



**BOARD OF COMMISSIONERS  
SPECIAL MEETING AGENDA**

**Thursday, January 6, 2022  
7:00 A.M.**

Pursuant to the provisions of Executive Order N-25-20 Issued by Governor Gavin Newsom on March 12, 2020, any Commissioner and any member of the public who desires to participate in the open session items of this meeting may do so by accessing the Webex link below without otherwise complying with the Brown Act's teleconference requirements:

**<https://walnutvalley.webex.com/meet/bmeeting>**  
(Computer and Telephone Audio Accessible)

Any member of the public wishing to make any comments to the Commission may do so by accessing the above-referenced link where they may select the option to join via webcam or teleconference. The meeting Chair will acknowledge such individual(s) at the appropriate time in the meeting prior to making his or her comment. Members of the public will be disconnected from the meeting prior to the Closed Session.

*NOTE: To comply with the Americans with Disabilities Act, if you need special assistance to participate in any Commission meeting, please contact the Administrative Officer's office at least 4 hours prior to a Commission meeting to inform the Agency of your needs and to determine if accommodation is feasible. Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance, to take action on any item. Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at <https://puentebasin.com/board-packets/>.*

- I. Welcome and Introductions Chair Tang
- II. Flag Salute
- III. Roll Call      Commissioner Lewis \_\_\_\_\_      Commissioner Lee \_\_\_\_\_  
                         Commissioner Lima \_\_\_\_\_      Commissioner Tang \_\_\_\_\_
- IV. Public Comment  
The Chair may impose reasonable limitations on public comments to assure an orderly and timely meeting.
- V. Consider Adoption of Subsequent Resolution No. 01-22-022 - Mr. Hitchman  
Authorizing Remote Teleconference Meetings for the Period of  
January 1, 2022 to February 1, 2022 (attachment)
  - a. Discussion
  - b. Action Taken
- VI. Award of Contract for the Six Basins Project (Phase 2) - Mr. Hitchman  
Durward Well Development & Equipping – Drilling Phase (P.N. PB18-0005-P2-DR)
  - a. Discussion
  - b. Action Taken

Adjournment

*Next Commission Meeting: Thursday, February 3, 2022 at 7:00 a.m.*

**RESOLUTION NO. 01-22-022**

**A RESOLUTION OF THE COMMISSION OF THE PUENTE BASIN WATER AGENCY PROCLAIMING A STATE OF EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE COMMISSION OF THE PUENTE BASIN WATER AGENCY FOR THE PERIOD JANUARY 1, 2022 TO FEBRUARY 1, 2022 PURSUANT TO BROWN ACT PROVISIONS.**

**WHEREAS**, the Puente Basin Water Agency (the “Agency”) is committed to preserving and nurturing public access and participation in its Commission’s meetings; and

**WHEREAS**, all meetings of the Agency’s Commission are open and public, as required by the Ralph M. Brown Act (California Government Code Sections 54950 – 54963), so that any member of the public may attend, participate, and watch those bodies conduct their business; and

**WHEREAS**, the Brown Act, in Government Code Section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code Section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition for application of Section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code Section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the Agency’s boundaries, caused by natural, technological or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, the Agency’s Commission previously adopted a Resolution, Resolution No. 10-21-020 on October 7, 2021 finding that the requisite conditions exist for the Agency’s Commission to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of Section 54953; and

**WHEREAS**, as a condition of extending the use of the provisions found in Section 54953(e), the Agency’s Commission must reconsider the circumstances of the state of emergency that exists in the Agency, and the Commission has done so; and

**WHEREAS**, emergency conditions persist in the Agency, specifically, COVID-19, and its Delta variant, remain highly contagious and, therefore, a threat to the health, safety and well-being of the Agency's employees, directors, vendors, contractors, customers and residents; and

**WHEREAS**, orders from the Los Angeles County Department of Public Health and regulations from the State of California impose limitations on gatherings and provide guidance on best practices with respect to actions to reduce the spread of COVID-19; and

**WHEREAS**, the Agency's Commission does hereby find that a state of emergency continues to exist within the Agency's service area as a result of the continuing presence of COVID-19 and resulting local, state and federal orders and guidance, which has caused, and will continue to cause, conditions of peril to the safety of persons within the Agency that are likely to be beyond the control of services, personnel, equipment, and facilities of the Agency, and the Commissioners desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency persisting, the Commission does hereby find that the Agency shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953, as authorized by subdivision (e) of Section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Section 54953; and

**WHEREAS**, the Agency will continue to provide proper notice to the public regarding all Agency Commission meetings, in accordance with Government Code Section 54953(e)(2)(A) and shall provide notice to the public of how they may access any such meeting via call-in number and/or internet link.

