

TO: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER

FROM: PETER V. SEVCIK *P.V.S.*  
DISTRICT ENGINEER

DATE: OCTOBER 6, 2011



## ANNUAL WATER ALLOCATION FOR INTENT-TO-SERVE LETTERS FOR WATER YEAR 2011-12

### ITEM

Review annual water allocation for Intent-to-Serve letters for Water Year 2011-2012 [RECOMMEND THE BOARD MAINTAIN CURRENT ALLOCATION FORMULAS AND ALLOTMENT].

### BACKGROUND

The District adopted Ordinance 2009-114 on September 30, 2009. The ordinance established a limit and procedure for water service allocation for residential development. The allocation system is intended to "meter out" allocations to balance the effect of adding additional burden to the groundwater table while providing enough allocation to support planned orderly development that will support the District's program to acquire supplemental water. The ordinance sets an overall annual water allocation limit and provides the Board with the ability to shift water allocation within the various categories during the course of a water-year. Adjustment of the overall annual allocation limit would require a modification of the ordinance. A copy of the ordinance is attached.

Also attached is the final allocation summary for Water Year 2010-2011 that indicates a total of 15.2 acre-feet (AF) of water was allocated or approximately 47% of the total available annual allocation of 32.5 AF. As indicated by the attached allocation summary for Water Year 2011-2012, 27.4 AF of water is available even taking into account projects that have multi-year phasing allocations. Given the current economic situation, it is unlikely that applications for new projects will result in the need to adjust the current allocation formulas or the amount of the allotments for Water Year 2011-12. In addition, due to the on-going Potentially Severe Water Shortage Condition as identified in the 2010 NMMA Annual Report, increasing the overall annual allocation would not be prudent.

### FISCAL IMPACT

Budgeted staff time was used to prepare this report.

### RECOMMENDATION

Staff recommends that the Board maintain the current allocation formulas and allotment for Water Year 2011-12.

### ATTACHMENTS

- Ordinance 2009-114
- Allocation Summary for Water Years 2010-2011 and 2011-2012

**NIPOMO COMMUNITY SERVICES DISTRICT  
ORDINANCE NO. 2009- 114**

**AN ORDINANCE OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
AMENDING CHAPTER 3.05 OF THE DISTRICT CODE  
WATER SERVICE LIMITATIONS**

**WHEREAS**, it is essential for the protection of the health, welfare, and safety of the residents of the Nipomo Community Services District ("District"), and the public benefit of the State of California ("State"), that the groundwater resources of the Nipomo Mesa be conserved; and

**WHEREAS**, the District's current water supply is groundwater extracted primarily from the Nipomo Mesa Management Area (NMMA), (also referred to as the Nipomo Mesa Water Conservation Area (NMWCA) by the County of San Luis Obispo), of the Santa Maria Groundwater Basin. A small proportion of District's water is pumped from groundwater in the Nipomo Valley; and

**WHEREAS**, the District is a party to a groundwater adjudication, Santa Maria Valley Water Conservation District v. City of Santa Maria, etc. et al., Case No. CV 770214 ("Groundwater Litigation"); and

**WHEREAS**, pursuant to Section VI D(1) of the June 2005 Stipulation as incorporated into the January 25, 2008, Final Judgment in the Groundwater Litigation the Nipomo Mesa Management Area Technical Group has declared that a potentially severe water shortage condition exists within the Nipomo Mesa Management Area; and

**WHEREAS**, the San Luis Obispo County Department of Planning and Building's 2004 Resource Capacity Study for the Water Supply in the Nipomo Mesa Area recommends a Level III of Severity (existing demand equals or exceeds dependable supply) be certified for the Nipomo Mesa Water Conservation Area and that measures be implemented to lessen adverse impacts of future development (said Study and referenced documents are incorporated herein by reference); and

**WHEREAS**, on June 26, 2007, the San Luis Obispo County Board of Supervisors certified the water supply underlying the Nipomo Mesa Water Conservation Area (NMWCA) at a Resource Management System Level III of Severity; and

**WHEREAS**, the resource protection goals of the San Luis Obispo County South County Area Plan include the following:

- Balance the capacity for growth allowed by the Land Use Element with the sustained availability of resources.
- Avoid the use of public resources, services and facilities beyond their renewable capacities, and monitor new development to ensure that its resource demands will not exceed existing and planned capacities or service levels; and

**WHEREAS**, the County of San Luis Obispo has adopted a "Growth Management Ordinance" (Title 26 of the County Code) that imposes a 1.8 percent growth limitation for non-exempt projects for the Nipomo Mesa area (said Title 26 and implementing Ordinance and supporting studies, including the supporting CEQA analysis are incorporated herein by this reference). The stated purpose of Title 26 is to establish regulations to protect and promote the public health, safety and welfare including:

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1. To establish an annual rate of growth that is consistent with the ability of community's resources to support the growth, as established by the Resource Management System (RMS) of the County General Plan;
2. To establish a system for allocating the number of residential construction permits to be allowed each year by the annual growth rate set by the County Board of Supervisors; and
3. To minimize adverse effects on the public resulting from a rate of growth which will adversely affect the resources necessary to support existing and proposed new development as envisioned by the County General Plan; and

**WHEREAS**, it is essential for conservation purposes, and for the protection of groundwater resources, that the District adopt rules, regulations and procedures for allocating new water service; and

**WHEREAS**, the District Board of Directors, at a public meeting, on September 9, 2009, reviewed and edited the purposed revisions to various sections of Charter 3.05 of the District Code; and

**WHEREAS**, on September 30, 2009, the District Board of Directors, at a public meeting, took the following actions in considering the proposed amendments to Chapter 3.05:

- A. Considered the facts and analysis as presented in the Staff Report prepared for the adoption of this Ordinance;
- B. Conducted a public hearing to obtain public testimony on the proposed Ordinance; and

**WHEREAS**, in amending Chapter 3.05, the District does not intend to limit other authorized means of managing, protecting and conserving the groundwater basin, and intends to work cooperatively with the NMMA Technical Group and other agencies to implement joint groundwater management practices; and

**WHEREAS**, based on the Staff Report, Staff presentation, and public comment, the District Board of Directors finds:

- A. That the purpose and intent in further amending Chapter 3.05 is consistent with the purposes found in Section 3.05.010 of Chapter 3.05, the Judgment and Stipulation in the Ground Water Litigation imposing a physical solution to assure longterm sustainability of the groundwater basin and the San Luis Obispo County's certification of a Level III of Severity for the waters underlying the Nipomo Mesa Management Area;
- B. Allocating Intent-to-Serve Letters for water service will provide greater assurance that there will be adequate groundwater to meet present and future needs of District residents consistent with the resource protection goals of the San Luis Obispo County South County Area Plan;

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WATER SERVICE LIMITATIONS**

- C. That adopting the amendments to Chapter 3.05 will further conserve the water supply for the greater public benefit, with particular regards to domestic use, sanitation and fire protection.
- D. The District's authority to adopt the Amendments referenced herein include, but are not limited to, Government Code Sections 61040(a), 61045 and 61060 (a, b, and n).

**NOW, THEREFORE BE IT ORDAINED** by the Board of Directors of the District as follows:

**Section 1. Amendments to Certain Sections of Chapter 3.05 of the District Code**

The District Board of Directors hereby adopts and approves the Amendments and Restatements of Sections 3.05.030, 3.05.040, 3.05.050, 3.05.060, 3.05.070, 3.05.100 and 3.05.110 of Chapter 3.05 of the District Code as provided in Exhibit A attached hereto and incorporated herein by this reference.

The District Board of Directors hereby adopts and approves new sub-section D to Section 3.05.020 of Chapter 3.05 of the District Code as provided in Exhibit A attached hereto and incorporated herein by this reference.

**Section 2. Incorporation of Recitals**

The recitals to this Ordinance are true and correct, are incorporated herein by this reference, including the referenced documents, and constitute further findings for the implementation of the Water Service Limitations adopted by this Ordinance.

**Section 3. Severability**

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, ineffective or in any manner in conflict with the laws of the United States, or the State of California, such decision shall not affect the validity of the remaining portions of this Ordinance. The Governing Board of the District hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsection, sentence, clause or phrase be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

**Section 4. Effect of headings in Ordinance**

Title, division, part, chapter, article, and section headings contained herein do not in any manner affect the scope, meaning, or intent of the provisions of this Ordinance.

**Section 5. Inconsistency**

To the extent that the terms of provision of this Ordinance may be inconsistent or in conflict with the terms or conditions of any prior District Ordinance(s), Motions, Resolutions, Rules, or Regulations adopted by the District, governing the same subject



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matter thereof, then such inconsistent and conflicting provisions of prior Ordinances, Motions, Resolutions, Rules, and Regulations are hereby repealed.

**Section 6. CEQA**

The District performed an environmental assessment in adopting Chapter 3.05. Said CEQA checklist confirmed that the adoption of the rules and regulations allocating Intent-to-Serve Letters could not have a significant effect on the environment. Said environmental checklist and negative declaration are incorporated herein by reference. Based on the prior CEQA review the Board of Directors finds that the adoption of the rules and regulations established by this Ordinance fall within the activities described in Section 15061 (b)(3) of the CEQA Guidelines which are deemed not to be projects for the purposes of CEQA because they can be seen with certainty that there is no possibility that the rules and regulations in question may have a significant effect on the environment. The District General Manager is directed to prepare and file an appropriate notice of exemption.

**Section 7. Effective Date**

This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage. Before the expiration of the fifteenth (15<sup>th</sup>) day after passage Exhibit A shall be published once with the names of the members of the Board of Directors voting for or against the Ordinance in a newspaper of general circulation within the District.

