment period. To comment on specific agenda items, please advise the Board secretary prior to the meeting. Each public comment will be limited to three (3) minutes. Individuals may not give their time away to another spokesperson. After two (2) minutes, the speaker will be notified that he/she has one (1) minute remaining. AB 1234 ORAL REPORTS (Gov. Code Sec. 53232.3(d))

FINANCE & AUDIT COMMITTEE

1. Discussion: Finance & Audit Committee Report

- Balance Sheet
 - Profit and Loss Two Month
 - Profit and Loss Budget Comparison
 - FY 2015-2016 Proposed Budget Review
- ✚ The District looks at three basic reports each month to get a high level overview of the financial position of the District.
- ✚ These Financial Statements are not Compiled, Reviewed, or Audited, but are created by the contract accountant in her position as Financial Controller of the District.
- ✚ The District has an independent financial audit each year. The District's year ends on June 30.
- ✚ The three reports the District reviews are the Balance Sheet, the Profit and Loss Two Months, and the Profit and Loss Budget Performance.
- ✚ The Balance Sheet shows what the District owns and what the District Owes.
- ✚ The Profit and Loss Two Months shows whether the District is consistent month to month with revenue and expenses.
- ✚ The Profit and Loss Budget Performance shows how the District is doing against the budget, and how the District is doing fiscal year to date.

The first report is the Balance Sheet.

- Total Checking/Savings is up slightly due to the receipt in May of the property taxes.
- On June 1 the District received the \$125k owed by DHPO, so cash is up as of today.
- Account 12021 Accounts Receivable - Special Invoices, reflects the invoice the District has sent to DHPO to reimburse costs. The check for this invoice was received Monday, June 1.
- Account - 13011 - LAIF -While still not high enough to support the District in a water crisis, this balance is higher than at any point since August 2010. The District may want to move the DHPO money over to LAIF.
- Near the bottom of the report, reserves are now shown for various projects.
- Account 31041 is Reserved for Almont Vault Refurbishing. The Almont Vault repair and refurbishment is anticipated to cost \$100k. The District has spent about \$50k to date, so the reserve is now \$50k.

- These are the only items of note on the Balance Sheet.

The Profit and Loss two month shows:

- **That Account 41100 Base Rate - Water Bills** - is marginally lower this month than last.
- **Accounts 41500, Standby Fees, and Account 42110 - Ad Valorem** , show that the District received property taxes of about \$43k during May
- **Total 50010 - Payroll All Expenses** is substantially the same between the two months.
- **Account 53160- Utilities - Wells** –the District is still awaiting invoices that impact last month.
- **Accounts 53180 Materials and Line Maintenance Repair Contractor and 53190 Line Maintenance and Repair Supplies** are low right now, but it is so early in the month that the District Accountant anticipates the District will receive additional invoices..
- The District Accountant believes this is also the case with **56300 Financial Audit and 56500 Legal.**
- **Account 61170 DWR Interest on Loans** - shows the District paid the semi-annual interest on the long term debt.
- **Account 61190 is Bad Debt Expense.** The District ran through the detailed Accounts Receivable ledger in preparation for year end. The District located an erroneous Accounts Receivable balance. This represents the Casino Morongo write offs that were approved at the last Board Meeting
- The District ended the month with a preliminary net income of about \$50k.

✚ The Profit & Loss Budget Performance has five columns. The first shows the actual income and expenses for the month. The second column shows the Budget for the month just ended. The middle column shows the year to date actual figures. The fourth column shows the Year to Date Budget. The last column shows the annual budget.

- **Account 41100 Base Rate - Water Bills** – The District is just a bit under what it anticipated for the month, and a bit under year to date.
- **Total 50010 Payroll All Expenses** is right on budget for the month and about 5% under budget for the year.

- **Account 53180 Materials and Line Maintenance Contractor** – the District does not yet know where this is as it have not yet received all of the invoices for the month
- **55180 Computer Service** - is over budget year to date due to the change in the computer support vendor and the improvements he has made.
- **56500 Legal Service** – the District is not able to see where it is against the budget as it has not yet received the invoices for the month.
- Preliminary figures show the District with a year to date loss of \$123k when this report was run. The District budgeted for a net loss of about \$10k at this point.
- The main accounts that are over budget are 53180 - Line Maintenance and Materials Contractor, 53210 - Well Maintenance, 56500 - Legal.
- The Financial Consultant also reviewed the FY 2015-2016 Proposed Budget with the Board.

ADJOURNMENT

Motion to adjourn at 16:12 hr. made by Director Mariner and 2nd by Director Sanderson.

Director Mariner - Aye

Director Sanderson - Aye

Meeting adjourned at 16:12 hr. on June 15, 2015.

Janet Mejia, Board Chair
Board of Directors
Cabazon Water District

Elizabeth Lemus, Secretary
Board of Directors
Cabazon Water District

ADA Compliance Issues

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Cabazon Water District
14-618 Broadway Street • P.O. Box 297
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REGULAR BOARD MEETING
MINUTES

Meeting Location:
Cabazon Water District Office
14-618 Broadway Street
Cabazon, California 92230

Meeting Date:
June 15, 2015 – 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Joseph Tobias - Present
Director Teresa Bui - Present
Director Kerri Mariner- Present
Board Vice Chair Martin Sanderson - Present
Board Chair Janet Mejia - Present

Calvin Louie, General Manager - Absent
Elizabeth C. Lemus, Board Secretary - Present
Joseph Ortiz, Best Best & Krieger Law Firm – Present at 18:30 hr.

Note: Although experiencing some technical difficulties, this meeting was recorded by the District -

CONSENT CALENDAR

All matters in this category are considered to be consistent with the Board/District goals, District Policies and Regulations adopted and/or approved by the Board of Directors, and will be enacted in one motion. There will be no separate discussion of these items. If discussion is required, items may be removed from the consent calendar and will be considered separately.

June 15, 2015 Regular Board Meeting Minutes**1. Approval of:**

- a. Finance and Audit Committee Meeting Minutes and warrants approved by the committee of May 18, 2015, regarding February 2015 Financials
- b. Regular Board Meeting Minutes and warrants of May 18, 2015

2. Warrants – None**3. Awards of Contracts – None**

Motion to approve consent calendar item(s) (a.) Finance and Audit Committee Meeting Minutes and warrants approved by the committee of May 18, 2015, regarding February 2015 Financials, and (b.) Regular Board Meeting Minutes and warrants of May 18, 2015 made by Director Sanderson and 2nd by Director Mariner.

Amended motion to approve consent calendar item(s) (a.) Finance and Audit Committee Meeting Minutes and warrants approved by the committee of May 18, 2015, regarding February 2015 Financials, and (b.) Regular Board Meeting Minutes and warrants of May 18, 2015 , with Director Bui's pg. 3 sentence change (noted below) made by Director Mejia and 2nd by Director Mariner.

***NOTE: Director Bui wanted the Regular Board Meeting Minutes and warrants of May 18, 2015 to be amended at the top of page 3 from "Closed session was entered into at 19:09 hr. and it was advised that Director Bui should refrain from attending this Closed Session since it related to her" to have the following (underlined) added to that sentence: "Closed session was entered into at 19:09 hr. Director Bui asked legal if it was proper for her to attend the Closed Session meeting, and it was advised that Director Bui should refrain from attending the Closed Session since it related to her."**

Director Joseph Tobias - Nay
 Director Teresa Bui - Nay
 Director Kerri Mariner- Aye
 Board Vice Chair Martin Sanderson - Aye
 Board Chair Janet Mejia – Aye

UPDATES

**Update: San Gorgonio Pass Water Taskforce Update
 (by Director Mariner)**

- Updates

**Update: Manager's Operations Report
 (by General Manager Louie)**

- No Manager's Operation Report given.

NEW BUSINESS

1. Discussion/Action: Website Developer proposals – review and selection
 - Thetford Web Development – Stacy Thetford
 - Streamline – Sloane Dell'Orto
 - Vision Internet – Reed McGinnis
 - New Angle Media – Jack Riedel
 - Expletus Group, Inc. – Gregorio Sandoval

Motion to table the selection of a website developer until the July 20, 2015 Regular Board Meeting, made by Director Mariner and 2nd by Director Bui

Director Joseph Tobias - Aye
Director Teresa Bui - Aye
Director Kerri Mariner- Aye
Board Vice Chair Martin Sanderson - Aye
Board Chair Janet Mejia – Aye

2. Discussion/Action: Directors to determine whether to review Mr. Ernie Saldana's written response to Director Sanderson (by Director Sanderson and Director Mejia).

No action was to be taken. Mr. Saldana submitted a response letter to Director Sanderson and the rest of the board, and Director Sanderson stated that he only wanted a response letter (which was provided).

The Board decided to take a 10-minute break at 19:36 hr.

OLD BUSINESS

1. Discussion/Action: Selection of Emergency Response & Water Pipeline Maintenance Contractor – Award of Contract (by the Board); Authorization for General Manager to Negotiate Agreement

➤ Recommendation(s) from Ad Hoc Committee and General Manager

Motion to authorize the General Manager to negotiate contract agreement with Borden Construction made by Director Tobias and 2nd by Director Bui.

Director Joseph Tobias - Aye
Director Teresa Bui - Aye
Director Kerri Mariner- Aye
Board Vice Chair Martin Sanderson - Aye
Board Chair Janet Mejia – Aye

2. Discussion/Action: Billboard or large sign to notify the public of Board meetings.

Motion to authorize the General Manager to obtain pricing quotes on several options for indoor and outdoor signs (to notify the public of Board meetings) made by Director Bui and 2nd by Director Mariner.

Director Joseph Tobias - Aye
Director Teresa Bui - Aye
Director Kerri Mariner- Aye
Board Vice Chair Martin Sanderson - Aye
Board Chair Janet Mejia – Aye

PUBLIC COMMENTS REGARDING CLOSED SESSION

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Closed Session entered into at 20:06 hr.

CLOSED SESSION

Complaint against Director Kerri Mariner

- Improper Conduct – filed by Cabazon Resident

1. Conference with Legal Counsel – Anticipated Litigation

(Significant Exposure to litigation pursuant to Government Code section 54956.9(d)(2) (2 cases))

OPEN SESSION

Report to Public of Action Taken in Closed Session (if any)

No action taken.

PUBLIC COMMENTS

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BOARD/GENERAL MANAGER COMMENTS

1. Future Agenda Items

The Board Chair or the majority of the Board may direct staff to investigate and report back to an individual(s) and the Board on matters suggested or direct the General Manager/Board Secretary to place the matter on a future Board meeting.

- Suggested agenda items from the Public.
- Suggested agenda items from Management.
- Suggested agenda items from Board Members.
 - Director Tobias and Director Bui: Next meeting agenda item – 2014 District Office Lead and Copper test results
 - Director Mariner and Director Mejia: Next meeting agenda item – informational section of meeting to inform public of what was learned during the 2015 CRWA Tahoe EXPO

2. Management Comments

Staff members may speak on items of information not requiring comment or discussion to the Board and public. Topics which may be included on a future meeting agenda may be presented but cannot be discussed. (3 minutes)

3. Board Member Comments

Board members may speak on items of information not requiring comment or discussion to the Board and public. (3 minutes)

MISCELLANEOUS

1. Future Board Items/Next Board Meeting Date(s)

- a. Finance & Audit Workshop – July 20, 2015, 3:45 pm
- b. Regular Board Meeting – July 20, 2015, 6:00 pm
- c. Personnel Committee – None
- d. San Geronio Pass Regional Water Alliance – Technical Committee – Banning City Hall
June 24, 2015 – 4:30 PM
- e. San Geronio Pass Regional Water Alliance – General Meeting – Banning City Hall –
June 24, 2015 – 6:00 PM

ADJOURNMENT

Motion to adjourn at 20:41 hr. made by Director Mariner and 2nd by Director Bui.

*NOTE: No roll call vote was made, but after the motion was made and 2nd, all Directors began to vacate the premises, along with the public. No voiced objections were heard by either the Board or public regarding adjourning the meeting.

Meeting adjourned at 20:41 hr. on Monday, June 15, 2015

Janet Mejia, Board Chair
Board of Directors
Cabazon Water District

Elizabeth Lemus, Secretary
Board of Directors
Cabazon Water District

ADA Compliance Issues

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Cabazon Water District
14-618 Broadway Street • P.O. Box 297
Cabazon, California 92230

SPECIAL BOARD MEETING
MINUTES

Meeting Location:
Cabazon Water District Office
14-618 Broadway Street
Cabazon, California 92230

Meeting Date:
June 25, 2015 – 1:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REMEMBRANCE OF OUR SERVICE MEN AND WOMEN

ROLL CALL

Director Joseph Tobias - absent
Director Teresa Bui - present
Director Kerri Mariner - present
Board Vice Chair Martin Sanderson - present
Board Chair Janet Mejia - present

Calvin Louie, General Manager - present
Elizabeth C. Lemus, Board Secretary - present
Joseph Ortiz, Best Best & Krieger Law Firm - present

Note: This meeting was recorded by the District -

CONSENT CALENDAR

All matters in this category are considered to be consistent with the Board/District goals, District Policies and Regulations adopted and/or approved by the Board of Directors, and will be enacted in one motion. There will be no separate discussion of these items. If discussion is required, items may be removed from the consent calendar and will be considered separately.

1. Approval of: None
2. Warrants – None
3. Awards of Contracts – None

UPDATES

NEW BUSINESS

None

OLD BUSINESS

1. Discussion/Action: Emergency Response & Water Pipeline Maintenance Contractor Award of Contract – Final approval and execution of negotiated agreement.

Motion to approve a 6-month contract with Doolittle Construction made by Director Mariner and 2nd by Director Sanderson.

Director Tobias – Absent*
Director Bui – Nay* *
Director Mariner - Aye
Director Sanderson - Aye
Director Mejia - Aye

*NOTE: Although Director Tobias was absent during this meeting, he submitted an email in an attempt to cast a proxy vote “No”, stating that a standard contract form could be obtained from an office supply store, and asked that this agenda item be tabled until the July Regular Board meeting. It was not clear whether Directors can submit proxy votes in this manner.

* *NOTE: Director Bui wished it to be recorded in the minutes: she believes Doolittle Construction owes the District money, and that it wouldn't be right to vote for them if so.

PUBLIC COMMENTS REGARDING CLOSED SESSION

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CLOSED SESSION

1. **Public Employee Performance Evaluation Pursuant to Government Code Section 54957**
Title: General Manager

OPEN SESSION

Report to Public of Action Taken in Closed Session (if any)

No reportable action taken. This item was tabled until the July Regular Board meeting since Director Tobias was not present and Director Bui refused to participate (vacated the premises) in the Closed Session without giving reason for her actions.

PUBLIC COMMENTS

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BOARD/GENERAL MANAGER COMMENTS

1. **Future Agenda Items**

The Board Chair or the majority of the Board may direct staff to investigate and report back to an individual(s) and the Board on matters suggested or direct the General Manager/Board Secretary to place the matter on a future Board meeting.

- Suggested agenda items from the Public.
- Suggested agenda items from Management.
- Suggested agenda items from Board Members.

Director Bui – Claimed Director Mejia has been stealing water and wanted to see this on the July meeting agenda. Legal Counsel advised that the General Manager report back during the July meeting whether any evidence suggesting water theft was found on the matter (Item supported by Director Bui and Director Sanderson).

Director Mariner – Agenda Item: Request for Proposal (RFP) for District office landscaping bids (item supported by Director Mariner and Director Sanderson).

2. Management Comments

Staff members may speak on Items of information not requiring comment or discussion to the Board and public. Topics which may be included on a future meeting agenda may be presented but cannot be discussed. (3 minutes)

3. Board Member Comments

Board members may speak on items of information not requiring comment or discussion to the Board and public. (3 minutes)

MISCELLANEOUS

1. Future Board Items/Next Board Meeting Date(s)

- a. Finance & Audit Workshop – July 20, 2015, 3:45 pm
- b. Regular Board Meeting – July 20, 2015, 6:00 pm
- c. Personnel Committee – None
- d. San Gorgonio Pass Regional Water Alliance – Technical Committee – Banning City Hall
July 29, 2015 – 4:30 PM
- e. San Gorgonio Pass Regional Water Alliance – General Meeting – Banning City Hall –
July 29, 2015 – 6:00 PM

ADJOURNMENT

Motion to adjourn at 14:20 hr. made by Director Mejia*

*NOTE: No 2nd was made to adjourn the meeting, nor was a roll-call vote made, but there were no objections to adjourning the meeting heard by either the Board or public.

Meeting adjourned at 14:20 hr. on Monday, June 15, 2015

Janet Mejia, Board Chair
Board of Directors
Cabazon Water District

Elizabeth Lemus, Secretary
Board of Directors
Cabazon Water District

ADA Compliance Issues

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Cabazon Water District
Balance Sheet
 As of June 30, 2015

Jun 30, 15

ASSETS

Current Assets

Checking/Savings

11020 · General Bank Account-Chase	120,426.25
11030 · Payroll Bank Account-Chase	10,056.41
11040 · Trust Account- Chase - Cus Dep	31,196.97
11050 · Local Petty Cash	100.00

Total Checking/Savings 161,779.63

Other Current Assets

12000 · Accounts Receivable	
12011 · Accounts Receivable - Co 1	91,424.78
12012 · Accounts Receivable - Co 2	38,283.00
12014 · Allow for Doubtful Accts Co 1	(16,192.28)
12015 · Allow for Doubtful Accts Co 2	(10,678.87)

Total 12000 · Accounts Receivable 102,836.63

13010 · LAIF

13011 · LAIF	671,651.12
13012 · LAIF Annual Market Adjustment	199.84

Total 13010 · LAIF 671,850.96

13020 · Bank of NY Trustee Accounts

13021 · Reserve Fund - DWR-HS 528	49,478.43
13022 · Repayment Fund DWR-HS 525	12,567.52

Total 13020 · Bank of NY Trustee Accounts 62,045.95

13040 · Prepaid Expenses 12,173.71

13050 · A/R Beaumont CC Standby 11,680.16

13060 · Inventory Total 88,698.21

1499 · Undeposited Funds 1,640.69

Total Other Current Assets 950,926.31

Total Current Assets 1,112,705.94

Fixed Assets

14200 · Construction in Process

14202 · CIP Well Repairs	74,721.44
14203 · CIP DHPO Expansion	8,087.13
14204 · CIP Cabazon Outlets Expansion (Little Cabazon Mall - expansion)	9,692.35
14205 · Wells 4,5- Pump and Well Rehab	103,087.75
14206 · Almond Vault Repair 2013	63,086.62
14208 · CIP Board Room	4,803.96

Total 14200 · Construction in Process 263,479.25

14310 · Tools and Equipment 118,015.94

14320 · Source of Supply

14321 · Source of Supply- DHPO Intercon	553,807.23
14320 · Source of Supply - Other	749,944.44

Total 14320 · Source of Supply 1,303,751.67

14330 · Transmission & Distribution 7,728,050.86

14340 · Buildings & Structures 140,359.22

14350 · Water Treatment 8,800.00

14360 · Office Furniture and Equipment 121,895.53

14370 · Intangible Plant 11,032.00

Cabazon Water District
Balance Sheet
 As of June 30, 2015

Jun 30, 15

14380 · Vehicles	90,456.71
14400 · Land	409,548.38
14500 · Accumulated Depreciation	(4,511,186.08)
Total Fixed Assets	5,684,203.48
TOTAL ASSETS	6,796,909.42
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
21100 · *Accounts Payable	13,086.99
Total Accounts Payable	13,086.99
Other Current Liabilities	
21210 · Misc Short Term Liability	
21220 · Jack Pryor	(692.41)
21210 · Misc Short Term Liability - Other	50.00
Total 21210 · Misc Short Term Liability	(642.41)
21300 · Customer Deposits	
21330 · Customer Deposits - Co 1	3,250.00
21340 · Customer Deposits - Co 2	6,374.21
Total 21300 · Customer Deposits	9,624.21
21420 · Accrued Vacation Pay	9,722.18
21440 · DWR-HS Payable - Current	35,164.59
21450 · Current Portion Zion's Bank Ln	71,437.14
21510 · Employee Deductions	200.00
Total Other Current Liabilities	125,505.71
Total Current Liabilities	138,592.70
Long Term Liabilities	
22000 · DWR-H Loan Payable (Payoff '26)	429,058.07
22100 · Zion's Bank Long Term (2023)	567,609.80
22200 · RCEDA Loan Payable	300,000.35
Total Long Term Liabilities	1,296,668.22
Total Liabilities	1,435,260.92
Equity	
31010 · Net Investment in Capital Asset	4,188,757.00
31020 · Restricted for Debt Service	233,447.00
31030 · Unrestricted Net Assets	
31041 · Reserved for Almond Vault Refur	50,000.00
31030 · Unrestricted Net Assets - Other	921,429.76
Total 31030 · Unrestricted Net Assets	971,429.76
32000 · Retained Earnings	88,683.87
Net Income	(120,669.13)
Total Equity	5,361,648.50
TOTAL LIABILITIES & EQUITY	6,796,909.42

Cabazon Water District
Profit & Loss
 May through June 2015

	<u>May 15</u>	<u>Jun 15</u>
Ordinary Income/Expense		
Income		
41000 · Operating Income		
41100 · Base Rate - Water Bills	90,714.57	90,881.44
41220 · Fire Sales - Water Bills	240.00	240.00
41240 · Meter Install and Removal	0.00	0.00
41310 · Penalty Fees - Water Bills	2,295.06	2,530.87
41320 · Lien Reinstatement Fees	0.00	400.00
41330 · New Account Fees - Water Bills	120.00	150.00
41360 · Incident Fee - Water Bills	0.00	0.00
41370 · Returned Check Fees	0.00	30.00
41500 · Stand By Fees - Tax Revenue	<u>35,122.00</u>	<u>0.00</u>
Total 41000 · Operating Income	<u>128,491.63</u>	<u>94,232.31</u>
42000 · Non-Operating Income		
42100 · Property Taxes		
42110 · Ad Valorem - Tax Revenue	5,771.35	14,963.65
Total 42100 · Property Taxes	<u>5,771.35</u>	<u>14,963.65</u>
42210 · Cell Tower Lease Income	1,890.43	1,890.43
42310 · Miscellaneous Non-Operating Inc	40.00	286.93
43000 · Interest Income		
43110 · Interest Inc - Gen, Trust, Payr	0.67	1.91
43140 · Interest Income - Water bills	301.32	256.23
43160 · Interest Income - DWR	0.34	0.00
Total 43000 · Interest Income	<u>302.33</u>	<u>258.14</u>
Total 42000 · Non-Operating Income	<u>8,004.11</u>	<u>17,399.15</u>
Total Income	<u>136,495.74</u>	<u>111,631.46</u>
Gross Profit	136,495.74	111,631.46
Expense		
50010 · Payroll - All Expenses		
51000 · Payroll Summary		
51050 · Directors' Fees	1,500.00	1,300.00
51100 · Management and Customer Service		
51120 · Customer Accounts	2,911.16	4,841.63
51130 · Admin Assistant	3,122.55	5,376.38
51140 · General Manager	6,156.82	9,235.23
Total 51100 · Management and Customer Service	<u>12,190.53</u>	<u>19,453.24</u>
51200 · Water Operations		
51210 · Meter Reader	1,600.84	3,031.33
Total 51200 · Water Operations	<u>1,600.84</u>	<u>3,031.33</u>
Total 51000 · Payroll Summary	<u>15,291.37</u>	<u>23,784.57</u>
51300 · Payroll - Employee Ben Expense		
51310 · Workers Comp.	302.30	302.30
51320 · Employee Health Care	2,444.25	2,336.61
51330 · Pension	2,101.49	2,225.54
51350 · Union Dues	1.87	(77.95)

Cabazon Water District
Profit & Loss
 May through June 2015

	May 15	Jun 15
51360 · Aflac Deductions	0.00	(95.18)
Total 51300 · Payroll - Employee Ben Expense	4,849.91	4,691.32
51400 · Payroll Expenses - Taxes, etc		
51410 · FICA and Medicare	1,155.22	1,797.67
51420 · SUJ and ETT	123.54	80.60
Total 51400 · Payroll Expenses - Taxes, etc	1,278.76	1,878.27
Total 50010 · Payroll - All Expenses	21,420.04	30,354.16
52000 · Operational Expenses		
53000 · Facilities, Wells, Trans, Dist		
53110 · Lab Fees	315.00	769.00
53120 · Site Maintenance	90.00	34.00
53130 · Meters	0.00	78.98
53140 · Generator Service Contractor	1,587.61	0.00
53160 · Utilities - Wells	8,562.96	0.00
53170 · SCADA (no ongoing contract)	559.15	0.00
53180 · Line Maint and Repair Cont	8,038.00	5,070.00
53190 · Line Maint and Repair Materials	1,342.97	2,121.03
53210 · Well Maintenance		
53215 · Chemicals	905.57	0.00
53210 · Well Maintenance - Other	500.00	0.00
Total 53210 · Well Maintenance	1,405.57	0.00
53300 · Security		
53330 · Crime Prevention (PSI & Verizon)	2,167.50	398.87
53350 · Alarms		
53355 · Alarm Phones	110.53	105.39
Total 53350 · Alarms	110.53	105.39
53380 · Materials	0.00	77.44
53390 · Audio Alarm (cont exp xx/xx)	241.12	241.12
53410 · Video Eq Lease (exp xx/xx)	724.00	724.00
Total 53300 · Security	3,243.15	1,546.82
53610 · Engineering Services	615.00	0.00
53620 · Chlorinators	0.00	438.00
53000 · Facilities, Wells, Trans, Dist - Other	0.00	359.00
Total 53000 · Facilities, Wells, Trans, Dist	25,759.41	10,416.83
54000 · Utilities - Office		
54110 · Electricity	962.92	1,303.50
54120 · Gas	39.51	22.83
54130 · Telephone	770.92	766.13
54140 · Sanitation	350.38	350.38
Total 54000 · Utilities - Office	2,123.73	2,442.84
55000 · Office Expenses		
55110 · Water Billing System	620.58	0.00
55120 · Supplies & Equipment	22.49	0.00
55130 · Copier and Supplies	489.25	964.12
55150 · Postage	365.42	82.56

Cabazon Water District
Profit & Loss
 May through June 2015

	May 15	Jun 15
55160 · Printing & Publications	1,028.50	0.00
55180 · Computer Services	4,369.13	2,997.00
55210 · Air Conditioning Servicing (Air Conditioning Unit Serv	1,381.00	350.00
55000 · Office Expenses - Other	500.00	500.00
Total 55000 · Office Expenses	8,776.37	4,893.68
55340 · EQUIPMENT RENTAL		
56800 · General Liability Insurance	1,711.19	1,711.19
Total 55340 · EQUIPMENT RENTAL	1,711.19	1,711.19
56000 · Support Services		
56300 · Financial Audit (through 20xx)	7,829.00	742.00
56400 · Accounting (monthly contract)	1,891.25	1,168.75
56500 · Legal Services		
565-00 · Legal - General	3,187.33	0.00
565.01 · Legal - Water	3,143.50	0.00
565.07 · Legal - Personnel	425.00	0.00
Total 56500 · Legal Services	6,755.83	0.00
56600 · Bank Service Charges	102.40	112.00
56700 · Payroll Service	122.40	338.40
Total 56000 · Support Services	16,700.88	2,361.15
57000 · Training/Travel		
57120 · Travel and Meals	506.16	216.25
Total 57000 · Training/Travel	506.16	216.25
59000 · Service Tools & Equipment		
59110 · Shop Supplies and Small Tools	140.80	302.25
59120 · Vehicle Fuel	1,600.91	8.00
59150 · Tractor Expenses	0.00	3,158.94
59160 · Backhoe Fuel	250.98	0.00
59180 · Service Trucks - Repair and Mtn	608.38	240.57
59190 · Water Ops Cell Phone/ Internet	188.87	189.00
59210 · Water Ops Computer Internet	60.61	60.61
Total 59000 · Service Tools & Equipment	2,850.55	3,959.37
52000 · Operational Expenses - Other	0.00	39,600.00
Total 52000 · Operational Expenses	58,428.29	65,601.31
61000 · Non-Operating Expenses		
61150 · Returned Checks	(40.00)	0.00
61190 · Bad Debt Expense	7,158.34	0.00
61220 · Reconciliation Discrepancies	0.00	8.42
61240 · Miscellaneous	73.78	1,306.41
Total 61000 · Non-Operating Expenses	7,192.12	1,314.83
65000 · Depreciation and Amortization		
65110 · Depreciation	22,189.00	22,189.00
Total 65000 · Depreciation and Amortization	22,189.00	22,189.00
Total Expense	109,229.45	119,459.30
Net Ordinary Income	27,266.29	(7,827.84)
Net Income	27,266.29	(7,827.84)

Cabazon Water District Profit & Loss Budget Performance June 2015

	Jun 15	Budget	Jul '14 - Jun 15	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
41000 · Operating Income					
41100 · Base Rate - Water Bills	90,881.44	99,738.00	1,112,104.69	1,136,900.00	1,136,900.00
41220 · Fire Sales - Water Bills	240.00	240.00	2,880.00	2,880.00	2,880.00
41240 · Meter Install and Removal	0.00		0.00		
41310 · Penalty Fees - Water Bills	2,530.87	2,337.00	33,173.72	28,000.00	28,000.00
41320 · Lien Reinstatement Fees	400.00		700.00		
41330 · New Account Fees - Water Bills	150.00		2,405.00		
41360 · Incident Fee - Water Bills	0.00		290.00		
41370 · Returned Check Fees	30.00		540.00		
41400 · Basic Facilities Fee	0.00		8,020.00		
41500 · Stand By Fees - Tax Revenue	0.00		104,666.72	100,000.00	100,000.00
Total 41000 · Operating Income	94,232.31	102,315.00	1,264,780.13	1,267,780.00	1,267,780.00
42000 · Non-Operating Income					
42100 · Property Taxes					
42110 · Ad Valorem - Tax Revenue	14,963.65	16,000.00	46,773.68	49,000.00	49,000.00
42120 · Teeter Settlement Income	0.00	12,000.00	298.75	12,000.00	12,000.00
Total 42100 · Property Taxes	14,963.65	28,000.00	47,072.43	61,000.00	61,000.00
42210 · Cell Tower Lease Income	1,890.43	2,512.00	26,610.07	30,100.00	30,100.00
42310 · Miscellaneous Non-Operating Inc	286.93		12,004.98		
43000 · Interest Income					
43110 · Interest Inc - Gen, Trust, Payr	1.91		17.12		
43120 · Interest Income LAIF	0.00	500.00	1,268.74	1,700.00	1,700.00
43140 · Interest Income - Water bills	256.23	300.00	4,438.27	3,600.00	3,600.00
43160 · Interest Income - DWR	0.00		4.97		
43170 · Interest Income - Zion's Bank	0.00		1.19		
Total 43000 · Interest Income	258.14	800.00	5,730.29	5,300.00	5,300.00
Total 42000 · Non-Operating Income	17,399.15	31,312.00	91,417.77	96,400.00	96,400.00
Total Income	111,631.46	133,627.00	1,356,197.90	1,364,180.00	1,364,180.00
Gross Profit	111,631.46	133,627.00	1,356,197.90	1,364,180.00	1,364,180.00
Expense					
50010 · Payroll - All Expenses					
51000 · Payroll Summary					
51050 · Directors' Fees	1,300.00	1,187.00	13,100.00	14,200.00	14,200.00
51100 · Management and Customer Service					
51120 · Customer Accounts	4,841.63	2,704.00	39,083.96	35,200.00	35,200.00
51130 · Admin Assistant	5,376.38	3,123.00	44,338.19	40,600.00	40,600.00
51140 · General Manager	9,235.23	6,396.00	85,680.76	83,100.00	83,100.00
Total 51100 · Management and Custom	19,453.24	12,223.00	169,102.91	158,900.00	158,900.00
51200 · Water Operations					
51210 · Meter Reader	3,031.33	1,642.00	17,297.98	21,300.00	21,300.00
56110 · Water Tech II	0.00		0.00		
Total 51200 · Water Operations	3,031.33	1,642.00	17,297.98	21,300.00	21,300.00

Cabazon Water District Profit & Loss Budget Performance

June 2015

	Jun 15	Budget	Jul '14 - Jun 15	YTD Budget	Annual Budget
Total 51000 · Payroll Summary	23,784.57	15,052.00	199,500.89	194,400.00	194,400.00
51300 · Payroll - Employee Ben Expense					
51310 · Workers Comp.	302.30	623.00	6,001.24	8,100.00	8,100.00
51320 · Employee Health Care	2,336.61	2,350.00	26,414.87	28,200.00	28,200.00
51330 · Pension	2,225.54	2,481.00	28,777.84	32,300.00	32,300.00
51350 · Union Dues	(77.95)		(51.71)		
51360 · Aflac Deductions	(95.18)		(255.30)		
Total 51300 · Payroll - Employee Ben Exp	4,691.32	5,454.00	60,886.94	68,600.00	68,600.00
51400 · Payroll Expenses - Taxes, etc					
51410 · FICA and Medicare	1,797.67	1,058.00	15,130.69	13,800.00	13,800.00
51420 · SUI and ETT	80.60	188.00	2,605.85	2,300.00	2,300.00
51430 · Medical Testing	0.00	73.00	835.00	920.00	920.00
Total 51400 · Payroll Expenses - Taxes, e	1,878.27	1,319.00	18,571.54	17,020.00	17,020.00
Total 50010 · Payroll - All Expenses	30,354.16	21,825.00	278,959.37	280,020.00	280,020.00
52000 · Operational Expenses					
53000 · Facilities, Wells, Trans, Dist					
53110 · Lab Fees	769.00	1,762.00	6,789.00	21,100.00	21,100.00
53120 · Site Maintenance	34.00	125.00	15,264.30	1,500.00	1,500.00
53130 · Meters	78.98	625.00	9,695.64	7,500.00	7,500.00
53140 · Generator Service Contractor	0.00	113.00	3,588.68	1,400.00	1,400.00
53150 · Median Maintenance	0.00	500.00	2,600.00	6,000.00	6,000.00
53160 · Utilities - Wells	0.00	9,163.00	93,197.39	110,000.00	110,000.00
53170 · SCADA (no ongoing contract)	0.00	600.00	2,807.73	7,200.00	7,200.00
53180 · Line Maint and Repair Cont	5,070.00	17,350.00	223,024.00	208,200.00	208,200.00
53190 · Line Maint and Repair Materials	2,121.03	7,500.00	81,725.91	90,000.00	90,000.00
53210 · Well Maintenance					
53215 · Chemicals	0.00	288.00	5,102.55	3,500.00	3,500.00
53210 · Well Maintenance - Other	0.00	625.00	13,713.85	7,500.00	7,500.00
Total 53210 · Well Maintenance	0.00	913.00	18,816.40	11,000.00	11,000.00
53300 · Security					
53330 · Crime Prevention (PSI & Veriz	398.87		5,243.05		
53350 · Alarms					
53355 · Alarm Phones	105.39	62.00	1,267.81	700.00	700.00
53350 · Alarms - Other	0.00		525.30		
Total 53350 · Alarms	105.39	62.00	1,793.11	700.00	700.00
53380 · Materials	77.44	38.00	942.16	500.00	500.00
53390 · Audio Alarm (cont exp xx/xx)	241.12	225.00	2,392.24	2,700.00	2,700.00
53410 · Video Eq Lease (exp xx/xx)	724.00	738.00	8,688.00	8,900.00	8,900.00
53300 · Security - Other	0.00		975.50		
Total 53300 · Security	1,546.82	1,063.00	20,034.06	12,800.00	12,800.00
53610 · Engineering Services	0.00	1,000.00	29,496.55	12,000.00	12,000.00
53620 · Chlorinators	438.00		438.00		
55131 · Meter Reading	0.00		0.00		
53000 · Facilities, Wells, Trans, Dist - O	359.00		359.00		