**NOW, THEREFORE, THE COMMISSION OF THE PUENTE BASIN WATER AGENCY DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Commission hereby considers the conditions of the state of emergency in the Agency and proclaims that a local emergency now exists throughout the Agency, and that conducting Agency Commission meetings virtually will minimize the possible spread COVID-19 and any variant thereof.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Commission hereby ratifies the Governor of the State of California's Proclamation of State of Emergency regarding COVID-19, dated March 4, 2020.

Section 4. Remote Teleconference Meetings. The Agency's Administrative Officer, or his or her delegee, and the Agency's Commission are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) the expiration of thirty (30) days from the date this Resolution was adopted, as set forth below, or (ii) such time as the Commission adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Agency's Commission may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**PASSED AND ADOPTED by the Commission of the Puente Basin Water Agency this 6th day of January, 2022, by the following roll call vote:**

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary



January 6, 2022

TO: Board of Commissioners  
FROM: Erik Hitchman, Administrative Officer  
RE: Award of Contract for the Six Basins Project (Phase 2) – Durward Well Development & Equipping – Drilling Phase (P.N. PB18-0005-P2-DR)

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**Recommendation:**

Request the Board of Commissioners:

1. Authorize the Administrative Officer to execute a contract for the Six Basins Project (Phase 2) – Durward Well Development & Equipping – Drilling Phase (P.N. PB18-0005-P2-DR) per the following bid result:

<b><u>Bid</u></b>	<b><u>Contractor</u></b>	<b><u>Price</u></b>
Six Basins Project (Phase 2) - Durward Well Development & Equipping – Drilling Phase	Best Drilling and Pump, Inc.	\$1,791,199.00

2. Find that the project is exempt pursuant to Categorical Exemption Section 15302.
3. Authorize Staff to file a Notice of Exemption for the subject project with the Office of the Los Angeles County Registrar-Recorder/County Clerk.

**Background**

The Durward Well Development and Equipping project is part of the four phases of the Six Basins Groundwater Project. The project is located within a 15-foot by 20-foot easement along the vacated Orange Avenue, northwest of the abandoned Golden State Water Company's (GSWC) Durward Well site. Once completed, the groundwater flow of approximately 1,048 acre-feet per year (AFY), will be mixed with the imported flow from Old Baldy Well through the recently installed 12-inch and 20-inch pipeline. The combined flow then discharges into the existing Pomona-Walnut-Rowland Joint Water Line (P-W-R JWL) located along Fairplex Drive.

Civiltec Engineering, Inc. was retained to provide professional engineering services for the preparation of preliminary and final plans, specifications and cost estimate for the proposed Durward Well development and equipping. The project involves 2 phases, the development (drilling) phase followed by the equipping phase.

The consultant-designed drilling phase consists of relocating existing water line in conflict with the proposed well; drilling approximately 850 feet of bore-hole, furnishing and installing approximately 50 feet of 30-inch steel conductor casing, 800 feet of 16-inch steel casing, 260 feet and 375 feet of 3-inch gravel feed tube and sounding tube, respectively, two 2-inch air vent/access tubes, gravel pack and cement annular seal; conducting various pump tests and development; disinfecting the well.

Bids were solicited and received by the Agency to provide construction for the subject project. Attached for your information is the bid recap. The apparent low bidder's (Best Drilling and Pump, Inc.) bid package was reviewed by Civiltec Engineering, Inc. (see attached) and staff. Based on the review, Best Drilling and Pump, Inc. is recommended.

In addition, PBWA staff has determined, based on the CEQA Environmental Review Guidelines, that the project is exempt pursuant to Categorical Exemption Section 15302 as it involves the replacement of the Durward well with negligible or no expansion of capacity.

