

MCSI WATER SYSTEMS MANAGEMENT

11552 HIDDEN HILLS RD. CARMEL VALLEY, CA 93924

(831) 659-5360 FAX 659-3166 e-mail h2oman97@aol.com

San Jerardo Water System
Monterey County RFP #10355

Section 1. Cover letter, Contact Information, Firm Information

Management & Construction Services, Incorporated
dba MCSI Water Systems Management (MCSI)

M.C.S.I. Water Systems Management
11552 Hidden Hills Rd.
Carmel Valley, CA 93924

Primary Contact:

Russell L. Hatch, CFO
Phone: (831) 659-5360 (24hrs)
Fax: (831) 659-3166
email: h2oman97@aol.com

Incorporated in the State of California in November 1988 –

California Corporation # C-1628098

Federal Identification # 77-0202206

California Resale # 15-7744013

MCSI is a member of “American Water Works Association” Member #00255016

MCSI is a member of “California Rural Water Association”

MCSI is a member of “Monterey Bay Water Works Assn.”

MCSI is a California Corporation doing business continuously since 1988 (23.5 years) and was established to provide a professional level of management and operations for small, medium and large water systems. As a local Monterey County business we have served Monterey County for 23 years and currently act as the certified operator for 60 water companies, water associations, mutual water companies, private water systems and Monterey, San Benito and Santa Clara County owned water systems. We employ grade 2 water treatment and grade 2 water distribution system and backflow testing certified operators. In addition we employ an office staff with over 80 years combined business management and computer I.T. experience.

MCSI services include consulting, administration, management and operations, sampling, reporting, accounting and customer service. We are experienced in and currently operate several forms of water treatment systems including, ground water, surface water, nitrate, arsenic, iron and manganese removal and disinfection management and operation.

MCSI also provides water meter reading, account management and billing services.

MCSI works closely with many local contractors including:

Don Chapin Co. (contractor)

Utility Services (engineering contractor)

Monterey Peninsula Engineering (contractor)

Monterey Bay Analytical services (laboratory)

Kennedy Bros. Green Rubber AG (supplier)

Groeniger Co. (supplier)

Preferred Pump Co. (supplier)

Salinas Pump Co. (contractor)

Maggiore Bros. Drilling (contractor)

Industrial Pump Shop (contractor/supplier)

Monterey Bay Sanitary Supply (supplier)

KBL (contractor)

Shaaf and Wheeler engineering (contractor)

Fremouw Environmental Services (Hazardous Waste Control and removal) (contractor)

SIGNATURE PAGE

COUNTY OF MONTEREY
CONTRACTS/PURCHASING DIVISION

RFP # 10355
ISSUE DATE: Thursday May 3, 2012



RFP TITLE: MANAGEMENT, MAINTENANCE AND OPERATION OF THE SAN JERARDO WATER SYSTEM

PROPOSALS ARE DUE IN THE OFFICE OF THE CONTRACTS/PURCHASING OFFICER BY
3:00 P.M., LOCAL TIME, ON Friday June, 15 2012

MAILING ADDRESS:
COUNTY OF MONTEREY
CONTRACTS/PURCHASING OFFICE
168 W. ALISAL STREET, 3rd FL.
SALINAS, CA 93901-2439

QUESTIONS ABOUT THIS RFP SHOULD BE DIRECTED TO
Jaime Ayala, AyalaJ@CO.MONTEREY.CA.US, (831) 755 - 4998

CONTRACTOR MUST INCLUDE THE FOLLOWING IN EACH PROPOSAL (1 original, and 1 Electronic plus 3 copies):

ALL REQUIRED CONTENT AS DEFINED PER SECTION 7.1 HEREIN

This Signature Page must be included with your submittal in order to validate your proposal.
Proposals submitted without this page will be deemed non-responsive.

CHECK HERE IF YOU HAVE ANY EXCEPTIONS TO THIS SOLICITATION.

CONTRACTOR MUST COMPLETE THE FOLLOWING TO VALIDATE PROPOSAL

I hereby agree to furnish the articles and/or services stipulated in my proposal at the price quoted, subject to the instructions and conditions in the Request for Proposal package. I further attest that I am an official officer representing my firm and authorized with signatory authority to present this proposal package.

Company Name: Management + Construction Services, Inc. Date June 13, 2012
DBA: MOJI Water Systems Management (MOJI)
Signature: Russell L. Hatch Printed Name: Russell L. Hatch, CFO
Street Address: 11552 Hidden Hills Tcd.
City: Carmel Valley State: CA Zip: 93924
Phone: (831) 659-5360 Fax: (831) 659-3166 Email: hrzomanu97@AOL.com
License No. (If applicable): _____
License Classification (If applicable): _____

By: J Ayala, DPA, Buyer II



ADDENDUM

COUNTY OF MONTEREY CONTRACTS/PURCHASING DEPARTMENT

Date: Wednesday May 23, 2012

To: All Contractors Submitting Proposals for RFP # 10355 MANAGEMENT, MAINTENANCE AND OPERATION OF THE SAN JERARDO WATER SYSTEM FOR THE COUNTY OF MONTEREY

From: Jaime Ayala, Deputy Purchasing Agent

Subject: Addendum No. 1

This addendum consists of Request for Proposal changes/requirement for RFP #10355 MANAGEMENT, MAINTENANCE AND OPERATION OF THE SAN JERARDO WATER SYSTEM FOR THE COUNTY OF MONTEREY.