Cabazon Water District
Profit & Loss Budget Performance
June 2015

	Jun 15	Budget	Jul '14 - Jun 15	YTD Budget	Annual Budget
Total 53000 · Facilities, Wells, Trans, Dis	10,416.83	40,714.00	507,836.66	488,700.00	488,700.00
54000. · Utilities - Office					
54110 · Electricity	1,303.50	1,000.00	12,614.12	12,000.00	12,000.00
54120 · Gas	22.83	75.00	583.86	900.00	900.00
54130 · Telephone	766.13	750.00	8,989.88	9,000.00	9,000.00
54140 · Sanitation	350.38	275.00	4,204.56	3,300.00	3,300.00
Total 54000. · Utilities - Office	2,442.84	2,100.00	26,392.42	25,200.00	25,200.00
55000. · Office Expenses					
55110 · Water Billing System	0.00	250.00	2,154.58	3,000.00	3,000.00
55120 · Supplies & Equipment	0.00	713.00	7,696.34	8,600.00	8,600.00
55130 · Copier and Supplies	964.12	635.00	7,546.43	7,620.00	7,620.00
55140 · Dues & Subscriptions	0.00	50.00	1,035.00	600.00	600.00
55150 · Postage	82.56	750.00	5,914.83	9,000.00	9,000.00
55160 · Printing & Publications	0.00	212.00	2,405.01	2,500.00	2,500.00
55180 · Computer Services	2,997.00	2,587.00	37,231.57	31,000.00	31,000.00
55190 · Office/Radio	0.00		1,560.00		
55200 · Office Storage	0.00		1,000.00		
55210 · Air Conditioning Servicing (Air	350.00		2,081.00		
55000. · Office Expenses - Other	500.00		2,000.00		
Total 55000. · Office Expenses	4,893.68	5,197.00	70,624.76	62,320.00	62,320.00
55340 · EQUIPMENT RENTAL					
56800 · General Liability Insurance	1,711.19	2,000.00	20,534.28	24,000.00	24,000.00
Total 55340 · EQUIPMENT RENTAL	1,711.19	2,000.00	20,534.28	24,000.00	24,000.00
56000 · Support Services					
56200. · Temporary Labor	0.00		1,940.25		
56300 · Financial Audit (through 20xx)	742.00	2,650.00	35,064.00	31,800.00	31,800.00
56400 · Accounting (monthly contract)	1,168.75	1,913.00	15,068.36	23,000.00	23,000.00
56500 · Legal Services					
565-00 · Legal - General	0.00		48,693.92		
565.01 · Legal - Water	0.00		14,323.46		
565-02 · Legal - Brown Act, Public Re	0.00		870.00		
565.03 · Legal - Conflict of Interest	0.00		2,955.00		
565.07 · Legal - Personnel	0.00		20,416.80		
565-08 · Legal - Springwater - Arrowh	0.00		2,215.86		
565-09 · Legal - Ethics	0.00		3,600.00		
565-21 · Legal - DHPO Water System	0.00		1,052.50		
565-25 · Legal - American Solar Utility	0.00		5,904.41		
565-26 · Legal - Water Damage Claim	0.00		2,032.99		
565-27 · Legal - Jensen Creek Dam	0.00		703.40		
56500 · Legal Services - Other	0.00	4,163.00	0.00	50,000.00	50,000.00
Total 56500 · Legal Services	0.00	4,163.00	102,768.34	50,000.00	50,000.00
56600 · Bank Service Charges	112.00	200.00	1,698.33	2,400.00	2,400.00
56700 · Payroll Service	338.40	212.00	3,114.45	2,500.00	2,500.00
Total 56000 · Support Services	2,361.15	9,138.00	159,653.73	109,700.00	109,700.00

Cabazon Water District Profit & Loss Budget Performance

June 2015

	Jun 15	Budget	Jul '14 - Jun 15	YTD Budget	Annual Budget
57000 · Training/Travel					
57110 · Seminars/Training	0.00	788.00	3,780.00	9,500.00	9,500.00
57120 · Travel and Meals	216.25	758.00	7,318.31	9,140.00	9,140.00
Total 57000 · Training/Travel	216.25	1,546.00	11,098.31	18,640.00	18,640.00
57800 · DHPD Operational Expenses					
57810 · Operating Expenses - DHPO	0.00		3,954.77		
57820 · Legal Services - DHPO	0.00		2,112.50		
Total 57800 · DHPD Operational Expense	0.00		6,067.27		
58000 · Other Fees					
58100 · County Lien Release Fees (Fee:	0.00		23.00		
58110 · Riverside County Fees	0.00	425.00	405.39	5,100.00	5,100.00
58120 · State Water fees	0.00	962.00	6,244.08	11,500.00	11,500.00
58000 · Other Fees - Other	0.00		1,110.84		
Total 58000 · Other Fees	0.00	1,387.00	7,783.31	16,600.00	16,600.00
59000 · Service Tools & Equipment					
59110 · Shop Supplies and Small Tools	302.25	212.00	640.16	2,500.00	2,500.00
59120 · Vehicle Fuel	8.00	1,500.00	13,771.82	18,000.00	18,000.00
59130 · Employee Uniforms	0.00	125.00	1,027.76	1,500.00	1,500.00
59150 · Tractor Expenses	3,158.94	125.00	6,858.98	1,500.00	1,500.00
59160 · Backhoe Fuel	0.00	87.00	5,242.33	1,000.00	1,000.00
59170 · Equipment Rental	0.00		0.00	0.00	0.00
59180 · Service Trucks - Repair and Mti	240.57	750.00	7,437.32	9,000.00	9,000.00
59190 · Water Ops Cell Phone/ Internet	189.00	188.00	2,069.70	2,300.00	2,300.00
59210 · Water Ops Computer Internet	60.61	125.00	666.41	1,500.00	1,500.00
59220 · Communications	0.00	38.00	0.00	500.00	500.00
59000 · Service Tools & Equipment - O	0.00		1,008.27		
Total 59000 · Service Tools & Equipmen	3,959.37	3,150.00	38,722.75	37,800.00	37,800.00
52000 · Operational Expenses - Other	39,600.00		39,600.00		
Total 52000 · Operational Expenses	65,601.31	65,232.00	888,313.49	782,960.00	782,960.00
61000 · Non-Operating Expenses					
61150 · Returned Checks	0.00		(391.27)		
61160 · Grant/Loan Processing Fee	0.00	100.00	1,325.00	1,200.00	1,200.00
61170 · DWR Interest on Loans	0.00	1,250.00	10,828.34	15,000.00	15,000.00
61180 · DHPO Interest Expense	0.00	1,475.00	12,838.56	17,700.00	17,700.00
61190 · Bad Debt Expense	0.00		7,158.34		
61210 · Other Non-Op Expense	0.00		(145.48)		
61220 · Reconciliation Discrepancies	8.42		(1,503.89)		
61230 · Elm St. Property	0.00		9,070.00		
61240 · Miscellaneous	1,306.41	837.00	3,594.07	10,000.00	10,000.00
61250 · Image Consultant	0.00	163.00	552.50	2,000.00	2,000.00
Total 61000 · Non-Operating Expenses	1,314.83	3,825.00	43,326.17	45,900.00	45,900.00
65000 · Depreciation and Amortization					
65110 · Depreciation	22,189.00	20,262.00	266,268.00	243,100.00	243,100.00
Total 65000 · Depreciation and Amortizatic	22,189.00	20,262.00	266,268.00	243,100.00	243,100.00

Cabazon Water District
Profit & Loss Budget Performance
June 2015

Total Expense
Net Ordinary Income
Net Income

	Jun 15	Budget	Jul '14 - Jun 15	YTD Budget	Annual Budget
Total Expense	119,459.30	111,144.00	1,476,867.03	1,351,980.00	1,351,980.00
Net Ordinary Income	(7,827.84)	22,483.00	(120,669.13)	12,200.00	12,200.00
Net Income	(7,827.84)	22,483.00	(120,669.13)	12,200.00	12,200.00

PRELIMINARY

RESOLUTION NO. 01-2015

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CABAZON WATER DISTRICT
FIXING WATER STANDBY ASSESSMENTS FOR FISCAL YEAR 2015-2016

WHEREAS, pursuant to Section 31032.1 of the California Water Code, the Board of Directors of the Cabazon Water District (hereinafter "District") is authorized to annually fix water standby or water availability assessments not to exceed \$30.00 per acre per year for each acre of land, or \$30.00 per year for each parcel of land equal to or less than one acre, to which water is made available for any purpose by the District, whether the water is actually used or not; and

WHEREAS, it is hereby found that the very existence of publicly available water through a public agency is of benefit to the lands proposed to be assessed; and

WHEREAS, the proposed water standby assessments are hereby dedicated to lawful purposes of the District, and will be available to pay the District's long-term indebtedness and for other lawful purposes; and

WHEREAS, pursuant to Sections 31032.1 and 31032.2 the Board of Directors may elect to have the standby or availability assessments collected on the tax rolls after a written report of proposed water standby assessments for fiscal year 2015-2016 is prepared; and

WHEREAS, the Board of Directors elects to have the standby and availability assessments collected on the tax rolls, and, therefore, finds it necessary that a written report of the proposed water standby assessments for the 2015-2016 fiscal year be prepared, and that certain criteria be established to assist the General Manager in the preparation of said written report as it pertains to those parcels of property located within the District's boundaries; and

WHEREAS, the proposed standby and availability assessments proposed for the 2015-2016 Fiscal Year are exempt from Proposition 218 because they do not exceed the rates levied in the 1996-1997 Fiscal Year and the assessments generate revenue for both 1) the operation and maintenance of a water system and 2) the payment of bonded indebtedness,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cabazon County Water District as follows:

That the General Manager of this District is hereby ordered to prepare a written report of proposed water standby assessments for fiscal year 2015-2016, pursuant to Sections 31032.1 through 31032.6 of the California Water Code, and that the following criteria be used in the preparation of said report:

Assessments are made without regard to property valuation, and each parcel is hereby classified into one of three zones, with the standby or availability assessment rate for each zone set as follows:

ZONE A: The area within the base water service pressure zone as shown by map on file at the District office.

Each parcel that has an active metered service connection shall be assessed a water availability assessment of \$10.00 per parcel for each parcel equal to or less than one acre or \$10.00 per acre for which there is an active metered service capacity unit (for assessment purposes, one active metered service capacity unit is equivalent to one acre; see Exhibit "A", attached) plus \$30.00 per acre or portion thereof for each acre or portion thereof in excess of the acreage represented by active metered service capacity units.

Each parcel that does not have an active metered service connection shall be assessed a water standby assessment of \$30.00 per parcel for each parcel equal to or less than one acre or \$30.00 per acre or portion thereof for each parcel greater than one acre.

ZONE B: The area within other water service pressure zones and three Property Types as shown by map on file at District Office. The standby assessment rate for Zone B and each Property Type therein is hereby set as follows:

RESOLUTION NO. 01-2015
PAGE 3 OF 3

PROPERTY TYPE 1: Any parcel that is not served by the District through an active meter and has slopes of up to 15% will be assessed \$15.00 per acre or portion thereof within Zone B for that portion of the parcel with described slopes.

PROPERTY TYPE 2: Any parcel that is not served by the District through an active meter and has slopes of between 15% and 25% will be assessed \$10.00 per acre or portion thereof within Zone B for that portion of the parcel with described slopes.

PROPERTY TYPE 3: Any parcel that is not served by the District through an active meter and has slopes greater than 25% will be assessed \$5.00 per acre or portion thereof within Zone B for that portion of the parcel with described slopes.

ZONE C: Each parcel within Riverside County Surface Mining Permit No. 162 shall be assessed \$30.00 per acre or portion thereof in accordance with the terms of an Agreement between the District and the holder(s) of Surface Mining Permit No. 162.

BE IT FURTHER RESOLVED that it is hereby found that the adoption of this Resolution and the associated collection of water standby assessment monies are exempt from environmental analysis pursuant to Public Resources Code, Section 21080(b)(8).

PASSED AND ADOPTED by the Board of Directors of the Cabazon Water District, Riverside County, State of California, this ___ day of _____ 2015.

MOTION:
SECOND:
AYE:

SIGNED:

President of the Board
of Directors Cabazon
Water District

ATTEST:

Secretary to the Board of
Directors Cabazon Water
District

SEAL

EXHIBIT A
CABAZON WATER DISTRICT
CAPACITY UNITS

<u>Service Meter Sizes (Inches)</u>	<u>Capacity Units*</u>
5/8 x 3/4	1.0
3/4	1.5
1	2.5
1 1/2	5.0
2	8.0
3	17.5
4	30.0
6	62.5

* Note: Capacity units, which are based on American Water Works Association recommended meter capacities, are the basis for the District's Basic Facility Charges. For assessment purposes, each capacity unit is equivalent to one acre.



BABCOCK Laboratories, Inc.
The Standard of Excellence for Over 100 Years

Client Name: Cabazon Water District
 Contact: Calvin Louie
 Address: P.O. Box 297
 Cabazon, CA 92230

Analytical Report: Page 1 of 5
 Project Name: Cabazon Co. WD-DW-CC
 Project Number: Biannual Lead & Copper

Work Order Number: B4H2263

Received on Ice (Y/N): Yes Temp: 5 °C

Report Date: 29-Aug-2014

Attached is the analytical report for the sample(s) received for your project. Below is a list of the individual sample descriptions with the corresponding laboratory number(s). Also, enclosed is a copy of the Chain of Custody document (if received with your sample(s)). Please note any unused portion of the sample(s) may be responsibly discarded after 30 days from the above report date, unless you have requested otherwise.

Thank you for the opportunity to serve your analytical needs. If you have any questions or concerns regarding this report please contact our client service department.

Sample Identification

<u>Lab Sample #</u>	<u>Client Sample ID</u>	<u>Matrix</u>	<u>Date Sampled</u>	<u>By</u>	<u>Date Submitted</u>	<u>By</u>
B4H2263-03	14618 Broadway ---SPECIAL---	Water	08/20/14 08:25	E. Lemus	08/20/14 14:05	



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The Standard of Excellence for Over 100 Years

Client Name: Cabazon Water District
 Contact: Calvin Louie
 Address: P.O. Box 297
 Cabazon, CA 92230

Analytical Report: Page 4 of 5
 Project Name: Cabazon Co. WD-DW-CC
 Project Number: Biannual Lead & Copper

Report Date: 29-Aug-2014

Work Order Number: B4H2263

Received on Ice (Y/N): Yes Temp: 5 °C

Laboratory Reference Number

B4H2263-03

Sample Description

14618 Broadway

Matrix

Water

Sampled Date/Time

08/20/14 08:25

Received Date/Time

08/20/14 14:05

Analyte(s)	Result	RDL	Units	Method	Analysis Date	Analyst	Flag
Metals and Metalloids							
Copper	690	120	ug/L	EPA 200.8	08/29/14 11:00	ERA	
Lead	ND	5.0	ug/L	EPA 200.8	08/27/14 20:55	mel	



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The Standard of Excellence for Over 100 Years

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Address: P.O. Box 297
Cabazon, CA 92230

Analytical Report: Page 5 of 5
Project Name: Cabazon Co. WD-DW-CC
Project Number: Biannual Lead & Copper

Report Date: 29-Aug-2014

Work Order Number: B4H2263
Received on Ice (Y/N): Yes Temp: 5 °C

Notes and Definitions

- Nconf Result(s) confirmed by re-analysis.
- ND: Analyte NOT DETECTED at or above the Method Detection Limit (if MDL is reported), otherwise at or above the Reportable Detection Limit (RDL)
- NR: Not Reported
- RDL: Reportable Detection Limit
- MDL: Method Detection Limit
- * / " : NELAP does not offer accreditation for this analyte/method/matrix combination

Approval

Enclosed are the analytical results for the submitted sample(s). Babcock Laboratories certify the data presented as part of this report meet the minimum quality standards in the referenced analytical methods. Any exceptions have been noted. Babcock Laboratories and its officers and employees assume no responsibility and make no warranty, express or implied, for uses or interpretations made by any recipients, intended or unintended, of this report.

Digitally signed by: Natalie Emery
DN: CN = Natalie Emery C = US O =
Babcock Labs, Inc. OU = Project Manager

cc: SDSHD

mailing
P.O. Box 432
Riverside, CA 92502-0432

location
6100 Quail Valley Court
Riverside, CA 92507-0704

P 951 653 3351
F 951 653 1662
www.babcocklabs.com

e-Short_No Alias

CA ELAP No. 2698
EPA no. CA00102
LACSD No., 10119



BABCOCK Laboratories, Inc.
The Standard of Excellence for Over 100 Years

Client Name: Cabazon Water District
Contact: Calvin Louie
Address: P.O. Box 297
Cabazon, CA 92230

Analytical Report: Page 3 of 3
Project Name: Cabazon Co. WD-DW-CC
Project Number: Biannual Lead & Copper

Work Order Number: **B4H2263**

Report Date: 29-Aug-2014

Received on Ice (Y/N): Yes Temp: 5 °C

Chain of Custody & Sample Information Record

6100 Quail Valley Court Riverside, CA 92507
(951) 653-3351 • FAX (951) 653-1662
www.babcocklabs.com



Client: CABAZON WATER DISTRICT Contact: CALVIN LOUIE Fax No. (951) 653-1662

Phone No. (951) 653-3351 email: CLLOUIE@CABAZONWATER.DIST.CA.GOV

Project Name: LEAD & COPPER Turn Around Time: 72 Hour Rush *48 Hour Rush *24 Hour Rush

Project Location: 14015 BROADWAY *Lab TAT Approval: By: _____ *Additional Charges Apply

Name: E. LEMUS Sampler Information

Employer: CABAZON WATER DIST.

Signature: [Signature]

Sample ID: 14015 BROADWAY Date: 08/29/14 Time: 8:05

Sample ID	Date	Time	Matrix	Notes
14015 BROADWAY	08/29/14	8:05	DW	

Relinquished By (sign): [Signature] Print Name / Company: E. LEMUS / CWD Date / Time: 8/29/14 11:15

Received By (sign): [Signature] Print Name / Company: A. M. H. S. (P. R. S. I. S. W. S. S.)

Temperature: 5 °C

Sample(s) Submitted on Ice? Yes No

Custody Seal(s) Intact? Yes No

Sample(s) Intact? Yes No

Sample Integrity Upon Receipt/Acceptance Criteria: Yes No

Sample meets laboratory acceptance criteria? Yes No

Permission to continue: Yes No

Deviation/Notes: _____

Signature/Date: [Signature] / 8/29/14

Lab No. B4H226310 Logged in By/Date: [Signature] / 8/29/14

Page 1 of 1

**CABAZON WATER DISTRICT
On-Call Contractor Services Contract**

1. Parties and Date. This Contract is made and entered into this ____ day of _____, 2015 ("Effective Date") by and between the Cabazon Water District ("District") and James M. Doolittle, a California sole proprietorship with its principal place of business at 1430 W. Lincoln Street, Banning, California 92220 ("Contractor"). District and Contractor are sometimes individually referred to as "Party" and collectively as "Parties" in this Contract.
2. Scope of Work. The undersigned hereby agrees to furnish any and all labor, equipment, materials, tools, services, transportation, utilities, and all other items necessary to provide the District on-call water distribution system repair services ("Line Maintenance") in accordance with the Contract Documents and in the work order(s) to be issued pursuant to this Contract and executed by the District ("the Work"). The District desires to engage Contractor to perform Work on an as-needed/on-call basis, including without limitation emergency repair services twenty-four (24) hours per day, seven (7) days per week. To this end, Contractor shall perform all Work described in Exhibit "A," attached hereto and incorporated herein by this reference, and any other Work specified by the District pursuant to individual work orders that more particularly describe said Work ("Work Order"). Work Orders shall be issued by the District on the form attached hereto as Exhibit "B" and incorporated herein by this reference. No Work shall be performed by Contractor unless specified in Exhibit "A" and authorized by a fully executed Work Order in the form provided by the District. This Contract applies to any Work within the boundaries of the Cabazon Water District. The term "equipment" as used in this Contract shall be limited to one (1) tool truck, one (1) pick-up truck with minor tools and one (1) 3/4 ton truck with dump trailer. Contractor shall only be responsible for providing materials not otherwise provided by the District. Contractor shall notify District prior to furnishing any non-District materials to be incorporated in to the Work.
3. Contract Documents. The complete Contract includes this Contract, the Request for Proposal, the Contractor's Proposal, the Bond(s), executed in connection herewith, Certificates of Insurance, and all official papers and documents relating to the Work to be performed hereunder, all valid Work Orders issued by the District, and all modifications incorporated in these documents before their execution. Any and all obligations of District and Contractor are fully set forth and described herein.
4. Performance of Work; Standard of Care. The Contractor shall at all times employ such force, plant, materials, and tools as will be sufficient in the opinion of the District to perform the Work within the time limits established, and as provided herein. It is understood and agreed that said tools, equipment, apparatus, facilities, labor, and material shall be furnished and said Work performed and completed as required by the Contract, and subject to the approval of the District's authorized representative. The quality of Work shall meet or exceed those standards established by the State of California Department of Water Resources, the District or the city or county of jurisdiction. The Contractor shall perform all Work under this Contract in a skillful and workmanlike manner, and consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the professional calling necessary to perform the Work. Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Work assigned to them. Finally, Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Work, and that such licenses and approvals shall be maintained throughout the term of this Contract. As provided for in the indemnification provisions of this Contract, Contractor shall perform, at its own

cost and expense and without reimbursement from the District, any Work necessary to correct errors or omissions which are caused by the Contractor's failure to comply with the standard of care provided for herein. Contractor shall at all times enforce strict discipline and good order among its employees. Any employee who is determined by the District to be uncooperative, incompetent, a threat to the safety of persons or the Work, or any employee who fails or refuses to perform the Work in a manner acceptable to the District, shall be promptly removed from the Project by the Contractor and shall not be re-employed on the Work.

5. Term of Contract. The initial term of this Contract shall be for ninety (90) days with an option for up to an additional two (2) years that the District may, in its sole discretion, choose to exercise. Contractor shall hold its rates firm for the first year from the Effective Date of the Contract. The District reserves the right to extend this Contract for an additional term by mutual agreement with the Contractor. Contractor shall complete the Work within the term of this Contract, and shall meet any other established schedules and deadlines set forth in the Work Orders.
6. Payment. The District shall pay for actual quantities of Work performed and accepted by the District in accordance with the Schedule of Charges set forth in Exhibit "C," attached hereto and incorporated herein by reference. In no event shall the total amount paid by the District for services rendered by Contractor under this Contract exceed, in the aggregate, the sum of **\$37,500.00** during the initial ninety (90) days term or **\$150,000 per year** should the District choose to exercise the option to extend the contract for up to an additional two (2) year term ("Maximum Contract Price"). The maximum compensation for Work to be provided pursuant to each Work Order shall be set forth in the relevant Work Order.
 - a. The District budgets ~~a maximum~~the amount of **\$12,500.00** per ~~a~~ month for Line Maintenance which includes regular maintenance, replacing/upgrade of pipes, valves, other water apparatus, and emergency repairs.
 - b. All scheduled Work authorized by the District shall first have a Work Order issued to the Contractor. With the exception of Line Maintenance work not exceeding (\$1,500.00) and all emergency work, the Contractor must complete the Work Order ~~thirtyten~~ (310) business days prior to the Work to be performed. On the Work Order the Contractor will indicate the number of personnel, their job and hourly rate, total number of hours to complete the Work, and total cost for review and approval. Included in the Work Order, the Contractor shall notify the District the amount of material, parts, and other miscellaneous cost related to the Work.
 - c. Once the Work Order has been approved by the District, the Contractor will be expected to begin the Work and complete it within the number of hours and days, including the material, parts, and other miscellaneous cost related to the Work as indicated by the Contractor.
 - d. Change Order – If additional cost for man hours, material, parts, and other miscellaneous cost related to the Work is required, the Contractor shall contact the District immediately and submit a Change Order with a detailed description of the cause for the additional cost and will indicate the additional number of personnel, their job and hourly rate, total number of hours to complete the Work, also include any cost for additional material, parts, and other miscellaneous cost related to the Work to be reviewed and approved by the District prior to performing Change Order Work.

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- e. Emergency Repair Call-out ("ERC") – Within eight (8) business days after the date being called out for ERC, the Contractor will submit to the District an invoice for the ERC service(s) rendered.
 - i. The Contractor will complete any Work in progress. All other scheduled Work Order(s) pending will be stopped until the Contractor submits a final invoice for the ERC on or before the eight (8) business days after the date being called out for ERC.
 - ii. The Contractor will be fined 2.5% of the total cost for ERC invoices submitted after 8 business days, 5.0% after 10 business days, 10% after 15 days, and 15% after 20 business days or more.

Except for payments on invoices in excess of (\$5,000.00), payments shall be made by the District within thirty-five (30) days after the date the District receives an invoice from the Contractor completion of the Work from an approved Work Order which includes a detailed description of the Work performed, excepting disputed charges, which shall be payable upon resolution of the dispute, as specified in more detail elsewhere in this Contract. For the Contractor's internal use, the Contractor may attached an invoice matching the cost indicated in the Work Order completed by the Contractor.

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~~Notwithstanding anything to the contrary, the Maximum Contract Price shall not constitute a guarantee of any Work under this Contract.~~

Notice. Any notice or instrument required to be given or delivered by this Contract may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

<p>District:</p> <p>Cabazon Water District P.O. Box 297 14618 Broadway Street Cabazon, CA 92230 Attn: Calvin Louie</p>	<p>Contractor:</p> <p>James M. Doolittle 1430 W. Lincoln Street Banning, CA 92220 Attn: James M. Doolittle</p>
---	--

- 8. Insurance. The Contractor shall maintain the following insurance during the performance of all Work under this Contract. Contractor shall not commence Work under this Contract until it has provided evidence satisfactory to the District that it has secured all insurance required under this section. In addition, Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the District that the subcontractor has secured all insurance required under this section. Failure to provide and maintain all required insurance shall be grounds for the District to terminate this Contract for cause.
 - a. Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) General Liability: Insurance Services Office Commercial General Liability coverage (occurrence form CG 00 01) OR Insurance Services Office Owners and Contractors Protective Liability Coverage Form (CG 00 09 11 88) (coverage for operations of designated contractor); (2) Automobile Liability: Insurance Services Office Business Auto Coverage form number CA 00 01, code 1 (any auto); (3) Workers' Compensation and Employer's Liability: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance. Policies shall not contain exclusions contrary to this Contract.

- b. Minimum Limits of Insurance. Contractor shall maintain limits no less than: (1) General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used including, but not limited to, form CG 2503, either the general aggregate limit shall apply separately to this Contract/location or the general aggregate limit shall be twice the required occurrence limit; (2) Automobile Liability: \$1,000,000 per accident for bodily injury and property damage; (3) Workers' Compensation and Employer's Liability: Workers' compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of \$1,000,000 each accident, policy limit bodily injury or disease, and each employee bodily injury or disease. Defense costs shall be available in addition to the limits. Notwithstanding the minimum limits specified herein, any available coverage shall be provided to the parties required to be named as additional insureds pursuant to this Contract.
- c. Insurance Endorsements. The insurance policies shall contain the following provisions, or Contractor shall provide endorsements (amendments) on forms supplied or approved by the District to add the following provisions to the insurance policies:
- i. General Liability. (1) Such policy shall give the District, its officials, officers, employees, volunteers and agents additional insured status using ISO endorsements CG20 10 10 01 plus CG20 37 10 01, or endorsements providing the exact same coverage, with respect to the Work or operations performed by or on behalf of Contractor, including materials, parts or equipment furnished in connection with such work; (2) all policies shall waive or shall permit Contractor to waive all rights of subrogation which may be obtained by the Contractor or any insurer by virtue of payment of any loss or any coverage provided to any person named as an additional insured pursuant to this Contract, and Contractor agrees to waive all such rights of subrogation; and (3) the insurance coverage shall be primary insurance as respects the District, its officials, officers, employees, volunteers and agents, or if excess, shall stand in an unbroken chain of coverage excess of Contractor's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its officials, officers, employees, volunteers and agents shall be excess of Contractor's insurance and shall not be called upon to contribute with it.
 - ii. Automobile Liability. (1) Such policy shall give the District, its officials, officers, employees, volunteers and agents additional insured status with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by Contractor or for which Contractor is responsible; (2) all policies shall waive or shall permit Contractor to waive all rights of subrogation which may be obtained by the Contractor or any insurer by virtue of payment of any loss or any coverage provided to any person named as an additional insured pursuant to this Contract, and Contractor agrees to waive all such rights of subrogation; and (3) the insurance coverage shall be primary insurance as respects District, its officials, officers, employees, volunteers and agents, or if excess, shall stand in an unbroken chain of coverage excess of Contractor's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its officials, officers, employees, volunteers and agents shall be excess of Contractor's insurance and shall not be called upon to contribute with it in any way.
 - iii. Workers' Compensation and Employer's Liability Coverage. The insurer shall agree to waive all rights of subrogation against the District, its officials, officers, employees, volunteers and agents for losses paid under the terms of the insurance policy which arise from work performed by Contractor.

- ~~iv. Contractor's Pollution Liability Coverage. The contractor's pollution liability policy shall include or be endorsed (amended) to state that: (1) the District, its officials, officers, employees, volunteers and agents shall be covered as additional insureds with respect to the Work or operations performed by or on behalf of Contractor, including materials, parts or equipment furnished in connection with such work; (2) Consultant agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss; and (3) the insurance coverage shall be primary insurance as respects the District, its officials, officers, employees, volunteers and agents, or if excess, shall stand in an unbroken chain of coverage excess of Contractor's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its officials, officers, employees, volunteers and agents shall be excess of Contractor's insurance and shall not be called upon to contribute with it.~~
- iv. All Coverages. Each insurance policy required by this Contract shall be endorsed to state that: (1) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District; and (2) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the District, its officials, officers, employees, volunteers and agents.
- d. Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the District, its officials, officers, employees, volunteers and agents.
- e. Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the District. Contractor shall guarantee that, at the option of the District, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the District, its officials, officers, employees, volunteers and agents; or (2) the Contractor shall procure a bond or other financial guarantee acceptable to the District guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.
- f. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VII, licensed to do business in California, and satisfactory to the District. Exception may be made for the State Compensation Insurance Fund when not specifically rated.
- g. Verification of Coverage. Contractor shall furnish District with original certificates of insurance and endorsements effecting coverage required by this Contract on forms satisfactory to the District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms supplied or approved by the District. All certificates and endorsements must be received and approved by the District before work commences. The District reserves the right to require complete, certified copies of all required insurance policies, at any time.
- h. Subcontractors. All subcontractors shall meet the requirements of this Section before commencing Work. Contractor shall furnish separate certificates and endorsements for each subcontractor. Subcontractor policies of General Liability insurance shall name the District, its officials, officers, employees, volunteers and agents as additional insureds using form ISO 20 38 04 13 or endorsements providing the exact same coverage. All coverages

for subcontractors shall be subject to all of the requirements stated herein except as otherwise agreed to by the District in writing.

- i. **Reporting of Claims.** Contractor shall report to the District, in addition to Contractor's insurer, any and all insurance claims submitted by Contractor in connection with the Work under this Contract.
9. **Bonds.** The Contractor shall be required at the time of the execution of the Contract to furnish a Labor and Material Payment Bond in an amount not less than one hundred percent (100%) of the Maximum Contract Price. The bond shall be secured from a surety company satisfactory to District, shall be submitted on the prescribed bond form attached hereto as Exhibit "D" and incorporated herein by this reference, and the Contractor thereon shall pay the premiums. The bond must be executed by an admitted surety approved to conduct business in the State of California, pursuant to California Code of Civil Procedure Section 995.120. Said bond shall be furnished within ten (10) calendar days after award of the Contract and before commencement of Work.
10. **Assignment of Contract.** Contractor shall not assign, transfer, convey, or otherwise dispose of this Contract, or of his/her right, title of interest in or to the same or any part thereof without previous consent in writing from District's authorized representative.
11. **Completion.** No Work shall be performed nor shall services, material or equipment be furnished under this Contract unless and until all bonds and certificates of insurance have been furnished to and approved by the District. The parties agree that in the event the Work is not completed within the time limit specified, it would be impracticable and extremely difficult to fix the actual damages suffered by District and the said sum of five hundred dollars (\$500.00) per day shall be presumed to be the amount of damage sustained. This Section does not exclude District's right to recover other damages specified in the Contract Documents or at law.
12. **Compliance with Law and Other Contracting Requirements.** Contractor shall comply with all applicable laws and regulations of the federal, state and local government including Cal/OSHA requirements, requirements for verification of employees' legal right to work in the United States, and air pollution control laws and regulations as applicable to the Contractor. Contractor shall assist the District, as requested, in obtaining and maintaining all permits required of Contractor by Federal, State and local regulatory agencies. Contractor is responsible for all costs of clean up and/or removal of hazardous and toxic substances spilled as a result of his or her Work.