Attachment

*Proposal Results*

*Award Recommendation*

*Notice of Exemption*

*Proposed Project Location*

*CEQA Guidelines*

SLS:TD:cf

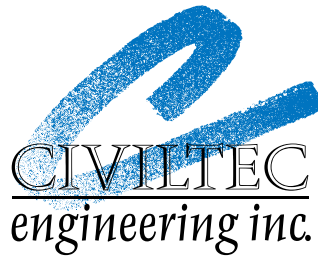
**PUENTE BASIN WATER AGENCY**  
271 South Brea Canyon Road, Walnut, CA 91789

**Bid Recap**

**Schedule of Prices for Construction of System Improvements for  
Six Basins Project (Phase 2)  
Durward Well Development and Equipping  
Drilling Phase  
Project No. PB18-0005-P2-DR**

**December 6, 2021 @ 2:00 PM**

<b>CONTRACTORS</b>	<b>TOTAL</b>
<b>Best Drilling and Pump</b>	<b>\$ 1,791,199.00</b>
Layne Christensen	\$ 2,281,440.00
Pacific Coast Well Drilling	NO BID
National Well	NO BID
Southwest Pump and Drilling	NO BID
Zim Industries	NO BID
Barbour Well	NO BID
Yellow Jacket Drilling	NO BID
Weber Water Resources	NO BID



Civil, Water, Wastewater, Drainage, Transportation and  
Electrical/Controls Engineering • Construction Management • Surveying  
California • Arizona

TO: Erik Hitchman, P.E., Administrative Officer

FROM: David Song, P.E., Principal, Senior Project Manager

DATE: December 7, 2021

SUBJECT: Recommendation for the Award of Construction Contract – Six Basins Project (Phase 2)  
Durward Well Development and Equipping Drilling Phase  
Project No. PB18-0005-P2-DR

Construction Drawings and Specifications for the subject project were issued on November 9, 2021 and bids were received December 6, 2021. A mandatory pre-bid conference was scheduled for this project. A pre-bid meeting was held in person at the project site on November 17, 2021 to discuss construction and the bid process. Nine contractors were requested to provide closed bids. Two contractors submitted bids as follows:

Bidder's Name	Bid Bond	Addendum	Bid
Best Drilling and Pump	Yes	Yes	\$1,791,199.00
Layne Christensen	Yes	Yes	\$2,281,440.00
Average			\$2,036,319.50
Engineer's Estimate			\$1,222,000.00

## ANALYSIS

All bid prices received were accurate with no error in the sum of bid items. The submission of two bids out of the nine requests that were sent may indicate saturation in the market for well drilling projects or a large amount of workload already under contract from the uninterested parties.

## RECOMMENDATIONS

The low bidder, Best Drilling and Pump, and the bid received were reviewed in detail for compliance with the Bidding and Contract Documents. In that process, we reviewed the bid and have found them to be in compliance with the issued Contract Documents.

Best Drilling and Pump is a reputable contractor that specializes in well drilling throughout California. Wells installed by Best Drilling and Pump have been proven to be built with quality as witnessed by select references. Best Drilling and Pump is a qualified well drilling contractor that meets or exceeds requirements to complete this important project for the District. Therefore, it is recommended to award the Construction Contract – Six Basins Project (Phase 2) Durward Well Development and Equipping Drilling Phase, Project No. PB18-0005-P2-DR in the amount of **\$1,791,199.00**.



**PUENTE BASIN WATER AGENCY**  
271 S. Brea Canyon Road, Walnut, CA 91789

**Notice of Exemption**

**To:**  County Clerk  
County of Los Angeles  
Registrar-Recorder/County Clerk  
12400 Imperial Highway  
Norwalk, CA 90650

**From:** (Public Agency)  
Puente Basin Water Agency  
271 S. Brea Canyon Road  
Walnut, CA 91789

**Project Title:**

Six Basins Project (Phase 2) – Durward Well Development and Equipping  
(P.N. PB18-0005-P2)

**Project Location - Specific:**

Within a 15-foot by 20-foot easement property located along vacated Orange Street approximately 220 feet northwest of Fairplex Drive (See attached vicinity map).