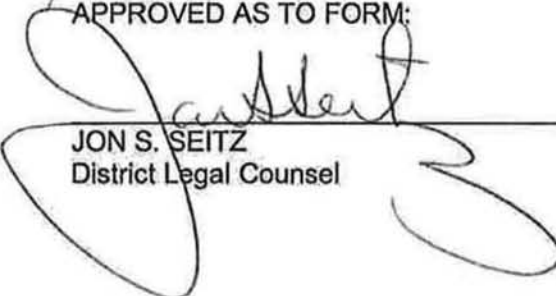
Introduced on the 30<sup>th</sup> day of September, 2009, and adopted by the Board of Directors of the Nipomo Community Services District on October 14, 2009, by the following roll call vote, to wit:

AYES: Directors Vierheilg, Nelson, and Winn  
NOES: Directors Eby and Harrison  
ABSENT: None  
ABSTAINING: None

  
\_\_\_\_\_  
JAMES HARRISON,  
President of the Board of Directors  
Nipomo Community Services District

ATTEST:

\_\_\_\_\_  
DONNA K. JOHNSON  
Secretary to the Board

APPROVED AS TO FORM:  
  
\_\_\_\_\_  
JON S. SEITZ  
District Legal Counsel

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**AN ORDINANCE OF THE NIPOMO COMMUNITY SERVICES DISTRICT  
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WATER SERVICE LIMITATIONS**

**Exhibit "A"**

**BE IT ORDAINED** by the Board of Directors of the Nipomo Community Services District as follows:

**Section 1. Amendments to Chapter 3.05 of the District Code**

A. The Nipomo Community Services District Board of Directors hereby adopts and approves the Amendment of Section 3.05.020 of Chapter 3.05 of the District Code to include the definition of Observed Demand as follows:

3.05.020 Definitions.

D. "Observed Demand" means the water demand as calculated/averaged (applying irrigation demand), using the analysis in the draft Engineers Report for the water line inter-tie project for the following categories:

- A. 0.33 AFY per multi-family dwelling unit or duplex units;
- B. 0.48 AFY per single-family dwelling unit located on a parcel of twelve thousand seven hundred sixty-eight square feet or less;
- C. 0.80 AFY per single-family dwelling unit located on a parcel size between twelve thousand seven hundred sixty-nine and twenty-five thousand five hundred thirty-six square feet;
- D. 0.96 AFY per single-family dwelling unit located on a parcel size of twenty-five thousand five hundred thirty-seven square feet or greater;

B. The Nipomo Community Services District Board of Directors hereby adopts and approves the Amendments and Restatement of Sections 3.05.030, 3.05.040, 3.05.050, 3.05.060, 3.05.070, 3.05.100 and 3.05.110 of Chapter 3.05 of the District Code as follows:

3.05.030 Limitations on water use.

Total demand certifications, including landscaping, are established, to achieve a 15% reduction in observed demand for the following uses:

- A. 0.28 AFY per multi-family dwelling unit and duplex unit;
- B. 0.40 AFY per single-family dwelling unit located on a parcel of twelve thousand seven hundred sixty-eight square feet or less;
- C. 0.68 AFY per single-family dwelling unit located on a parcel size between twelve thousand seven hundred sixty-nine and twenty-five thousand five hundred thirty-six square feet;
- D. 0.82 AFY per single-family dwelling unit located on a parcel size of twenty-five thousand five hundred thirty-six square feet or greater;

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**Exhibit "A"**

**3.05.040 Water allocation per allocation year.**

A. 34.3 acre-feet is the initial reservation for residential projects. The initial reservation is reduced by 5% or to 32.5 AFY to account for commercial growth in water demand resulting from residential development. The 32.5 AFY (total per allocation year) is allocated to projects as follows:

1. Category 1: A total of 20.8 AFY, including landscaping, is reserved for:
  - a. For Single-family dwelling units; and
  - b. Two-family dwelling units (duplexes).
2. Category 2: A total of 6.5 AFY, including landscaping, is reserved for multi-family dwelling units.
3. Category 3: A total of 3.2 AFY is reserved for secondary dwelling units and local agency maintained landscaping projects.

B. During the end of the second quarter and in the middle of the fourth quarter of each allocation year the unused allotments for categories referenced in Section A, above, may be re-allocated by the Board of Directors to other categories referenced in Section A, above.

C. Notwithstanding subparagraph B, above, the District shall reserve 2.00 AFY for proposed housing developments which help meet the County of San Luis Obispo's share of regional housing needs for lower-income housing as identified in the Housing Element adopted by the San Luis Obispo County Board of Supervisors. Said reservation shall be applied only to Category 1 and Category 2 projects referenced in Subparagraph A, above. Further, said reservation may only be re-allocated during the fourth quarter of each allocation year.

**3.05.050 Water demand certifications required.**

A. Will-Serve letters: All applications for Will-Serve letters for residential projects referenced in Section 3.05.040 require a registered engineer's or architect's certification that:

1. Low-water use landscape and irrigation systems will be installed to irrigate landscaping; and
2. The maximum total water demand, including landscaping does not:
  - a. Exceed the limitations established in Section 3.05.030, above;
  - b. For family dwelling units with secondary dwelling units--Exceed a total water demand referenced in 3.05.100.

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**Exhibit "A"**

B. Intent-to-Serve letters: All applications for Intent-to-Serve letters shall require a registered engineer's or architect's certification that:

1. Low-water use landscape irrigation systems will be installed to irrigate landscaping; and
2. The design maximum total water demand, including landscaping, does not exceed the limitations on water use established in Section 3.05.030, above.
3. For nonresidential/commercial/industrial projects, Intent-to-Serve applications shall include the following: an irrigation plan, a plant material layout plan, and a plant material list (if not included in the plant material layout plan); and a hardscape plan shall be submitted if there are any water features (such as fountains and swimming pools) included in the project design.

C. Will-Serve letters will not be issued to nonresidential/commercial/industrial projects until the General Manager verifies that the landscape irrigation and plant material layout plans and/or hardscape plan comply with the total project water demand established by Section 3.05.035.

**3.05.060 Project Water Demand Allocation.**

Projects shall be assigned water, and the allocations established in Section 3.05.040 reduced, or accounted for, by the Observed Demand as follows:

- A. 0.33 AFY per multi-family dwelling unit or duplex unit;
- B. 0.48 AFY per single-family dwelling unit located on a parcel of twelve thousand seven hundred sixty-eight square feet or less;
- C. 0.80 AFY per single-family dwelling unit located on a parcel size between twelve thousand seven hundred sixty-nine and twenty-five thousand five hundred thirty-six square feet;
- D. 0.96 AFY per single-family dwelling unit located on a parcel size of twenty-five thousand five hundred thirty-six square feet or greater;

**3.05.070 Application for Intent-to-Serve letters, Will-Serve letters and Termination.** The following procedures, are in addition to other District rules and regulations relating to Intent-to-Serve letters and Will-Serve letters, and shall apply to all applications for Intent-to-Serve letters and Will-Serve letters approved by the District:

- A. Applications: Application for Intent-to-Serve letters shall be made on the District's form. In order to be considered for an Intent-to-Serve letter the application shall contain a verification that applicant has submitted the proposed project for initial review to the County Planning and Building Department.
- B. Termination: Intent-to-Serve letters shall automatically terminate as follows:



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**Exhibit "A"**

1. Failure of the applicant to provide District with written verification, within two hundred forty calendar days from the date the Intent-to-Serve letter is issued, that the County has deemed the project application to be complete.
2. The failure of the applicant to receive both the acceptance of the project improvements and a final Will-Serve letter within three years from the date the Intent-to-Serve letter is issued.
3. An applicant shall be entitled to a one-year extension of the three year limitation upon the following conditions:
  - (a). Applicant makes written application for the extension prior to the expiration of the Intent-to-Serve letter.
  - (b). Proof of reasonable due diligence in processing the project.
  - (c). Applicant agrees to revisions of the conditions contained in the Intent-to-Serve letter consistent with then existing District policies.
- C. Extensions: All Intent-to-Serve letters that have not expired on or before the second reading of the ordinance adopting this section shall be extended for an additional twelve months.

**3.05.100 Limitation on secondary units.**

In addition to the other requirements contained in this Chapter, applications for water service to secondary units will only be accepted that include a registered engineer's or architect's certification that the total water demand for the secondary unit and the primary dwelling unit will not exceed 110% of the limitations established for the primary unit identified in Section 3.05.030.

**3.05.110 Limitations on allocations.**

- A. Only one request for an Intent-to-Serve letter will be considered for anyone project or parcel. The District will not allocate more than twenty percent of the allocations referenced in Section 3.05.040 (A)(1)(2) or (3) to a project during any one allocation year.
- B. A maximum of fifty percent of the annual water allocation for each successive allocation year may be reserved for projects requiring phasing of water commitments.
- C. Water not allocated during a water year shall not be transferred to the succeeding water year.
- D. Commencing with allocation year 2009/2010, the District may, during the 4th quarter, adjust the 20% limitation referenced subparagraph A upon a finding that there is an unused allocation in a designated category. The priorities for distributing the adjusted allotment are as follows:
  1. Projects on the waiting list,
  2. Projects with existing phased Intent-to-Serve letters,
  3. New Projects.

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Exhibit "A"

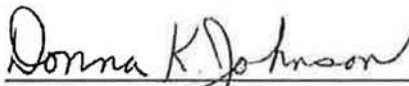
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AYES: Directors Vierheilig, Nelson, and Winn  
NOES: Directors Eby and Harrison  
ABSENT: None  
ABSTAINING: None



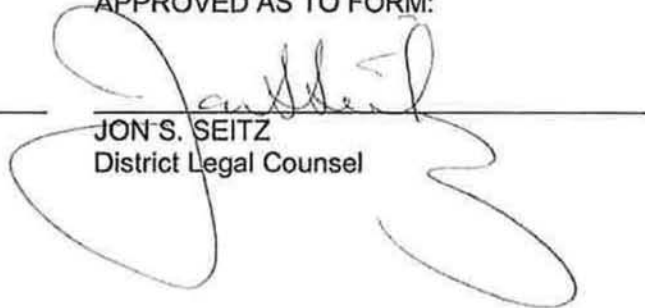
JAMES HARRISON,  
President of the Board of Directors  
Nipomo Community Services District

ATTEST:



DONNA K. JOHNSON  
Secretary to the Board

APPROVED AS TO FORM:



JON S. SEITZ  
District Legal Counsel

Nipomo Community Services District  
Water Allocation Accounting Summary

WATER YEAR 2010-2011													
Project	Dwelling units per category						Water allotment (acre-feet)						Notes:
	based on parcel square footage						SFR/						
	SF<12,768	12.7 to 25.5	SF>25.5	SEC	MF	Low I	DUP	SEC	MF	Low I	Total	Tally	
							20.8	3.2	6.5	2.0		32.5	
APN 091-430-055 - 1045 La Serenata Way				1				(0.1)			(0.1)	32.4	GM Approved 10/22/2010
APN 091-063-058 - 325 Red Oak Way			1				(0.8)				(0.8)	31.6	GM Approved 10/22/2010
Tract 2441 Phase 1 - APN	8						(4.2)				(4.2)	27.4	BOD Approved 12/15/2010
APN 092-361-015 - 588 Southland Street				1				(0.1)			(0.1)	27.3	GM Approved 1/3/2011
APN 090-078-022 - 105 E. Chestnut Street	1						(0.4)				(0.4)	26.9	GM Approved 8/18/2011
APN 090-078-023 - 115 E. Chestnut Street	1						(0.4)				(0.4)	26.5	GM Approved 8/18/2011
APN 090-078-024 - 125 E. Chestnut Street	1						(0.4)				(0.4)	26.1	GM Approved 8/18/2011
APN 090-078-025 - 135 E. Chestnut Street	1						(0.4)				(0.4)	25.7	GM Approved 8/18/2011
APN 090-078-026 - 145 E. Chestnut Street	1						(0.4)				(0.4)	25.3	GM Approved 8/18/2011
APN 090-078-027 - 155 E. Chestnut Street	1						(0.4)				(0.4)	24.9	GM Approved 8/18/2011
APN 090-078-028 - 160 Avocado Court	1						(0.4)				(0.4)	24.5	GM Approved 8/18/2011
APN 090-078-029 - 150 Avocado Court	1						(0.4)				(0.4)	24.1	GM Approved 8/18/2011
APN 090-078-030 - 141 Avocado Court	1						(0.4)				(0.4)	23.7	GM Approved 8/18/2011
APN 090-078-031 - 130 Avocado Court	1						(0.4)				(0.4)	23.3	GM Approved 8/18/2011
APN 090-078-032 - 120 Avocado Court	1						(0.4)				(0.4)	22.9	GM Approved 8/18/2011
APN 090-078-033 - 110 Avocado Court	1						(0.4)				(0.4)	22.5	GM Approved 8/24/2011
APN 090-078-034 - 125 Avocado Court	1						(0.4)				(0.4)	22.1	GM Approved 8/31/2011
APN 090-078-035 - 135 Avocado Court	1						(0.4)				(0.4)	21.7	GM Approved 8/31/2011
APN 090-078-036 - 145 Avocado Court	1						(0.4)				(0.4)	21.3	GM Approved 8/31/2011
APN 090-078-037 - 155 Avocado Court	1						(0.4)				(0.4)	20.9	GM Approved 8/31/2011
APN 090-078-038 - 165 Avocado Court	1						(0.4)				(0.4)	20.5	GM Approved 8/31/2011
APN 090-078-039 - 175 Avocado Court	1						(0.4)				(0.4)	20.1	GM Approved 8/31/2011
APN 090-078-040 - 185 Avocado Court	1						(0.4)				(0.4)	19.7	GM Approved 8/31/2011
APN 090-078-041 - 191 Avocado Court	1						(0.4)				(0.4)	19.3	GM Approved 8/31/2011
APN 090-078-042 - 195 Avocado Court	1						(0.4)				(0.4)	18.9	GM Approved 8/31/2011
APN 090-078-043 - 175 E. Chestnut Street	1						(0.4)				(0.4)	18.5	GM Approved 8/31/2011
APN 090-078-044 - 185 E. Chestnut Street	1						(0.4)				(0.4)	18.1	GM Approved 8/31/2011
APN 091-053-040 - 1520 Dale Avenue			1				(0.8)				(0.8)	17.3	GM Approved 9/1/2011
												0.0	17.3
												0.0	17.3
												0.0	17.3
												0.0	17.3
Totals	31	0	2	2	0	0	(14.2)	(0.2)	0.0	0.0	(15.2)		

Note: Low I (low income) pulls from SFR/DUP and MF, proportional to their allotment.

Abbreviations defined:

- SFR = Single family residence
- SEC = Secondary dwelling (a.k.a. Granny Unit)
- DUP = Duplex
- MF = Multi-family development (e.g. multiple dwelling units sharing a common roof)
- Low I = Low income housing in accordance with County housing definition.

Phasing Limit Check (Max 50% of annual allocation) = 16.3  
Phased allocation = 4.2





TO: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER

FROM: TINA GRIETENS  
UTILITY SUPERINTENDENT

DATE: OCTOBER 5, 2011

**AGENDA ITEM**  
**E-3**  
**OCTOBER 12, 2011**

**AUTHORIZE PURCHASE OF INFRAMAP SOFTWARE IN THE AMOUNT  
OF \$21, 707 FROM IWATER INC IN SUPPORT OF UTILITY  
MAINTENANCE PROGRAM**

**ITEM**

Authorize purchase of infraMAP software in amount of \$21,707 in support of utility maintenance program [RECOMMEND ADOPT RESOLUTION AUTHORIZING STAFF TO ISSUE A PURCHASE ORDER IN THE AMOUNT OF \$21,707 TO IWATER INC]

**BACKGROUND**

The District's Water and Wastewater system assets are valued at more than 40 million dollars and require continual maintenance. Accurate information about these assets (e.g. age, condition) is essential for cost-effective maintenance. The District's existing geographic information system (GIS) database of water and wastewater assets is underutilized by field staff because it is not accessible in the field.

A successful preventive maintenance plan for water and wastewater systems must incorporate documentation of all tasks and procedures. Documentation establishes standard and approved methodologies, helps with training new staff, simplifies compliance with regulatory requirements, and retains standard methodologies during staff turnover.

In support of the Water and Sewer Master Plan recommendations adopted by the Board in 2007, the District prepared a Preventive Maintenance Program, approved by the Board of Directors in January 2009. District staff has since implemented a paper version of the documentation of the maintenance performed by using Excel spreadsheets. The documentation process requires data from field forms to be entered into the computer database, duplicating efforts and creating increased margin for error. District field staff rely on printed map books to locate water and sewer lines.

The District is proceeding with the phased implementation of its 2007 Water and Sewer Master Plan. Every year as the budget is adopted; the Board endorses projects to upgrade the water production, distribution and sewer collection, treatment and disposal systems. The FY 2011-2012 budget, approved by the Board of Directors, includes the Fixed Asset Purchase of a Preventive Maintenance Program and Training for the Water System and both Blacklake and Town Sewer Systems.

The purchase of the infraMAP software program will be the first of a stepped implementation of a computerized system to manage the Preventive Maintenance Program data. The Maintenance staff operating the valve exercising equipment and VacCon will be trained to use the field software, using the existing control equipment purchased with the valve exercising machine. The Wachs Valve Exercising Machine Controller program saves the valve testing



Wachs Valve Machine and transfer the valve testing data from the controller directly to the NCSD GIS database. The District maps can then be updated with real time data via the infraMAP software. District staff will then have capability to download real time data from the laptop in the field, which is invaluable in the event of emergency

The infraMap field software integrates with the existing valve exercising equipment control program and gives the District staff the ability to:

- Access digital maps of water and wastewater infrastructure
- View and update water and wastewater system asset maintenance history
- Search the GIS database to display areas of the water or sewer system that have been cleaned or serviced/remain to be cleaned
- Bring up "as-built" drawings to assist in underground utility location,
- Mark up the GIS database with a redline tool to improve accuracy,
- Record inspection reports onto the GIS database to facilitate access by office staff,
- Isolate main breaks to identify valves to close and affected customers to notify, and
- Automatically calculate fire flow test data

Once staff is sufficiently satisfied with initial field-testing results, additional software licences and field grade laptop computers/tablets will be procured. The maintenance history of the wells, lift stations and treatment facilities will subsequently be integrated into the GIS database so individual water and wastewater infrastructure assets will be accessible by location.

This software program is user friendly and provides efficient data entry in the field. At the end of the day the laptop computer is downloaded to the network and by the next day, all data has been updated. The software program integrates the data with District GIS mapping system, providing real time information for emergency response, optimizes man-hours, reduces vehicle miles traveled and provides useful information for rehabilitation and replacement decisions. Representatives from the City of Paso Robles, Goleta Water District and the City of Morgan Hill gave positive reviews of the infraMAP software applications, ease of use, applicability to their organization, training and the customer service support.

### **FISCAL IMPACT**

The FY 2011-2012 budget, approved by the Board of Directors, includes the Fixed Asset Purchase of a Preventive Maintenance Program and Training for the Water System and both Blacklake and Town Sewer Systems for \$120,000.00. District Staff is requesting the Board approve expenditure of \$21,706.75 for the infraMAP software and training per the attached proposal. The field software would reduce long-term maintenance costs through increased efficiency.

The infraMAP field software is being purchase through a non-competitive process. This purchase meets the Purchasing Policies and Procedures for the following reasons:

Reasonable purchase price

Product is specifically designed to integrate with existing District owned equipment, and

Product is being field tested to determine suitability for future use.

Development of this draft did use previously budgeted staff time and legal consulting cost.

**RECOMMENDATION**

Staff recommends that the Board authorize purchase of infraMAP software in amount of \$21,707 in support of Utility Maintenance recording and reporting, adopt Resolution 2011-XXX authorizing staff to issue a purchase order in the amount of \$21,706.75 to iWater.