By its signature hereunder, the Contractor hereby certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing Work under this Contract. Contractor shall be responsible for securing ~~District permits and~~ licenses necessary to perform the Work described herein.

13. **Delays in Performance.**
 - a. Neither the District nor Contractor shall be considered in default of this Contract for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Contract, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; or judicial restraint.

- b. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Contract.
- c. Contractor shall respond within four (4) working days of Contractor's receipt of a written request from the District to perform repairs or related Work. If Contractor does not begin to undertake activities in furtherance of the performance of the requested Work within said four (4) day period, the District shall be entitled to pursue its remedies and rights under the Contract Documents and at law.
- d. Contractor shall respond within two (2) hours upon receiving an ERC. The ERC may be delivered telephonically or by text to the phone number provided by the Contractor.

14. Suspension/Termination of Contract.

- a. If Contractor fails to commence Work as provided in the Contract, or progress of the Work in such manner as in the opinion of District's authorized representative will ensure a full compliance with the Contract within the time limit, or if in the opinion of District's authorized representative, Contractor is not carrying out the provisions of the Contract in their true intent and meaning, written notice will be served on Contractor and its Surety to provide, within a specified time to be fixed by District's authorized representative, for satisfactory compliance with the Contract. If Contractor neglects or refuses to comply with such notice within the time therein fixed, he/she shall not thereafter exercise any rights under said Contract or be entitled to receive any of the benefits thereof, except as hereinafter provided, and District's authorized representative may with the approval of the Board of Directors perform any part of the Work or purchase any or all of the material included in the Contract or required for the completion thereof, or take possession of all or any part of the ~~machinery, tools, appliances, materials,~~ and supplies used in the Work covered by the Contract or that have been delivered by or on account of Contractor for use in connection therewith, and the same may be used either directly by District or by other parties for it, in the completion of the Work at the sole cost of Contractor and its Surety.
- b. District has the right to terminate or abandon any portion or all of the Work under this Contract by giving ten (10) calendar days written notice to Contractor and its Surety. In such event, District shall be immediately given title and possession to all documents produced or developed for that portion of the Work completed and/or being abandoned. District shall pay Contractor the reasonable value of services rendered for any portion of the Work completed prior to termination. If said termination occurs prior to completion of any work for the Project for which a payment request has not been received, the charge for services performed for the Work during such work shall be the reasonable value of such services, based on an amount mutually agreed to by District and Contractor of the portion of such work completed but not paid prior to said termination. District shall not be liable for any costs other than the charges or portions thereof which are specified herein. Contractor shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of Work.
- c. Contractor may terminate its obligation to provide further services under this Contract upon thirty (30) calendar days written notice to District only in the event of substantial failure by District to perform in accordance with the terms of this Contract through no fault of Contractor.

15. Subcontracts. Subcontractors employed by Contractor on the execution of the Work covered in this Contract shall be only those given prior written permission from District, and otherwise comply with Sections 4100 to 4113 inclusive of the Public Contract Code of California, if applicable.
16. Brand Name or Equal. Whenever in the Contract any material, process or article is identified by grade, patent or proprietary name or by name of manufacturer, such specification shall be followed by the words "or equal." Contractor may, unless otherwise stated, offer any material, process or article which shall be substantially equal or better. Contractor bears the burden of proof as to the equality of any material, process or article and District may require Contractor to furnish the material, article or process specified if it decides that Contractor has not met his or her burden.
17. Further Instructions. Before commencing any portion of the Work, Contractor shall carefully examine all applicable Contract Documents, and other information given to Contractor as to materials and methods of construction and other Project requirements. Contractor shall immediately notify the District of any potential error, inconsistency, ambiguity, conflict or lack of detail or explanation. District shall provide further instructions, in writing, within a reasonable time. If Contractor performs, permits, or causes the performance of any Work which is in error, inconsistent or ambiguous, or not sufficiently detailed or explained, Contractor shall bear any and all resulting costs, including, without limitation, the cost of correction. In no case shall the Contractor or any subcontractor proceed with Work if uncertain as to the applicable requirements.
18. Discrepancies and Omissions. Any discrepancies or omissions found in the Contract Documents shall be reported to District immediately. District will clarify discrepancies or omissions, in writing, within a reasonable time. In resolving inconsistencies among two or more sections of the Contract Documents, precedence shall be given in the following order: 1. Contract; 2. Addenda, if applicable; Cabazon Water District Standard Drawings. Figure dimensions on Drawings shall take precedence over scale dimensions, detailed Drawings shall take precedence over general drawings.
19. Loss and Damage. Contractor shall be responsible for all loss and damage which may arise out of the nature of the Work agreed to herein, or from the action of the elements, or from any unforeseen difficulties which may arise or be encountered in the prosecution of the Work until the same is fully completed and accepted by District. However, Contractor shall be responsible for damage proximately caused by Acts of God, within the meaning of Section 7105 of the California Public Contract Code, only to the extent of five percent (5%) of the Contract Price as specified herein. In the event of damage proximately caused by "Acts of God," the District may terminate this Contract upon three (3) days advanced written notice.
20. Contractor's Supervision. Contractor shall continuously keep at the Project site, a competent and experienced ~~full-time-Project-superintendentemployee~~ approved by the District. Superintendent Contractor's employee must be able to proficiently speak, read and write in English. Contractor shall continuously provide efficient supervision of the Project.
21. Labor Code Provisions. It shall be mandatory upon the Contractor herein and upon all subcontractors under Contractor to comply with all provisions of the Labor Code of the State of California relative to contracts for public works.
 - a. Prevailing Wages.
 - (i) The Contractor is aware of the requirements of Labor Code Sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq. ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and

"maintenance" projects. Since this Project involves an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and since the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. The Contractor shall obtain a copy of the prevailing rates of per diem wages at the commencement of this Contract from the website of the Division of Labor Statistics and Research of the Department of Industrial Relations located at www.dir.ca.gov/dlsr/. In the alternative, the Contractor may view a copy of the prevailing rates of per diem wages at the District. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to perform Work on the Project available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the Project site. Contractor shall defend, indemnify and hold the District, its Board, members of the Board, employees, and authorized volunteers free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

- (ii) The Contractor and each subcontractor shall forfeit as a penalty to the District not more than two hundred dollars (\$200) for each calendar day, or portion thereof, for each worker paid less than the stipulated prevailing wage rate for any work done by him, or by any subcontract under him, in violation of the provisions of the Labor Code. The difference between such stipulated prevailing wage rate and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the stipulated prevailing wage rate shall be paid to each worker by the Contractor.
- (iii) Contractor shall post, at appropriate conspicuous points on the Project site, a schedule showing all determined general prevailing wage rates and all authorized deductions, if any, from unpaid wages actually earned.

b. Eight Hour Law. Eight hours labor shall constitute a legal day's hours per day, and forty hours during any one week, shall be permitted upon public work upon compensation for all hours worked in excess of eight hours per day at not less than one and one-half times the basic rate of pay. Contractor shall forfeit as a penalty to District twenty-five dollars (\$25) for each calendar day during which such worker is required, or permitted to work more than eight hours in any one day or forty hours in any one calendar week in violation of the provisions of said Labor Code.

c. Payroll Records. Contractor and each subcontractor shall keep an accurate payroll record, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. The payroll records shall be certified and shall be available for inspection at all reasonable hours at the principal office of Contractor in the manner provided in Labor Code Section 1776. In the event of noncompliance with the requirements of this Section, Contractor shall have 10 days in which to comply subsequent to receipt of written notice specifying in what respects such Contractor must comply with this Section. Should noncompliance still be evident after such 10-day period, the Contractor shall, as a penalty to District, forfeit not more than one hundred dollars (\$100) for each calendar day or portion thereof, for each worker, until strict compliance is effectuated. The responsibility for compliance with this Section is on the Contractor.

- d. Ineligible Contractors/Subcontractors/Debarment. A Contractor or subcontractor may not perform work who is ineligible pursuant to Labor Code Sections 1777.1 and 1777.7.
 - e. Apprentice. Attention is called to the provisions in Section 1777.5 and 1777.6 of the Labor Code concerning the employment of apprentices by the Contractor or any subcontractor under Contractor.
 - f. Contractor and Subcontractor Registration. Effective March 1, 2015, pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations. No bid will be accepted nor any contract entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work. Contractor shall complete and submit the Public Works Contractor Registration Certification attached hereto as Exhibit "E" to the District prior to Contract execution.
 - g. Labor Compliance. This Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be the Contractor's sole responsibility to evaluate and pay the cost of complying with all labor compliance requirements under this Contract and applicable law.
22. Extra Work. All work performed that exceeds the scope of the Work required under this Contract will be done on a time and material basis with prior request and approval of the District. Time and material rates will be determined by a separate written agreement between the District and Contractor. The District will make the final determination when work is considered outside the scope of this Contract.
23. Trench Shoring. Contractor shall submit to the District at the preconstruction meeting, a detailed plan showing the design of shoring, bracing, sloping or other provisions to be made for worker protection from hazards of caving ground during the excavation of any trench or trenches five feet or more in depth. If such plan varies from shoring system standards established by the Construction Safety Orders of the California Code of Regulations, Department of Industrial Relations, the plan shall be prepared by a registered civil or structural engineer. The Contractor shall designate in writing the "competent person" as defined in Title 8, California Code of Regulations, who shall be present at the work site each day that trenching/excavation is in progress. The "competent person" shall prepare and provide daily trenching/excavation inspection reports to the District. Contractor shall also submit a copy of its annual California Occupational Safety and Health Administration (Cal/OSHA) trench/excavation permit.
24. Compliance With Storm Water Permit For Construction Activity. It shall be the responsibility of the Contractor to file a Notice of Intent and obtain a State Water Resources Control Board National Pollutant Discharge Elimination System General Permit for Waste Discharge Requirements for Discharges of Storm Water Runoff Associated with Construction Activity (Storm Water Permit) for all construction activity which results in the disturbance of in excess of one acre of total land area or which is part of a larger common area of development or sale. The Contractor shall also be responsible for preparing and implementing a Storm Water Pollution Prevention Plan (SWPPP) prior to initiating Work. The Contractor shall be solely responsible for implementing and complying with the provisions of the Storm Water Permit and the SWPPP, including any monitoring, reporting, and revisions as may be required. It shall be the responsibility of the Contractor to evaluate and include in the bid the cost of obtaining the Storm Water Permit, of preparing the SWPPP, and of complying with the Storm Water Permit and the SWPPP, including monitoring, reporting, and

revisions as may be required. The Contractor shall comply with all requirements of the State Water Resources Control Board. The Contractor shall provide copies of all reports and monitoring information to the Engineer.

Failure to comply with the Storm Water Permit is a violation of federal and state law. The Contractor hereby agrees to indemnify and hold harmless the District, its Board, members of the Board, employees and authorized volunteers from and against any and all claims, demands, losses or liabilities of any kind or nature which District, its Board, members of the Board, employees and authorized volunteers may sustain or incur for noncompliance with the Storm Water Permit arising out of or in connection with the Project, except for liability resulting from the sole negligence, willful misconduct or active negligence of the District, its Board, members of the Board, employees or authorized volunteers. District may seek damages from the Contractor for delay in completing the Contract in accordance with the Contract requirements herein caused by Contractor's failure to comply with the Storm Water Permit.

25. Unexpected Subsurface Conditions. If during the course of the work Contractor encounters subsurface or latent physical conditions within the work area that differ from those indicated in this Contract, or differ materially from those ordinarily encountered and generally recognized as inherent in the character of the work being performed, and if Contractor believes that such unexpected subsurface conditions will likely cause an increase or decrease in the Contractor's time or cost to perform any part of the work, Contractor shall stop work and notify District.

District shall promptly investigate, and if District finds that the conditions encountered by Contractor demonstrate unexpected subsurface conditions as described above, and which will cause an increase or decrease in the Contractor's time or cost to perform the work, such increase or decrease shall be accounted for in accordance with the Extra Work procedures described elsewhere in this Contract.

In the event that a dispute arises between District and Contractor whether the conditions encountered by Contractor demonstrate unexpected subsurface conditions as described above, or will cause an increase or decrease in the Contractor's time or cost to perform the work, the Contractor shall not be excused from any scheduled completion date provided for by the Contract, but shall proceed with all work to be performed under the Contract. The Contractor shall retain any and all rights provided by the contract or by law which pertain to the resolution of disputes and protests between District and Contractor.

The presence of contaminated soil, rock or groundwater shall not be considered as unexpected subsurface conditions and contaminated soil, rock or groundwater encountered by Contractor shall be treated as described elsewhere in this Contract.

26. Contaminated Soil. Hazardous waste (which may include contaminated soil) as defined in the California Code of Regulations (CCR), Title 22, Division 4.5, Chapter 11, or the Code of Federal Regulations 40 CFR, Part 261, encountered during the performance of the work is required to be handled and disposed of in accordance with state and federal hazardous waste regulations.

- a. If during the course of work Contractor encounters any material that may be contaminated soil, or any encounters any conditions that may be detrimental to existing or proposed District facilities, or to the health and safety of the public, District staff or Contractor's employees, Contractor shall immediately stop all work except that to preserve public safety and shall immediately thereafter contact the District.

Contractor shall investigate the appearance and odor of the suspected contaminated soil and shall employ a qualified environmental professional, as approved by the District, to conduct air monitoring tests. Based upon air monitoring and site observation results, the Contractor may need to engage a qualified environmental professional, as approved by the District, to collect samples of the suspected soil for testing at a State of California certified environmental laboratory.

Costs for all testing related to air monitoring and to the classification and determination of the appropriate soil disposal facility for the suspected contaminated soil will be paid by the Contractor. If soil test results do not indicate the presence of contamination, then no soil profile is necessary for disposal. If soil test results confirm the presence of contamination, the Contractor is required to create a soil profile as required by the selected waste disposal facility.

If the waste disposal facility characterizes the soil as clean with no restrictions on disposal, work shall resume as originally planned and all costs associated with disposal shall be covered by the Contractor's unit bid price for mainline piping. If test results indicate concentrations of contamination requiring special disposal at a Class III disposal site as a non-hazardous waste (by both California and Federal criteria), all costs associated with disposal shall be covered by Contractor's unit bid price for non-hazardous contaminated soil disposal. If tests indicate concentrations of contamination requiring disposal at a facility designated for accepting Federal RCRA (Resource Conservation and Recovery Act) waste or California hazardous (non-RCRA) waste, all costs associated with handling and disposal shall be accounted for in accordance with the Extra Work procedures described elsewhere in this Contract.

- b. Based upon the results of the soil sampling and analysis, Contractor will be responsible for generating waste profiles for Federal RCRA waste, California hazardous (non-RCRA) waste, and non-hazardous soils requiring special disposal. The waste profile for the soils will be reviewed and approved by the District prior to off-site disposal. If the soil waste stream changes during excavation, or if soil designated for standard disposal is rejected by the landfill, the Contractor will prepare an updated waste profile for District review and approval. All costs associated with preparing an updated disposal profile shall be borne by Contractor.
- c. If as a result of air monitoring and/or laboratory analysis it is determined that the sampled material does pose a hazard to human health or the environment, a Notice of Hazardous Conditions will be provided to the Contractor by District. Once the Notice of Hazardous Conditions is provided, the Contractor must develop and implement health and safety measures prior to beginning soil disposal operations. Additional work may require further action by HAZWOPER (Hazardous Waste Operations and Emergency Response) trained personnel as specified in CCR Title 8 §5192. These measures include but are not limited to a comprehensive work plan and site-specific health and safety plan. All costs associated with responding to a Notice of Hazardous Conditions shall be accounted for in accordance with the Extra Work procedures described elsewhere in this Contract.
- d. The District and Contractor will work together to ensure all contaminated waste disposal is properly manifested.
- e. Nothing in this specification section relieves the Contractor from any performance requirements or contractual obligations stated elsewhere in this Contract.

27. Regional Notification Center – Excavations. Contractor/District, except in an emergency, shall contact the appropriate regional notification center at least two working days prior to commencing any excavation if the excavation will be conducted in an area or in a private easement which is known, or reasonably should be known, to contain subsurface installations other than the underground facilities owned or operated by the District, and obtain an inquiry identification number from that notification center. No excavation shall be commenced and carried out by the Contractor unless such an inquiry identification number has been assigned to the Contractor or any subcontractor of the Contractor and the District has been given the identification number by the Contractor.

Emergency shall be defined as a sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss of, or damage to, life, health, property, or essential public services. Emergency includes such occurrences as fire, flood, earthquake or other soil or geologic movements, riot, accident, or sabotage (Gov. Code § 4216).

Subsurface installation means any underground pipeline, conduit, duct, wire, or other structure operated or maintained in or across a public street or public right-of-way (Gov. Code § 4216).

28. Removal, Relocation And Protection Of Utilities. As used in this Section, the word "utility" shall be understood to include tracks, overhead or underground wires, cables, pipelines, conduits, ducts, sewers, storm drains, or service connections. As used in this Section, the term "construction interference" shall be understood to include any utility within the limits of excavation or over excavation required for the Work under the Contract as shown or as ordered by the District, or any utility located in the space which will be required by any of the Work under the Contract.
- a. In the event a utility is required to be disturbed or removed to permit construction of a pipeline or other structure under the Contract, such disturbance or removal shall be done only with the approval of the District, and following notification to the owner of the interfering utility. Any such utility removed or otherwise disturbed shall be reconstructed as promptly as possible in its original or other authorized location in a condition at least as good as prior to such removal or disturbance, subject to the inspection of the owner of same. All water meters, water valves, fire hydrants, electrical utility vaults, telephone vaults, gas utility valves, and other subsurface structures shall be relocated or adjusted to final grade by the Contractor.
- The Contractor's responsibility under this Section to remove or replace utilities shall apply even in the event such damage or destruction occurs after backfilling or is not discovered until after completion of backfilling. The owner of the utility shall be notified immediately after damage or destruction occurs or is discovered.
- b. During the performance of the Work under this Contract, the owner of any utility affected by the Work shall have the right to enter when necessary upon any portion of the Work for the purpose of maintaining service and of making changes in or repairs to said utility.
- c. The Drawings show the positions of known utilities in the immediate vicinity of the Work as determined from available records, but the District does not guarantee that utility locations as shown are precisely accurate or that all existing utilities are shown. Before commencing any excavation, the Contractor shall determine or verify the existence, horizontal and vertical position, and ownership of all existing utilities located within the limits of the Work to be performed. If the Contractor discovers any utility located within the limits of the Work to be performed, and which is not shown on the plans, Contractor shall immediately notify the District. The District will not be liable for any consequences arising as a result of

an existing utility being incorrectly located in the field by the agency having jurisdiction over said utility.

- d. The District will compensate Contractor in the event Contractor is required to remove, relocate, protect, support, repair, maintain or replace a utility which actually constitutes a construction interference when said utility is not shown with reasonable accuracy as an interference or is omitted from the Contract, subject to the review and approval of the District, provided, however, that the District's obligation to repair damage to such a utility shall not extend to damage caused by the failure of the Contractor to exercise reasonable care. Payment by District for the costs described above shall be made in accordance with the Extra Work section of this Contract.
 - e. The costs involved in removing, relocating, protecting, supporting, repairing, maintaining or replacing a utility for reasons other than those described above shall be borne by the Contractor.
 - f. The Contractor shall not be assessed liquidated damages for failure to complete the Work on time to the extent that such delay was caused by failure of the District or of the owner of the utility to authorize or otherwise provide for the removal, relocation, protection, support, repair, maintenance or replacement of a utility as described above.
 - g. The District reserves the right, upon determination of the actual position of existing utilities, to make changes in the alignment or grade of District's proposed facilities when, by so doing, the necessity for relocation of existing utilities can be avoided. Such changes will be ordered in writing by the District. Where applicable, adjustments in the Contract price will be made on the basis of the Contractor's unit bid prices. Where unit bid prices are not applicable, adjustments in the Contract price will be made in accordance with the procedures described herein.
 - h. In all cases the owner of the utility shall have the sole discretion to perform repairs or relocation work or to permit the Contractor to perform the same at a reasonable price.
29. Assignment of Anti-Trust Claims. Contractor offers and agrees to assign to the District all rights, title and interest in and to all causes of action as it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act (Chapter 2, commencing with Section 16700 of Part 2 of Division 7 of Business and Professions Code), and any other applicable laws, arising from purchase of goods, services, or materials, pursuant to this Contract. This assignment shall become effective at the time that District tenders final payment to Contractor, without further acknowledgment by the parties. Contractor shall have the rights set forth in Sections 4553 and 4554 of the Government Code.
30. Notice of Third-Party Claims. Pursuant to Public Contract Code Section 9201, the District shall provide the Contractor with timely notification of the receipt of any third-party claim, relating to the Contract. The District is entitled to recover its reasonable costs incurred in providing such notification.
31. Payment. District agrees to pay and Contractor agrees to accept, in full payment for the Work agreed to be done once accepted by the District and public agency(ies) having jurisdiction, for the prices named in the Contract in the manner and with such addition or deductions as are provided for in this Contract.
- a. Contract Retentions.

- (i) For Projects with a performance period exceeding one month for the creation, construction, alteration, repair or improvement of any public structure, building road or other improvement:

(1) Progress Payments. From each approved Work Order/invoice, five percent (5%) will be deducted and retained by the District, and the remainder will be paid to Contractor. All Contract retention shall be released and paid to the Contractor and subcontractors pursuant to California Public Contract Code Section 7107. For the sole purpose of release of retention under Public Contract Code Section 7107, District and Contractor agree that the Work performed under this Contract shall be deemed complete every six (6) months of the Contract term.

(2) Substitutions for Contract Retentions. In accordance with California Public Contract Code Section 22300, the District will permit the substitution of securities for any monies withheld by the District to ensure performance under the Contract. At the request and expense of the Contractor, securities equivalent to the amount withheld shall be deposited with the District, or with a state or federally chartered bank in California as the escrow agent, and thereafter the District shall then pay such monies to the Contractor as they come due. Upon satisfactory completion of the Contract, the securities shall be returned to the Contractor. For purposes of this Section and Section 22300 of the Public Contract Code, the term "satisfactory completion of the contract" shall mean the time the District has issued written final acceptance of the Work and filed a Notice of Completion as required by law and provisions of this Contract. The Contractor shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereon. The escrow agreement used for the purposes of this Section shall be in the form provided by the District.

b. Other Retentions. For all Projects:

- (i) In addition to Contract retentions, the District may deduct from each progress payment an amount necessary to protect District from loss because of: (1) liquidated damages which have accrued as of the date of the application for payment; (2) any sums expended by the District in performing any of Contractor's obligations under the Contract which Contractor has failed to perform or has performed inadequately; (3) defective Work not remedied; (4) stop notices as allowed by state law; (5) reasonable doubt that the Work can be completed for the unpaid balance of the Contract Price or within the scheduled completion date; (6) unsatisfactory prosecution of the Work by Contractor; (7) unauthorized deviations from the Contract; (8) failure of the Contractor to maintain or submit on a timely basis proper and sufficient documentation as required by the Contract or by District during the prosecution of the Work; (9) erroneous or false estimates by the Contractor of the

value of the Work performed; (10) any sums representing expenses, losses, or damages as determined by the District, incurred by the District for which Contractor is liable under the Contract; (11) an hourly inspection fee equal to the hourly wage of the District's staff, if the District is notified by Contractor that a job is complete and, upon inspection, it is found to be incomplete; and (12) any other sums which the District is entitled to recover from Contractor under the terms of the Contract or pursuant to state law, including Section 1727 of the California Labor Code. The failure by the District to deduct any of these sums from a progress payment shall not constitute a waiver of the District's right to such sums.

- (ii) Payment to Subcontractors. Contractor shall pay all subcontractors for and on account of Work performed by such subcontractors in accordance with the terms of their respective subcontracts and as otherwise required by law. Such payments to subcontractors shall be based on the measurements and estimates made and progress payments provided to Contractor pursuant to this Contract.
- (iii) Title to Work. As security for partial, progress, or other payments, title to Work for which such payments are made shall pass to the District at the time of payment. To the extent that title has not previously been vested in the District by reason of payments, full title shall pass to the District at delivery of the Work at the destination and time specified in this Contract. Such transferred title shall in each case be good, free and clear from any and all security interests, liens, or other encumbrances. Contractor promises and agrees that it will not pledge, hypothecate, or otherwise encumber the items in any manner that would result in any lien, security interest, charge, or claim upon or against said items. Such transfer of title shall not imply acceptance by the District, nor relieve Contractor from the responsibility to strictly comply with the Contract, and shall not relieve Contractor of responsibility for any loss of or damage to items.

32. Procedure for Resolving Disputes. The parties to this Contract are subject to the provisions of Article 1.5 (commencing with Section 20104) of Chapter 1 of Part 3 of the Public Contract Code (as amended by the Statutes of 1990, Chapter 1414, effective January 1, 1991), which requires compliance with the following procedures to resolve any claim by the Contractor of \$375,000 or less regarding an extension of time, a change order, extra Work, or any other disputed amount:

- a. The claim shall be in writing and include the documents necessary to substantiate the claim. Claims must be filed on or before the date of final payment. Nothing in this subdivision is intended to extend the time limit or supersede notice requirements otherwise provided by Contract for the filing of claims.
 - (i) For claims of less than fifty thousand dollars (\$50,000), District shall respond in writing to any written claim within forty-five (45) days of receipt of the claim, or may request, in writing, within thirty (30) days of receipt of the claim any additional documentation supporting the claim or relating to defenses or claims District may have against the claimant.
 - (ii) If additional information is thereafter required, it shall be requested and provided pursuant to this subdivision, upon mutual agreement to District and the claimant.
 - (iii) District's written response to the claim, as further documented, shall be submitted to the claimant within fifteen (15) days after receipt of the further documentation or

within a period of time no greater than that taken by the claimant in producing the additional information, whichever is greater.

- b. If the claimant disputes District's written response, or District fails to respond within the time prescribed, the claimant may so notify District, in writing, either within fifteen (15) days of receipt of District's response or within fifteen (15) days of District's failure to respond within the time prescribed, respectively, and demand an informal conference to meet and confer for settlement of the issues in dispute. Upon a demand, District shall schedule a meet and confer conference within thirty (30) days for settlement of the dispute.
 - c. If following the meet and confer conference the claim or any portion remains in dispute, the claimant may file a claim pursuant to Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of Part 3 of Division 3.6 of Title 1 of the Government Code. For purposes of those provisions, the running of the period of time within which a claim must be filed shall be tolled from the time the claimant submits his or her written claim pursuant to subdivision (a) until the time the claim is denied, including any period of time utilized by the meet and confer conference. If after the foregoing procedures are completed a civil action is filed, the action shall be subject to the mediation and arbitration provisions required by Section 20104.4 of the Public Contract Code.
33. Indemnification. To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the District, its Board, members of the Board, employees, and authorized volunteers of the District, against any and all claims, liabilities, expenses or damages, including reasonable attorneys' fees, for injury or death of any person, or damage to property, or interference with use of property, or any claim of the Contractor or subcontractor for wages or benefits which arise in connection with the performance of the Contract, except to the extent caused or resulting from the sole negligence, willful misconduct, or active negligence of the District, its Board, members of the Board, employees, or authorized volunteers of the District. The foregoing indemnity includes, but is not limited to, the cost of prosecuting or defending such action with legal counsel acceptable to the District and the District's attorneys' fees incurred in such an action. Contractor's obligation to indemnify shall survive the expiration or termination of the Contract and shall not be restricted to insurance proceeds, if any, received by the District, its Board, members of the Board, employees, or authorized volunteers. Notwithstanding the foregoing, to the extent required by Civil Code section 2782, Contractor's indemnity obligation shall not apply to liability for damages for death or bodily injury to persons, injury to property, or any other loss, damage or expense arising from the sole or active negligence or willful misconduct of the District.
34. Interpretation. In interpreting this Contract, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Contract or any provision thereof.
35. Integrated Agreement. This Contract embodies the entire understanding between the Parties pertaining to the matters described herein. Each party acknowledges that no party, agent, or representative of the other party has made any promise, representation or warranty, express or implied, not expressly contained in this Contract, that induced the other party to sign this document. No modification of this Contract shall be valid unless agreed to in writing by the Parties. This Contract may be executed in separate counterparts, the whole of which shall constitute a binding agreement. For purposes of executing the Contract, Contractor shall execute and deliver two (2) counterpart originals of the Contract to the District. The District shall execute both

counterpart originals of the Contract that has been executed by Contractor and shall deliver to Contract one (1) fully executed original of the Contract.

36. Law and Venue. This Contract shall be construed in accordance with and be governed by the laws of the State of California. The Parties agree that Riverside County, California is the proper venue for enforcement of the terms of this Contract. The prevailing party in any action to enforce this Contract or otherwise concerning the terms of the settlement of the Action shall be awarded costs and attorney's fees.
37. Completion of Work. When the Contractor determines that it has completed the Work required herein or any portion thereof, Contractor shall so notify District in writing and shall furnish all labor and material releases required by this Contract. District shall thereupon inspect the Work. If the Work is not acceptable to the District, the District shall indicate to Contractor in writing the specific portions or items of Work which are unsatisfactory or incomplete. Once Contractor determines that it has completed the incomplete or unsatisfactory Work, Contractor may request a reinspection by the District. Once the Work is acceptable to District, District shall pay to Contractor the Contract Price remaining to be paid, less any amount which District may be authorized or directed by law to retain. Contractor shall furnish District with any applicable labor and material releases from all subcontractors performing Work on, or furnishing materials for, the Work governed by this Contract prior to final payment by District.
38. Warranty. Contractor warrants all Work under the Contract (which for purposes of this Section shall be deemed to include unauthorized work which has not been removed and any non-conforming materials incorporated into the Work) to be of good quality and free from any defective or faulty material and workmanship. Contractor agrees that for a period of one (1) year (or the period of time specified elsewhere in the Contract or in any guarantee or warranty provided by any manufacturer or supplier of equipment or materials incorporated into the Work, whichever is later) after the date of final acceptance, Contractor shall within ten (10) days after being notified in writing by the District of any defect in the Work or non-conformance of the Work to the Contract, commence and prosecute with due diligence all Work necessary to fulfill the terms of the warranty at its sole cost and expense. Contractor shall act sooner as requested by the District in response to an emergency. In addition, Contractor shall, at its sole cost and expense, repair and replace any portions of the Work (or work of other contractors) damaged by its defective Work or which becomes damaged in the course of repairing or replacing defective Work. For any Work so corrected, Contractor's obligation hereunder to correct defective Work shall be reinstated for an additional one (1) year period, commencing with the date of acceptance of such corrected Work. All warranties and guarantees of subcontractors, suppliers and manufacturers with respect to any portion of the Work, whether express or implied, are deemed to be obtained by Contractor for the benefit of the District, regardless of whether or not such warranties and guarantees have been transferred or assigned to the District by separate agreement and Contractor agrees to enforce such warranties and guarantees, if necessary, on behalf of the District. In the event that Contractor fails to perform its obligations under this Section, or under any other warranty or guaranty under this Contract, to the reasonable satisfaction of the District, the District shall have the right to correct and replace any defective or non-conforming Work and any work damaged by such work or the replacement or correction thereof at Contractor's sole expense. Contractor shall be obligated to fully reimburse the District for any expenses incurred hereunder upon demand.

In the event any act or failure to act by Contractor shall cause a warranty applicable to any products purchased by the District for installation by the Contractor to be voided or reduced, Contractor shall indemnify District from and against any cost, expense or other liability arising therefrom, and shall be responsible to the District for the cost of any repairs, replacement or other

costs that would have been covered by the warranty but for such act or failure to act by Contractor.

Notwithstanding anything to the contrary, this warranty shall not apply to any defects in District provided materials that are incorporated by Contractor into the Work.

39. State License Board Notice. Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four (4) years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within ten (10) years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

Signature on Page 19 of 25

Contractor Instructions: Sign and return original. Upon acceptance by Cabazon Water District, a copy will be signed by its authorized representative and promptly returned to you.

CABAZON WATER DISTRICT

JAMES M. DOOLITTLE

By: Calvin Louie

By: _____

Title: General Manager

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Contractor's
License #
and Class: _____

EXHIBIT "A"
SCOPE OF WORK

The Scope of Work shall include on-call performance of all repairs to the District's public water distribution system which includes, but is not limited to, water transmission pipe line from 5/8" to 36" in diameter, valves, connector or couplers, below ground vaults, CAL-VAL, water meters, customer service lateral connections, water boxes and other construction/repair projects as assigned by the District Manager or his or her designee.

The Contractor shall perform each repair to the current standards of the District and in compliance with all requirements of the California Department of Public Health, Riverside County Environmental Health and any other agency with jurisdiction.

EXHIBIT "B"
SAMPLE WORK ORDER FORM
WORK ORDER

[Sample Work Order Form Attached Behind This Page]

EXHIBIT "C"
SCHEDULE OF CHARGES

When available, Contractor shall utilize equipment and material furnished by the District as a first option for all work under this Contract. Contractor shall use its own equipment and materials only where District equipment and materials are unavailable.

[Contractor Rates Attached Behind This Page]

EXHIBIT "D"
LABOR AND MATERIAL PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS That

WHEREAS, the Cabazon Water District (hereinafter designated as the "District"), by action taken or a resolution passed _____, 20____, has awarded to _____ hereinafter designated as the "Principal," a contract for the work described as follows: **Contract No.** _____ (the "Project"); and

WHEREAS, said Principal is required to furnish a bond in connection with said contract; providing that if said Principal or any of its Subcontractors shall fail to pay for any materials, provisions, provender, equipment, or other supplies used in, upon, for or about the performance of the work contracted to be done, or for any work or labor done thereon of any kind, or for amounts due under the Unemployment Insurance Code or for any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of said Principal and its Subcontractors with respect to such work or labor the Surety on this bond will pay for the same to the extent hereinafter set forth.