- This acknowledgement signature page of Addendum No. # 1 must be submitted with your bid proposal.
- If this acknowledgement signature page is not submitted with your bid proposal, your entire bid package may be considered non-responsive.

RECEIPT IS HEREBY ACKNOWLEDGED OF ADDENDUM NO. 1, RFP #10355

Russell L. Hatch
Authorized Company Signature

Russell L. Hatch
Printed Name

MCSE
Company Name

6/13/12
Date



ADDENDUM

COUNTY OF MONTEREY CONTRACTS/PURCHASING DEPARTMENT

Date: Friday June 8, 2012

To: All Contractors Submitting Proposals for RFP # 10355 MANAGEMENT, MAINTENANCE AND OPERATION OF THE SAN JERARDO WATER SYSTEM FOR THE COUNTY OF MONTEREY

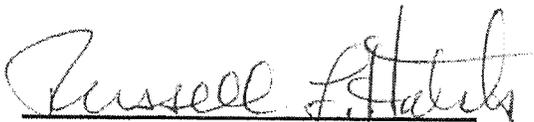
From: Jaime Ayala, Deputy Purchasing Agent

Subject: Addendum No. 2

This addendum consists of response to written questions submitted for RFP #10355 MANAGEMENT, MAINTENANCE AND OPERATION OF THE SAN JERARDO WATER SYSTEM FOR THE COUNTY OF MONTEREY.

- This acknowledgement signature page of Addendum No. # 2 must be submitted with your bid proposal.
- If this acknowledgement signature page is not submitted with your bid proposal, your entire bid package may be considered non-responsive.

RECEIPT IS HEREBY ACKNOWLEDGED OF ADDENDUM NO. 2, RFP #10355



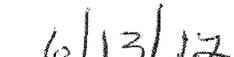
Authorized Company Signature



Printed Name



Company Name



Date

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Section 2. Pre-Qualifications/Licensing Requirements

MCSI certifies that it meets all pre-qualification requirements set forth in Attachment D-Exhibit 1 of this RFP section 4.9, Scope of Service OPERATOR CERTIFICATION. See "Key Staff Persons" listed in section 3 of this RFP response. Copies of operator licenses can be found in section 7, "Appendix"

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Section 3. Project Experience and References and Key Staff Persons

Project Experience and References:

1. San Jerardo Water System

MCSI has for the past 6 years been the operator for the San Jerardo Water System. Our original contract was for the operation, maintenance and reporting for the temporary Filtration system installed at San Jerardo for the purpose of removing Nitrate and 123 trichloropropane which was contaminating the original San Jerardo well.

Our role was to perform inspections of the treatment plant, collect weekly nitrate samples for lab analysis and collect and perform field samples for nitrates tri-weekly at the direction of the Monterey County Health Department. In addition, we reported the field and lab results to the Monterey County Health Department, Division of Environmental Health. MCSI was tasked with determining when the nitrate removal filter tanks were to be exchanged and coordinate exchanges with the filter contractor. MCSI designed, installed and operated a temporary chlorination system required for the operation of the GAC and Nitrate filters.

We performed these duties from November 2006 until the new water system project was completed in November 2010.

During this time we were asked to take on the responsibility of operating the San Jerardo water distribution system including booster pump maintenance, repairs, general operations and emergency operations. We also were tasked with meter reading and billing, as well as customer service and support, complaint response and collections. Later we were tasked with collecting all routine coliform bacteria and source water well samples and conducted all Health Department required reporting which included coliform reports, nitrate monitoring reports, operations logs and the yearly Consumer Confidence Report.

Once the new water system was installed we were asked to be involved with the initial startup and training for the new system for the purpose of taking over its operation. We worked closely with the engineers, contractors and subcontractors for the project and were given the responsibility to conduct full operations and management of the San Jerardo water system following its completion and start-up. MCSI worked closely with the engineers and contractors during the first months of the new system operation by providing regular status checks which

included system testing and monitoring of key system components. During the start-up phase MCSI reported the operational status of the system and coordinated with the engineers, Monterey County Public Works and contractors when problems were found or changes were required. MCSI provided system assessment and recommendations for operational changes and additions to the water system. MCSI maintains relationships with the original engineers and contractors involved in the construction of the water system.

MCSI has four employees trained in the operation of the San Jerardo water system and maintains meter reading and billing information in a windows based billing program and conducts billing and account services for San Jerardo. We also provide customer service, payment receipt, accounting and complaint response. MCSI is available 24/7 for emergencies and can respond on site to San Jerardo within 20 minutes in most instances.

MCSI is fully versed in the operational, reporting and maintenance requirements of the San Jerardo Water System. As such, we have developed a close and positive working relationship with the managers and residents of the San Jerardo community as well as Monterey County Public Works.