**ATTACHMENTS:**

- Resolution 2011-XXXX
- infraMAP proposal and product information from iWater
- "Farewell to Paper": Cucamonga Valley Water District experience with infraMAP

**NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2011-\_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
APPROVING THE PURCHASE OF INFRAMAP SOFTWARE IN SUPPORT OF UTILITY  
MAINTENANCE PROGRAM**

**WHEREAS**, the Nipomo Community Services District (herein "District") Board of Directors (herein "Board") is a local governmental agency formed and authorized to provide services within its jurisdiction, pursuant to Section 61000 et seq. of the California Government Code; and

**WHEREAS**, on September 22, 2010, the Board adopted Resolution No. 2010-1201 adopting Purchase Policies and Procedures; and

**WHEREAS**, the District is proceeding with the phased implementation of its 2007 Water and Sewer Master Plan; and

**WHEREAS**, The FY 2011-2012 budget, approved by the Board, includes the Preventive Maintenance Program and Training as a Fixed Asset Purchase for the Water System and the Blacklake and Town Sewer Systems; and

**WHEREAS**, The District's water and wastewater system assets are valued at more than \$40 million and require continual maintenance. Accurate information about these assets is essential for cost-effective maintenance; and

**WHEREAS**, The District's geographic information system (GIS) database of water and wastewater assets is underutilized by field staff because it is not accessible in the field; and

**WHEREAS**, iWater of Irvine proposed services meet the District's needs, utilizing integration of District GIS software with Valve Exercising software, including training, laptop computer and two licenses for a cost of \$21,606.75; and

**WHEREAS**, based on the staff report, staff presentation and public comment the District Board of Directors makes the following findings pursuant to Section 8.3.40 of the District's Purchasing Policies and Procedures:

- A. The purchase price for the infraMAP software for \$21,706.75 including (8.75%) sales tax is reasonable; and
- B. The infraMAP software will integrate with the Wachs, Inc. valve exercising equipment Controller and GPS receiver for the ERV-750 valve operator operated by the Nipomo Community Services District's Maintenance Staff

NIPOMO COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2011-\_\_\_\_\_

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
NIPOMO COMMUNITY SERVICES DISTRICT  
APPROVING THE PURCHASE OF INFRAMAP SOFTWARE IN SUPPORT OF UTILITY MAINTENANCE  
RECORDING AND REPORTING

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE NIPOMO  
COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS AS FOLLOWS:**

1. The above recitals and referenced findings are true and correct and incorporated herein by this reference.
2. The District's General Manager is authorized to purchase the infraMAP software, laptop and training from iWater, Inc. \$21,706.75.

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and on the following roll call vote, to wit:

AYES:  
NOES:  
ABSENT:  
CONFLICTS:

the foregoing resolution is hereby adopted this \_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Jim Harrison, President  
Nipomo Community Services District

ATTEST:

\_\_\_\_\_  
Michael S. LeBrun  
District General Manager  
& Secretary to the Board

\_\_\_\_\_  
Jon S. Seitz,  
General Counsel



**infraMAP**  
SOFTWARE

Water, Inc.  
p: 877-482-5834  
f: 949-768-4155

18 Goodyear  
Suite 100  
Irvine, CA 92618

## Software Pricing



### infraMAP Software:

Software system for viewing infrastructure details, functions, history and current system status. Map views provide for navigation and redline notes. The software can be used in an office setting or on a mobile computer which can be connected to a GPS receiver:

Functionality	infraMAP Standard	infraMAP Enterprise
View available map layers and linked documents	X	X
Build and generate reports	X	X
Perform pipe tracing and outage notifications	X	X
Redline notes on the map	X	X
View inspection form attributes and work history	X	X
Fill out inspection forms and perform work		X
Build custom inspection forms		X

**Enterprise:** Allows user-defined input forms for **updating and synchronizing GIS asset data** in a multi-user environment and allows administrators to **create custom inspection forms**:

**Standard:** Includes all Enterprise functionality except input forms are **Read-Only** and cannot be updated or redesigned:

### Price Breakdown

License Level	1 - 5 Licenses	6 - 10 Licenses	11 - 15 Licenses	16 + Licenses*
<b>Enterprise</b>	\$5,499 ea.	\$4,949 ea.	\$4,399 ea.	\$3,849 ea.
<b>Standard</b>	\$2,999 ea.	\$2,699 ea.	\$2,399 ea.	\$2,099 ea.

\* Site License available upon request

[www.infraMapSoftware.com](http://www.infraMapSoftware.com)





**Software installation, data loading, and configuration:**

All requested GIS data will be configured and loaded into infraMap software. Client's geodatabase schema will be updated to include all necessary fields, domains, and relationship classes. iWater will generate map layers, address locators, scale extents, and symbology as defined by the Client's needs.

**\$3,000**

**On-Site Training**

Includes on-site training and travel costs for the scope of this implementation

**\$1,500 per day**

**Annual Software Maintenance (After 1<sup>st</sup> year)**

Includes software updates and technical support for a period of 1 year

**Enterprise: \$1,000 per license**

**Standard: \$500 per license**

**Additional Professional Services**

Includes any project management, programming, or support outside the scope of this project

**\$150 per hour**

\* **Panasonic H2 Field Pro:**



Panasonic Model Number: **CF-H2ASFJZ1M**

Win7, Intel Core i5-2557M, 1.70GHz, 320 GB(7200 rpm) Shock mounted hard drive w/ 4GB of RAM, Intel WiFi a/b/g/n, 2MP camera with dual LED light, Bluetooth, On-board GPS (2 – 5 m accuracy), Integrated barcode scanner (1D and 2D), 10.1" sunlight-viewable touch/digitizer screen, USB, Serial, LAN, Sealed all weather design, 6 foot drop rating, Weighs only 3.4lbs

MSRP: \$4,479

**InfraMAP Bundle Price: \$3,400**

**Panasonic CF-19:**



Panasonic Model Number: **CF-19RDRUX1M**

160 GB hard drive

2GB of RAM

2MP camera

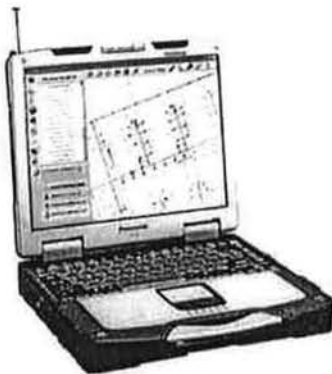
On-board GPS (2 – 5 m accuracy)

10.4" sunlight-viewable touch/digitizer screen,

MSRP: \$4,879

**InfraMAP Bundle Price: \$3,800**

**Panasonic CF-31:**



Panasonic Model Number: **CF-31GS2EX1M**

160 GB hard drive

2GB of RAM

2.26 GHz processor

On-board GPS (2 – 5 m accuracy)

13.3" sunlight-viewable touch screen

MSRP: \$4,614

**InfraMAP Bundle Price: \$3,700**



✦ **Integrated GOBI Wireless Card**

**\$300 per unit**

✦ **3Yrs Protection Plus - Laptop (Years 1, 2 &3)**

This is the No-Vault damage insurance covered by Panasonic

**\$250 per unit**

✦ **Vehicle Docking Station for Panasonic H2**

**\$400 per unit**

**Desktop Docking Station for Panasonic H2**

**\$370 per unit**

### Summary of Costs

Task	Unit Cost	# of Units	Total Cost
Installation and Configuration	\$3,000.00	1	\$3,000.00
infraMap Enterprise	\$5,499.00	2	\$10,998.00
infraMap Standard	\$2,999.00		
On-site Training	\$1,500.00	2	\$3,000.00
Panasonic H2 Field Pro	\$3,400.00	1	\$3,400.00
Maintenance (After 1 <sup>st</sup> year): Enterprise	\$1,000.00	2	\$2,000.00
Maintenance (After 1 <sup>st</sup> year): Standard	\$500.00		

**Total Cost: \$20,398 plus tax**



**infraMAP**  
SOFTWARE

iWater, Inc.  
p: 877-482-5834  
f: 949-768-4155

18 Goodyear  
Suite 100  
Irvine, CA 92618

Information Packet

# infraMAP Field Crew Software

## Version 7.0



[www.infraMapSoftware.com](http://www.infraMapSoftware.com)



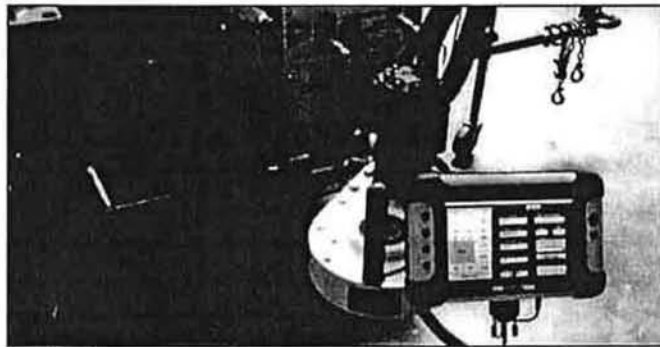
- infraMap is optimized for pen-based or touch-screen computers:

- Tapping on the display and redlining is simple to learn and use.
- Handwriting recognition eases the transition from paper to computers.



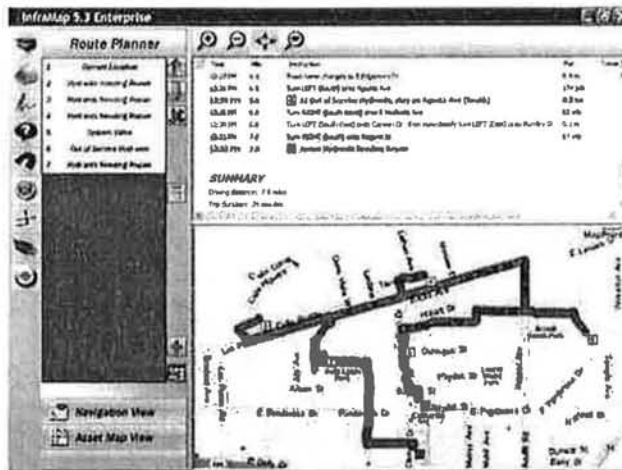
- InfraMap is the only mobile GIS system with the ability to directly control hydraulic valve machines:

- Full support for all EH Wachs Automated Valve Exercising Equipment.



- infraMap is a fully functioning GPS navigation system:

- Real-time vehicle location is displayed on the map.
- Turn-by-turn directions can be generated for any asset in the system.









- infraMap can display maintenance history from the office or out in the field:
  - Every asset inspection form has a detailed list of activity history.
  - Each entry in history can be clicked on to see what was done and when.