NOW THEREFORE, we, the Principal and _____ as Surety, are held and firmly bound unto the District in the penal sum of _____ Dollars (\$_____) lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if said Principal, his or its subcontractors, heirs, executors, administrators, successors or assigns, shall fail to pay any of the persons named in Section 9100 of the Civil Code, fail to pay for any materials, provisions or other supplies, used in, upon, for or about the performance of the work contracted to be done, or for any work or labor thereon of any kind, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract, or for any amounts required to be deducted, withheld, and paid over to the Employment Development Department or Franchise Tax Board from the wages of employees of the contractor and his subcontractors pursuant to Section 18663 of the Revenue and Taxation Code, with respect to such work and labor the Surety or Sureties will pay for the same, in an amount not exceeding the sum herein above specified, and also, in case suit is brought upon this bond, all litigation expenses incurred by the District in such suit, including reasonable attorneys' fees, court costs, expert witness fees and investigation expenses.

This bond shall inure to the benefit of any of the persons named in Section 9100 of the Civil Code so as to give a right of action to such persons or their assigns in any suit brought upon this bond.

It is further stipulated and agreed that the Surety on this bond shall not be exonerated or released from the obligation of this bond by any change, extension of time for performance, addition, alteration or modification in, to, or of any contract, plans, specifications, or agreement pertaining or relating to any scheme or work of improvement herein above described, or pertaining or relating to the furnishing of labor, materials, or equipment therefore, nor by any change or modification of any terms of payment or extension of the time for any payment pertaining or relating to any scheme or work of improvement herein above described, nor by any rescission or attempted rescission or attempted rescission of the contract, agreement or bond, nor by any

conditions precedent or subsequent in the bond attempting to limit the right of recovery of claimants otherwise entitled to recover under any such contract or agreement or under the bond, nor by any fraud practiced by any person other than the claimant seeking to recover on the bond and that this bond be construed most strongly against the Surety and in favor of all persons for whose benefit such bond is given, and under no circumstances shall Surety be released from liability to those for whose benefit such bond has been given, by reason of any breach of contract between the owner or District and original contractor or on the part of any obligee named in such bond, but the sole conditions of recovery shall be that claimant is a person described in Section 9100 of the Civil Code, and has not been paid the full amount of his claim and that Surety does hereby waive notice of any such change, extension of time, addition, alteration or modification herein mentioned, including but not limited to the provisions of sections 2819 and 2845 of the California Civil Code.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this _____ day of _____, 20__.

(Corporate Seal)

Contractor/ Principal

By _____

Title _____

(Corporate Seal)

Surety

By _____
Attorney-in-Fact

(Attach Attorney-in-Fact Certificate)

Title _____

NOTE: A copy of the Power-of-Attorney to local representatives of the bonding company must be attached hereto.

No substitution or revision of this bond form will be accepted. The surety must meet all State of California bonding requirements, as defined in California Code of Civil Procedure Section 995.120, and must be a California admitted surety insurer.

EXHIBIT "E"

PUBLIC WORKS CONTRACTOR REGISTRATION CERTIFICATION

Pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations. See <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for additional information.

No bid will be accepted nor any contract entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work.

Contractor hereby certifies that it is aware of the registration requirements set forth in Labor Code sections 1725.5 and 1771.1 and is currently registered as a contractor with the Department of Industrial Relations.

Name of Contractor: _____

DIR Registration Number: _____

Contractor further acknowledges:

1. Contractor shall maintain a current DIR registration for the duration of the project.
2. Contractor shall include the requirements of Labor Code sections 1725.5 and 1771.1 in its contract with subcontractors and ensure that all subcontractors are registered at the time of contract award and maintain registration status for the duration of the project.
3. Failure to submit this form or comply with any of the above requirements may result in the rescission of the contract award.

Signature: _____

Name and Title: _____

Dated: _____

Monday, June 15, 2015 Regular Board Meeting

Website Developer proposals – review and selection

At-A-Glance Proposal List:

- **Thetford Web Development – Stacy Thetford: (760) 902-2842**
- **Streamline – Sloane Dell'Orto: (916) 900-6619**
- **Vision Internet – Reed McGinnis: (805) 637-8165**
- **New Angle Media – Jack Riedel: (602) 840-5530 xt 308**
- **Expletus Group, Inc. – Gregorio Sandoval: (213) 924-1217**



Thank you for the opportunity to allow us to provide a proposal for your website project. In order to provide you with an accurate quote, I did contact the District's water billing software vendor Continental Utility Solutions, Inc. They have all of the tools necessary to provide your customer's with account access. You would need to update your services with them (additional fees may be required) and they will provide a web portal that they would set up to coordinate with the design of the website that we create for you. We would then just add a link to that portal from your website, and the customer will feel like it is a seamless transition.

Introduction to TWD

Thetford Web Development, Inc. (TWD) is a full service website development company locally owned and operated in Riverside County in Rancho Mirage, California. We are a leading firm that focuses on providing exception value, quality and excellent customer service. While we take great pride in how our websites look, we take even greater pride in making sure they meet our clients' goals and are user-friendly for their customers.

Stacy Thetford
President/Founder
stacy@twdmail.com
Direct: 760-902-2842

As President & Founder of Thetford Web Development, Stacy ensures all projects are held to the highest standards of excellence. She has been in the web development business since 1999 and draws heavily from her more than eleven years of senior management experience while working for The Ritz-Carlton Hotel Company. Her winning personality, determination and customer service minded/result-oriented approach makes Stacy a favorite among clients and everyone she comes in contact with. The Palm Desert Area Chamber of Commerce honored Stacy as Business Person of the Year in 2011.

Erin Salerno
Operations Manager
erin@twdmail.com
Direct: 760-904-4789

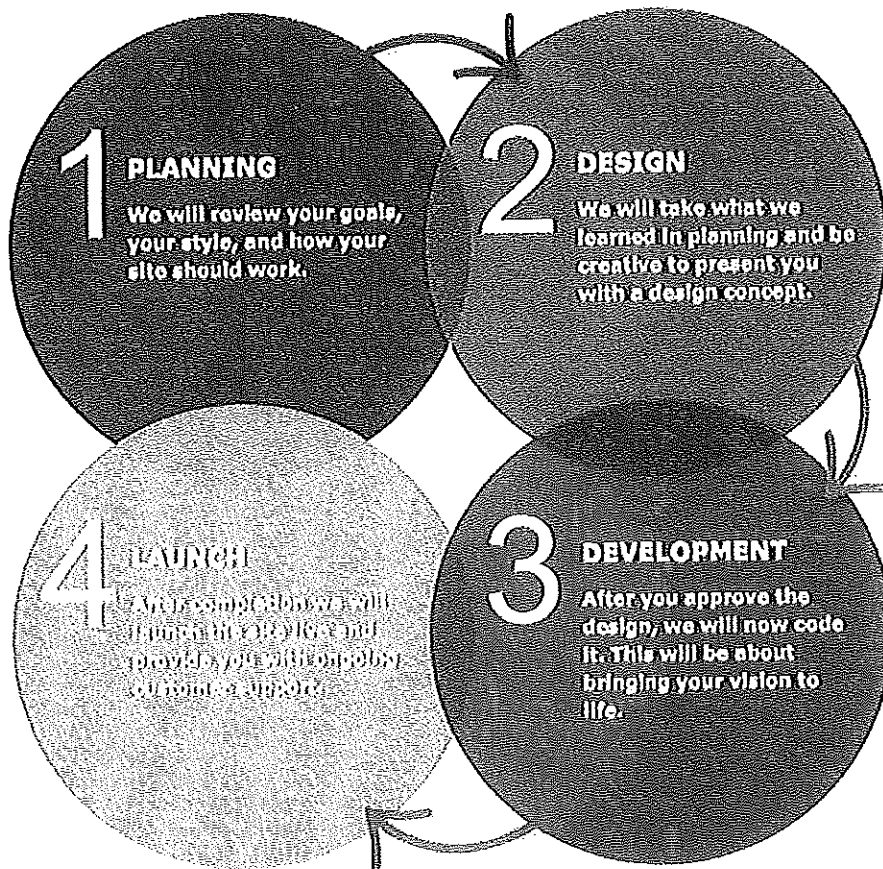
Erin oversees the day-to-day operations managing new accounts and our customer service team. Bringing over 12 years of experience in online marketing, Erin joined our team in January 2013. Through her experience in online marketing, Erin possesses great knowledge and experience in assisting customers with all of their web development and online marketing needs. Erin's approach to providing exemplary customer service allows her to excel and build strong relationships with every one of our clients.

Examples of our work can be found at <http://www.thetfordwd.com/portfolio.html> and our Client List can be found at <http://www.thetfordwd.com/clients.html>.

References:

- Ray Rodriguez – 760-217-4705
Palm Desert Area Chamber of Commerce Current Chairman of the Board and
Owner of Casuelas Café and Cork Tree Restaurant
- Patricia Lockwood, Lockwood Interiors – 760-346-4000
- Chuck Weisbart, It's In the Bag – 760-568-6400

The Process



Proposed Timeline for Website Completion

If we are notified on June 15th that we have been selected as your vendor and we receive a 50% deposit to get started we can work with your proposed timeline as follows:

Submittal of first draft – July 16, 2015

Submittal of final draft – August 10, 2015

Inaugural opening of the website earmarked for Wednesday, September 1, 2015

Custom Website Design

We will tailor the design of your site to complement your logo and colors, which will be consistent with the look and feel of your business. Our goal is to make your site easy to navigate and user-friendly for your site visitors and keep a consistent look throughout your site. We will build the site to be responsive to fit all screen sizes.

Now that we understand your goals and your vision of your site we will create an initial design for you to review. Upon approval of the design concept, we will begin the build out of your site and email progress reports with a link for you to follow along and add your input.

Your site will include the following:

- Home Page
- Directors – Bio of each Director and Contact Information
- Message from the General Manager
- Board Meetings – Notices, Agendas, Minutes, Embedded Videos
- Documents – Reports, etc.
- Water Rates
- Customer Account Access (external link to CUSI Website Portal)
- Water Conservation/Education
 - Aging Infrastructure
 - On-going Maintenance
 - Disinfection
 - Ground Water Production
- In the News – Cabazon Water in the News or Important Updates
- Helpful Links – links to other agencies and entities
- Contact Us

Included Features

Interactive Form

This form allows visitors to your site to send you information in a very user-friendly format. You can require specified information from the person wishing to send you information. This information can be sent to your company in an email.

Google Analytics

We will install Google Analytics on your site. Google Analytics is the enterprise-class web analytics solution that gives you rich insights into your website traffic and marketing effectiveness. Powerful, flexible and easy-to-use features now let you see and analyze your traffic data in an entirely new way. You will need a Google Account to view these statistics.

Optional Features

Email Marketing & Subscribe Feature

We can create a custom newsletter or email template to match your website design. This allows us to place a subscribe feature on your website, manage your subscriber list, and send out your email announcements for you. You are required to have a Constant Contact account for this set up. Pricing is as low as \$20 per month. The price varies based upon the number of contacts.

<http://www.constantcontact.com/index.jsp?pn=thetfordwebdevelopment>

Hosting

We will host your site on our high-speed Dedicated Internet server.

The dependability of our Web hosting service is one of our highest priorities. Codero is a former division of Aplus.Net has provided Internet Service Solutions since 1992.

Hosting with Codero provides us and our clients with the best possible high speed server connections, 24 hour a day professional maintenance and support, as well as our ability to upgrade or add servers as are required to handle the growth or increased traffic at our clients' web sites.



Summary

Set-up, Design and Custom Programming Fee: \$4,500 ___ Initial to select
(Includes up to 20 pages and included features as described above)

Optional Features
Content Management: \$800 ___ Initial to select
We will provide a password protected user-friendly web based administrative feature, which will allow you to update your website. We will include 2 hours of training. (This fee can be waived with one-year contract – see monthly options below)

Email Marketing w/Custom Designed Template
Including the first email campaign: \$450 ___ Initial to select
Additional email campaigns using the same template would be billed at \$125 each OR you may manage these yourself and use the template as much as you want.

Monthly Hosting & Support Packages

Monthly Hosting & Support Fee:

Option Hosting Only \$25 ___ Initial to select
▪ Hosting on our server (additional changes will be billed at \$95 an hour)
▪ This option must be paid Annually (\$300/year)

Option Hosting Include Content Management Feature \$59 ___ Initial to select
▪ One time set up fee of \$800 is waived (requires one-year contract)
▪ Hosting on our server with the content management feature (additional support from our team will be billed at \$95 an hour)

Option 1 \$110 ___ Initial to select OR Include content management \$139 ___ Initial to select
▪ Hosting with *1 Hour of website updates/changes/support (additional changes will be billed at \$95 an hour)

Option 2 \$190 ___ Initial to select OR Include content management \$219 ___ Initial to select
▪ Hosting with *2 Hours of website updates/changes/support (additional changes will be billed at \$95 an hour)

Option 3 \$255 ___ Initial to select OR Include content management \$284 ___ Initial to select
▪ Hosting with *3 Hours of website updates/changes/support (additional changes will be billed at \$95 an hour)

Option 4 \$340 ___ Initial to select OR Include content management \$369 ___ Initial to select
▪ Hosting with *4 Hours of website updates/changes/support (additional changes will be billed at \$95 an hour)

*This time cannot be accumulated and/or carried over to other months. We also cannot fluctuate which package you use each month. You need to select the package that best fits your business needs.



Terms of Proposal

1. **PAYMENTS** -- Theford Web Development requires a 50% non-refundable deposit to begin working on your project. If you do not start your project or respond to design comps within 1 year from deposit payment, you forfeit the deposit and will not carry a credit. Our fee is calculated based on the initial information provided by the client. Should additional information arise or additional request be made, we will provide you with an additional price quote. We require the remaining balance paid prior to your site launching live. The remaining balance must be paid no later than 90 days after receiving the initial deposit. Payments should be made to:
Theford Web Development, Inc.
71537 Highway 111, Suite N
Rancho Mirage, CA 92270
2. **TIME FRAME** -- Theford Web Development will provide services described in the proposal within 6-8 weeks after all client materials are provided unless other arrangements have been made and agreed upon.
3. **MONTHLY BILLING** -- Monthly Hosting and Support invoices begin in the first month of the site launch and are sent on the 1st of every month. They are due on the 15th day of that month. Late fees apply if the account is 30 days past due. Should the monthly fee become more than 45 days past due, your site will be removed from our server until payment has been received. There will be a reinstatement fee to re-install the site on our server.
4. **SITE MAINTENANCE** -- The monthly hosting and support fee includes 1 hour of changes or depends on the package you select. These requests should be provided to us in an email sent to support@twdmail.com and will be handled within three business days. This time cannot be accumulated and/or carried over to other months. Additional changes will be billed at our hourly rate of \$95, which you would be notified prior to work commencing.
5. **HOSTING** -- Theford Web Development will make every reasonable effort to host and maintain your website without interruption, except as is necessary for routine maintenance, updates and other required events. Theford Web Development assumes no liability for loss of business or loss of profits by any client for any reason.
6. **SECURITY** - The parties expressly recognize that it is impossible to maintain flawless security, but Theford Web Development shall take reasonable steps to prevent such security breaches, however, Client is solely responsible for preventing any password protected areas, users & passwords, administrative area, etc., from being compromised. Client is solely responsible for any damage caused by such unauthorized access, and Client indemnifies and holds Theford Web Development harmless for any compromise of Client's security.
7. **SITE CONTENT** -- The client will be responsible for proofreading all content on their website and should monitor their site regularly.
8. **CANCELLATION NOTICE** - If you decide to host your website with another provider, you must provide TWD with a written notice of 30-days in advance of cancellation. If you have waived the content management feature set up fee, you must fulfill your one-year contract.
9. **PRICING OR TERMINATION OF SERVICES** -- If TWD increases their service prices or terminates their services, you will be notified 60-days prior to increase or termination.
10. **OWNERSHIP** -- TWD does not own the design, content or programming that they provide as a service to the client. As long as the client has paid in full and their account is current, TWD will provide a copy of all of the files created. If the client chooses to host with another company, TWD will provide files, however it will be the responsibility of the client to install them on their new host. If special programming or set up is required due to custom programming, that is also the responsibility of the client.



I have read and agree to the terms provided above:

Customer Name (Printed):	Calvin Louie, General Manager
Customer Signature:	_____
Today's Date:	_____
Business Name:	Cabazon Water District
Address:	P.O. Box 297
City, State, Zip:	Cabazon, CA 92230
Phone:	951-849-4442
Mobile:	_____
Email:	clouie@cabazonwater.org
Alternate Contact:	Ellie Lemus – elemus@cabazonwater.org



STREAMLINE

The Special District Website Engine

Response to Proposed Website RFP
Cabazon Water District

We are pleased to present this proposal for your consideration. It may be quite a bit different than others you receive, as we have built an online software product specifically for special districts. It is designed to make it easier, and less expensive, for you to communicate with your community. Its features are designed to save you time and money, and to give you complete control over your site and its content—even if your staff isn't technology savvy.

We would love to provide a demo of **Streamline** to your team at your convenience, and welcome any questions you may have. We realize that our approach may be a bit different than you are expecting, as most RFPs for website development assume that someone will need to build a standalone, one-off site. However, we know that standardizing a solution for special districts leads to better technology, better service, and in the end will empower you to serve your community better.

Special districts are doing important work and we would like to partner with you to help.

Please don't hesitate to contact me with any questions:

Sloane Dell'Orto
sloane@get-streamline.com
916-900-6619

www.get-streamline.com

1. Introduction

a. Company background

Streamline: the Special District Website Engine is a software tool designed specifically for special districts. It is the creation of **Digital Deployment, Inc.**, a website development firm founded in 2004. Digital Deployment has over 150 websites on its hosting platform, many of which are special districts, municipalities and institutions. From this experience Streamline was born, a platform that empowers special districts to build a website in 20 minutes or less using a simple wizard, and gives them complete control over their content, without the need for any technical expertise.

b. Biographies of company personnel on project team

Sloane Dell'Orto, VP and Chief Strategist. Sloane's background in website development goes back to 1998, and she has extensive experience with special districts, having been part of the Mokelumne Hill Fire Protection District for over 10 years, and having worked with the town's Sanitary District, Cemetery District, Veteran's District and the county Water District (CPUD). She has been with Digital Deployment for six years and has led countless website projects.

Dennis Stevense and Ben Shell, Senior Developers, have a combined 30 years of experience building web and mobile technology, on their own and in partnership with Sloane at a previous company before coming to Digital Deployment three years ago. **Steve Worth**, Lead designer, is responsible for the design of both templates and the software interface, ensuring that both are inviting for users. He has over 18 years of design experience.

Rocky Martin, Business Development Manager. Rocky has been with Digital Deployment for a year and a half, and has developed hundreds of new relationships with clients in a variety of industries. His development of our partnership with the California Special Districts Association has been critical in helping to develop software that meets the needs of special districts.

Carsen Anthonisen, VP and Account Manager. Carsen has been with Digital Deployment for over 5 years, and is responsible for client satisfaction and leads the production team.

Cole LaFrance, Project Manager. Cole has been with Digital Deployment for 3 years and is primarily responsible for making sure production tasks are accomplished on schedule.

More on our full team at <http://www.digitaldeployment.com/meet-team>

c. List of existing client examples and references

Digital Deployment has built websites on their Drupal-based platform for many clients over the years. Some examples are included here; also see <http://www.digitaldeployment.com/portfolio> for our full portfolio.

- d. Contact Information of person submitting proposal
Sloane Dell'Orto: 916-900-6619, sloane@get-streamline.com
www.get-streamline.com | www.digitaldeployment.com

2. Project description and Implementation

- a. Explanation of web development and project management processes

Streamline is our new cloud-based product built as a tool specifically to help special districts get online. As such, the whole approach is a bit different than your standard website development process: there are no "development" processes like there would be in a typical one-off website build.

All the tools you need are already developed, and are upgraded and added to over time. That way your technology is never outdated or obsolete, you have complete control over your content, and you won't ever have to rebuild your site again in the future.

Districts can subscribe to the service on a monthly basis and can cancel any time.

- b. Address any important technology information, specifications, platforms

Streamline is built using Ruby on Rails. It includes a site-building wizard, which helps you to build a basic site in about 20 minutes. It is a full content management system as well, so you'll always have complete control over your content and can add, remove or edit your content and site assets at any time.

You'll have the ability to add content to the site and then instantly email blast it out to your constituents without the need to recreate it in another system, then track the number of opens, manage your mail lists, etc..

Site analytics will be available, allowing you to track what content is most popular, how long visitors are staying on the site, where visitors are coming from, etc.

Streamline includes an in-site dashboard that helps you to publish content that helps meet the guidelines for transparency in the state of California, and track your progress right from the website. Streamline has been endorsed by the California Special Districts Association and the Special District Leadership Foundation as the only approved website product for their members.

The RFP refers to "customer access for billing, payment and payment arrangements." It's not clear if you already have a system or are looking for one, but in any case we suggest that you do not attempt to have this custom developed, but instead simply link to a system that only does utility billing, and does it well. As we don't yet know your processes, it's hard to suggest what system might be most appropriate, but there are a few really great

ones captured in this list: <http://www.capterra.com/utility-billing-software/>

c. Communication process

Because Cabazon Water District does not currently have a website, communication throughout the process will be critical. It will also help us to learn more about your needs, which will help to improve our product. The District will be provided with a built-in helpdesk tool, a project management space for communication and collaboration during initial setup, as well as direct phone numbers for project staff.

3. Proposed timeline for website completion

- a. Submittal of first draft July 16, 2015
- b. Submittal of final draft August 10, 2015
- c. Inaugural opening of website earmarked for Wednesday, September 1 2015

The proposed timeline is acceptable, although we see no reason it couldn't be done more quickly if the District would like to be live sooner than September. That's the beauty of standardization!

4. Budget

Because Streamline is a product / service, pricing can be as low as \$200 per month, whereas a standard one-off website can cost your District many tens of thousands of dollars.

- a. Costs by production hours, tools, etc.

The subscription fee is \$400 per month, with no additional costs of any kind. Members of CSDA (California Special District Association) receive a 50% discount.

- b. Maintenance and support

Ongoing maintenance, new feature development, and unlimited in-site support are included in the cost quoted under item (a).

- c. License fees, domain names, etc.

As the District already owns a domain name we anticipate no additional costs for this.

- d. Hosting

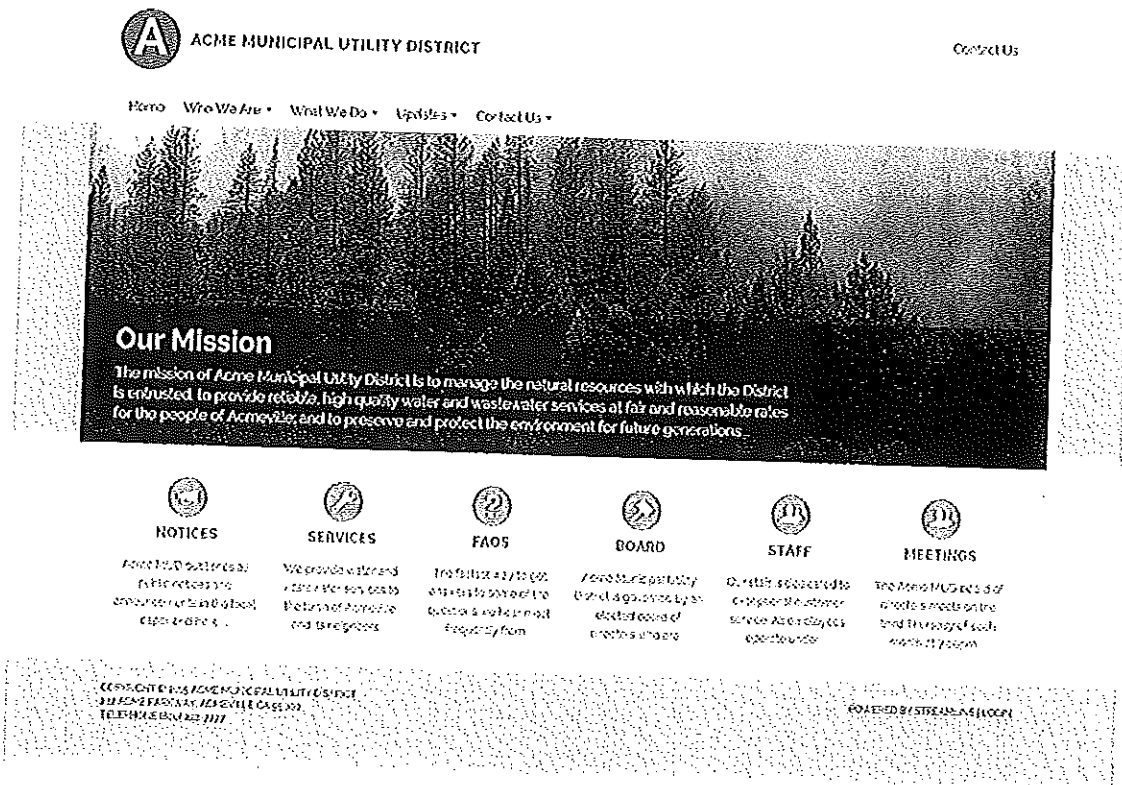
Hosting is included under the subscription fee in item (a). No additional cost.

e. Content management and training

Content management functionality is built in to the system, so there are no fees. Training of Initial staff is included at no additional charge; ongoing training of new staff members will be handled via tutorials or additional consulting at an hourly rate.

f. Additional expenses

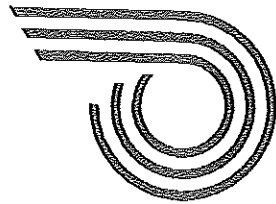
A beautiful design, including customizable colors/logo, is included at no additional charge. Example:



If Cabazon Water District desires a custom design, the cost is \$5000. Note that it is possible to build the site first, take a look and see if you like it, and then determine if a custom design is needed.

5 hours of consulting is included at no additional charge. If Cabazon Water District requires additional consulting, the fee is \$150 per hour. (We do not foresee the need for any more than 5 hours of consulting to launch the site, as the software is already built and the system includes free helpdesk ticketing and unlimited support.)

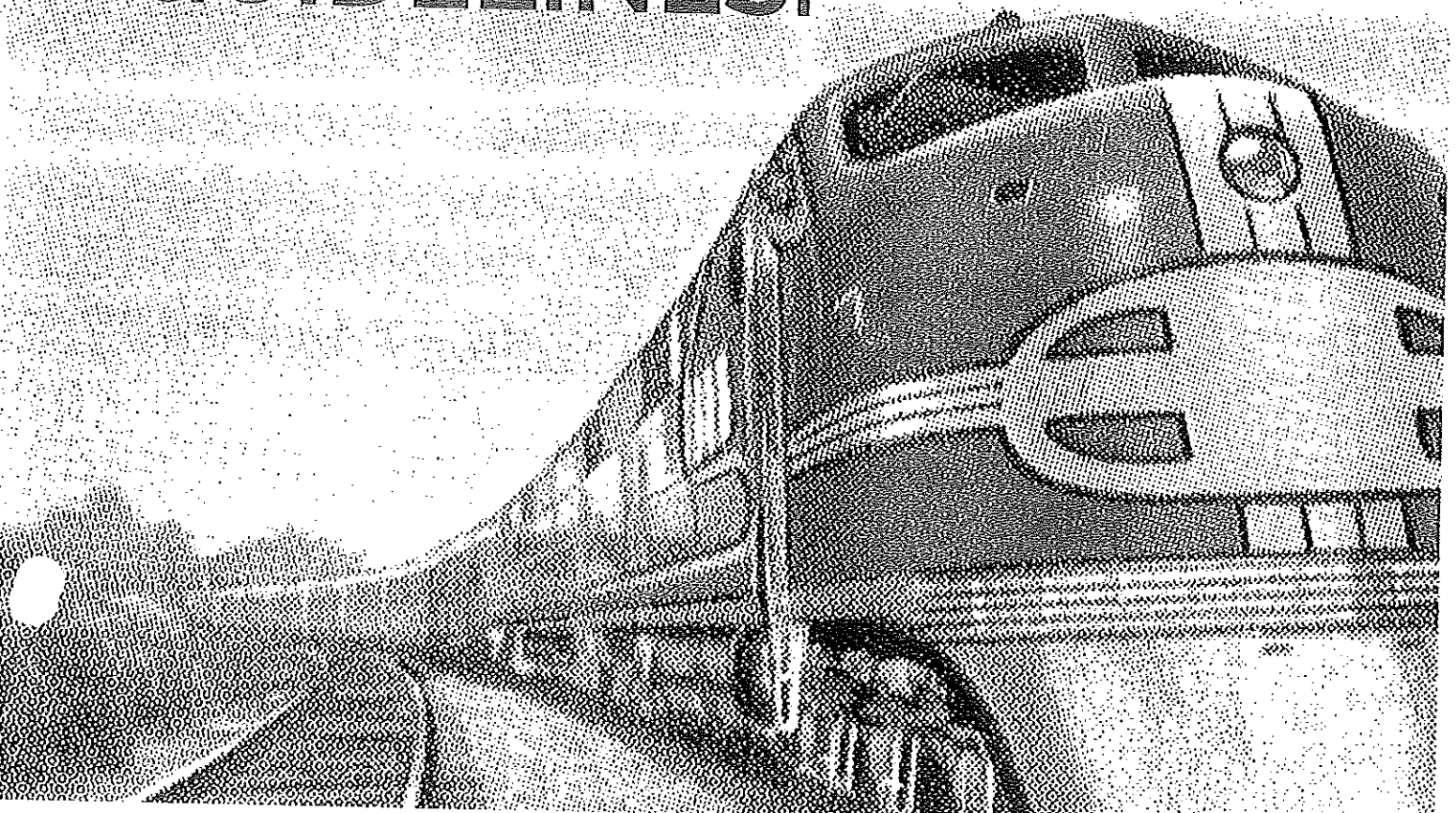
Appendix - Feature list and product brochure



STREAMLINE

The Special District Website Engine

**FINALLY, A
WEBSITE THAT
IS EASY TO USE
AND HELPS
YOU MEET
TRANSPARENCY
GUIDELINES.**





Simple to Create

Online wizard guides you through site setup, helping you collect and organize your information up-front.

You'll have a website in about :20 minutes.



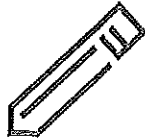
SETUP WIZARD POPULATES YOUR CORE PAGES,
CREATING THE NAVIGATION AND HOME PAGE
AUTOMATICALLY.



CHOOSE FROM PROFESSIONALLY DESIGNED
TEMPLATES THAT CAN BE CUSTOMIZED TO
FIT YOUR BRAND.



SYSTEM GENERATES A SPECIALDISTRICT.ORG
DOMAIN NAME SO YOU CAN GO LIVE QUICKLY—
OR YOU CAN USE YOUR OWN.



Easy to Maintain

Our flexible, powerful, easy to use content management system makes adding new content, deleting old content and creating new pages easy.



SEND EMAILS TO YOUR AUDIENCE FROM YOUR WEBSITE USING EXISTING CONTENT WITH BUNDLE & BLAST®.



OUR ROBUST SUPPORT TEAM IS HERE TO ANSWER YOUR QUESTIONS.



YOUR TECHNOLOGY WILL NEVER BE OUTDATED. WE CONTINUALLY UPDATE THE SOFTWARE.



LOW MONTHLY SUBSCRIPTION, NO UP FRONT COSTS AND NO LONG TERM COMMITMENT ELIMINATES RISK AND SAVES YOU THOUSANDS OF DOLLARS.



Streamlined Transparency

The integrated transparency dashboard helps you understand the requirements of transparency, check your progress and easily publish required content.



ADD DOCUMENTATION DIRECTLY FROM WITHIN THE DASHBOARD TO COMPLETE REQUIREMENTS.

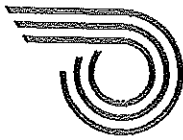


EASILY SEE WHERE YOU ARE OUT OF COMPLIANCE AND THE STEPS YOU NEED TO COMPLETE.



BUILT IN TRANSPARENCY PAGE MAKES SURE VISITORS CAN FIND TRANSPARENCY INFORMATION QUICKLY.

SCHEDULE A FREE DEMO AT:
www.get-streamline.com



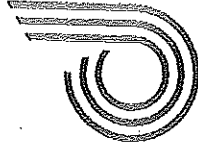
STREAMLINE

The Special District Website Engine

WEB: www.get-streamline.com

PHONE: 916.900.6619

ADDRESS: 2321 P St., First Floor, Sacramento, CA 95816



STREAMLINE

The Special District Website Engine

We are committed to empowering Special Districts to connect with their constituents in a painless, transparent manner.

Features of note

20 minutes or less: online wizard helps District collect necessary information quickly, creating a live-ready website in about 20 minutes.

Learn as you go: the wizard also acts as a tutorial, allowing the user to get comfortable with the content creation process a bit at a time.

Integrated transparency dashboard: helps Districts meet the California Special District transparency guidelines with one place to check progress, and ability to easily publish the website content required.

Full-featured CMS: flexible and powerful content management system allows users to add additional content, menu items and assets.

Unique design: logo uploader and color scheme picker allows the District to customize the site with two clicks, while the ability to add custom designs are available for advanced needs.

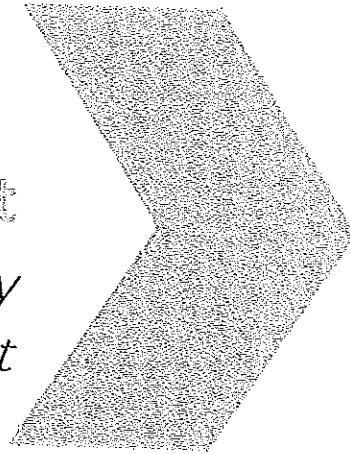
Domain name: automatically generated URL (e.g. www.acme.specialdistrict.org) allows District to go live without the need to buy and manage domain names, although custom domain names can also be used (e.g. www.acmemunicipaldistrict.org).

Keeping in touch: Bundle & Blast® allows District staff to push email campaigns through the site using existing content, eliminating the complexity and cost of external systems.

Technology stays current: provided as SaaS (Software as a Service), Districts will never need to upgrade software, invest in new website technology, or build a new site.