**Project Location – City:**

La Verne

**Project Location – County:**

Los Angeles

**Description of Nature, Purpose, and Beneficiaries of Project:**

The proposed project consists of drilling and installing a 16-inch diameter well casing for subsequent equipping of the new well. The equipping phase involves minor site improvements with a security fence enclosing a new electrical pump (pump size to be determined during the well development), discharge pipeline, electrical, and SCADA. The proposed Durward well will replace the old Durward well (with 18-inch diameter casing) that was developed around 1935 and subsequently abandoned in 2005. Once completed, the groundwater flow from the Pomona Basin will be mixed with the flow from Old Baldy Well and discharged into the existing Pomona-Walnut-Rowland Joint Water Line (P-W-R JWL) located along Fairplex Drive. Through Puente Basin Water Agency, created by a Joint Powers Agreement between Rowland Water District and Walnut Valley Water District, the project will increase reliability in both Districts' systems and decrease reliance on imported water.

**Name of Public Agency Approving Project:**

Puente Basin Water Agency

**Name of Person or Agency Carrying Out Project:**

Puente Basin Water Agency

**Exempt Status:** *(check one)*

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section Number:  
CEQA Guidelines Section 15302
- Statutory Exemptions. State code number:

**Reasons why project is exempt:**

The proposed project consists of drilling, installing, developing and equipping a new well to replace a similar abandoned well. The well is located within a 15-foot by 20-foot easement along a vacated street within the industrial zone. The well will be constructed in accordance to California Department of Water Resources Bulletins 74-81 and 74-90 and American Water Works Association (AWWA) Standards A100-06. The well contractor will require to comply with all applicable permits and to install noise attenuation barrier around the well site. The project has been determined to have no potential to cause significant adverse effects on the environment and will have the same purpose and capacity as the

abandoned well. Therefore the project is exempt under CEQA Guidelines Section 15302: Replacement or Reconstruction.

**Lead Agency Contact Person:**  
Erik J. Hitchman

**Area Code/Telephone/Extension:**  
(909) 595-1268, Ext. 244

Signature: \_\_\_\_\_

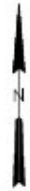
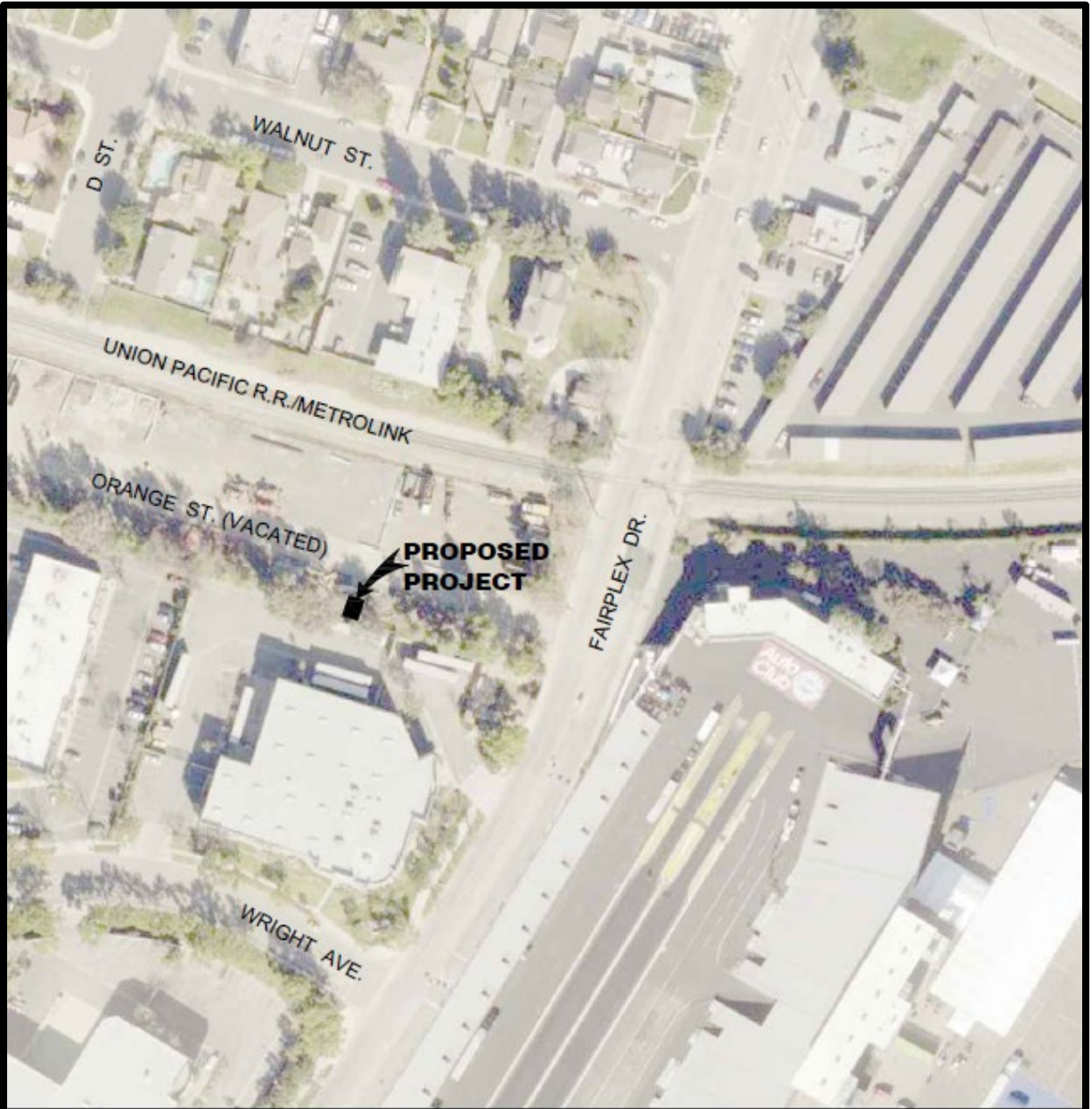
Date: January 6, 2022