**Fire Hydrant**

**<Select an Activity>**

Date	Description
12/4/2007	Fire Flow Test
12/6/2007	Fire Flow Test
12/7/2007	Unidirectional Flush
1/31/2008	Fire Flow Test
3/26/2008	Unidirectional Flush
8/28/2008	Inspection
8/28/2008	Fire Flow Test

Save Exit

<b>Hydrant ID</b>	<b>Flow GPM</b>	<b>Flow @ 20</b>
111-283	791	1311
<b>Operational Status</b>	<b>Static PSI</b>	<b>Resid. PSI</b>
OK	48	37
<b>Barrel Type</b>	<b>Pitot</b>	<b>Outlet Size</b>
Wet Barrel	22	2.5"
<b>Manufacturer</b>	<b>Flow Mins.</b>	<b>Gals. Used</b>
MUELLER # A-24010	15	11865
<b>Barrel Size</b>	<b>Iso. Valve</b>	<b>Operation Comments</b>
6 Inch	Yes	Low Flow - Check for closed valve in the area
<b>Model</b>		
<b>Model Year</b>	<b># of Ports</b>	<b>Location Details</b>
0	0	3' E of PL & 20 S of CL

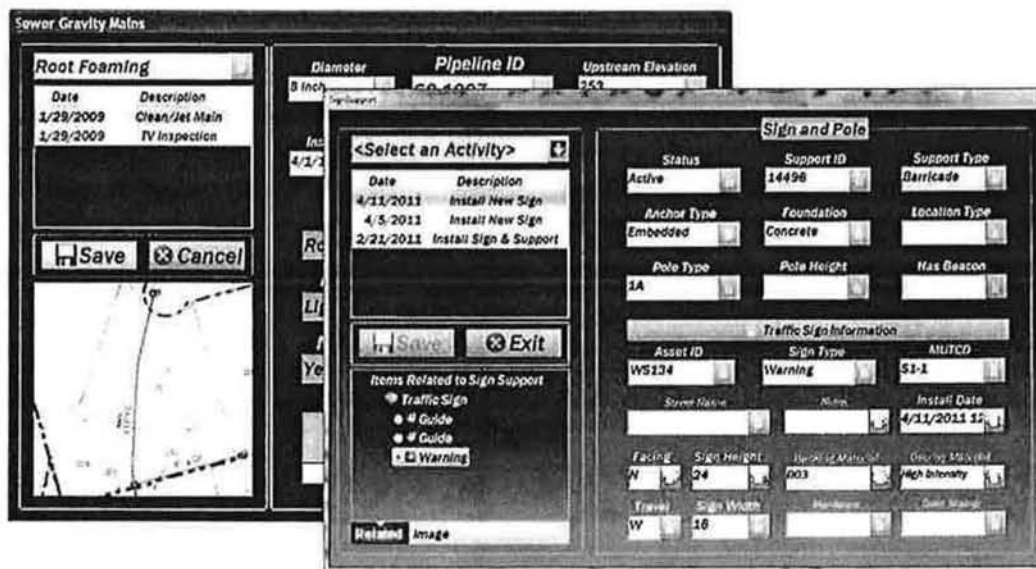
- infraMap can automatically synchronize field computers with the master SDE database:
  - Field units can sync all changes with a single button click.
  - Windows Task Scheduler can completely automate the sync process.
  - No administration or action is required on the GIS server side.



**Synchronize Databases**  
Use this tool to synchronize data from this computer to the master database.

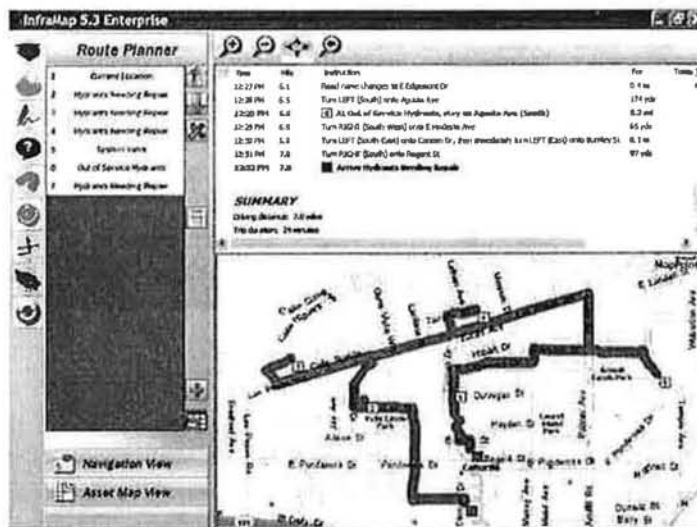


- infraMap features easy to use forms to display and input maintenance data:
  - Allows for maintenance of valves, hydrants, meters, sewer, traffic, electric, and more.
  - Intuitive "follow the yellow" interface allows step-by-step data input.



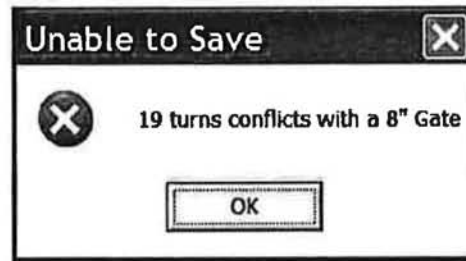
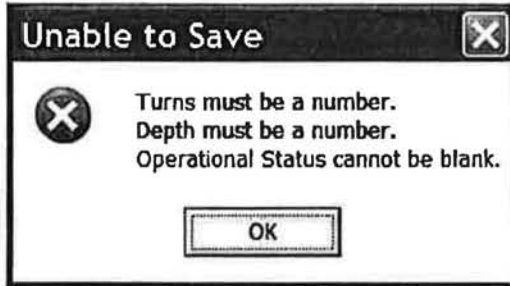
- infraMap framework supports routing, optimization, and work management:

- Service requests and work orders can be integrated into the user interface.
- All services requests and work orders can be automatically optimized and routed for efficiency.

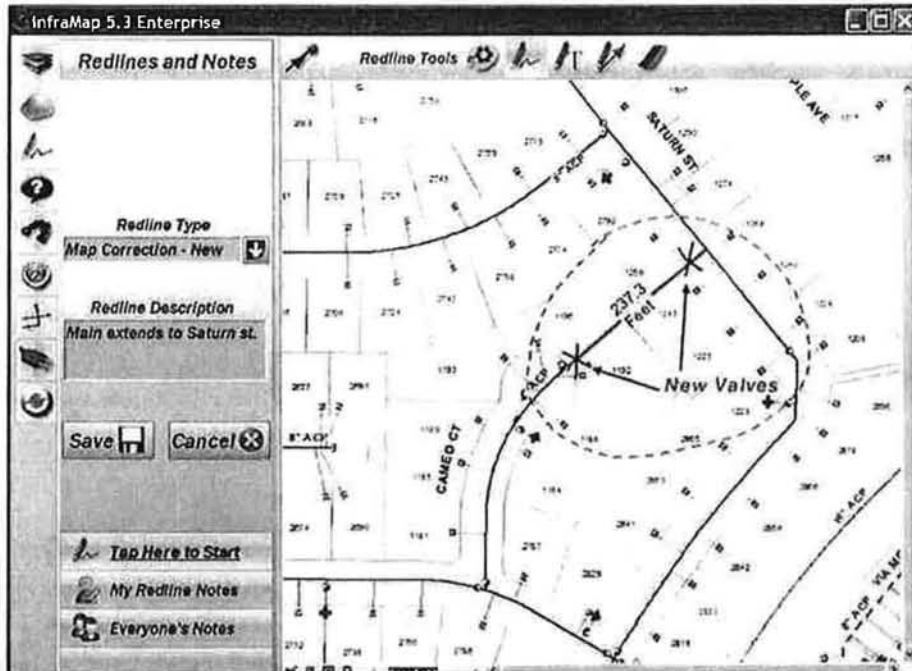




- infraMap features field specific quality assurance / quality control:
  - Required fields can be easily configured for all inspection forms.
  - Supports validation of valve turns based on gate valve diameter.
  - Input forms can guarantee numeric values and consistent data.
  - Automatically calculate Fire Flow rates and volume.

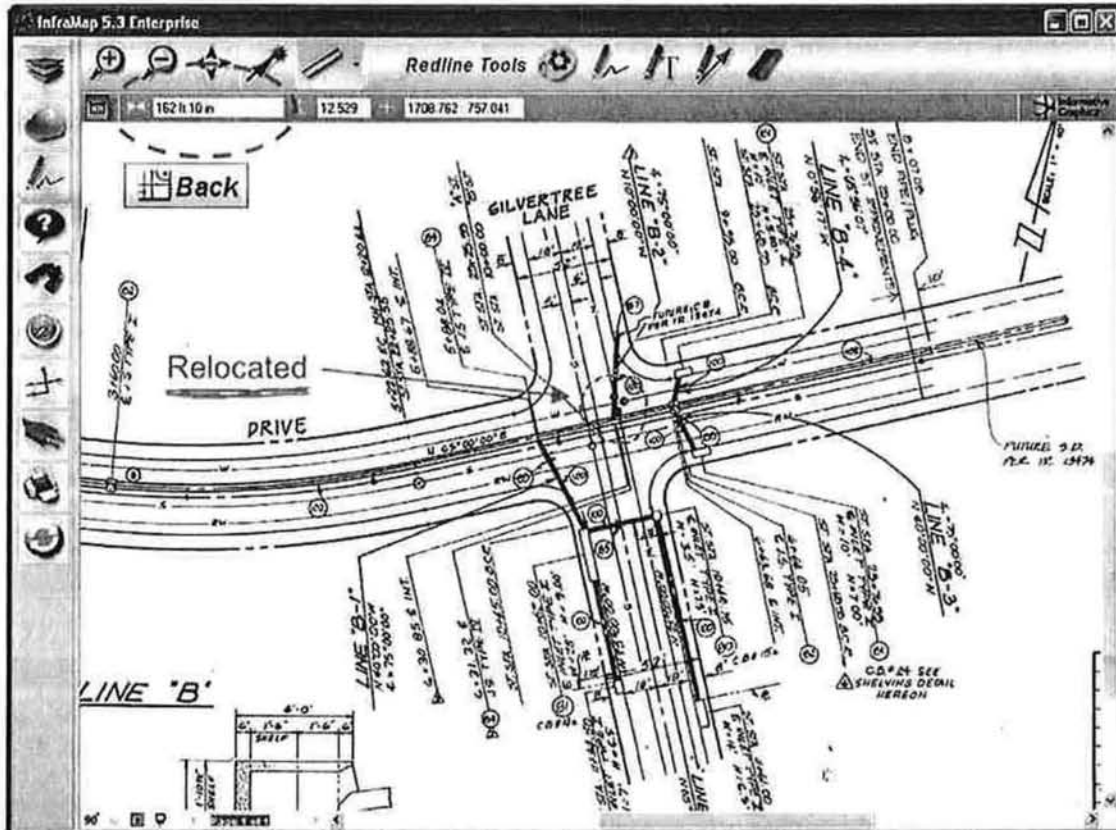


- infraMap includes intuitive Redline functionality:
  - Redlines are organized by My Redlines and Shared Redlines.
  - Drawing interface is simple and straightforward.
  - Notes can be emailed to anyone directly from the field.