Low risk: one low monthly fee (discounted to CSDA members), no long term commitment, and no up-front cost saves tens of thousands of dollars and eliminates the need for RFPs.

creating what's next
for the Cabazon County
Water District



Reed McGinnis
Regional Sales Manager
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Vision Internet
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Santa Monica, CA 90403
888.263.8847
www.visioninternet.com
Date: May 11, 2015



Innovators of
Online Government™



Cover Letter

Dear Selection Committee Members,

Thank you for the opportunity to submit a proposal for the design of the Cabazon County Water District's website. Based on the thoroughness of your RFP, we can see creating a comprehensive website designed to enhance the communication efforts of the District is a top priority. What specifically piqued our interest about your project was your stated desire to create a website that will grow with you and enable the Cabazon County Water District to continually take advantage of evolving technology. It is our goal with every enhancement to our services and technology to do just that and we would welcome the opportunity to bring "what's next" to you.

As the original Innovators of online government, Vision Internet has specialized in website development since 1995. Since that time, our team has created over 600 websites for local government and public agency clients across North America. While the following proposal includes pages about our range of experience, awards won, and technology created, we know you want to know the answer to just one, simple question:

Why should the Cabazon County Water District work with Vision Internet?

- **You will receive a website built for YOU and created to be used by your unique website visitors.** Upon first read, it will appear many companies submitting proposals for your project will be able to provide the same government website development expertise. We challenge you to dig deeper. Our website portfolio spans 18 years, two countries coast-to-coast and includes a variety of projects from large urban communities (like Atlanta, Georgia) to small towns (like Dillon, Colorado). This range of experience means the Cabazon County Water District will receive expert consultation at every stage of the project from a team well versed in the challenges faced by today's water districts. We will take the time to understand your audiences and create a website based on best practices to best serve your users.
- **Your website will make you and your staff more efficient than ever.** The latest release of our government content management system, visionCMS™, was developed with input from hundreds of government communications and IT professionals from across North America. visionCMS™ includes numerous innovative features, like a drag & drop template builder and responsive design, but we're not stopping there. Technology changes daily and it's our job to bring you tomorrow's innovative government technology, today. Keeping your website up-to-date will have never been easier.
- **You will have choices.** Just as technology changes and evolves, your needs may, too. Work with a company that offers you flexibility to change over time. Host with us or host in-house. Add a maintenance plan or pay as you go. Start with one direction and change next year. We believe in relationships and will work with you to find a plan that suits your needs.
- **You will simply receive a better website.** Delivering an effective website is the sum total of many, many decisions. Our work has been recognized with hundreds of awards because we know how to get it right. It's unlikely we will be the lowest cost option you consider. This is why. Work with a company that will invest the necessary time to learn about your needs and provide the expert guidance to deliver.



In our accompanying proposal, we make a number of recommendations for the Cabazon County Water District's project based on the requested scope in your RFP. I look forward to talking with you soon and welcome the opportunity to clarify any questions or provide you with a personal demonstration of our capabilities.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Reed McGinnis". The signature is fluid and cursive, with a large initial "R" and "M".

Reed McGinnis
Regional Sales Manager
Vision Internet Providers



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Executive Summary

creating a vision

For nearly 20 years, Vision Internet has maintained its leadership in government website development. While most companies take a cookie-cutter approach, Vision Internet remains true to the idea that every community is unique. Through our service of nearly 700 of some of the most progressive municipalities across the United States, we developed and refined a comprehensive, research-based development process that will help us understand your goals and implement a solution that will address your community's needs and reflect its personality. Our approach is one of partnership, guiding you to achieve extraordinary results by creating a website that will address three governing purposes, to: 1. Serve, 2. Represent and 3. Delight the community.



Serving your community

Vision recognizes the core of a public agency's online presence is to Serve the members of their community. Since governments first went online, governments have sought to digitize a mountain of forms, policies and other paper content and get it on the web. That thought process led to cumbersome sites, often with thousands of pages of dated content that confounds residents and challenges site administrators to keep content current and relevant. If residents can't readily find the information they seek - quickly and easily and on the device of their choice - their opinion of their district administration can understandably be affected.

Vision Internet takes the core purpose of serving your community seriously. We will ensure that your residents' needs are quickly addressed by:

- Advising you on the latest trends in content strategy,
- Analyzing the way residents access your current site, and
- Consulting with you to ensure these needs guide the design process.

We feel that quality and design are necessary components to ensure your community is well served. At Vision, we will work with you determine and meet your community's specific needs.

Representing your community

In addition to providing basic services, many of our customers are recognizing that their website can become an indispensable part of their overall communications strategy. Years ago, the concept of "branding" was rarely discussed. However, as residents expect more from their district's online presence, many Vision clients are seizing the opportunity to use their website to brand their community, its leaders and their individual agencies and departments.



- **Your Community** – Use of bold graphics and full resolution imagery to convey the identity of your community. Vision clients leverage the flexibility of the CMS to change out homepage backgrounds to reflect their community's seasonal identity. We can highlight the economic and cultural identity of your district to residents, visitors and businesses.
- **Your Leadership** – Your elected officials are looking for ways to connect with constituents and have a non-mediated voice to the community. Vision sites are innovating ways for your leaders to use the website as an important, and unfiltered, mode of communicating directly to the residents.
- **Your Agency** – Create an identity for your agencies and their missions. Leverage our visionCMS's ability to individualize the design of your department's subsite, while adhering to the overall style and approval structure of the larger site.

“The new website represents our city well and helps us tell our story to visitors and citizens alike.”

Don Tracy, City of Cedar Park

Delighting your Community

Certainly, many residents' interactions with the district can be far less than "delightful". Paying a fee, applying for a permit, or filling out an application can hardly be described as a pleasant experience. However, when a resident finds a website that is streamlined and can be accessed on their terms, the seeds of delight are planted. Vision Internet's process and functionality is ever-mindful of the resident, delivering a solution to keep content current, relevant and easily-accessible via:

- **A delightful mobile experience** – Vision was the first to bring mobile responsive design to government websites. Many of your residents want information right now, at the point of need, which means it should be equally easy to find and understand information on phones and tablets as it is on a computer.
- **A delightful visual experience** – When complete, your website will have a stunning design that reflects your community and your visitors will easily find what they are looking for. We will organize your information by audience, topic, service, and/or department, create multiple paths to information, and implement a site search tool.
- **A delightful interactive experience** - The website will include advanced interactive components for navigating special types of content like news, events, and directories. It will improve outreach with tools like eNotification and Web 2.0 features like RSS Feeds, Social Media Integration, and Bookmark and Share.
- **A delightful CMS experience** - To empower staff, reduce administration time, and give you complete control we will implement our advanced content management system - visionCMS™. With one click access to regularly used features and individualized workspaces, your staff will have complete control over their online experience.



A Partner that supports you in a changing world

Vision Internet clients are our Partners. Our partnership does not end when the website is launched, rather that signals the beginning of the relationship. To best serve our Client-Partners, we have to help them adapt to the increasing tempo of change. Your site is dynamic; your mission and priorities can change daily. In this environment, our clients realize they can no longer keep their site static for 4-5 years between redesigns while resident expectations increase and technology evolves.

Vision can provide you with tools which evolve to meet the challenges of tomorrow and advice on how to address emerging trends. We impart our expertise and best practices to ensure your site meets the challenges of today and tomorrow, by remaining innovative in our technology and approach. However, we do not innovate alone, and we realize another key aspect of staying ahead is to draw from others that share your same challenges on a daily basis. To meet that need for our Partners, Vision has built and maintains an active user community of hundreds of the most progressive cities in the US. Our Client Partners interact via our online forums and regional live user groups to share ideas, best practices and "pro tips" with their peers. Since our user community all work on a common Software-as-a-Service platform, attainable innovation is achieved daily, and our visionCMS, the most flexible CMS in the industry for the government market, allows our clients to respond to an environment of change.

visionCMS™

visionCMS™ was created from the ground up to be the most flexible CMS available to meet the government mission. It allows non-technical staff from different departments to maintain their own content while preserving consistency throughout the site. Its intuitive editor allows staff to incorporate text, images, documents, and links. Further, visionCMS™ allows you to control the delegation of authority. You can define the content that editors can update and the tasks they can perform. With the optional Approval Cycle, you can create any number of custom workflows that are unique on a per-department and/or type of content basis. This level of control and flexibility is unmatched in the industry. The system scales to support any size community: You are allowed unlimited users, pages, and categories.

Ongoing Support

Additionally, our visionLive™ subscription maintenance plan keeps you covered long-term, by including unlimited technical support, system upgrades and hosting for one set subscription fee. As technology advances, we will continue to lead the industry in flexibility and functionality with monthly release cycles to continually enhance the functionality of the visionCMS. Flexibility is engrained in everything we do, so as an alternative, you are still free to host the website in-house or with a third-party provider. No matter how you would like to engage with us for ongoing service, we have a plan that will work for you! It is this commitment to service, coupled with our industry expertise, creativity, and advanced technology that will produce a remarkable website for the District and its users.

Vision would very much like to work with your team to Serve, Represent and Delight your community as your partner. We would welcome the opportunity to leverage our expertise, library of best practices and industry-leading tools to architect and support your website for many years to come. Thank you for the opportunity to offer this proposal and please do not hesitate to ask for any required clarification or additional information that will assist your evaluation of potential partners.



Introduction *creating what's next*

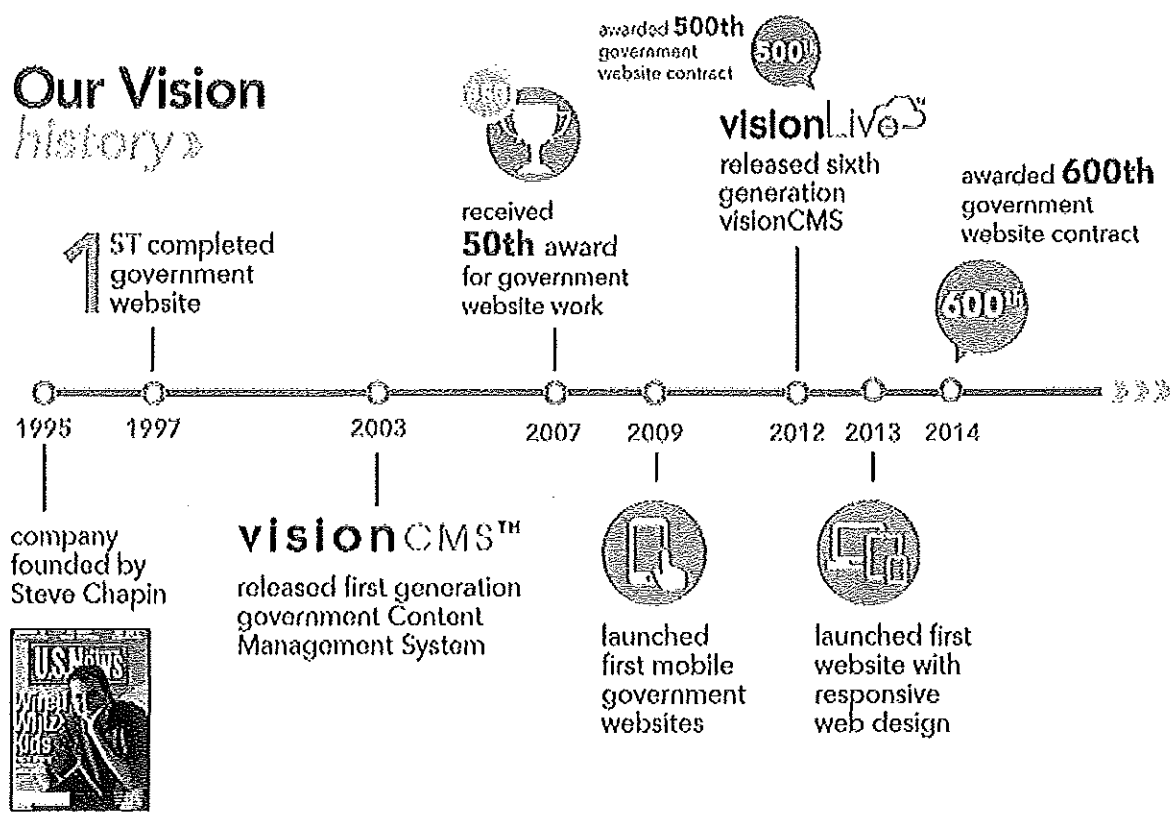
Company Background and History

We know the most efficient way to keep moving forward is never to look directly in front of us, but to keep our focus on a point on the distant horizon. At Vision Internet, we're focused on tomorrow. We're focused on creating what's next.

Today, citizens expect the same level of sophistication from local government as they do from the products and services in the consumer world. Right or wrong, we all expect more choices, more responsiveness, more transparency.

That's why Vision Internet is giving government agencies more Innovation, more functionality and more value. We began as the undisputed leader in creating websites and online tools specifically for government. Today, we still live and breathe the kind of start-up spirit that established our company as the online government innovators, always pushing, always listening, always focused on seeing what's just ahead.

Our Vision *history*





Vision Internet is a full-service vendor offering website consulting, design, development, hosting, and maintenance services. This allows us to provide the Cabazon County Water District with a complete turnkey solution.

Vision Internet was founded on three core values: *Integrity, Commitment, and Trust*. More than a slogan, these values are at the heart of our every decision, action, and interaction. We attribute our continued growth and prosperity to our adherence to these core values. This honest approach to business has also provided us with longtime employees and partners, repeat customers, award-winning projects, and recognition for our community service. However, we know none of this would be possible without our clients and their communities. At Vision Internet we care as much about your community as you do.

Contact Information

Primary Contacts	Reed McGinnis – Regional Sales Manager rmcginnis@visioninternet.com 805.637.8165
Corporate Headquarters	Vision Technology Solutions, LLC dba Vision Internet Providers 2530 Wilshire Blvd., 2nd Floor Santa Monica, CA 90403 310-656-3100 888-263-8847 toll free 310-656-3103 fax



Qualifications

Vision Internet was created in 1995, and we immediately began pushing the innovation envelope for online government. Originally the vision of our founder Steve Chapin, Vision Internet was the first company to focus on developing online tools specifically for government agencies. To-date, Vision Internet has created over 600 government websites. From small towns to large capital cities like Atlanta, Georgia, we are helping communities of all shapes and sizes reconnect through continual online innovation. But you don't have to take our word for it...

“ We could not have had a better experience with Vision Internet. Everyone was super-responsive, patient, very helpful and positive throughout the entire project. Any time we needed guidance, our project manager was always there for us. The Vision Team went above and beyond. They were as invested in the website as we were, and we truly appreciated that.

Anthony Wilson, City of San Angelo

“ Vision Internet's experience was unparalleled, allowing us to learn what they had learned while working with other municipal clients. Their process was truly collaborative and strategic, allowing them to work seamlessly with our web content management committee and give our customers what they were looking for; a website that is attractive, informative, interactive, and intuitive.

Bill Baker, City of Westbrook

49 awards won in 2010 alone

Population of Vision Internet's smallest client 900

600+ Number of websites developed to date for local government agencies

825,863 Population of Vision Internet's largest client



Key Personnel

Every member of the Vision Internet team brings years of experience and ability to any project they work on. For your project, we will assign one of our highly skilled Project Managers who will work with our lead Project Managers on developing your website. We will also assign our in-house developers and designers, who have experience creating award winning websites for other government projects. Biographies of key staff are provided in the following section.

- **Kristoffer von Bonsdorff** – Lead Project Manager
- **Jay Ding** – Manager of Technology
- **John Vu** – Senior Developer
- **Gabriela Lifshitz** – Graphic Designer
- **Natalla Cudlip** – Graphic Designer

Kristoffer von Bonsdorff – Lead Project Manager

Mr. Bonsdorff has years of experience creating website solutions tailored to the specific needs of clients. Prior to joining the Vision Internet staff, he managed his own website development firm which helped clients develop website solutions, solve system/server issues, and provide other IT support services. He has also previously provided IT services, acted as systems administrator, and provided consulting for other educational and private institutions in the past.

Mr. Bonsdorff has worked on projects for the City of Atlanta, GA; Sacramento Suburban Water District, CA; City of Shoreline, WA; City of Cupertino, CA; Lexington-Fayette Urban County Government, KY; the Town of Chapel Hill, NC; and Virginia Highlands Community College, VA.

Mr. Bonsdorff has attended Folkuniversitetet and Nacka Gymnasium in Sweden where he studied computer science.

Roles Served: Consulting and Project Management.

Jay Ding – Manager of Technology

Mr. Ding uses his extensive knowledge and experience in web-technologies to lead Vision Internet's development team and set the technical direction of the company's development.

He is a senior web programmer and lead product manager skilled in HTML, ASP, JavaScript, and Cold Fusion. He is also an authority in Section 508 accessibility issues. He excels in database design, development, and information architecture, using these tools to create kiosk, content management, and e-commerce solutions using Microsoft SQL Server and Oracle databases. His programming skill set also includes C++, Java, Pascal, and Visual Basic. He is an expert in content management including third-party Microsoft CMS and Stellent, plus he led the development of Vision Content Management System™.

Mr. Ding earned a Master's degree in Information Systems and an MBA from Katz Graduate School of Business, University of Pittsburgh. He is a Microsoft Certified Professional and has been part of the Vision Internet team since 1999.

Roles Served: Product Management, Consulting, Project Management, Information Architecture, and Programming.



John Vu – Senior Developer

Mr. Vu is a truly exceptional programmer and serves as the primary developer of our content management and e-procurement systems plus developed many of our most advanced and innovative interactive components. Projects include sites for the City of College Station, City of Diamond Bar, City of Evansville, Dallas County Community Colleges, Greenbrier Convention and Visitors' Bureau, and many others.

Mr. Vu specializes in Visual Studio, .Net languages, and Microsoft Content Management Server. He can be found in the office day and night developing his latest "masterpiece" in any number of languages including ASP, ASP.NET, C#, C++, SQL/Transact-SQL, and MySQL. He is also an expert in JavaScript (both server and client), VBScript, HTML, XHTML, DHTML/CSS, Visual Basic (COM), and XML.

Mr. Vu earned his Bachelor of Arts degree from UCLA and is a Microsoft Certified Professional.

Roles Served: Programming and System Design.

Gabriela Lifshitz – Graphic Designer

Mrs. Lifshitz is a highly creative designer that brings a unique eye to the Vision Internet team. Her intuitive understanding of design balance has helped her to effectively transform a number of websites from chaotic to cohesive. She has created and refined successful designs with clients such as the Boone County, IA; Burbank Unified School District, CA; and the City of Newton, KS. She is currently working on projects for the City of Bartow, FL; Odessa Police Department, TX; Imperial Irrigation, CA; Dorchester County, SC; Pittsburg Delta View Golf Club, PA; City of Rosenberg, TX; and Sweetwater Authority, CA.

Mrs. Lifshitz holds a Bachelor's degree in Design from Universidad Iberoamericana, Mexico City.

Roles Served: Graphic Design.

Natalia Cudlip -- Graphic Designer

Mrs. Cudlip brings a fresh perspective to government design. Her expertise in creating eye-catching, user-friendly designs makes her a strong member of the Vision Internet design team. She helps Vision Internet clients create designs that focus on the unique branding efforts of their individual communities.

Mrs. Cudlip has created and refined successful designs for the City of Park City, UT; City of Palm Springs, CA; Town of Chapel Hill, NC; City of Dana Point, CA; Lexington-Fayette Urban County Government, KY and Eagle County Schools, CO.

Mrs. Cudlip holds a Bachelor's degree in Art with a Computer Animation focus from California State University, Los Angeles and a Computer Graphic Design certificate from Santa Rosa Junior College.

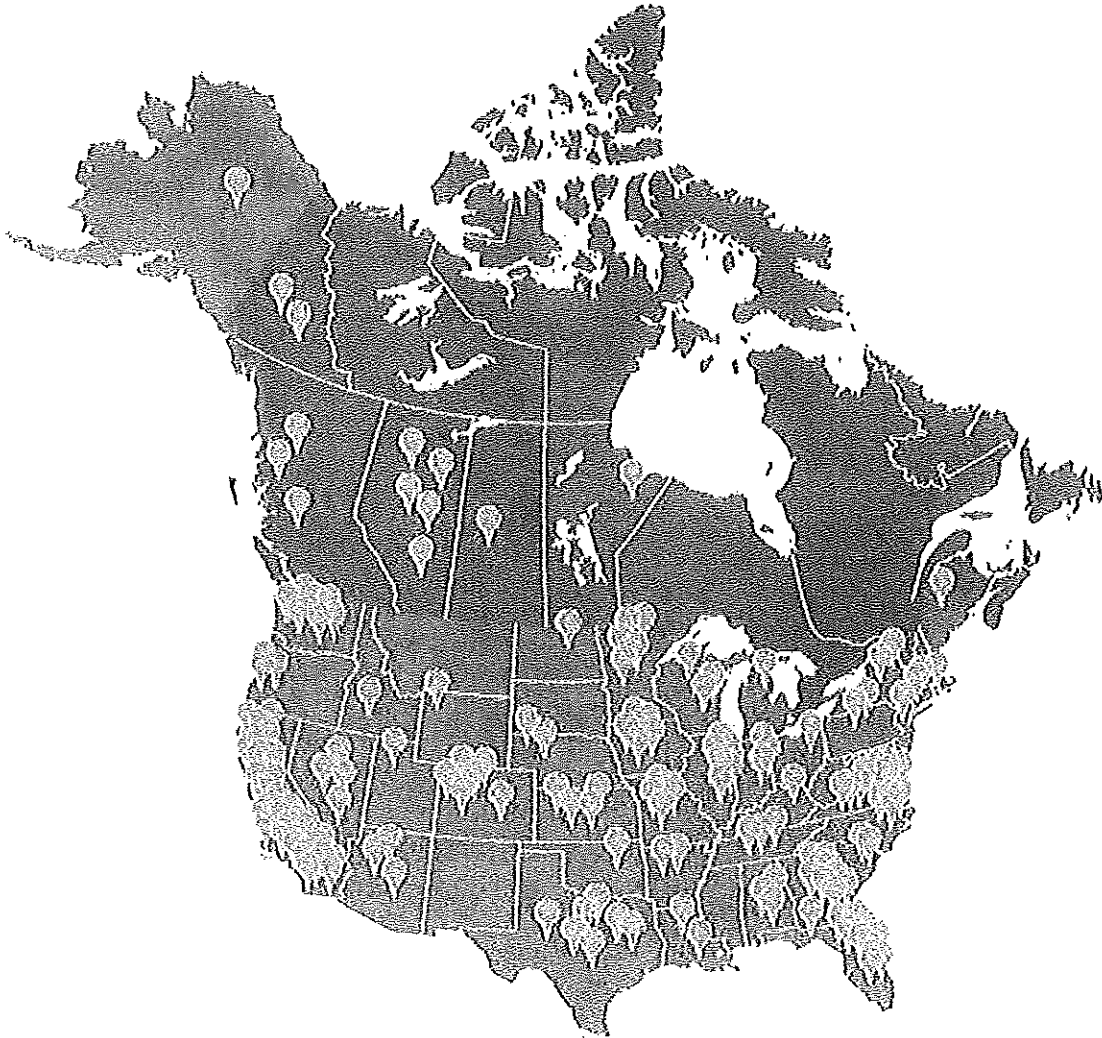
Roles Served: Graphic Design.

List of Clients

Vision Internet has extensive experience serving government agencies with populations ranging from towns of less than one thousand residents to cities and counties of several million. We serve all levels of government agencies, educational institutions and non-profit organizations, including websites for cities, counties, state and federal agencies, special districts, economic development departments, transit,



performing arts, workforce development, environmental services, tourism and visitors bureaus, and more. Below is a sampling of our clients:



- » Accomack County, VA
- » Amador County, CA
- » Augusta County, VA
- » Boone County, IA
- » Borough of Quakertown, PA
- » Calcasieu Parish Police Jury, LA
- » Chatham County, NC
- » Chesterfield County, VA
- » Cherokee County, NC
- » City of Ames, IA
- » City of Ankeny, IA
- » City of Atlanta, GA
- » City of Bartow, FL
- » City of Brentwood, TN
- » City of Burbank, CA
- » City of Burlingame, CA
- » City of Calistoga, CA
- » City of Carmel, IN
- » City of Carson City, NV
- » City of Cathedral City, CA
- » City of Charlottesville, VA
- » City of College Station, TX

- City of Crystal Lake, IL
- City of Cupertino, CA
- City of Dana Point, CA
- City of Decatur, GA
- City of Denton, TX
- City of Diamond Bar, CA
- City of Eden Prairie, MN
- City of Englewood, CO
- City of Enid, OK
- City of Evansville, IN
- City of Franklin, TN
- City of Galt, CA
- City of Garden City, GA
- City of Germantown, TN
- City of Gillette, WY
- City of Glendora, CA
- City of Grand Island, NE
- City of Grande Prairie, AB
- City of Grandview, MO
- City of Greenfield, CA
- City of Hamilton, OH
- City of Healdsburg, CA
- City of Hendersonville, NC
- City of Hercules, CA
- City of Indio, CA
- City of Janesville, WI
- City of Keller, TX
- City of La Mirada, CA
- City of La Quinta, CA
- City of Lake Elsinore, CA
- City of Lancaster, CA
- City of Lebanon, OR
- City of Leesburg, FL
- City of Lexington, NE
- City of Longview, WA
- City of Lynchburg, VA
- City of Manhattan Beach, CA
- City of Maple Valley, WA
- City of Marco Island, FL
- City of Maryland Heights, MO
- City of Medicine Hat, AB
- City of Mill Valley, CA
- City of Millbrae, CA
- City of Montgomery, AL
- City of National City, CA
- City of Newport Beach, CA
- City of Newton, KS
- City of North Port, FL
- City of Novato, CA
- City of Odessa Police Department,
TX
- City of Oroville, CA
- City of Pacific Grove, CA
- City of Palm Desert, CA
- City of Palm Springs, CA
- City of Palos Verdes Estates, CA
- City of Park City, UT
- City of Pittsburg, CA
- City of Plymouth, MN
- City of Rancho Cordova, CA
- City of Reno, NV
- City of Richfield, MN
- City of Roanoke, VA
- City of Rohnert Park, CA
- City of Rosemead, CA
- City of Rosenberg, TX
- City of San Fernando, CA
- City of San Francisco, CA
- City of San Juan Capistrano, CA
- City of San Marcos, CA
- City of Santa Clara, CA
- City of Santa Clarita, CA
- City of Santee, CA
- City of Sausalito, CA
- City of Seaside, CA
- City of SeaTac, WA
- City of Sedona, AZ
- City of Shoreline, WA
- City of Shoreview, MN
- City of Silverthorne, CO
- City of Simi Valley, CA
- City of Smyrna, GA
- City of Sunset Hills, MO
- City of Sunrise, FL
- City of Thompson, MB
- City of Union City, GA
- City of Valdosta, GA
- City of Warrensburg, MO
- City of Wasilla, AK
- City of Wenatchee, WA
- City of West Des Moines, IA
- City of West Hollywood, CA
- City of Williamsburg, VA
- City of Winder, GA
- City of Yonkers, NY
- Collier County, FL
- Collier County Sheriff's Office, FL
- Columbia Basin College, WA
- Columbia County, GA
- Columbia County Sheriff's Office,
GA
- Coweta County, GA
- Dallas County, IA
- Dorchester County, SC
- Fond du Lac County, WI

- » Fort Lauderdale Police Department, FL
- » Frederick County, VA
- » Gadsden County, FL
- » Health Care District of Palm Beach County, FL
- » Imperial Irrigation Dist, CA
- » Jackson County, GA
- » Jefferson County, NY
- » Kershaw County, SC
- » Lake Arrowhead Community Services District, CA
- » Lexington-Fayette Urban County, KY
- » Livermore Amador Valley Transit Authority, CA
- » Mathews County, VA
- » Minnesota Office of Secretary of State, MN
- » Mojave Desert Air Quality Management District, CA
- » Port of Everett, WA
- » Prince George County, VA
- » Sheboygan County, WI
- » St. Charles Parish, LA
- » Sweetwater Authority, CA
- » Town of Apple Valley, CA
- » Town of Blacksburg, VA
- » Town of Breckenridge, CO
- » Town of Chapel Hill, NC
- » Town of Dillon, CO
- » Town of Fraser, CO
- » Town of Glastonbury, CT
- » Town of Leesburg, VA
- » Town of Queen Creek, AZ
- » Town of Silverthorne, CO
- » Town of Truckee, CA
- » Town of Westport, CT
- » Township of Lower Merion, PA
- » Vanderburgh County, IN
- » Village of Barrington, IL
- » Village of Elk Grove, IL
- » Village of Hoffman Estates, IL
- » Village of Mount Prospect, IL
- » Village of Northbrook, IL
- » Village of Pinecrest, FL
- » Virginia Highlands Community College, VA
- » Washington County, AR
- » Yolo County, CA
- » Yuma County, AZ

“ There is a major difference between Vision Internet and other government website developers. Bottom line, Vision ‘gets it’ when it comes to government websites. They are on the forefront of website design, and their content management system is phenomenal, second to none.

Doug Schultz, Village of Hoffman Estates





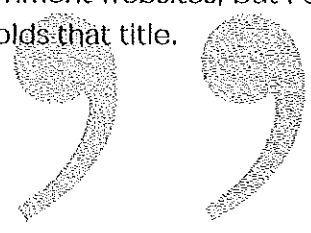
Success Stories

Vision Internet has developed hundreds of websites for a variety of local government and education agencies across North America. Our process is set up to uncover the unique goals of each organization and bring those goals to life online.

The following client profiles were included to showcase a variety of projects that were particularly relevant to the Cabazon County Water District to help demonstrate how our process has worked for others with goals similar to yours.

“ Many companies claim to be experts about government websites, but I can tell you after switching to Vision Internet we know who truly holds that title.

Sara Berry, City of Maryland Heights



Sweetwater Authority, CA

www.sweetwater.org



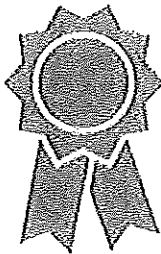
“ Our Project Manager has been nothing short of amazing! Her responsiveness and follow-through have made her an absolute pleasure to work with.



Leslie Filippi,
Communications Specialist

Sweetwater Authority is responsible for providing safe, reliable water service to more than 180,000 people in National City, Bonita, and western Chula Vista, California. Because of the sensitivity of the information and services that the website provides, security was one of the organization's biggest concerns. It was because of the built-in security features of visionCMS™ such as .NET framework security mechanisms, MD5 encrypted sensitive information, and SSL, that the Agency chose to work with Vision Internet on the development of their new website.

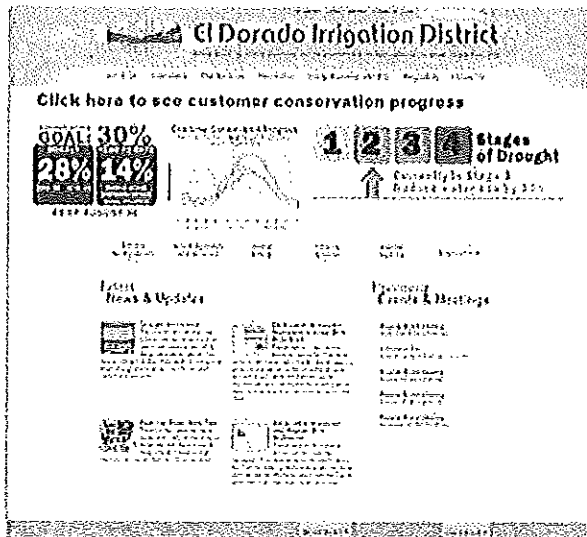
Graphically, their website has been updated to capture both water and natural conservation elements important to the overall mission of Sweetwater Authority. Additionally, a unique design theme was created for the South Bay Irrigation District. To resurrect user functionality, interior pages were reorganized and site navigation was tailored to the Agency's specific needs. All design and functionality were passed on to the Agency's mobile website, powered by visionMobile™.



➤ Award of Merit

El Dorado Irrigation District, CA

www.eid.org



“ Vision Internet was the ideal company to assist us in our project as they have unique experience in developing public sector websites, which made this process much easier for us.

Mary Lynn Carlton,
Community Relations Director

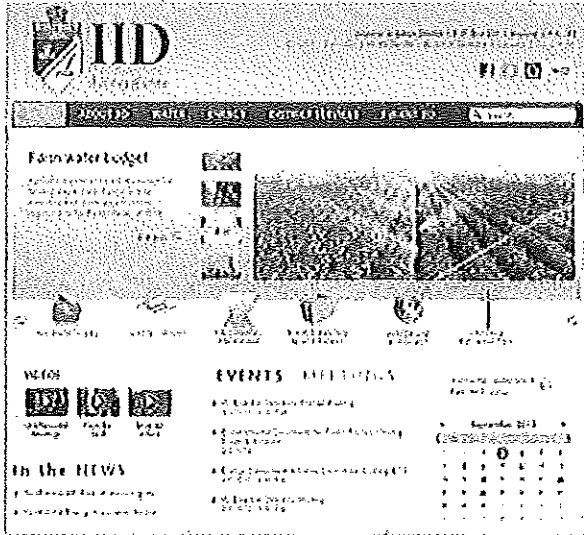
The El Dorado Irrigation District is a water utility serving nearly 110,000 residents of northern California's El Dorado County. With a website that hadn't seen revisions since 2006, it was important that the District advance their site with the help of a leader in the government website industry. Through partnering with Vision Internet, EID successfully transformed their website into an informative and helpful communications platform.

The EID homepage was designed to complement the natural beauty of El Dorado County. Upon entering the new site, an inspiring panoramic slideshow takes center stage. The re-organized main navigation and the most-popular page buttons strategically frame this eye-catching slideshow. Meanwhile, the latest news and upcoming events are prominently displayed below for immediate access to important information.

The new website is powered by the easy-to-use visionCMS™ - Vision Internet's award-winning government content management system. As part of this technology upgrade, the website provides a number of interactive features including eNews, online billing, job postings, RSS feeds, and emergency homepage alerts. These advance features are now easily accessed and updated by a number of District staff members on a regular basis - keeping the site fresh and the community in the know.