Erik J. Hitchman  
Administrative Officer

Signed by Lead Agency

Date received for filing with County Clerk: \_\_\_\_\_

**PUENTE BASIN WATER AGENCY**  
271 S. Brea Canyon Road, Walnut, CA 91789



VICINITY MAP  
Not to Scale

### **15302. REPLACEMENT OR RECONSTRUCTION**

Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including but not limited to:

- (a) Replacement or reconstruction of existing schools and hospitals to provide earthquake resistant structures which do not increase capacity more than 50 percent.
- (b) Replacement of a commercial structure with a new structure of substantially the same size, purpose, and capacity.
- (c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity.
- (d) Conversion of overhead electric utility distribution system facilities to underground including connection to existing overhead electric utility distribution lines where the surface is restored to the condition existing prior to the undergrounding.

**Note:** Authority cited: Section 21083, Public Resources Code; Reference: Section 21084, Public Resources Code.

### **15303. NEW CONSTRUCTION OR CONVERSION OF SMALL STRUCTURES**

Class 3 consists of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure. The numbers of structures described in this section are the maximum allowable on any legal parcel. Examples of this exemption include, but are not limited to:

- (a) One single-family residence, or a second dwelling unit in a residential zone. In urbanized areas, up to three single-family residences may be constructed or converted under this exemption.
- (b) A duplex or similar multi-family residential structure, totaling no more than four dwelling units. In urbanized areas, this exemption applies to apartments, duplexes and similar structures designed for not more than six dwelling units.
- (c) A store, motel, office, restaurant or similar structure not involving the use of significant amounts of hazardous substances, and not exceeding 2500 square feet in floor area. In urbanized areas, the exemption also applies to up to four such commercial buildings not exceeding 10,000 square feet in floor area on sites zoned for such use if not involving the use of significant amounts of hazardous substances where all necessary public services and facilities are available and the surrounding area is not environmentally sensitive.
- (d) Water main, sewage, electrical, gas, and other utility extensions, including street improvements, of reasonable length to serve such construction.
- (e) Accessory (appurtenant) structures including garages, carports, patios, swimming pools, and fences.
- (f) An accessory steam sterilization unit for the treatment of medical waste at a facility occupied by a medical waste generator, provided that the unit is installed and operated in accordance with the Medical Waste Management Act (Section 117600, et seq., of the Health and Safety Code) and accepts no offsite waste.

**Note:** Authority cited: Section 21083, Public Resources Code; Reference: Sections 21084, Public Resources Code.