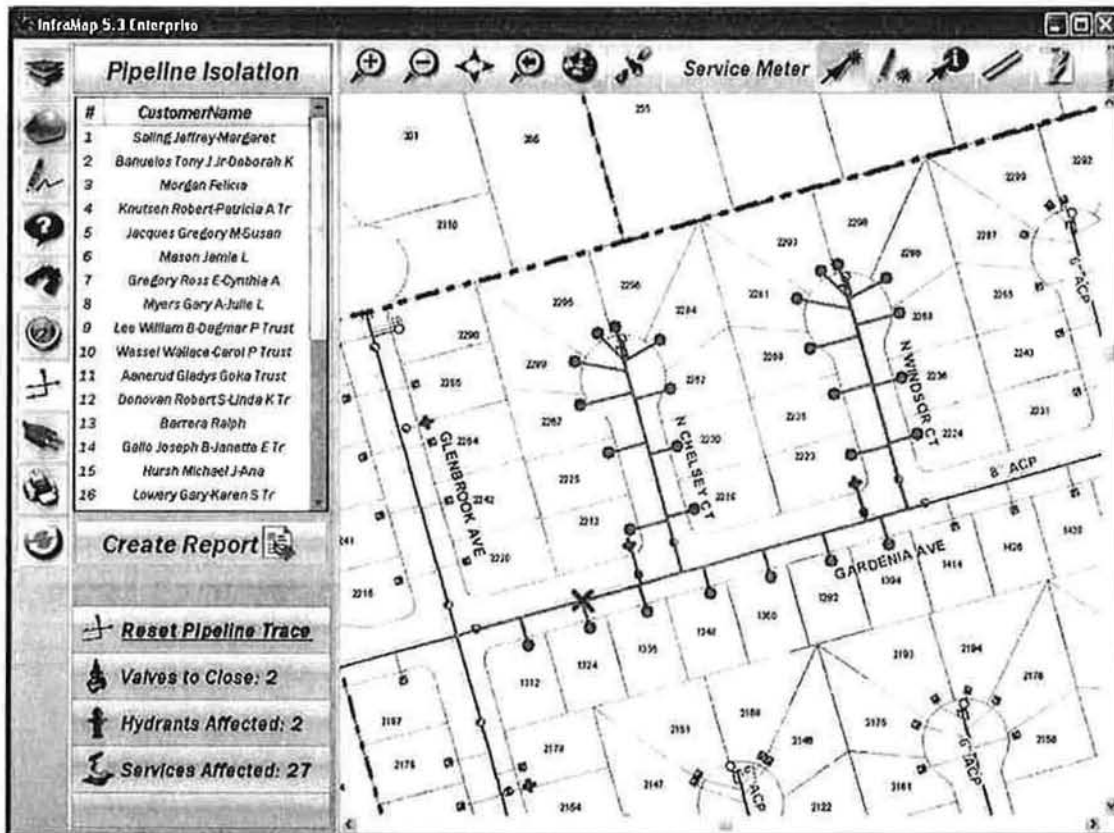
- infraMap features advanced hyperlinking and document redlining:
  - As-builts and other documents can be pulled up quickly and easily
  - Intuitive document navigation allows for quick zooming and panning
  - Full redlining functionality allows markup and historic archiving
  - Measure tool allows you to calculate distances on the document







- InfraMap utilizes the most advanced line tracing technology available:
  - Designed to bypass inoperable or buried valves.
  - Traces the water source, then upstream and downstream to prevent closing unnecessary valves.
  - Clearly identifies the valves to close, hydrants affected, and customers out of water.
  - Outage reports can be automatically generated for customer or fire department notification.





**infraMAP**  
SOFTWARE

iWater, Inc.  
p: 877-482-5834  
f: 949-768-4155

18 Goodyear  
Suite 100  
Irvine, CA 92618

# One-Call Tickets

- infraMAP can handle One-Call tickets through Dig-Smart Enterprise:
  - Tickets can be visually displayed and organized for the field crew
  - Supports optimization and routing of tickets.
  - Also supports attaching images and documents to a specific ticket.

**InfraMAP 6.0 Enterprise**

**Work and Tasks**

#: A90220812

Type Normal

User Comments

This site has been marked by CVWD

Hours: 5 Follow up: 1/30/2009

Save Cancel

My Service Req. (4)

My Work Orders (10)

My Stake Tickets (2)

Create Service Req.

Create Work Orders

Identify on the Map

System Valve

7621 7620 762

7

7

9439 9449

**#: A90220812**

CUJD1 00009A USAS 01/22/09 13:01:31 A90220812-00A NORM NEW GRID

Ticket : A90220812 Date: 01/22/09 Time: 13:00 Oper: CJD Chan: 100  
Old Tkt: A90220812 Date: 01/22/09 Time: 13:01 Oper: CJD Revision: 00A  
State: CA County: SAN BERNARDINO Place: RANCHO CUJAMONGA  
Local:  
Address: 7646 LAYTON ST  
X/ST 1 : YEW ST  
Grids: 0572H0724 Delineated: Y  
Lat/Long : 34.117699/-117.599639 34.117698/-117.598647  
: 34.114475/-117.599641 34.114475/-117.598649  
Caller GPS:

Boring: N Explosives: N Vacuum: N

Re-Mark: N

Work : REMOVE TREE  
Work date: 01/26/09 Time: 13:00 Hrs notc: 095 Work hrs: 048 Priority: 2  
Instruct : MARK BY Permit : NOT REQUIRED  
Done for : C/OF RANCHO CUJAMONGA

Company: UNITED PACIFIC SERVICES Caller: RENE MOORING  
Address: 120 E LA HABRA BLVD, STE 107  
City&amp;St: LA HABRA, CA Zip: 90631 Fax: 000-000-0000  
Phone: 562-691-4600 Ext: 226 Call back: 8AM - 4PM  
Formn: ERIC  
Email: RENE@UNITEDPAC.COM  
Mbrs : CUJD1 SCG100 SPRINT UOIRTCM USCE06 UVZPOM

OK

**Attachments**

+ Add - Delete Show Selected

Needs repair ptm  
Event.png

**iWater Estimate**

Water, Inc.  
18 Goodyear Suite 100  
Irvine, CA 92618  
Tel: 877-482-5834  
Fax: 949-768-4155  
www.iwater.com

Estimate # 00009A  
Date 01/22/09 13:01:31

Customer: A90220812-00A  
Address: 7646 LAYTON ST  
City: LA HABRA, CA  
State: CA Zip: 90631

Estimate Total: \$0.00

Work Description: REMOVE TREE

Work Date: 01/26/09 Time: 13:00 Hrs notc: 095 Work hrs: 048 Priority: 2

Instruct: MARK BY Permit: NOT REQUIRED Done for: C/OF RANCHO CUJAMONGA

Company: UNITED PACIFIC SERVICES Caller: RENE MOORING  
Address: 120 E LA HABRA BLVD, STE 107  
City&amp;St: LA HABRA, CA Zip: 90631 Fax: 000-000-0000  
Phone: 562-691-4600 Ext: 226 Call back: 8AM - 4PM  
Formn: ERIC  
Email: RENE@UNITEDPAC.COM  
Mbrs : CUJD1 SCG100 SPRINT UOIRTCM USCE06 UVZPOM



- infraMap contains extensive one-click reports for instant answers:
  - Customizable queries allow for simple display of critical information.
  - Reports can be generated on the fly in Word and Excel.

The screenshot displays the InfraMap 5.3 Enterprise software interface. On the left, the 'Answers and Reports' panel is open, showing a list of report options with their respective counts:

- Show Current View Counts
- Create Report
- (5,423) Total Valves
- (7,773) Total Fire Hydrants
- (22,594) Total Meters
- Valves Done Within a De...
- Hydrants Done Within a...
- Meters Done Within a D...
- (13) Broken Valves
- (5,410) Operational Valves
- (27) Closed Valves
- Configure Answer
- Add to Route
- Create Work Order
- (2,000,800) ft of Water...
- (905,011) ft of Sewer AL...
- (1) Valves Done Today
- (1) Hydrants Done Today

Two report preview windows are overlaid on the map. The top window shows the 'InfraMap System Report' for 'Valves that don't work' with a total of 13 records. The bottom window shows a similar report for 'Valves that don't work' with a total of 13 records. The report title is 'InfraMap System Report' and the subtitle is 'Valves that don't work'. The total records are 13. The report was created on Thursday, November 05, 2007.



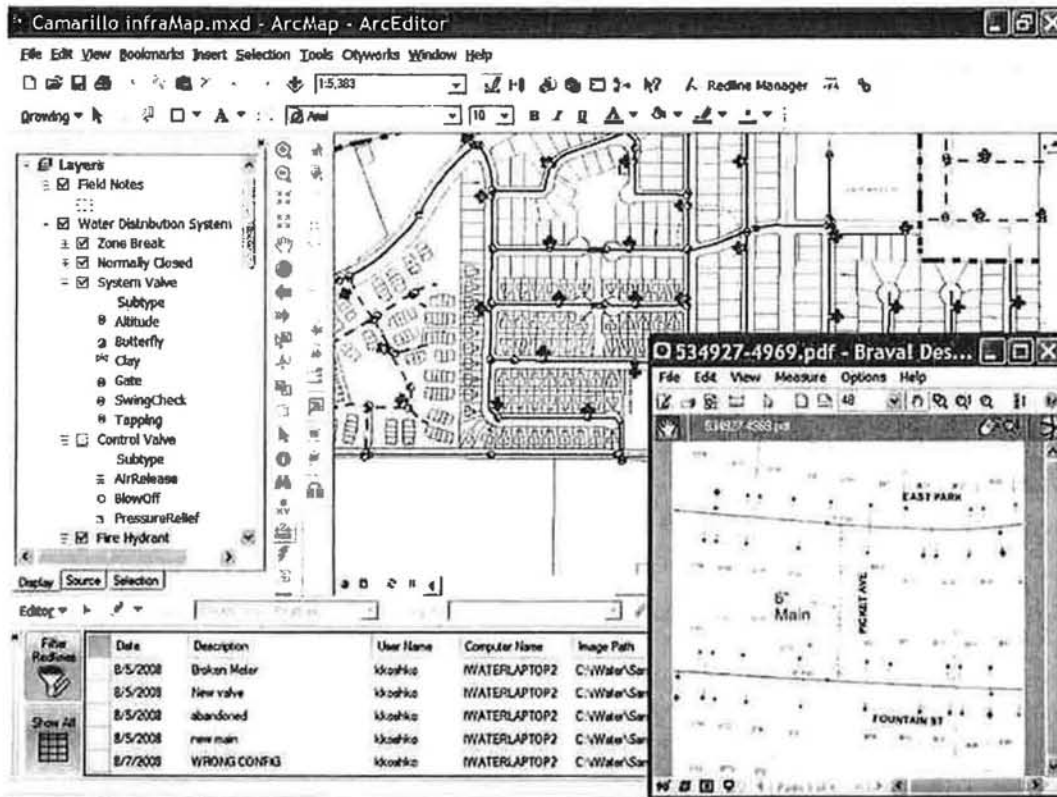
- infraMap supports locked down functionality for field users:
  - Administrator can define user permissions on a per computer basis.
  - Flexible configuration files make deploying access permissions easy.