Imperial Irrigation District, CA

www.iid.com

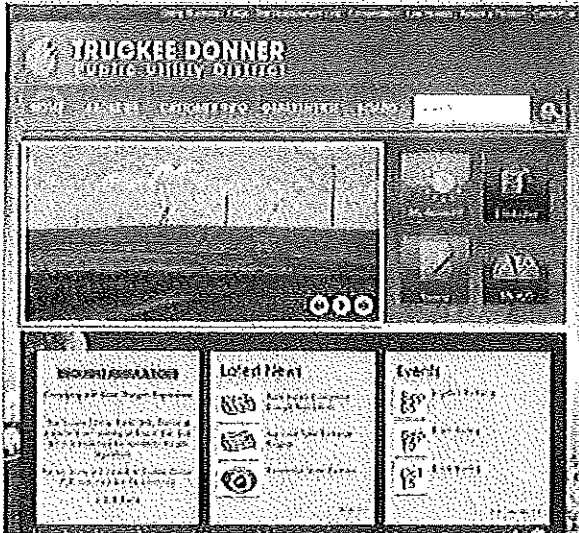


The Imperial Irrigation District has two main goals - to keep the lights on and the water flowing for millions of people throughout California - and they've been doing this for over 100 years. To commemorate their centennial celebration, the District worked with Vision Internet to redesign their out-dated, under-used website. By working with the Government Website Experts™, the District website is now updated by 30+ staff members using the powerful Vision Content Management System™.

The homepage of the updated IID website combines a wealth of information within a modern, clean design. A rotating thumbnail menu provides brightly colored buttons which link to important interior pages for paying energy bills, receiving energy rebates, and viewing the District's current strategic plan. Recent video uploads are prominently displayed as well as all current news stories and upcoming meetings. If the required information isn't found on the homepage, intuitive navigation tools lead visitors to what they need in seconds.

Truckee Donner Public Utility District, CA

www.tdpud.org



The Truckee Donner Public Utilities District needed to build a robust yet easy-to-navigate website that would better serve their customers online. Their old site was cluttered, hard to navigate, and difficult to update, making it more of an obstacle than an online tool. Knowing that they needed some assistance with such a major transformation, the District chose to work with Vision Internet to guide them from their goals on paper to a successful site launch online.

The two teams worked hard to create a unique, vibrant design while being careful to keep the main focus on information and services. Bold, contrasting colors and a responsive layout made such a feat possible. From the main navigation menus and graphic icons to the header quick links, every aspect of the new site is not only simple to find but easy on the eyes. Without needing any advanced technical knowledge, department staff members use visionCMS™ to update the site regularly.

Dublin San Ramon Services District, CA

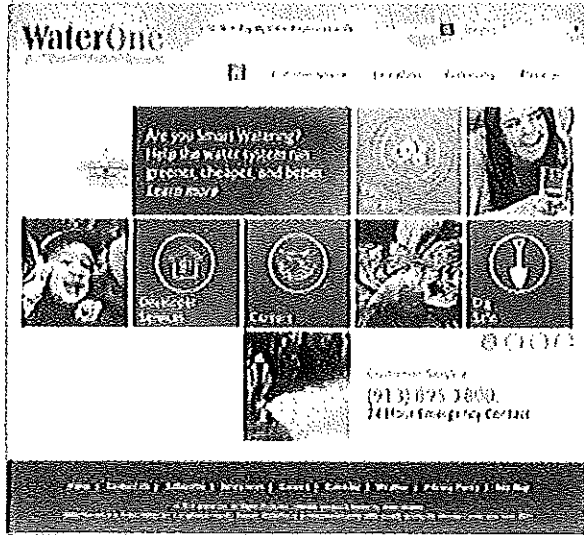
www.dsrds.com



With California currently in a state of severe drought, the functionality of the new Dublin San Ramon Services District website was paramount. The Service District teamed up with Vision Internet to create a savvy, more user-friendly site that offers visitors water conservation tips, the latest community updates regarding water efforts, and more.

The Dublin San Ramon Services District website was redesigned with the customer in mind. Improved navigation provides quick and easy access to account information and online bill payment. Important interior pages, such as Drought Watch and News Releases, are easily accessed from the new main navigation mega menus. Features such as the forms and surveys tool, online payments, Responsive Design with visionMobile™ and more have transformed the website into an interactive and extremely useful online portal.

The website is powered by visionCMS™, Vision Internet's award-winning government content management system. This powerful CMS features an intuitive user interface and many innovative features including customizable page templates, personal toolbars, in-page editing, and more.



“ This is my eighth career website, and visionCMS is the best content management system I have had the privilege of working with. It is beauty as well as function.”

*Mandy Cowby,
Communications Manager*

WaterOne is an independent public water utility, proudly serving the Johnson County, Kansas area. They have high standards of service and pride themselves in providing fresh, clean water on demand. To match the quality of their service to that of their organization, WaterOne underwent an extensive website redesign. Working with the Vision Team, the organization has greatly improved online accessibility to valuable information and customer services.

The WaterOne website was completely reconfigured to better suit the needs of the customer. Improved navigation provides access to account information and online bill payment from every page. Important interior sections, such as Project Updates and the Newsroom, are easily accessed from the new main navigation mega menus. Features such as responsive design, form and survey tools, online payments, and more have transformed the website into a highly interactive and extremely useful online portal. The new website is powered by Vision Internet's award-winning content management system, visionCMS™.

In addition to the technical advances provided by visionCMS, the depth of its design bench was critical to the project. Vision Internet delivered on WaterOne's design inspiration of "approachable corporate" as compared to the more common municipal websites grounded in a "community sense-of-place." This design approach better distinguishes WaterOne as a public utility -- further improving useability. Design add-ons were used to customize interior sections such as the KidZone, Project Updates, Newsroom, Careers, and Payment Options -- enhancing the most important parts of the website with additional detail and functionality



References

Eastern Municipal Water District, California

Contact name: April Coady, Public Affairs Officer
Address: 2270 Trumble Road
Perris, CA 92570
Phone number: 951-928-3777 ex. 4386
E-mail: coadya@emwd.org
URL: www.emwd.org

Truckee Donner Public Utility District, California

Contact name: Steven Poncelet, Public Information and Conservation Manager
Address: 11570 Donner Pass Road
Truckee, CA 96161
Phone number: 530-448-4451
E-mail: stevenponcelet@tdpud.org
URL: www.tdpud.org

San Bernardino Valley Municipal Water District, California

Contact name: Melissa Zoba, Manager of MIS
Address: 380 East Vanderbilt Way
San Bernardino, CA 92408
Phone number: 909-387-9228
E-mail: melissaz@sbumwd.com
URL: www.sbumwd.com

WaterOne, Kansas

Contact name: Mandy Cawby, Communications Manager
Address: 10747 Renner Blvd.
Lenexa, KS 66219
Phone number: 913-895-5546
E-mail: mcawby@waterone.org
URL: www.waterone.org



Proposed Project and Implementation

creating more than a new website

Website Development:

Custom Graphic Design

Design is important. Today, many people judge the quality of an organization largely based upon the quality of its website. These opinions are especially influenced by the initial impression of the website's graphic design. Design ensures that site visitors will use the website as a resource; if the website is not attractive and inviting, people assume it is of little value and that it does not contain the information they need.

With Vision Internet, your website will have a design that makes it stand out among water districts on both a regional and national basis. The Cabazon County Water District's website will be inviting, easy to use, and will reflect your unique identity. This will be accomplished through the following design characteristics:

- ✦ **Creative design** that reflects your users and creative design elements that capture the essence of the District.
- ✦ **Highly functional layout** that makes important information available from the homepage and pages throughout the site.
- ✦ **Photos and collages** of recognizable landmarks, scenery of the region, and the local area.
- ✦ **Consistent look and feel** throughout the site to make it easier for website visitors to navigate the site and find information they need.
- ✦ **Section 508 Compliance** making it accessible to persons with disabilities.
- ✦ **Easy-to-use drop down menus** helping users to quickly understand navigation and locate information with the least amount of clicks.
- ✦ **Breadcrumbs** showing the user's current path to let them know exactly where they are on the website.

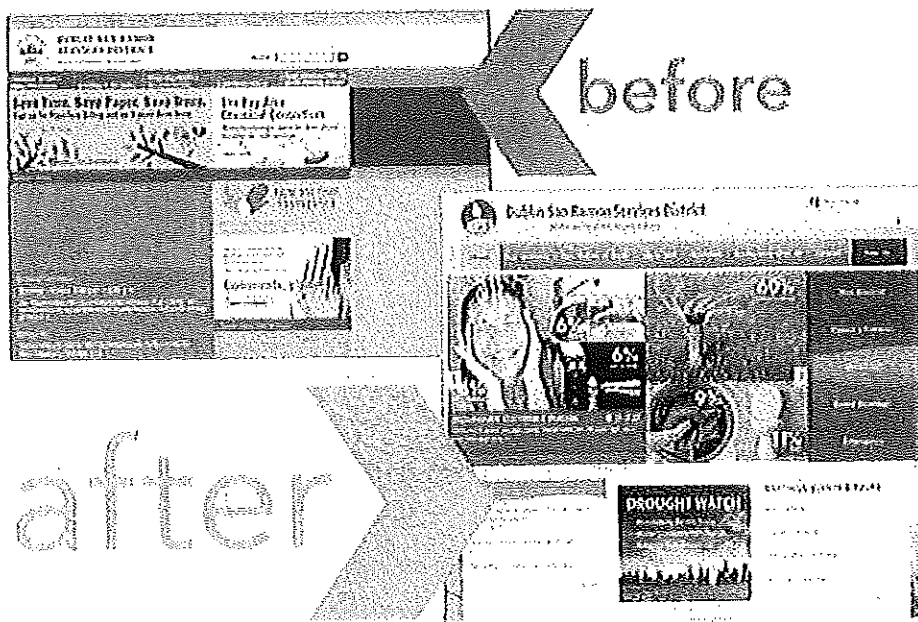
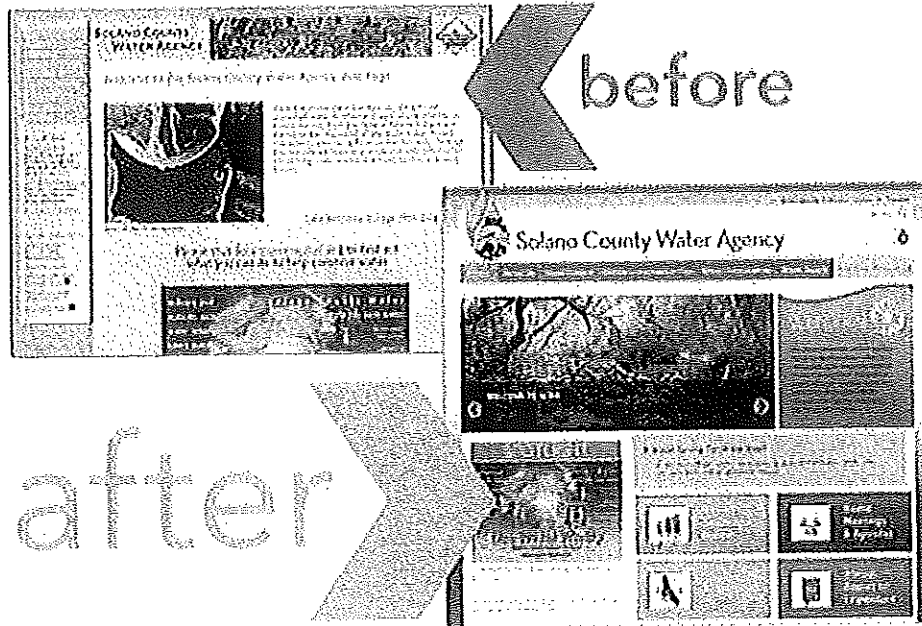
Vision Internet is recognized for its ability to create great designs that fulfill each of the above objectives. We have been featured in the national media and have won over 250 awards for creating effective web solutions, including the most prestigious awards in the industry. We intend to use all of this skill and experience to create an award-winning quality website for your users.

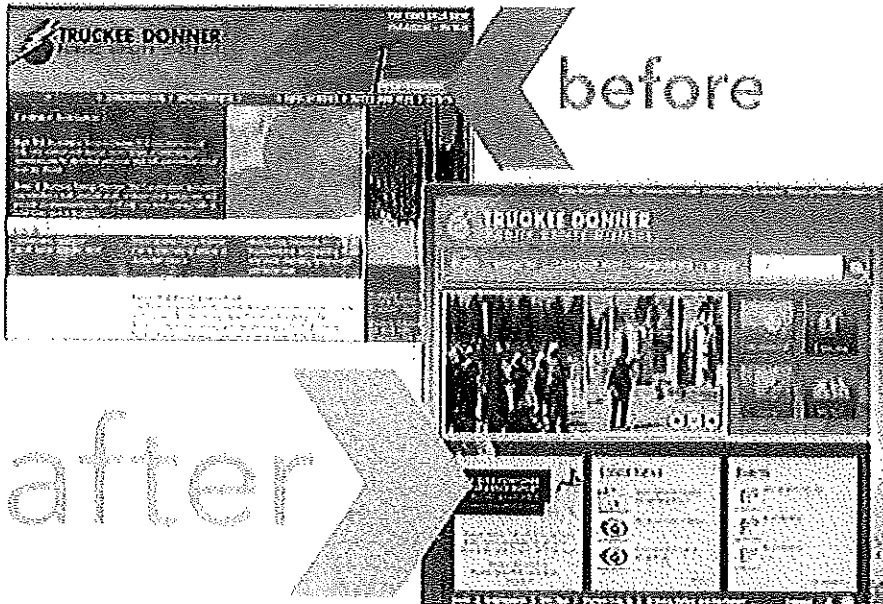
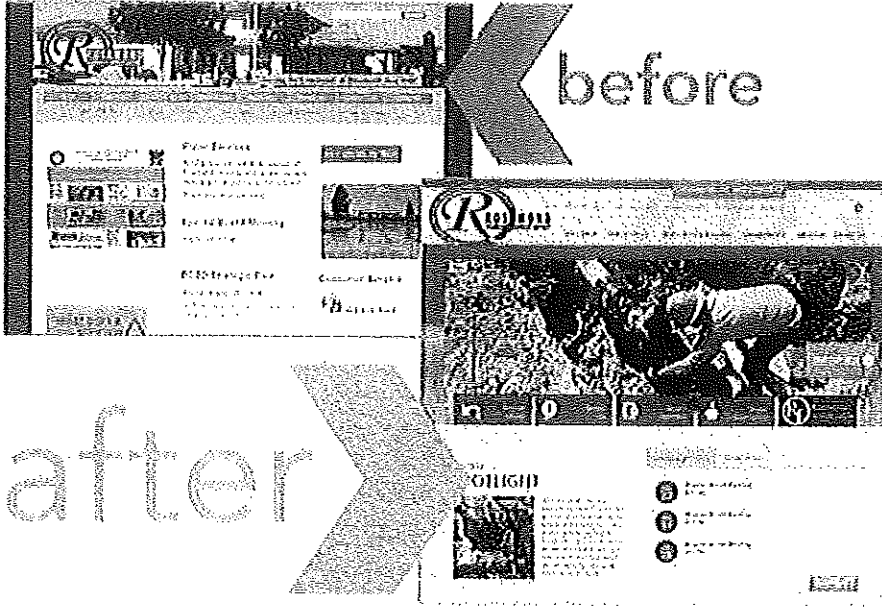
“ No one compared to Vision Internet and what they could do... we looked at all the awards that they had won – and the websites for those awards – and could see definitely what they were doing was what we wanted to do.”

Kathy Ward, City of Dana Point

Dramatic Transformations

The effectiveness of our process to uncover the unique identity of our clients and reflect that identity online is demonstrated by the remarkable transformations undergone by our clients.







Navigation Consultation to Make Information Easy to Find

For your website, we recommend organizing information by office/department, topic, and/or target users. Keep in mind that the average user does not know the organizational structure of the District, nor needs to. Our approach allows users to find information in the variety of ways that make most sense to them. This is a solution we use on many of our government and public agency websites because when content is available through multiple "paths" it is simple for users to search the site regardless of their preferred method. We often implement *Action Based Navigation* which allows users to easily find a particular service or page on your website through an easy-to-use drill down menu, such as "*I Want To...view an event, fill out a form, etc.*"

It is also easy for your staff to update and maintain web pages because of our single-source web-publishing model. It lets you update the web page one-time and multiple connected pages throughout the site are also instantly updated. This creates greater consistency while maintaining maximum usability for website visitors.

Powerful, but Flexible Content Management: visionCMS™

The Vision Content Management System™ (visionCMS™) is a versatile system that is built upon standard Microsoft ASP.NET and SQL Server technology that provides you with a dynamic website where you are able to modify content on any page in the website through simple, easy-to-use internet screens. For added flexibility, we provide a variety of maintenance and service plans, including the option to have direct access to the source code. This means our clients are not locked into Vision Internet or any other company for future expansion and support—something they truly appreciate.

We are continually evolving visionCMS™—always expanding on current technology and adding newly developed components. The latest version of visionCMS™ features an intuitive user interface and many innovative features that were developed in direct response to feedback from government and educational agencies across the United States and Canada. Some of these new features include:



Customizable page templates for creating new layouts on the fly.

Departmental page restrictions so that local governments can control staff access to individual page templates.

Drag & drop for uploading pictures, files, and documents in one simple step.

Personal toolbars making it easy for government staff to access frequently used features with one click.

Backend dashboard so that users can oversee site activity and tailor their workspace to their unique needs.

In-page editing for updating content from a front-end view.

visionCMS™ Reviews

“ “ Having worked with another company's product in the past, I can tell you all content management systems are NOT created equally. When it comes to ease of use and functionality, Vision's CMS stands heads above the rest!

Sara Berry, City of Maryland Heights

“ “ This is my eighth career website, and visionCMS™ is the best content management system I have had the privilege of working with. It is beauty as well as function.

Mandy Cawby, WaterOne

“ “ The easy-to-use technology that Vision Internet has developed allows more staff members to be involved in the website. This, in turn, has made the site more informative and more useful. The response from the community has been outstanding.

Sergio Gonzalez, City of South Pasadena

“ “ The visionCMS™ platform gives us a lot of options to creatively deliver important information. Whether it's in a video format or an email through the eNotification portal, we have creative ways to use the tools available within this platform that ultimately make it easier for the public to stay informed.

Stacy LaVanture, City of Palm Bay

Technology Showcase

Implementing a website with Vision Internet means you will receive a comprehensive toolset developed specifically to address the needs of local government agencies online. For highlights on several more included components and features, please see Appendix II on page 46.

More than a Mobile Website: Responsive Design with visionMobile™

Your site visitors utilize a wide variety of devices to access your website, including mobile phones, tablets, and computers with large and small monitors. Fortunately, with visionMobile™ your website will detect the screen resolution of the user's device and automatically respond, producing a view of the site optimized specifically for that screen. This ensures your site visitors will be able to easily use the site, no matter what device they are using.



Figure 1: Responsive Design with visionMobile™ will make your website compatible with all major smart phones including iPhone, Blackberry, Android, Windows Mobile phones and more.

Understanding that Responsive Design is key for the District, our experience and innovation in this area makes us the clear leader for mobile technology. See our listing of websites below that currently utilize this technology. Since launching our first responsive site in January 2013, we have built quality Responsive websites and continue to be a leader in this innovative technology.

- www.ci.manhattan-beach.ca.us
- www.sheboygancounty.com
- www.burbankfire.us
- www.tdpud.org
- www.lvmwd.com
- www.cofairhope.com
- www.mbplannedprogress.com
- www.fcva.us
- www.shoreviewmn.gov
- www.ci.moorhead.mn.us
- www.oaklawn-il.gov
- www.reno.gov
- www.westbrookmaine.com
- www.co.chippewa.wi.us
- www.chippewafalls-wi.gov
- www.gilbertaz.gov
- www.pmfcu.org
- www.marioncountyfl.org



- www.shoreviewcommunitycenter.com
- www.fairfaxva.gov
- www.ci.agoura-hills.ca.us
- www.waterone.org
- www.lacombe.ca
- www.fairfaxva.gov
- www.franklinohio.org
- www.fortsask.ca
- www.cityofpearland.com
- www.ci.tumwater.wa.us
- www.victoriatx.org
- www.richmondtx.gov
- www.cityofmarion.org
- www.cityofyonkers.com
- www.hoffmanestates.com
- www.shakopeemn.gov
- www.henderson-county.com
- www.ci.tumwater.wa.us
- www.lauderhill-fl.gov
- www.cosatx.us
- www.redmond.or.us
- www.lafourchegov.org
- www.belmont.gov
- www.glendaleca.gov
- www.yolocounty.org
- www.cityofkalama.com
- www.co.newton.ga.us

Dynamic Homepage / Flexible Homepage

The visionCMS™ equips website administrators to dynamically update the homepage with information relevant to the public. Change out your homepage images with a simple drag-and-drop function. Configure your news, calendar, or other content settings with the click of a few buttons. Activate an Emergency Homepage banner from your mobile phone. No other system offers you the level of control over the look and feel of your site.

Extranet (Members Only)

Vision Internet can implement an Extranet where restricted content is integrated into the main district website. The restricted content is not viewable by users until they log into the website (i.e. designated staff or elected officials). Once they log in, they will see the additional content within the menus or as an additional section to the main website.

When implementing the Extranet, you may want to have different levels of information access. With our Extranet tool, you can define an unlimited number of groups such as designated staff, executive management, and elected officials. Registered users can belong to any number of groups and any number of groups can be associated with most pages in the Extranet. Once implemented, the website visitors will need to log into the website using a username and password to view the secure pages.

The Extranet functionality is included as part of the following components: Business Directory, Calendar, Document Central, Facility Directory, FAQs, Forms Builder, Job Postings, News, Pages, Photo Gallery, RFP Postings, Service Directory, and Staff Directory.

SiteMaster Template Builder

Unique to visionCMS™, the SiteMaster Template Builder allows your website administrators to create and configure custom interior page layouts throughout the website. Need to create a two-column page that displays just news and calendar items? Have a special event that needs a unique landing page? No problem! Simply drag and drop your desired content and widgets and your new layout is set. Best of all, you can determine which department content editors are able to use individual templates, providing additional oversight. The SiteMaster Template Builder puts you in control and ensures you will be able to easily adapt to your organization's changing content needs.

OneClick Social Networking™

The innovative OneClick Social Networking™ component allows your staff to post content to your website and to the most popular social networking sites, such as Twitter and Facebook, with one click--saving your staff precious time and helping you broadcast your news, alerts, events and other notices easily and selectively all across the web. OneClick Social Networking™ works by generating an RSS feed of each component, which can be connected to Twitter, Facebook and any other tool that allows importing of RSS feeds using a third party service.



govTrack CRM™ (Citizen Request Management)

It is important for the Cabazon County Water District to provide their users with advanced features for requesting services online, saving both your users and your staff time. Included with your project, Vision Internet can implement our advanced govTrack CRM™ for your website.

Your users will be able to make service and information requests based on categories defined by the District. Users can also send comments and files (such as photos of a street lamp requiring maintenance, graffiti that needs to be removed, etc.) to the case processor so that they will have a clearer idea of the work that needs to be done. These requests will be automatically routed to the appropriate case processor and a confirmation email will be sent to the user.

Passwords provided to users will allow them to log-in and track the progress of their request throughout the process. Users will also receive emails updating them on their requests.

Additionally, because govTrack CRM™ is integrated with the included Frequently Asked Questions component, your users will also be able to check for common solutions to their problem before sending it to the District.

Assigned case processors will be notified of service requests by email. After logging-in, an easy-to-use queue will show them a list of pending requests, including highlighted overdue projects. Either District staff or a contractor can be assigned as a case processor and receive service requests; since requests do not need to be accessed via the Vision Content Management System, you do not need to worry about granting access to the website's backend to non-District employees.

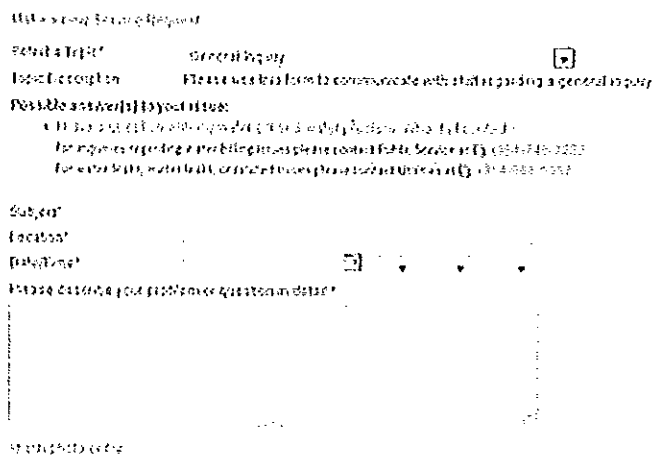


Figure 2: With the govTrack CRM, citizens can fill out a simple form to report code violations, submit questions or other inquiries.



Job Application Manager

The Job Application Manager helps government hiring managers save time by streamlining and simplifying the creation, customization and management of online job applications. This is the most flexible job application tool available for the government website development industry today.

Some of the Job Application Manager features include:

- Ability to create customized online job application forms on the fly.
- Ability to mark questions as sensitive, automatically encrypting answers in database to protect applicants' sensitive information.
- Secure personalized log in accounts for job seekers to view the status of their application.
- Ability to directly set interview dates and hire dates.
- Filter capabilities for application lists based on date, status, or other parameters.

Single Sign On

The Single Sign On component is an area where registered users can log in, view and update information they have submitted and make new submissions to various components, all from their dashboard. If the Extranet (Members Only) component is present, they can also view pages and content that is only available to members. This is a versatile tool that can be set up to fill various needs, with each feature able to be turned on or off on a per-user basis or site-wide. Registered users may either be added through the visionCMS™, or they can be allowed to register from the frontend. For fast and easy registration, users can also be allowed to log in using their Facebook or Google accounts.

If activated, users can:

- Update their account information.
- Add a profile picture.
- Change their eNotification preferences.
- Access Member Only content.
- Submit service requests, monitor and update existing service requests.
- Process service requests, if they are a service request processor.
- Submit businesses to the Business Directory, view past Business Directory submissions.
- Submit events to the Dynamic Calendar System, view past event submissions.
- Register for events, view past event registrations, sign up for waiting lists.

- Reserve facilities in the Facilities Directory, view past facility reservations.

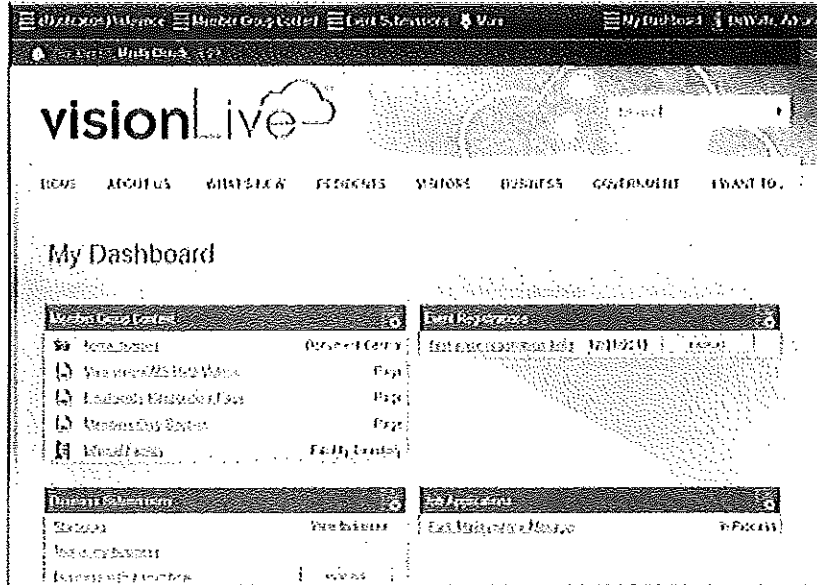


Figure 3: Single Sign On allows your staff to perform various functions from their visionCMS™ dashboard.

Streaming Video Center

Included with your project is a Streaming Video Center, which includes video streaming for up to 25 meetings per year, with an average of 4 hours per meeting. Also included is up to 120 hours of specialty content per year.

Integration of Customer Account Databases and Other Third-Party Components

Today, there are many advanced components for such functions as:

- Customer Account Management
- eCommerce and ePayment
- GIS Mapping
- Permitting
- Service Requests (CRM)
- Streaming Video
- Others

Our content management system can easily work with these third-party systems, provided they are web-enabled. Most of these types of components can be given the same look and feel as your main website via modifications to the presentation template. For your project, we will provide you with an HTML template that vendors of these third-party components can use. We will also integrate links to these third-party components into the overall website navigation. There are many examples of where we have used this approach, including the Cities of Newport Beach, CA; Rancho Cordova, CA; and many others.



Another approach is to create a web interface for existing third-party databases. We used this approach in displaying tax records exported from a mainframe system for Vanderburgh County, IN; Contractor information from city databases for the City of Hamilton, OH; and staff and student contact information from school databases for the UCLA School of Law.

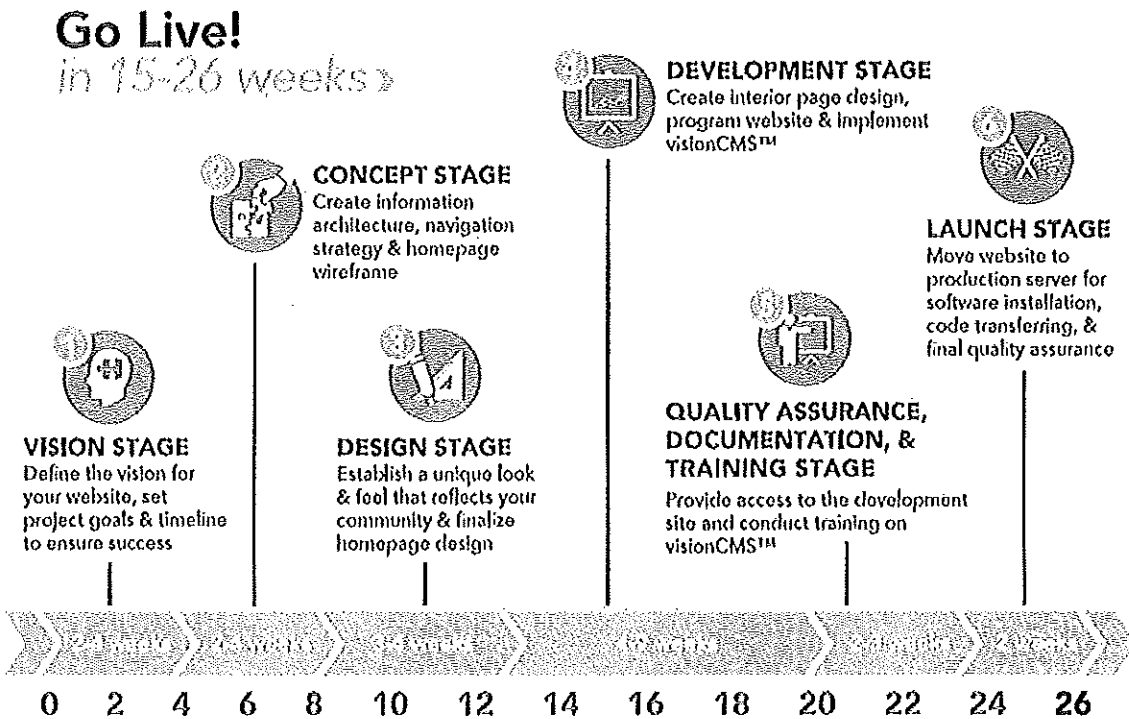
These are just a few examples of our extensive experience working with third-party databases and systems. While interfaces to third-party systems are not included within the budget, they are available for an additional fee. We will provide a firm quote for interfaces after analyzing the databases and requirements during the consulting phase of your project.

Project Management Process

The Vision Process is collaborative and we work closely with you to ensure your projects success. We work with your internal project manager and project team, gather requirements from multiple stakeholders, and lead relevant consulting meetings.

Each stage of our six-step process includes formal review and approval points ensuring you will not reach the end of the project and be unhappy with the results. We assign a project manager who is your single point-of-contact. This makes it easier for you and facilitates better communication between team members. Our project manager will communicate with and coordinate all Vision Internet resources including designers, information architects, programmers, and other team members. Some firms require you to communicate your needs to each of these independent resources, taking up your valuable time.

Here is an overview of the stages and anticipated timeframe for your reference:



“ Vision Internet’s streamlined process really moved us through the development quickly and efficiently and made it just a wonderful experience.”

Mark Barham, City of Williamsburg

The six stages of the Vision Process are explained in the sections below:

Stage 1: Vision Stage

In the Vision Stage, we work with you to create the vision for your website now and for the future. The Vision Stage emphasizes the objectives of the website and how it supports your overall organizational goals. This vision then guides each subsequent step in the process.

Included in the scope of your project is our standard consulting service where we collaborate one-on-one with your internal project manager through conference calls and online meetings. Alternatively, we can come onsite for an additional fee of \$4,860 which includes onsite consulting with your project manager and project team. During the onsite meeting we can gather requirements from multiple stakeholders and guide the group to consensus via group discussions. All travel expenses are included.

To create this vision, we will:

- » Prepare and review a survey document which will focus on goals and objectives.
- » Review your existing website and those of similar water districts.
- » Study examples of other websites you like.
- » Review project goals and timeline.
- » Collect content and materials for the new website.

The heart of this stage is defining the vision for the project, setting goals, and creating a timeline to ensure the project’s success.

Stage 2: Concept Stage

In the Concept Stage we realize the vision through:

- » Defining the navigation strategy.
- » Review and recommendation of interactive components and features to ensure streamlined navigation through special types of content.
- » Creation of a homepage layout wireframe that shows the placement of key information and dynamic content.

The Concept Stage will conclude with your satisfaction and approval of the homepage layout wireframe.

Stage 3: Design Stage

In the Design Stage our team continues with the graphic design for your homepage. Our creative ability and expertise allows us to develop a compelling graphic design while maintaining its usability. We work closely with your staff to establish a look and feel that reflects your unique identity. Our world-class



designers take the time to create a truly professional design that incorporates graphics, photos, fonts, colors, and other design elements that fit together to create a stunning, harmonious design. For examples of our design work, please refer to page 7.

We create a unique homepage design concept based upon your direction and input plus do all revisions as necessary. The Design Stage will conclude with your satisfaction and approval of the homepage design comp.

Stage 4: Development Stage

During the Development Stage the process continues as we create the interior page design then program the website. Development includes implementation of visionCMS™ and integration of the interactive components and features. Quality is ensured by our extensive experience, testing, and the proven technology of visionCMS™.

Included in the scope of your project is the content migration of up to 50 pages into the new website. We can provide guidance on the best practices for web content writing and will train your staff on the best approach for migrating additional content. Alternatively, at your request we can provide a price quote to migrate additional pages.

Migration is not a simple cut-and-paste process. As part of our migration service, we review the formatting and layout of each page, reformat it using the new site's design styles, and lay it out in a way that conforms to industry best practices for impact and readability.

For more information about the visionCMS™, please refer to page 24.

Stage 5: Quality Assurance, Documentation and Training Stage

While quality assurance is an integral part of every stage of the project, in the Quality Assurance, Documentation, and Training Stage we:

- Perform extensive functional testing.
- Review content.
- Provide administrator and content editor training.

For your project we will provide our web-based training. This train-the-trainer approach teaches your project manager how to use the site for content editing in addition to detailed instruction on advanced administrative functions including system configuration, system maintenance, reporting, and strategies for future expansion. Alternatively, onsite classroom-style training is available for an additional fee of \$3,290 for the first day and \$1,250 for each additional day -- inclusive of travel costs and travel time. Classroom-style training is in two sessions. One for your staff members on content editor training and the other session for advanced administrator training. You would simply need to provide a location with computers and Internet access and we recommend up to ten people per session. Typically one or two days are adequate since our system is so easy to use and comprehend.

Stage 6: Launch Stage

In the Launch Stage, the website is moved to the production server. Our launch process includes the installation of necessary software, making configuration changes, and transferring code and content. Once transferred, we again go through the final quality assurance process to ensure the site transferred



correctly plus do a final check for broken links, Section 508 compliance, and others. The site will be available to the public upon your final approval.

Post Launch Services

Once your website has launched, Vision Internet will continue to offer support for your website. This includes access to our SPARK Customer Resource Center and our visionLive™ subscription service. Please see page 34 for details on these services.

Maintenance and Hosting Options

At Vision Internet, we know each community has its own challenges, structure and organization. Our products are developed so you have maximum flexibility in choosing the combination of services that works best for your agency. Following the launch of the site, you can choose how you would like to access on-going service from us, if at all, through our optional delivery methods. Here is a summary of our plans:

On-Going services >	visionLive	OnPremise visionLive	vision Enterprise™	Hosting Only
Vision Hosting	Yes	Yes	Yes	Yes
Unlimited Support	Yes	Yes	No	No
Upgrades	Yes	Yes	No	No
New Components	Yes	Yes	No	No
Redesign Every Four Years	Yes	Yes	No	No
SPARK Customer Resource Center	Yes	Yes	Yes	Yes
Source Code	No	No	Yes	No
Technical Developer Training	No	No	Yes	No
Hourly Support Available	No	No	Yes	Yes

Each service is explained in more detail below.

Vision Hosting

For over eighteen years, website hosting has been an integral part of our operations. We started our business as an Internet Service Provider (ISP) offering full service connectivity, design, and hosting. As the business evolved, we developed our relationship with CoreSite and Cogent, a global network provider, which enables us to provide comprehensive hosting solutions for our clients. We have our own co-location suite within a secure, state-of-the-art facility.

Our hosting services include:



- Necessary bandwidth for website (over a 1 Gbps fiber digital line)
- Power failure equipment including battery backup
- Redundant generator backup
- VMware Virtualization server with high available setting
- Operating system health monitoring and automatic hardware failover capability
- Centralized storage area network
- Full climate control
- Firewall protection
- 24 hour monitoring
- Security access via ID, biometrics, CCTV and key card
- Microsoft Windows Server (based on the CMS version)
- Microsoft SQL Server (based on the CMS version)
- Fixed IP address for the website
- Daily onsite backups
- Guaranteed 99.9% uptime

visionCMS™ Hardware and Software

Below are details on the hosting environment we are offering the District:

Shared Server

- Quad-core or Hex-core processors
- 10 GB~16 GB memory per hosting virtual server
- VMware High Availability Configuration
- RAID 50 and up Storage Area Network Configuration

Vision Internet's solution is flexible. If you or a third party is hosting the website, we recommend the following:

Web Server

- Dual processors with quad cores at minimum 2.8 GHz CPU
- Minimum 6 GB RAM
- Minimum 40 GB Hard Drive
- Windows Server 2012

Database Server

- Dual processors with multiple cores at minimum 2.8 GHz CPU
- Minimum 8 GB RAM
- Minimum 80 GB Hard Drive
- Windows Server 2012

- Microsoft SQL Server 2012 or higher

Note: The Web Server and Database Server can either be separate or reside on the same machine. In case they are on the same machine, the minimum requirements are dual processors with Quad cores and at least 2.8 GHz CPU and 8GB RAM. For better performance, we recommend dual processors with Quad cores and 3.0 GHz CPU and above.

Web Analytics

To realize the full potential of your website, you must measure its progress. The easiest way to accomplish this is to actively monitor website traffic and the content most utilized by visitors.

Included with our hosting services, we offer web analytics to analyze website traffic. It presents site traffic reports in an organized and concise format, all with full-color graphics. By utilizing this, we are able to offer complete reports on website visitor patterns, referring sites, visitor paths, and demographics. The reports

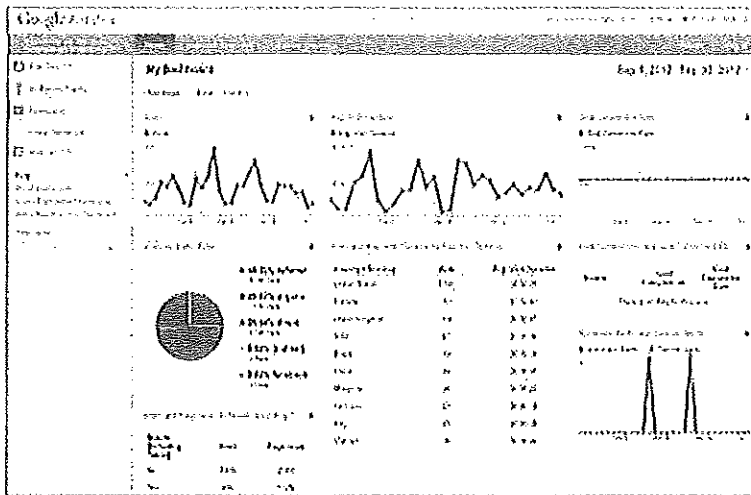


Figure 4: Web analytics provide advanced, interactive reporting,

enable you to understand the website end-users, what search engines and keywords they use to find your website, the pages they access, the documents they download most often, and much more.

The reports also provide activity and technical statistics that contain information about the average number of visits, the least and most active days, the length of visits, the total hits, the errors found on the pages, etc. These numbers are especially helpful when trying to determine the impact various site promotions have had.

The reports are made available to you over the web, and data is easily exportable to Word, Excel, and XHTML.

Unlimited Support

At Vision Internet we stand behind our clients and can provide you with the support you need. With the visionLive™ plan, clients enjoy unlimited technical support for their websites. Typical support questions include how to perform advanced tasks, configure the system, or accomplish some organizational need in the best way possible.

In all cases, Vision Internet is able to address your technical and/or operational needs. You will be assigned a service support person who will serve as your first level of support and manage any needs you may have. Continual monitoring of your site is provided to assist your staff in finding solutions to any unexpected problems. For issues that occur after business hours, emergency staff support is provided 24 hours a day, 7 days a week.



Upgrades

Technology is continually evolving. visionLive™ ensures your website will keep pace. If upgrades to visionCMS™ are released, they will automatically be added to all visionLive™ client websites at no additional charge. Has a new browser been released? Has a new mobile device become popular? No worries! We have you covered.

New Components

Vision Internet's product development team is continually rolling out new functionality, through ideas generated by collaborating with our clients, trends in the industry, or new innovations developed internally. We want to make sure our clients can immediately utilize these tools as they are launched, without having to wait for a budget request. That's why with a visionLive™ maintenance plan, in addition to upgrades, you will also automatically receive new components as they are launched.¹

Free Graphic Redesign

The upgrades and addition of new site features will help keep your website up to date *technically*, but what about graphically? It is generally recommended that websites be redesigned every three to five years, which is why we include a free redesign to all clients who maintain a visionLive™ maintenance plan for four consecutive years. As part of the process, enjoy a refreshed layout, navigation, and custom graphic design – at NO additional cost!

SPARK Customer Resource Center

At Vision Internet, we are committed to delivering excellent customer service and recognize that providing support means more than just building a functional website. This is why, in addition to our dedicated support team, our clients have access to Vision SPARK, an online customer resource center.

With exclusive access to SPARK, you will be able to:

- » Access our collection of CMS tips, tricks, and tutorials
- » Submit and track your support requests with a quick click-of-a-mouse
- » See what other Vision Internet clients are doing with their websites
- » Learn about new features and components
- » Customize your SPARK experience

You will also hear about exciting ways to upgrade your site when new features are introduced!

¹ Does not include new features that require design customization to implement.



Timeline

The table below shows our recommended development and launch schedule along with a list of key deliverables/milestones. We can, however, work with you to find a way to shorten the schedule if you require.

Implementation Step	Approx. Duration
Vislon Stage <ul style="list-style-type: none"> Initial kick-off call with the District's project manager Survey preparation and review Review project goals and timeline 	2 – 4 Weeks
Concept Stage <ul style="list-style-type: none"> Define navigation strategy Homepage layout wireframe 	2 – 4 Weeks
Design Stage <ul style="list-style-type: none"> Unique, custom graphic design Custom icons, buttons, screen elements, and backgrounds Homepage design comp 	3 – 4 Weeks
Development Stage <ul style="list-style-type: none"> Implementation of vislonCMS™ Integration of interactive components Migration of up to 50 pages of content 	4 – 9 Weeks
Quality Assurance, Documentation, and Training Stage <ul style="list-style-type: none"> Final testing Web-based training 	2 – 3 Weeks
Soft Launch & Final Launch <ul style="list-style-type: none"> Move website to production server Completed website Website goes live 	2 Weeks
Total estimated time to launch	15 – 26 Weeks

* The schedule may vary depending on additional components and participant decision times. Some stages may overlap, which can reduce the total time of completion.



Budget *creating for you*

With Vision Internet, you are sure to receive a website that delivers on its potential. Using our in-depth consultation process, we create unique solutions tailored to our government clients' most pressing concerns. We will build your website from the ground up with your needs and objectives in mind.

Based on our initial understanding of your RFP, the focus of your current website, and our extensive knowledge of local governments' needs, we propose the following scope of services.

Included Services

Our website development package is comprehensive and includes:

- The Vision Content Management System™, including the Included Interactive Components listed on page 40
- Web-based consultation meetings
- A web-based training session
- Basic Design Package
 - One homepage design concept with revisions
- 50 pages of content migration

Below is the cost for the Included Services above:

Services	Hours	Rate/Hour	Budget
Consulting	32	\$135	\$4,320
Project Management	28	\$135	\$3,780
Design	34	\$125	\$4,250
Design Production	18	\$95	\$1,710
Dynamic Programming	28	\$135	\$3,780
HTML Programming	14	\$105	\$1,470
Content Migration	17	\$85	\$1,445
Quality Assurance	14	\$105	\$1,470
Training/Documentation	14	\$125	\$1,750
Total not to Exceed			\$23,975

“ Vision Internet provided us with a straight-forward pricing model. All of the charges were clearly laid out...they fit within our budget and provided us with the best quality for our money.

Sabrina Oliver, Town of Chapel Hill

Included Interactive Features

In addition to the creative design, effective navigation, and easy to use Vision Content Management System™, we will provide you with many different interactive components and features for managing special types of content. The following are the components and features included in the proposed scope of work. Descriptions are available in Appendix II of this proposal:

SITE ADMINISTRATION AND SECURITY

- | | |
|---|---|
| › Audit Trail Log | › Flexible Site Variable Settings |
| › Backend Content Title Search | › Image Library |
| › Backend Dashboard | › Page Template Library |
| › Broken Link Reporter | › Personal Toolbar |
| › Content Review and Publishing | › Role-Based Security |
| › Component Manager | › Scheduled Content Review |
| › Content Scheduling | › SiteMaster Template Builder |
| › Context Sensitive Online Help | › Submission Validation (reCAPTCHA) |
| › Departmental Page Restrictions | › Recycle Bin |
| › Document Central | › Updated and Expired Content Reporting |
| › Drag and Drop Multiple File and Image Uploading | › Web Traffic Statistics |
| › Email Address Masking | › Widget-based Layout Options |
| › Enhanced User Interface | › Workspace |

CONTENT EDITING

- | | |
|---------------------------|-------------------|
| › Advanced WYSIWYG Editor | › Table Wizard |
| › Search and Replace | › Undo/Redo |
| › Spell Checker | › User Commenting |
| › Style Gallery | › Version Control |

ADVANCED NAVIGATION AND MANAGEMENT

- | | |
|---------------------------------------|----------------------------|
| › Automatic Breadcrumbs | › Navigation Control |
| › Connected Pages | › Navigation Redirect |
| › Content Categories | › Page Linking |
| › Dynamic Drop Down Menus | › Quick Links |
| › Error 404 (Page Not Found) Handling | › Single-Source Publishing |
| › External Link Splash Page | › Site Search (Google CSE) |
| › Friendly URL Redirect | › Sitemap Generator |

BUSINESS APPLICATIONS AND INTERACTIVITY

- | | |
|------------------------|---------------------------|
| › Business Directory | › In-page Content Editing |
| › Business Submissions | › Job Application Manager |



- › Community Spotlight
- › Dynamic Calendar System
- › Dynamic Homepage
- › Event Registrations
- › Event Submissions
- › Facilities Directory
- › Facilities Reservations
- › Feedback Form
- › Form Builder
- › Frequently Asked Questions
- › Job Posts
- › News
- › Online Polls
- › RFP Posts
- › Rotating Homepage Banners
- › Service Directory
- › Single Sign On
- › Staff Directory
- › Sticky News

DEPARTMENT MANAGEMENT

- › Department-Level Administration
- › Department-Level Navigation
- › Department-Level Sitemap

CONTENT, MEDIA, AND SOCIAL NETWORKING

- › Audio and Video Embedding
- › Bookmark and Share
- › eNotification
- › Emergency Alert (site wide)
- › Facebook FeedReader
- › Forward to a Friend
- › GovTrack CRM™
- › OneClick Social Networking™
- › Photo Gallery & Slideshow
- › RSS FeedReader™
- › Social Media Feed Reader
- › Twitter FeedReader

ACCESSIBILITY

- › Automatic Alt-Tags
- › Dynamic Font Resizing
- › Dynamic Reader Download Links
- › Printer Friendly Pages
- › Table Accessibility Tools

Additional Alternative Content and Services

- › Extranet (Members Only)
- › Responsive Design with visionMobile™
- › Streaming Video Center

Optional Services

Depending upon your needs and available resources, you may opt for these additional services. They are not required to create a high-quality, successful project. Details are provided in the Vision Process outlined on page 31.



Optional Services	Budget
Onsite consulting <ul style="list-style-type: none"> » Onsite consulting and brainstorming sessions » Requirements gathering from project team » Creation of survey » All travel expenses 	\$4,860
Content migration – per 50 pages <ul style="list-style-type: none"> » Content formatting » Uploading related documents and images » Reduced pricing for quantities over 250 pages 	\$1,445
Onsite training program <ul style="list-style-type: none"> » One day onsite training » Classroom style content editor training » Advanced administrator training » All travel expenses 	\$3,290
Premium design services <ul style="list-style-type: none"> » Up to three homepage design concepts total (the District will select one for implementation) 	\$4,840
Sitemap consultation <ul style="list-style-type: none"> » Creation of information architecture » Create conceptual sitemap 	\$1,455

Ongoing Service Plan Pricing

As outlined on page 34 above, Vision Internet offers a variety of on-going service plans for our clients. Pricing for each is outlined below. We would be happy to discuss each with you in order to determine the best fit for your needs².

Optional Service Plan	Budget
visionLive™	\$550/month ³
On-Premise visionLive™	\$650/month ⁴

² In the event that Vision Internet is not hosting your website (i.e. if you choose to purchase our On-Premise visionLive™ solution or no hosting plan at all), a flat rate of \$475 will be charged for assistance in setting up the website.

³ visionLive™ subscription rates listed are based on a four year plan and the cost of your project as proposed. Please note this cost may vary should the scope of your project change. Subject to a 5% annual increase.

⁴ visionLive™ subscription rates listed are based on a four year plan and the cost of your project as proposed. Please note this cost may vary should the scope of your project change. Subject to a 5% annual increase.



Original Service Plan	Budget
visionEnterprise™	\$9,500
Hosting Only	\$200/month ⁵
Hourly Maintenance Plan	\$110/hour ⁶

Recommended visionLive™ Plans

As listed above, we are offering the Cabazon County Water District our visionLive™ subscription service, allowing us to significantly improve the value of our post-launch services. For a low annual subscription rate, we are able to provide maintenance, hosting services, upgrades for the visionCMS™, newly developed CMS components and a free redesign after four years of visionLive™ service⁷.

Please note that we offer both a Year-to-Year Plan as well as a cost effective Four Year Plan:

visionLive™ Services	Year 1	Year 2	Year 3	Year 4	Total ⁸
visionLive™ Four Year Plan	\$6,600	\$6,930	\$7,277	\$7,640	\$28,447
visionLive™ Year-to-Year	\$6,930	\$7,277	\$7,640	\$8,022	\$29,869

***You save over \$1,400 dollars over the course of four years with a Four Year Plan!**

Additional Information

Included Warranty

All programming code within the project developed by Vision Internet is warranted for a period of one-year from the date of completion. We will create a backup of the website when it is completed. If any problem arises while you are maintaining the site, we will be able to restore the site back to its condition as it existed at the time of completion. If we are maintaining and hosting the site, we can restore it to its condition as it existed at the day of the last backup, should a problem arise.

In our over eighteen years of business, we have not had any significant problems arise, due to our extensive quality assurance process and technical expertise.

Terms and Conditions

Vision Internet agrees to perform the services at the prices quoted in this proposal. This quote is valid for 180 days.

Disability Accessibility

Although the language of the ADA does not explicitly mention website accessibility, the Department of Justice has issued guidance on the ADA as applied to the websites of public entities. We are capable of fully complying with Section 508 and WCAG 1.0.

⁵ Subject to a 5% annual increase.

⁶ Discounts available for plans greater than seven hours per month.

⁷ Does not include updates to configuration, content, or formatting among other restrictions; does not include new features that require design customization to implement.



Ownership and Intellectual Property

The Cabazon County Water District will retain all ownership of design, images, content, photography, illustrations and graphics. Vision Internet will grant to the District a non-exclusive and perpetual license to use Vision Content Management System™ and Interactive Components and Features (visionCMS™). Vision Internet will retain ownership of visionCMS™.



Conclusion

By implementing your new website as we propose, the Cabazon County Water District will take a significant step forward in its ability to serve its citizens. The website will incorporate our advanced content management system and creative design to enable users to get the information they need when they need it.

It is our un-matched years of experience, innovative creativity and focused attention to our clients' unique needs that allows us to create award-winning quality websites. Just as we have done for cities and counties in 44 states, we aim to do the same for the Cabazon County Water District.

We are very excited about the opportunity to direct our creativity and technical expertise towards creating a unique solution for you and your community. We are confident that our consulting, graphic design, programming, and client support expertise will result in the innovative website you are looking for. We look forward to the opportunity to work with the Cabazon County Water District to create what's next.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Reed McGinnis", written in a cursive style.

Reed McGinnis
Regional Sales Manager
Vision Internet Providers

Appendix I: visionCMS™ Component Highlights

visionCMS™ is the most advanced government-focused content management system available. In addition to the plethora of functions that simplify administration and save staff time, visionCMS™ includes interactive components and features essential to serving your website visitors.

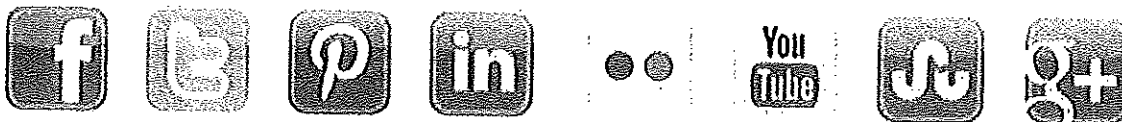
Customization of the Vision Content Management System™ includes the frontend graphic design and layout as well as adding or subtracting fields for your specific needs. Additional components and customizations can be added during development or after launch for an additional fee. Our clients appreciate the flexibility that this level of customization provides over the cookie-cutter offerings of our competitors.

Included Interactive Components and Features

This section highlights several of our components and features that are included in the scope of your project. For a complete list, please refer to page 40.

Bookmark and Share

This tool allows website visitors to share your content with popular social networking and news sites including Facebook, Twitter, Delicious, Digg, Reddit and MySpace.



Business Directory

One way to promote local businesses is the use of a Business Directory in the District's website. This supports local industry and businesses by increasing their ability to reach a national/international market while at the same time making residents more aware of them. When you list businesses on your website, their individual websites may receive higher placement in search engines because of your link to them.

The Business Directory is an interactive index of local businesses. Your staff can post a business's name, description, location, contact information, links to their sites, and, if available, a graphic (i.e. logo or photo). Users would then be able to browse an alphabetical

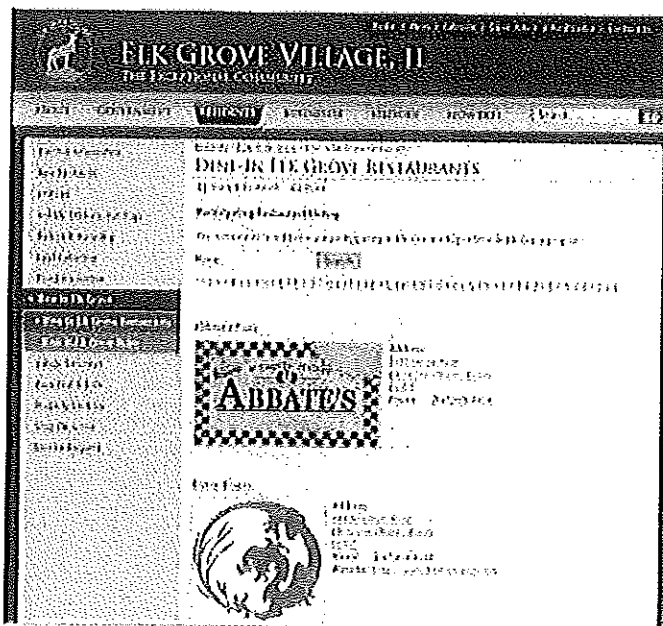


Figure 1: Subdirectory shows local restaurants.



listing of these businesses or filter the directory based upon categories you define.

Additionally, businesses will be able to submit their information through the website and maintain their information over time. All submitted information must be approved by a website administrator before being made public on the website.

Connected Pages

Content on your website may be relevant to different departments, and thus may need to appear in different navigation areas throughout the site. Connected Pages, unique to Vision Internet, allows you to create multiple instances of any web page and place them in different areas of the website. Changes made to any instance of a Connected Page are reflected immediately across all other instances, saving your staff precious time and eliminating duplication of effort, while keeping information on the website consistent and easy to find.

Department Management

Key components on your website, including the Dynamic Calendar System, News, Frequently Asked Questions, and Job Postings, are setup to allow end-users to filter through content by department. Additionally, your departments can choose to display their department-specific items on their own custom pages. For example, the Parks and Recreation department can have their *own* events on their *own* calendar.

To provide consistency throughout the site, these department settings are managed in one-central location similar to the Component Category Manager. The Department Manager allows your website administrator to add unlimited departments, rename existing department names, and delete any unused departments from the list. Any change made from this component will automatically be reflected on all department functions throughout the website. Instead of limiting you to a certain number of department entries, this component empowers you with UNLIMITED potential as you maintain your website now and in the future.

Drag and Drop Multiple File and Image Uploading

Easily add documents and images to the website with the drag and drop function, available in the Document Central and Image Library. Select individual files, or entire folders of content for simple administration. Once you upload, files can be used in any component throughout the CMS.

Dynamic Calendar System

Interactive calendars are a staple of public agency websites and are an essential tool for your site's success. The Dynamic Calendar System can be used to improve attendance at your events and meetings by making it easier for users to find the types of events important to them. The Dynamic Calendar System allows staff to create calendars for any department or category your staff chooses. These calendars can share events, preventing duplication of effort.

Calendars can be implemented in a user-friendly monthly or yearly format. To assist users further, your website's Calendars will have filtering tools that allow them to find information by month, category, or even departments. This makes it quite easy to locate specific information.

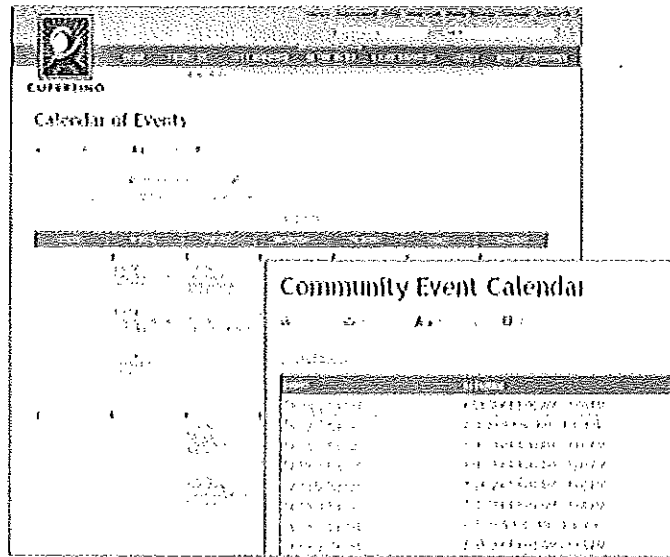


Figure 2: Use the Dynamic Calendar System to find meetings and events quickly.

Our Dynamic Calendar System contains a number of advanced functions including:

- ▶ Recurring events function
- ▶ Automatic archiving
- ▶ Integration with eNotification component
- ▶ Ability to create and assign filtering categories to events
- ▶ Ability to restrict use of categories by specific staff
- ▶ Ability to control which events to include on the homepage of the site
- ▶ Ability to insert calendar pages anywhere in the site navigation
- ▶ Ability to apply different calendar formats including standard monthly calendar and a listing of events
- ▶ Add to my Outlook, Google, and Yahoo calendars link
- ▶ Automatic event address link to Google Maps for driving directions
- ▶ Automatic RSS feeds

NOTE: With the eNotification component, calendar events may also be broadcast to subscribers via email.

Emergency Alert (Site-wide)

In the case of an emergency, it is extremely important for the Cabazon County Water District to reach out to residents in the most efficient way possible. By doing so, potentially life-saving information reaches those who need it most. Notifying the District's website users is simple with the Emergency Alert banner. The notice is easily customized and can be prepared in advance with common evacuation or shelter information. As some users may not access the website through the homepage, when activated, the Emergency Alert banner will prominently display across the top of the website of every page so users would not miss it.

eNotification

Increase communication, draw in more repeat users, and get important information out more quickly, using our email based eNotification tool. Our tool provides a sign-up box allowing users to add their email addresses to receive important notices, and set their preferences for the eNotifications they would like to receive. Each registration is verified via a confirmation email that the user must respond to in order to complete the registration process. This same mechanism allows each user to change preferences including opting out from subscription lists.

To better manage the eNotification process, your staff can see how many subscribers there are for each category, plus edit subscriber information and export the subscriber database for use in other systems. Additionally, a marketing dashboard allows administrators to track the number of sent emails and the open rate.

The best part about our eNotification tool is that it also integrates with the Calendar, Job Postings, RFP Postings, and News components, giving you the ability to broadcast event and news content from your website to your subscribers. There is no need to recreate the content. This integrated approach enables your users to sign up for different types and categories of content on a single subscription page in order to have it delivered directly into their email box.

Facilities Directory

The Facilities Directory provides citizens with a listing of all types of facilities in the community. Site users are able to search the listing by type (such as parks, recreation centers, and schools) amenities (such as swimming pool, meeting rooms, and kitchen), and capacity. Because the tool is designed to list all facilities in the community, it has a registration form where organizations can put in the necessary information about the facility they have available. Entered information does not become live on the website until after review and approval by your designated administrator.

Facilities listed on the directory can also be added to a Google map of your area, providing website visitors with a visual guide to District amenities.

Facilities Reservations

As an additional function of the Facilities Directory, your users will be able to reserve facilities online, making it more convenient for your visitors and residents who are trying to plan events. With the Directory implemented with maps and reservation capabilities, your website will become a one-stop location for finding and using District amenities!

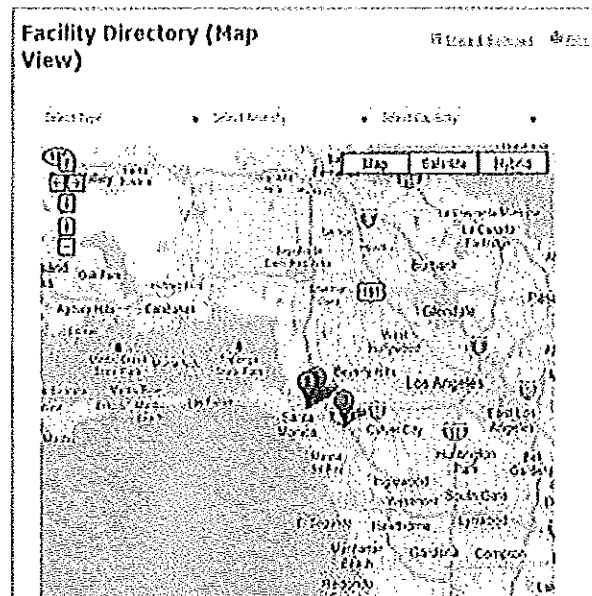


Figure 3; Locations listed on the Facilities Directory can be posted onto a Google map.



Forward to a Friend

What better way to build traffic to your website than through the Forward to a Friend component. In content rich websites like yours, people will often find information they want to share with others. With the Forward to a Friend component, you can easily forward a page of interest to a coworker, friend or colleague. Additionally, the interactive components will automatically have a link for forwarding to a friend. The simple form asks for both the sender and recipient's email addresses and, if they care to, allows comments to be sent with the page link. The recipient will receive a short email from their colleague directing them to a specific page on your website. This component empowers your online visitors to share information from your website that they find particularly useful.

Frequently Asked Questions

Frequently Asked Questions (FAQ) are a website staple that visitors have come to expect. While traditional FAQs consist of long lists of questions that may overwhelm users, our component provides a simple and easy way for them to find the information they need. Website visitors are able to browse the list of questions (and answers) by categories you define. Multiple categories may be assigned to each question so that your visitors will be able to find answers based upon the category that best matches what they are looking for.

Your staff will also love the feature because our component presents a much simpler solution to creating FAQs. Questions and their associated answers are submitted through a simple and centralized interface. Our component does the rest!

Friendly URL Redirects

The Friendly URL Redirect component allows you to change the address of any page on the Cabazon County Water District website to www.cabazonwater.org/_____. For example, with the Friendly URL Redirect component you can change the address of the Calendar to www.cabazonwater.org/calendar, which is much more user-friendly than www.cabazonwater.org/index.aspx?page=16.

Image Library

The Image Library is a centralized place where all images used in the website are stored. This saves space because only a single version of each image is used on the entire site. This also provides greater control, as you can restrict the ability to add new images to specific staff members within your organization. Images remain archived when deleted to prevent accidental broken links within the website while the content management system tracks all pages using individual photos to make it easier for you to replace images in individual pages.

The Image Library also incorporates several components that make managing images much easier. They include automatic scaling and sizing of photos to the maximum size recommended for your website plus automatic alt-tag insertion for images added to pages to ensure future Section 508 compliance.

Job Postings

Job Postings is one of the most popular types of content on public agency websites. By posting jobs within the site, you are both attracting possible candidates and averting the flood of telephone inquiries about positions that do not exist. This, of course, keeps your administrative costs down.

Our Job Postings component makes posting jobs a snap. Your HR staff fills out a simple form with fields such as position, department, salary, and benefits. Staff can schedule when postings go live on the website and when they expire, thus simplifying the process and reducing your administrative time and costs.

To make it easy for users, postings can include interactive components for filtering available positions by category, type of position, posting date, and salary. As is normal for all our components, your staff is able to define the categories or classification of Job Postings.

NOTE: With the eNotification component, job postings may also be broadcast to subscribers via email.

News

By posting news on your site, you will improve communication with your target audiences. Our experience is that news can take many forms, including press releases, feature stories, and "what's new" content. With our News component, each of these types of news can be implemented onto a single section of the website or have their own separate area. To ensure usability for website visitors while providing simplicity for staff, news content is automatically moved to an archive section at a predefined interval after publishing. Website visitors can also browse the archive by category. This is a great way to provide a historical archive while making site administration easy. Additionally, RSS feeds of news items are automatically available to website visitors.

NOTE: The News component integrates with eNotification for broadcasting information to subscribers via email.

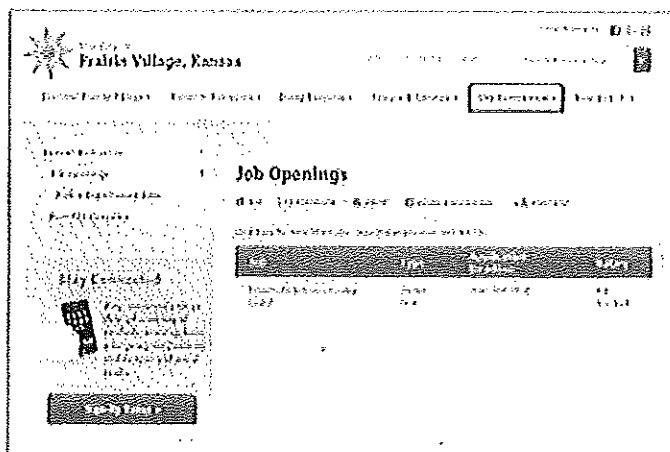


Figure 4: Users can filter for jobs of interest.



Figure 5: News items are easy to find from a centralized location.

Photo Gallery

Nothing spices up a website like pictures. With our Photo Gallery component, your website visitors can browse through images of the water district and its exciting events. Users can view photo albums defined by your staff, and either look at images via thumbnails or a slide show. Simply upload the image from the Image Library to the new album and add a caption; thumbnails are created and added to pages based upon the predefined template. What a great way to save staff time while livening up your website!