- infraMap is certified to run on Microsoft Windows XP, Vista, and Windows 7:
  - infraMap maintains upward compatibility with current ArcGIS releases.





- infraMap is GIS-Centric:
  - The only database used in the application is the GIS database.
  - infraMap supports all ESRI data formats.
- infraMap is compatible with ArcGIS 9.3 and earlier:
  - infraMap was developed using the ArcGIS Engine 9.3 framework.
  - Supports File, Access, and SDE geodatabases.
- infraMap supports any data model:
  - All database and application settings can be configured easily using XML
  - Implementations are extremely fast and simple to roll out.
- infraMap Desktop Extension for ArcGIS allows central data management:
  - View checked-out replicas and version history.
  - Manage field redlines within ArcGIS.







- infraMap supports extending the application without the need for custom programming:
  - Queries, reports, locators, and forms can be configured quickly and easily
  - infraMap Form Designer allows the creation of custom inspection forms with unlimited possibilities!

**Fire Hydrant**

**Form Properties**

Caption: Non-Potable Hydrant

Color Scheme: DarkViolet

Activity Field: LastActivity

Activity Table: HydrantActivity

Unique ID Field: IWATERID

Add InfraMap Control

**Control Properties**

Control Type: Dropdown

Width: 120 Height: 73

Font Size: 16  Is Required

Caption: Outlet Size

Field: OUTLETSIZE

Activity Codes: INSP,FLSH,FIRE,

DBF Path:

Activity Field:

@ction: @OUTLETSIZE:905

**Hydrant ID**

**Flow GPM**

**Flow @ 20**

**Operational Status**

**Static PSI**

**Resid. PSI**

**Barrel Type**

**Pitot**

**Outlet Size**

**Manufacturer**

**Flow Mins.**

**Gals. Used**

**Barrel Size**

**Iso. Valve**

**Operation Comments**

**Model**

**Model Year**

**# of Ports**

**Location Details**

**Save** **Exit**



**InfraMAP**  
SOFTWARE

iWater, Inc.  
p: 877-482-5834  
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18 Goodyear  
Suite 100  
Irvine, CA 92618

## Success Stories

Client	Contact	Phone #
Cucamonga Valley Water District, CA	Darron Poulsen	909-987-2591
Sweetwater Authority, CA	George Silva	619-409-6760
City of Anaheim, CA	Phillip Bogdanoff	714-765-4420
City of Santa Ana, CA	Cesar Barrera	714-647-3387
City of Orange, CA	Tuan Cao	714-288-2492
Long Beach Water Department, CA	Albert Lin	562-570-2356
Glendale Water & Power, CA	Richard Riingen	818 550-4582
City of Camarillo, CA	Tom Magdaleno	805-383-5620
Goleta Water District, CA	Luis Dionisio	805-879-4623
City of Paso Robles, CA	Matt Thompson	805-227-7200
City of Morgan Hill, CA	Mario Iglesias	408-426-1979
Alameda County Water District, CA	Cathy Nelson	510-668-4285
City of Redwood City, CA	Russell Narahara	650-780-7475
Global Water Resources, AZ	Tony Taglia	623-580-9600
Las Vegas Valley Water District, NV	Jeff Ferdinand	702-875-7017
Tualatin Valley Water District, OR	Pete Boone	503-848-3054
Eagle River WSD, CO	Kevin Aoki	970-476-7480
City of Monroe, NC	Jennifer Hornberger	704-282-4613
Miami-Dade Water & Sewer, FL	Eduardo Baez	786-552-8064
Orlando Utilities Commission, FL	Ron Hawkins	407-649-4410
City of Sarasota, FL	Susan Blake	941-365-2200
City of Boynton Beach, FL	Les Sarkkinen	561-742-6476
Erie Water Works, PA	Jamie Persino	814-870-8021
Mohawk Valley Water Authority, NY	Elizabeth Digeronimo	315-792-0353



Any computer purchased today will have more than enough power to run infraMap. The minimum specifications are as follows:

### **Required Options**

- 1 GHz processor speed or higher
- 2 GB of RAM
- 2 GB of hard disk space (Does not include GIS data).
- Windows XP, Windows XP Tablet edition, Windows Vista, or Windows 7

### **Recommended Options:**

- Daylight visible active digitizer or touch screen
- On-board GPS
- 802.11x and Bluetooth wireless capability

### iWater – Take your GIS to the next level

iWater, Inc. provides services, accurate data, reports, maps, attributes, and problem identification to cities, municipalities and private utility companies. This valuable information assists in making better informed decisions in emergency situations, facilitates long term planning and reduces operational costs. We have a 100% rate of completing projects on time and within budget. This is due to our field expertise, ESRI technologies, advanced GPS capabilities, and efficient operational procedures. Since our inception in 2000, we have:

- Equipped field crews with capabilities to operate, test, data-log and GPS system assets.
- Maintained Department of Health Water Distribution Grade 2 certification or higher for all crew leads.
- Updated over 1,000,000 facilities in Southern California.
- Installed in-vehicle computer systems utilizing GPS technology and wireless communication.
- Developed infraMap Mobile GIS Software.

As a result of the field work that our crews perform daily, we developed the infraMap Software product. This ArcGIS Engine based application was originally designed for our own field crews. After over 7 years in the field, infraMap is now a commercial-off-the-shelf solution used in over 60 cities and municipalities across the US. Our software is truly designed "For Field Crews, By Field Crews."



Fire Hydrant

<Select an Activity>

Date	Description
12/4/2007	Fire Flow Test
12/6/2007	Fire Flow Test
12/7/2007	Unidirectional Flush
1/31/2008	Fire Flow Test
3/28/2008	Unidirectional Flush
8/29/2008	Inspection
8/29/2008	Fire Flow Test

Hydrant ID: 11-283

Flow: 701

Flow @ 20: 1311

Operational Status: OK

Static PSI: 48

Resid. PSI: 37

Barrel Type: Wet Barrel

Pilot: 22

Outlet Size: 2.5"

Manufacturer: MUELLER # A-24010

Flow Min: 15

Gals. Used: 21865

Barrel Size: 4 Inch

No. Valves: Yes

Model:

Altitude: 0

# of Ports: 0

Location Details: 3' E of PL @ 20 S of CI

Operations Comments: Low Flow - Check for closed valve in the area

iWater, Inc. has provided information in over 150 cities covering almost 5,000 square miles of infrastructure. This has included:

- Creating and updating maps of water, sewer, stormwater, and fire systems.
- Operating and repairing valves and hydrants.
- Replacing and testing service meters.
- Fire flow testing and unidirectional flushing.
- Converting paper and outdated system maps to ESRI technology.
- Deploying infraMAP mobile GIS software for field inspections and work management

This information has been used to meet GASB34 requirements, Homeland Security guidelines, Department of Health Standards, Fire Department reporting requirements and National Pollution Discharge Elimination System permit compliance and has improving internal efficiencies and overall cost containment.

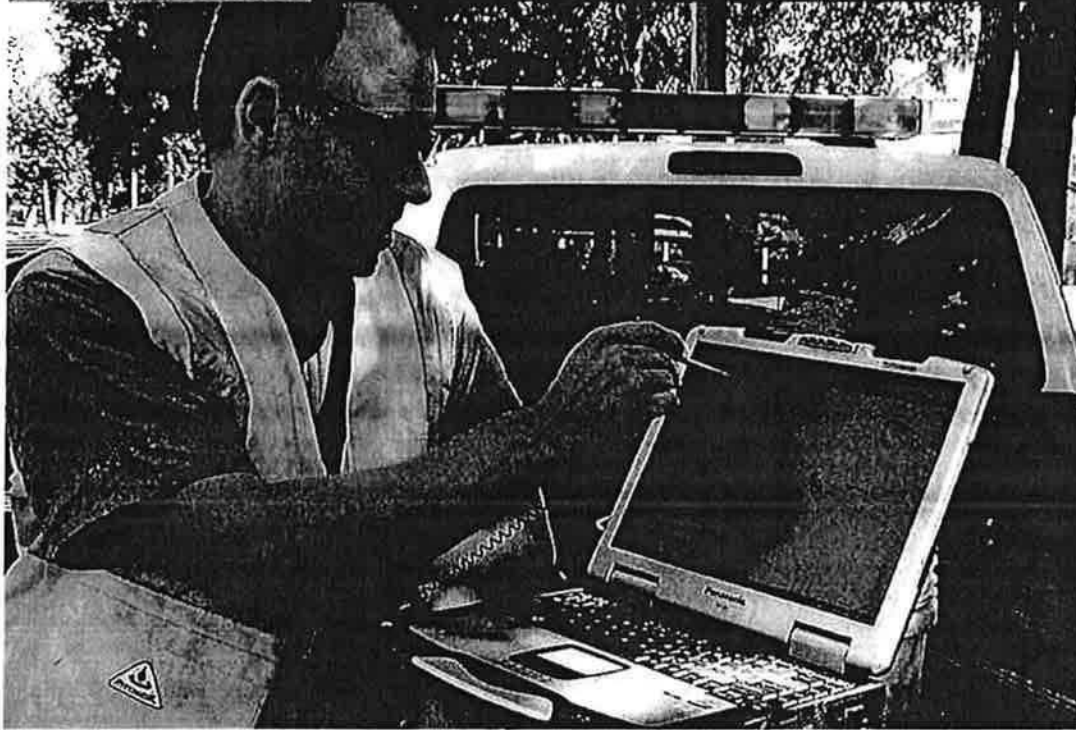
Technology developments are constantly made to improve the time and cost of making decisions for all levels within iWater, Inc. and with our customers. We are dedicated to providing our clients with quality products by maintaining high quality standards, efficient operations and state of the art technologies.