RFP Postings

To make future Requests for Proposals simpler, easier to manage, and more cost effective, the website can include an RFP Postings section where they can be posted along with amendments and updates.

Potential vendors can download RFPs in a PDF format. Because RFPs are time sensitive, you can schedule when the RFP posting would be live on the website and when it would be removed, thus ensuring your website is kept up-to-date with minimal staff time required.

NOTE: RFP Postings can be integrated with our eNotification system to alert users by email.

Rotating Homepage Banners

Rotating Homepage Banners is a great way for you to mix up the design on your site, and ensure that your homepage always looks fresh and inviting. You can easily change the images at any time, and each rotating image can be set to link to a different page on the site, allowing you to use the banner area to highlight special features, events and services. This makes it a great marketing tool for the Cabazon County Water District!

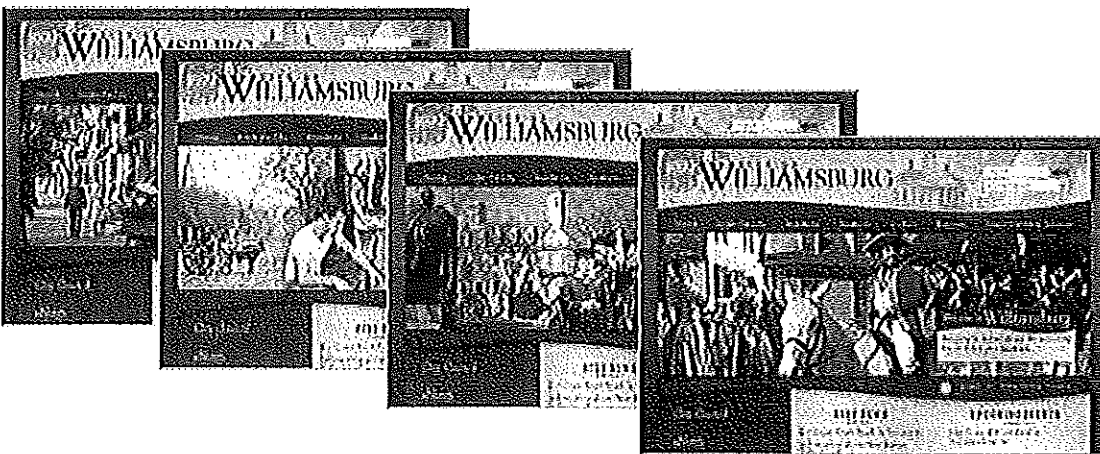


Figure 6: Rotating Homepage Banners keep the website looking up-to-date.

RSS FeedReader™

In contrast to our RSS Feeds feature, which allows users to syndicate content from your website to their readers such as My Yahoo, iGoogle, My MSN etc., the RSS FeedReader allows you to syndicate content from other websites into your website. Syndicated content can vary and be selected by you to include feeds about your overall organization or individual departments, making your website more comprehensive and up-to-date.

RSS Feeds





RSS (Really Simple Syndication) Feeds keep local residents, potential visitors, and other subscribers up-to-date on important news, events, and announcements from your website. Users can subscribe to your website and receive automatic updates in their RSS readers, mobile phones and personal homepages (such as iGoogle, My MSN and My Yahoo!) as a convenient way of remaining current on events.

Social Media Feed Reader

Vision Internet incorporates feed readers into your website that pull content from social media websites such as Twitter and Facebook. This allows you to display all of your social media updates simultaneously on your website without having to make updates in two different places. The benefits of this are two-fold: your residents no longer have to check more than one website to stay updated with all the newest information, and you encourage your website visitors to be active and interact with the community via both social media and the website itself.

Social Media Pin-It Tool

Integrate Facebook, Twitter, Google +, or Pinterest sharing options into any page within the website with our social media tool. This allows you to add these as you like to specific pages, and your website visitors have the option to now instantly share the page via social media. Not only this, but now you can see how many times other people have shared this.

Service Directory

Key to serving your users is making it easy for them to find the services they need. While we generally recommend organizing information by topic or service in addition to by department and target audience, the interactive Service Directory allows users to filter or search a list of services by category, department, and keyword, thus simplifying the entire process.

For each service in the directory, you can provide a title and description plus associate the service with contacts in the Staff Directory.

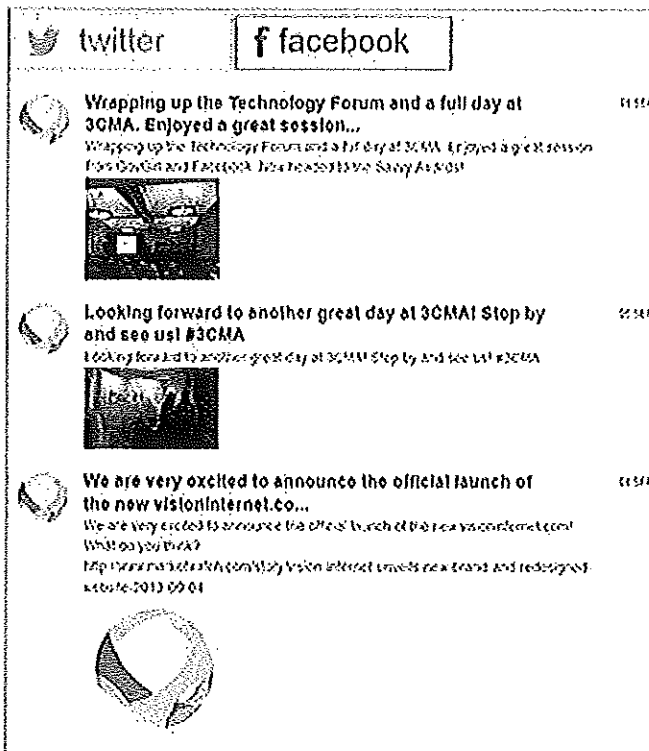


Figure 7: The Social Media Feed Reader pulls content from social media websites for display on your own website.

Staff Directory

It is often difficult for website visitors to find the correct person to contact in a government agency. However, the useful Staff Directory component greatly simplifies this search. It can list all staff persons, departments, even related agencies and partners, along with their contact information and description of their role or area of specialization. Your website users will love the convenience, simplicity, and accessibility; they can easily filter the list of staff based upon name, department, or other criteria determined to be important to them.

Additionally, your staff will be pleased that they can make their email addresses available to others without exposing their contact information to spammers. Our component "masks" email addresses so that email-harvesting software used by spammers cannot automatically extract them from your website.

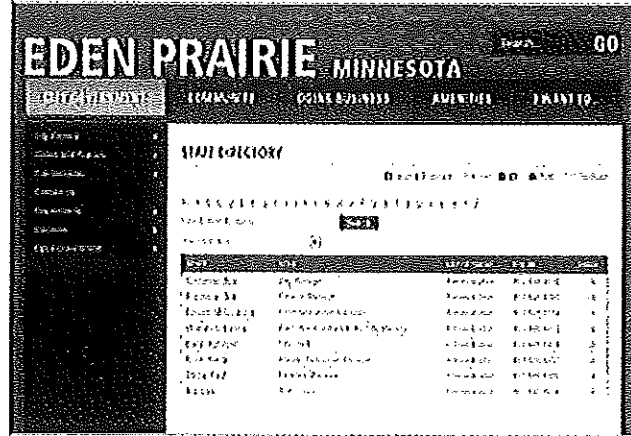


Figure 8: Staff Directory allows users to interactively find staff contact information by department or name.

Updated and Expired Content Reporting

This handy administrative feature provides website administrators a snapshot of website activities. An initial search can display expired content, created or updated content, then can be further filtered by content type or by department. Need to quickly find out what section of your website hasn't been updated for a while? Curious to see which department has been most actively creating new content? The Updated and Expired Content Manager makes website oversight easy!

Version Control

The Version Control feature lets site administrators save multiple versions of any page on the website. This provides for easy restoration of site content in the case of an unintended edit or delete. Additionally, if content changes seasonally, multiple versions can be queued up and ready to go – then published with a single click!

NEWANGLE

✉ contact@newanglemedia.com

☎ 602.840.5530

Marketing Services Proposal

May 11, 2015

Presented To:



Elizabeth "Ellie" C. Lemus
Administrative Assistant

(951) 849-4442

ELemus@cabazonwater.org

Prepared By:

Jack Riedel

VP, Business Development

602.840.5530 x 308

jriedel@newanglemedia.com

In response to a Request for Proposal (CWD Proposal Website RFP.pdf), this document is provided to Cabazon Water District (herein Client), and New Angle Media, LLC (herein NAM) with its principal place of business at 2601 E. Thomas Road, Suite 235, Phoenix, AZ 85016. Client requests from New Angle Media a proposal to supply certain marketing services in connection with the selling, marketing, and/or communication activities of Client, and New Angle Media desires to supply such services. NAM proposes the following:

I. Services & Specifications

A. Project Management

New Angle Media will work closely with Client throughout all projects to ensure expectations are met. We utilize Agile development methodology which encourages client involvement throughout the development process. The project team assigned to your account is:

Jack Riedel

Account Executive

602.840.5530 x308

jriedel@newanglemedia.com

Andrew Tamala

Creative Director

602.840.5530 x304

atamala@newanglemedia.com

Shaun Roberts

Software Director

602.840.5530 x301

shaun.roberts@newanglemedia.com

Tod Morton

Project Director

602.840.5530 x313

tmorton@newanglemedia.com

B. Requirements

NAM proposes to meet all of the requirements and produce all of the deliverables for the development needs, tools, functionalities, and scope of work as outlined in the RFP titled CWD Proposal Website RFP.pdf, EXCEPT for Item 7 under Website Content – Customer Account Access. This component would need to be developed under a separate scope of work, timeline, and budget. Notwithstanding Item 7, this proposal's timeline and estimated pricing is therefore inclusive of all items therein, in addition to any other items listed below and subject to any clarification required.

C. Website Design and Development

NAM is proposing to design and develop a new website with a clean look and feel, fresh compelling design, and modern functionality. This site will incorporate current digital

technologies like HTML5 and will also be fully optimized for mobile viewing on smartphones, tablets, laptops, etc. using our very own NewView technology, based on the best practices of responsive design methodology.

Additionally, NAM proposes integrating a self-service Content Management System (CMS) to create, edit, and manage specific site pages, sub-pages and assets. This will allow Client's staff to add content and perform site edits to the specific pages in real-time. A web content management system (web CMS) is an integrated application to create, manage, store and deploy content on specific webpages. Please note that portions of CMS website architecture/navigation functionality remain static and non-editable by CMS users. For example, the ability to create top level menu items is fixed as well as the ability to change design template layouts.

Requirements: All site content including copywriting, photography, etc. and approvals are required by New Angle Media and are to be provided exclusively by Client.

The new website design will be approved by Client after NAM provides the following wireframes and/or mockups:

- Process Review: Key display elements, categorization, architecture, etc.
- Design & Layout
- Functional Specifications
- Up to 2 round of mockup revisions

The following will also be included:

- Back-End Admin CMS functionality*:
 - Secured Admin User Login
 - Data-driven site with tables of content and MySQL storage
 - Admin Dashboard
 - Rotating Slider (if requested):
 - Ability to select web assets for display in slider; e.g. images, posts, etc.
 - Displays title, summary or excerpt and header image if applicable
 - CMS Solution support for associated child pages (Edit title, description, file)
 - Ability to edit specified main pages (up to 8 section primary navigation); e.g. Home, Directors, Resources / Downloads, Rates, Conservation, etc.
 - Ability to create child pages (up to 30) and assign to parent page
 - Ability to upload and categorize PDFs or other digital content
 - Ability to embed video content for display in pages and posts

- Ability to assign Meta keywords, Meta descriptions, categories (as needed) and tag page content for SEO
- Site to include SEO integration utilizing Google Analytics
 - Includes necessary Sitemap files

The following will not be included as part of this proposal but can be proposed separately:

- Account Access / Customer Portal
- E-Commerce
- Copywriting
- Content Creation

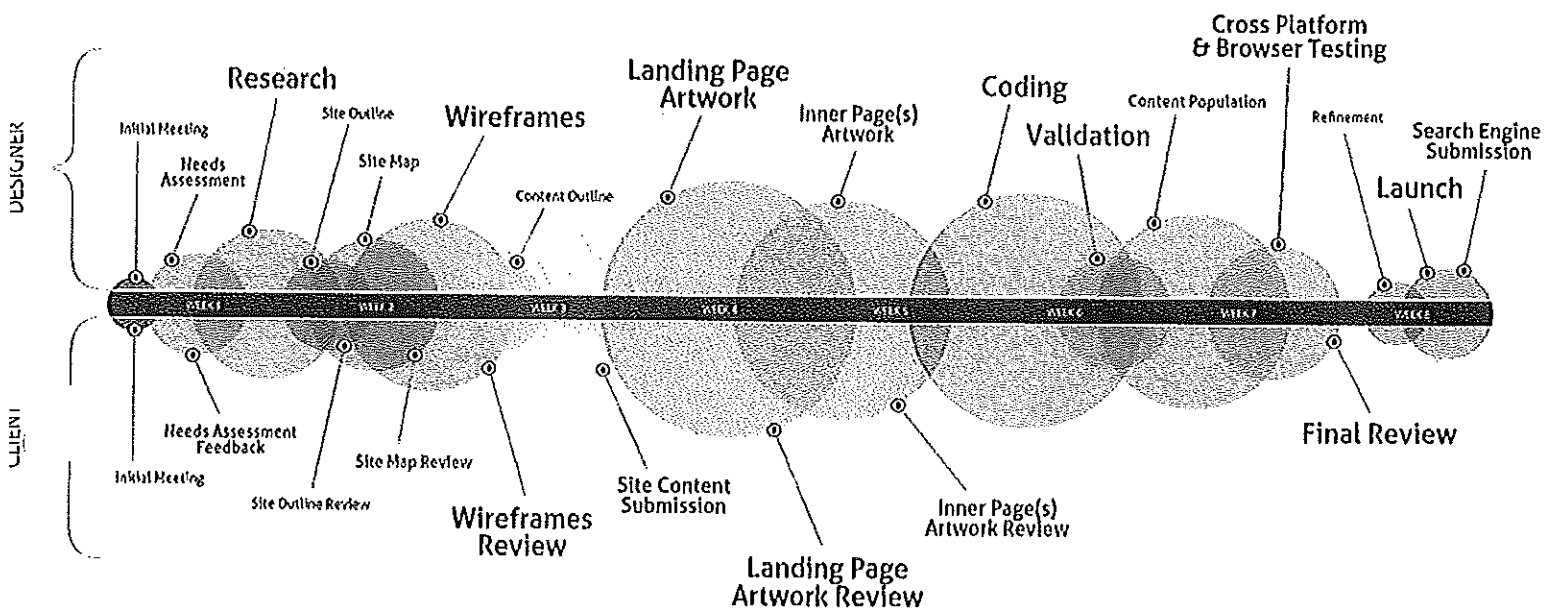
D. Hosting

The fee for our yearly website hosting package is \$400. Hosting for the first year is provided at no additional charge. Website hosting does not include email setup or email hosting. The \$400 per year hosting fee will be waived in successive years if Client is paying for any monthly retainer package.

E. Schedule

Upon proposal acceptance, all non-recurring services outlined herein are expected to be completed in approximately eight weeks. The schedule provided is for estimation purposes only based on current capacity. The schedule is subject to change due to delays in delivery of project materials and content, rescheduling of meetings or calls, submission of revisions or approvals, etc. Monthly services provided under any support & maintenance and/ or social media retainers will automatically renew on the first of every month. Monthly retainers may be cancelled at any time. The diagram below provides a visual representation of our timeline (8 weeks) and requirements fulfillment of the entire project:

PROJECT LIFECYCLE
MILESTONES, INVOLVEMENT, IMPORTANCE & TIMELINE



F. Optional Services

1. Monthly Support & Maintenance Retainer

New Angle Media will provide a monthly support & maintenance package (after an initial complimentary 60 day warranty period) which includes routine site maintenance, fixes, updates, and technical support. In most cases, routine changes are completed within 2 business days. This package is \$495 per month and includes up to 6 hours of support. Additional support is \$100 per hour.

Routine changes include:

- Edits, revisions, or new textual content on existing pages
- Consultation / guidance on the use of the website and its integrated systems / applications
- Maintaining a backup copy of all website content
- Assist in the creation of marketing materials such as email templates or banner advertisements. Marketing materials must be based on current designs only.

Routine changes do not include:

- Web site re-design, re-alignment or re-development
- Original graphic design not already provided
- Search engine optimization services

2. Marketing Solutions

Should Client desire any solution services listed below, a separate proposal will be provided:

- Social Media Management
- Branding and Identity
- Graphic Design and Illustration
- Photography
- Copywriting

3. Studio Productions

Should Client desire any studio services listed below, a separate proposal will be provided:

- Full Service HD Studio
- On-location Productions
- Green Screen Filming
- Advanced Video Editing
- 2D and 3D Animation
- Motion Graphics and Special Effects
- Mobile Device Video Playback Support
- Meta Tags and Video SEO
- Scriptwriting and Storyboarding

II. Pricing

The services described in this proposal shall be completed according to the price structure detailed below:

One-Time Fees

A. Website Design and Development (I.C)	\$7,450
B. Less 20% New Client discount	<u>(\$1,490)</u>
C. Total:	\$5,960

Recurring Annual Fees

D. Hosting (I.D)	\$400
E. Waived first year, included with any retainer in subsequent years	<u>(\$400)</u>
F. Total:	\$0

Optional Recurring Monthly Fees

G. Support & Maintenance Retainer (I.E.1) Yes No

Client Acceptance:

Signature

Date

Name

Upon selection of options above and acceptance of this proposal, an agreement will be delivered to Client by NAM for review and signature.

Expletus Group, Inc

Project proposal: Cabazon Water District - Website RFP

Client: Cabazon Water District

Delivered on: 11 May, 2015

Submitted by: Gregorio Sandoval

Overview and Goals

Dear Elizabeth ,

It was great to speak with you about your new project for Cabazon Water District.

Gone are the days when we knew for certain that everyone was viewing the web on a desktop or laptop computer so websites were designed and developed for that standard experience. Increasingly, people are viewing the web on a variety of devices - tablets, smart phones and other mobile devices. If your website does not support those devices, this can negatively affect how users interact with your business. The site may load slowly, the layout is fixed and awkward to navigate and you may end up with a frustrated user. Statistics show that most users don't convert when using small screen devices which means you may be losing out on valuable business opportunities.

The Expletus Group team can turn this problem around using *responsive design*. We'll design your website's front-end templates to adapt and scale to whatever kind of device the user is viewing from while maintaining your existing look and feel and improving overall performance. We'll test it on a variety of devices - mobile and non-mobile - to ensure the experience is consistent and easy to use.

Sincerely,

Gregorio Sandoval

Expletus Group

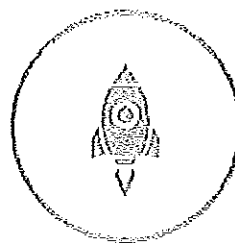
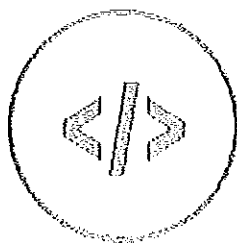
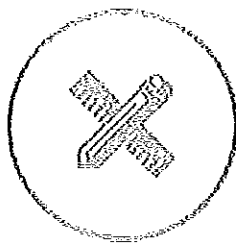
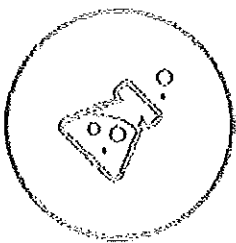


1. Introduction

At Expletus Group, we're all about the experience. We design simple, compelling, and functional websites that make it easy for users to quickly find exactly what they're looking for when they arrive at your site and then convert them into paying customers. It's about creating a online experience that transforms users into followers, customers into ambassadors.

We do this by listening to you, understanding your target audience, and putting our extensive online knowledge to work on a plan that will improve your business goals and change the way you think about the potential of the internet.

Oh, and if you're wondering, we're mobile first. It's not just the way of the future. It's the way of right now.



Our Team

GREGORIO SANDOVAL

Technical Director / President

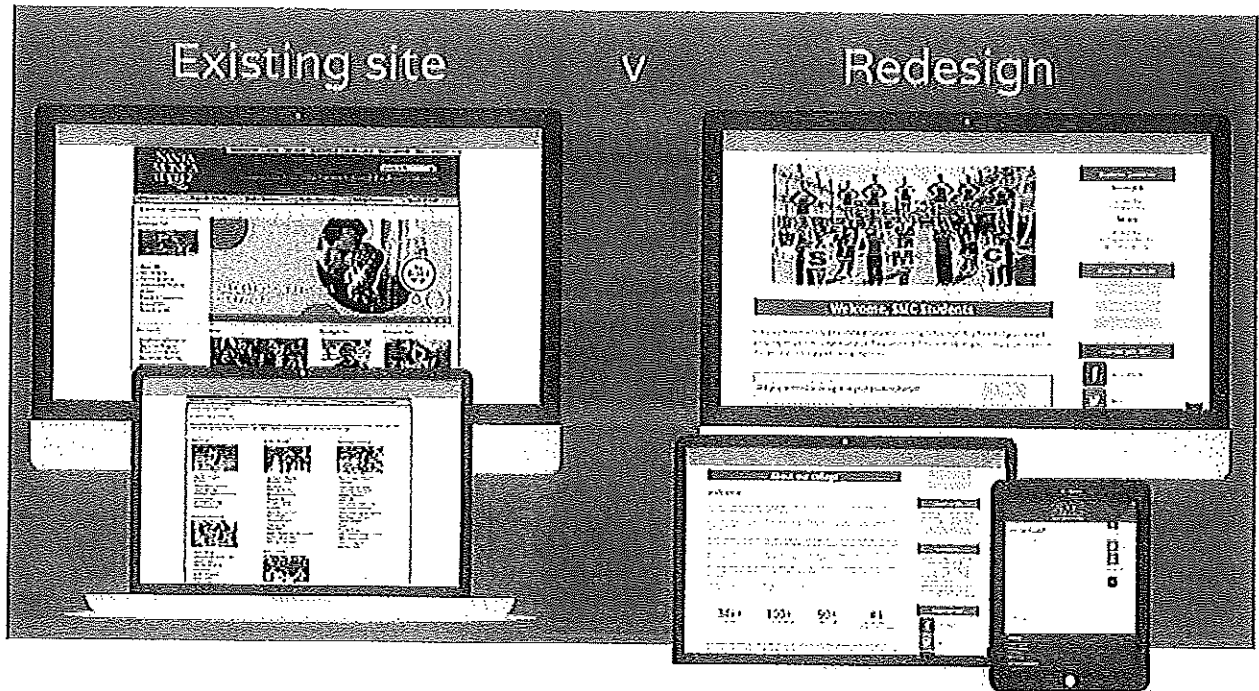
Gregorio Sandoval owner and operator of Expletus Group, Inc. a technology consulting firm specializing in Development and Deployment, Virtualization, Application Development and Design, Project Management, and Network security.

JOVAN LAURENCIO

Arts Director / UX/UI Practitioner

Director of Arts conceptualizing, designing, and developing emotionally interactive web experiences.

Santa Monica College



PROJECT GOALS

The client is seeking sponsors to help diversify the project opportunities within the program. The client wants a website to present to potential sponsors that includes: a description of the program, a portfolio of projects, and visible calls to action for those interested in sponsoring a program.

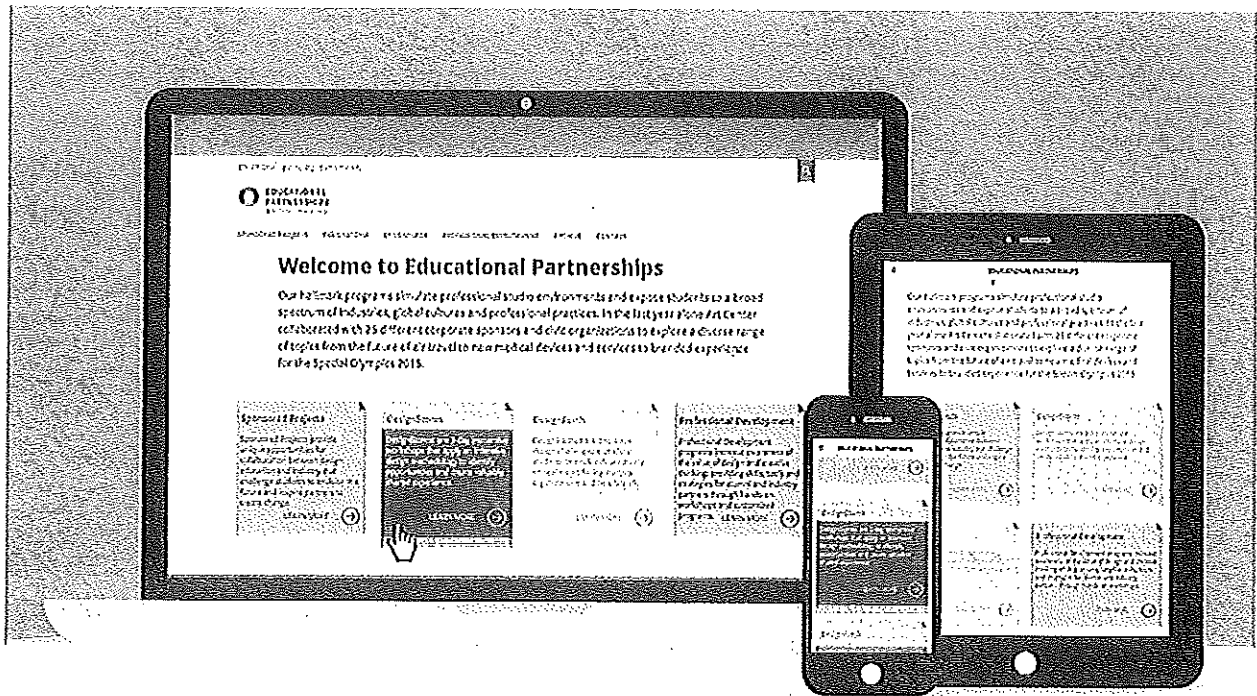
OUR SOLUTION

A Ghost Enterprise powered site that harnesses the flexibility of native archive and blog features.

KEY FEATURES

Responsive layout, portfolio archive, CSS transitions. // Built with: Ghost, Twitter Bootstrap, & jQuery. Integration with Social Media (Facebook / Twitter)

Educational Partnerships



PROJECT GOALS

The client wants a website to present to potential sponsors that includes: a description of the program, a portfolio of projects, and visible calls to action for those interested in sponsoring a program.

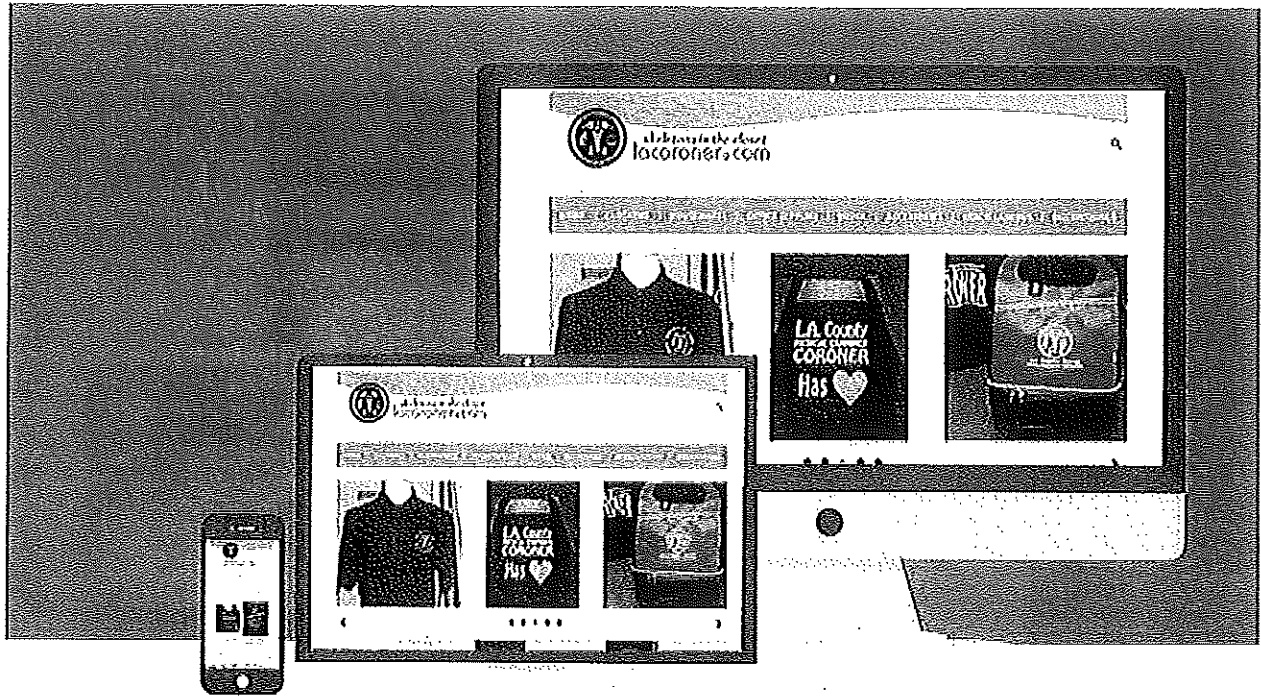
OUR SOLUTION

A Ghost Enterprise powered site that harnesses the flexibility of native archive and blog features.

KEY FEATURES

Responsive layout, portfolio archive, CSS transitions. // Built with: Ghost, Twitter Bootstrap, & jQuery. Integration with Social Media (Facebook / Twitter). Stripe powered Payment Gateway for conversion of Donation payments.

Skeletons in the Closet



PROJECT GOALS

The client requested eCommerce mobile, tablet and multi platform PC ready system for existing gift shop. Accessible by both staff and customers including Hosting and Support contracts.

OUR SOLUTION

A eCommerce powered site that harnesses the flexibility of native archive and blog features. Custom API integration with existing payment processor. Shipping and CRM integration for staff.

KEY FEATURES

Responsive layout, portfolio archive, CSS transitions. // Built with: Ghost, Twitter Bootstrap, & jQuery. Integration with Social Media (Facebook / Twitter). API implementation of existing payment processor. Shipping integration for carriers used by client.

2. Scope of Services

Research

The first step is we need to thoroughly understand your business, your business goals, your customers and their expectations and behaviour, and how your website factors into all of it. We'll also look at the competitive landscape to establish context and benchmarks for how your site should function and then improve on that. This stage will give us the foundation for moving forward with just the right recommendations for the design and development of your new responsive website.

Design

Once we're armed with this information, we'll set to work sketching out interface layouts for 3-5 different views, including the home page, sub page, the blog template, and any additional templates needed. Wireframes look like simple skeletons of your website without the visual polish of the finished design, allowing us to experiment and iterate on solutions quickly so that we have a good sense of how content should be laid out across different screen sizes.

Next we'll design high-fidelity comps that show what the final designs will look like on desktop, tablet, and smart-phone screen sizes, providing up to two rounds of revisions on the design.

Development

Once you've approved the design, we'll start building them using (but not limited to) HTML5, CSS, and Javascript.

Content Management System (CMS) Integration

After testing the static layouts, we integrate the new designs with a CMS. To do this we'll need to mirror your live site in a development environment, then our QA department will test the site across different browsers (Firefox, Chrome, Safari, Internet Explorer 9+) and devices (iPhone, Android, Tablets, etc). Any bugs that arise from this testing will be fixed prior to launch.

We use Ghost Enterprise as our premier hosting and CMS solution. Utilizing technologies including but not limited to HTML5, CSS 2/3, Javascript. The CMS platform coupled with Expletus Group's expertise in software development allows for custom API integration of your preference.

Additional Recommendations

User Testing

Although not required, testing the designs with real users will greatly improve the quality of the finished design and help catch usability issues before time is spent building out the designs. User testing involves our usability professionals recruiting up to 5 users and asking them to perform tasks. We record the results of the test and then deliver the video to you along with a list of usability issues or comments that our design team can implement. It's like the digital version of the old adage "Measure twice, cut once."

Support Retainer

We recommend retaining our services after the site is launched to assist with any further support issues that arise. As part of this retainer we will also provide monthly analytics reports and recommendations to further improve your site conversion.

3. Timeframe

To complete the work outlined in the project scope, we'll need approximately 12 weeks from beginning to end, depending on when we receive feedback at each milestone. Upon signing the proposal we are prepared to start work immediately.

Research	1-2
Present Wireframes	3
Present finished mockups	4-5
Code HTML/CSS templates	6-7
Wordpress Theme Integration	8-9
QA Testing and Review	10-11
Deployment to live site	12

Your Investment

Below is the budget we've estimated based on the scope of services outlined earlier in this proposal. If you have any questions about our pricing or need to increase or decrease the scope of work, please leave a comment and let us know.

CORE BUDGET

Description	Price
Research Hourly Rate 55.00\$ (Estimation of 15 hours)	\$1,125
Design Hourly Rate 125.00\$ (Estimation of 25 hours)	\$3,125
Front-End Development Hourly Rate 125.00\$ (Estimation of 20 hours)	\$2,500
CMS Integration Hourly Rate 125.00\$ (Estimation of 25 hours)	\$3,125
CMS Annual License (Ghost CMS) Annual License Fee includes SSL Certificate and Hosting	\$6,000
CMS Training Hourly Rate 55.00\$ (Training Support Block 20 hours)	\$1,100
Support & Maintenance Retainer (Annual) Annual Support & Maintenance Retainer	\$3,000
<u>Proposed Estimate Total</u>	\$19,975

RECOMMENDED (ADDITIONAL EXPENSES)

Description	Price
User Testing	\$750

NEXT STEPS

1. If you have any questions at all, please let us know. We're happy to clarify any points and there may be some items that we can sort out together. We're committed to finding the best way to work together.
2. Once you feel confident about everything and are ready to move forward, please contact us directly.
3. Once we receive notification of your acceptance, we'll contact you shortly to sort out next steps and get the project rolling.

Gregorio Sandoval
Expletus Group, Inc.
816 S Broadway
Los Angeles, CA 90014

e. sandoval.g@expletusgroup.com
m. 213.924.1217
o. 213.226.6699