**InfraMAP**  
SOFTWARE



18 Goodyear #100 • Irvine, CA 92618 • Phone: 949-768-4549 • Fax: 949-768-4155



Bert Koczko, sewer maintenance man, uses infraMAP to document cleaning, inspection, maintenance, and repair work on collection system. (Photos courtesy of Azteca Systems)

**BETTER MOUSETRAPS**

**PRODUCT:**

Cityworks CMMS

**APPLICATION:**

Computerized asset maintenance management system

**BENEFITS:**

GIS-centric asset management, issues and tracks work orders, manages labor

**USER:**

Cucamonga Valley Water District, Rancho Cucamonga, Calif.

**SUPPLIER:**

Azteca Systems, Inc.  
801/523-27551  
www.azteca.com

**WEBSITE:**

www.cityworks.com

# FAREWELL TO PAPER

An electronic asset management system helps a California water district improve efficiency and accuracy in maintaining its sewer and water systems

By *Scottie Dayton*

**“The key to installing such systems is to involve your field employees.**

**If you want them to use the application and enter information correctly, they must have an active role in the selection process.”**

**Darron Poulsen**

**T**he Cucamonga Valley Water District in Rancho Cucamonga, Calif., needed to improve on a location-based customer information program for work order management systems. Water crews had no way of knowing if leaks were on mains, service lines, or fire hydrants; sewer crews lost track of cleaning schedules, and the software also lacked costing features and analytic tools.

Darron Poulsen, customer service officer, had experience implementing work order management systems and led the search for a better system. “The key is to involve

your field employees,” he says. “If you want them to use the application and enter information correctly, they must have an active role in the selection process.”

The critical factor was that the solution had to integrate with the district’s GIS mapping software from Esri. The team chose infraMAP Field Crew software from iWater, Dig-Smart 3.1 software from Dig-Smart, and the Cityworks GIS-centric computerized maintenance management system (CMMS) from Azteca Systems.

While the infraMAP field mapping platform and Cityworks environment appear similar, field

employees chose infraMAP because they found it easier to access their service requests and work orders. Doing so launches Cityworks.

“Cityworks is the seamless, centralized database for all the information we collect,” says Poulsen.

**Strategic vision**

In 2008, the district hired Darrin Farmer, project manager from Weston Solutions in Roseville, Calif., to help manage system implementation and organizational change.

“Making them comfortable with the application was critical,” says Poulsen. “Darrin held regular training sessions. He could communi-



cate from the field employee's perspective, then talk database management with IT and GIS teams."

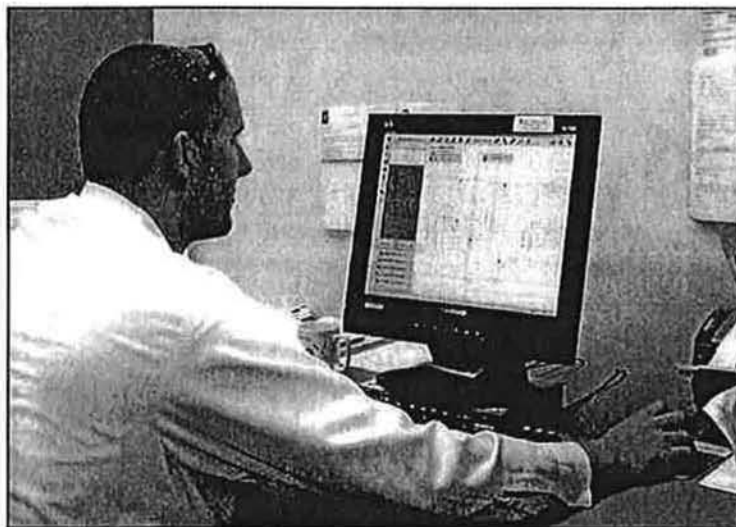
Weston also designed a database for the production department to manage wells, pumps and motors, and configured infraMAP to support workflows. The district rolled out the program in small increments, targeting crews that caught on quickly, including a sewer cleaning team under sewer maintenance foreman Robert Koczko and a crew under water maintenance foreman Patrick Milroy.

"Those people became cham-

pions of the application and helped more field personnel become comfortable with it," says George Rodriguez, water and sewer maintenance superintendent. "All of a sudden, paperwork orders began going away and we had some immediate successes."

The sewer cleaning program is on a one-year cycle. When Koczko joined the district in 2003, he tore a street atlas into four sections to cover the 413 miles of sanitary sewers, two lift stations, and 7,700 manholes in the 52-square-mile service area.

**The operations dashboard enables managers at the Cucamonga Valley Water District to quickly and easily see the sewer lines that were cleaned in a specific period.**



"I called the sections coloring books because that is how we did 100 percent of our documentation," he says. "When George wanted the history on an asset, I'd dig through stacks of paper in a file cabinet to find it. Now everything is available with the click of a mouse."

Since it deployed Cityworks in 2008, the district has consistently achieved its one-year cleaning goal and has not had an overflow in a sewer main. "The sewer department is very proud of that accomplishment, and the documentation is in the computer to prove it," says Koczko. The Cityworks application also helps users enter information into reports.

#### Accurate representation

The water department uses infraMAP to maintain its 700-mile distribution system and 22,474 valves. "The crew identifies the valves to be exercised on infraMAP and records the number of turns," says Rodriguez. "After completing work in an area, they create an electronic work order and all the information is retained through Cityworks."

Water and sewer crews also use infraMAP to correct as-built plans in the field. "Instead of noting the error on a piece of paper and hoping somebody will make the correction at a later date, they use the redline tool to indicate the change in infraMAP," says Rodriguez. Cityworks then forwards the information to the engineering department for a prompt update.

While the district has mapped 99 percent of its assets, some remain unmapped or are mapped incorrectly. When field crews find them, they flag them via the redline tool for the GIS team to review and correct. The asset maintenance history Cityworks creates will enable the district to identify

**Patrick Milroy, water distribution foreman, creates and displays work orders and service requests within the infraMAP interface, which connects directly to the Cityworks computerized maintenance management system.**

and monitor problems and make informed decisions on whether to repair or replace pipes that have exceeded their life expectancy.

The district measures accountability in terms of efficiency rather than dollars. "It's about communication across departments and the fact that nobody loses information anymore," says Poulsen. "We also don't duplicate work because Weston helped us develop an electronic operations dashboard that allows personnel throughout the district to access real-time information and communicate the work being done in the field. It's a real-time- and labor-saver in every respect."

#### Service alerts

Another timesaver, Dig-Smart enables workers to take electronically mapped underground service alerts into the field, insert notes and comments, attach photos, and post the contents to the database.

"When an alert arrives, it creates a work order in Cityworks that is completed using Dig-Smart," says Poulsen. "The application runs on three field employees' laptops, and supervisors access the Dig-Smart management tool from their desktop. They can review the history of when it was done, who did it, and we create reports. It's all at their fingertips instead of sitting in a file cabinet."

To further improve customer service, the district is considering a Web-based interface for residents to request services and report problems. The tool would include the ability to report problems and upload images of them from smartphones.

"We're also working on integrating alarms and equipment run times in the field from SCADA to create work orders and drive our production and treatment departments' maintenance programs," says Poulsen. "As our strategic vision continues to grow, Cityworks and infraMAP provide the tools to help us realize our objectives." ♦

**NIPOMO COMMUNITY SERVICE DISTRICT**

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**PURCHASE ORDER NO. 1740**

DATE 10-5-11	TERMS
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iWater, Inc  
18 Goodyear; Suite 100  
IRVINE, CA 92618

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Nipomo CSO  
509 Southland Ave.  
Nipomo, CA. 93444

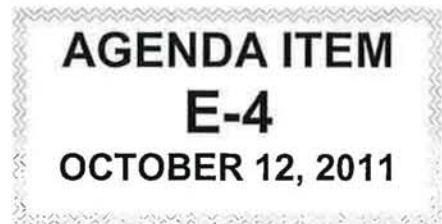
QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
2	ea	inframap "Enterprise" Software	\$5,499.00	# 10,998.00
1		Installation/configuration		
2		onsite training	\$1,500.00	# 3,000.00
1		*Panasonic field Pro H2 laptop		# 3,400.00
1		*Integrated GoBI Wireless Card		300.00
3yrs		Protection Plus warranty (laptop)		250.00
1		*Vehicle docking station for laptop		# 400.00
				# 21,348.00
			tax	358.75

\*taxable items

# 21,706.75

AUTHORIZED SIGNATURE

TO: BOARD OF DIRECTORS  
FROM: MICHAEL S. LEBRUN *MSL*  
GENERAL MANAGER  
DATE: OCTOBER 7, 2011



**CONSIDER PROPOSED CHANGE TO NOVEMBER 2011 BOARD MEETING SCHEDULE**

**ITEM**

Consider Board meeting schedule change [RECOMMEND CONSIDER PROPOSED CHANGE AND DIRECT STAFF]

**BACKGROUND**

The District is planning to hold a 'town-hall' style public meeting on the evening of November 9, 2011. The District's only Regular Meeting for November is currently scheduled for 9am on November 9. A single Regular Meeting is schedule in November due to the Thanksgiving Holiday.

It may be adventagous to reschedule the Regular Meeting to November 16, 2011 at 9am to allow staff and Directors ample time to prepare for the November 9 town-hall meeting.

**FISCAL IMPACT**

Minor budgeted staff time preparing these materials.

**RECOMMENDATION**

Consider November Board Meeting schedule and direct staff.

**ATTACHMENTS**

None

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