2. Asoleado Mutual Water Company

MCSI is currently the certified operator for the Asoleado Mutual Water Company located in the Cachagua area of Carmel Valley. Asoleado is a community of 29 active service connections serving single family residential homes. We have provided services to Asoleado for the past 11 years.

The water system consists of 4 ground water wells, 10 storage tanks and 5 pressure zones. Each pressure zone is controlled by its own dedicated booster station.

Our duties include weekly system inspections of all booster stations and storage tanks, electrical components, wells and production meters. We provide all required water sample collection, lab delivery, chain of custody form submittal, and all reporting to the Asoleado board of directors and Monterey County Health Department. We maintain all water system components and provide repair service and coordinate contractors for large repairs and emergencies. In addition, we perform meter reading and account information to the Asoleado board of directors.

Contact information:

Asoleado Mutual Water Company
P.O. Box 134
Carmel Valley, CA 93924
Sandy Sorenson, Asoleado Board Member
Email: kusaso@aol.com
Phone: 831-659-1273

3. Ashford Highlands Mutual Water Co.

MCSI is currently the certified operator for The Ashford Highlands Mutual Water Company. The Ashford Highlands Mutual Water Company is located in Hollister CA. We have provided services for Ashford Mutual for the past 11 years. Ashford Highlands is a development of 52 residential connections with a dedicated drinking water system. The system consists of 2 ground water wells, emergency chlorination system, booster station and radio control system, distribution mains, water meters, fire hydrants and backflow devices. We provide full system operation and maintenance including weekly system inspections, chlorination system operation and maintenance, meter reading, billing and accounting, customer service and response and collections. MCSI maintains system records, provides all Health Department required reports including monthly coliform bacteria sampling, source water chemical and radiological sampling and reporting, minor system repairs, and backflow device testing and reporting. We also provide coordination of major repairs with appropriate contractors and provide consulting as needed for optimization of system operation.

Contact Information:

Ashford Highlands Mutual Water Company
4105 Ashford Circle
Hollister, CA 95023
Dick Miletich, President
Phone: (831) 637-8904
Email: dmiletich@razzolink.com

4. Chetmoore Acres

MCSI is currently the certified operator for the Chetmoore Acres Mutual Water Company. We have provided services for Chetmoore Acres for the past 8 years. Chetmoore Acres is located in Royal Oaks and serves single family residential homes from one well system. The water system consists of one ground water well and one storage tank and booster system. Our duties include system inspection, monthly water sampling, lab delivery and chain of custody form submittal and submittal of all Health Department required reports. In addition MCSI is on-call for emergencies and customer service. We also provide billing and account management.

Contact Information:

Chetmoore Acres Mutual Water Company
419 Maher Road.
Royal Oaks, CA 95076
Dee Wallace, President
Phone: (831) 728-3057
Email: mwal600440@aol.com

5. Spreckels Water Company

MCSI is currently the certified operator for the Spreckels Water Co. Located west of Salinas, The Spreckels Water Company serves 324 residential, business and industrial service connections served by 2 ground water wells. MCSI provides full system operation. Duties include daily system inspections, operation of a single chlorination unit, backup electrical generator, PLC well system control unit and variable speed drive controller for one well.

In addition we provide water meter reading, billing and account management, customer service and complaint response and collections. MCSI provides all required water sampling, lab delivery, chain of custody forms and all Health Department required reports including annual CCR (Consumer Confidence Reports) and daily operations logs.

During the past 4 years MCSI oversaw numerous emergency repairs to the distribution system, the installation of a new well and control system, new water meter and service installation for all service connections within the distribution system and the replacement of all water mainlines, fire hydrants, isolation valves and backflow devices.

Contact information:

TASCO Spreckels Water Company
One Harris Road.
Salinas, CA 93908
Kerry Varney
Phone : (831) 455-4005
Email: kerry@taproduce.com

Key Staff Persons

Russell L. Hatch – Founder & Owner of MCSI – Bachelor of Science in Business Administration from the University of Rochester, N.Y., Administrative Officer of the Carmel Valley Mutual Water Co. from 1983 to 1994. Founded MCSI in 1988. Holder of California “Treatment 1” license #20107 - expiration date 11/1/14. Worked with more than 250 small and medium sized water systems over 29 years. Russ is CFO and works on administration and consulting for MCSI.

Ross L. Hatch – Co-owner of MCSI – Worked with more than 250 small and medium sized water systems since 1985. Holder of California “Treatment 2” license # 24412 – expiration date 1/1/14 and California “Distribution 2” license #15001- expiration date 4/1/15. Ross is President and Chief Operating Officer of MCSI. He provides oversight for all field operations.

J. Autumn Knight – A 15 year employee of MCSI. Holder of California “Treatment 2” license #28331 – expiration date 1/1/13 and California “Distribution 2” license #25936 – expiration date 4/1/15. Autumn handles some of our largest water system operations.

Frank E. Bettencourt – A 5 year employee of MCSI. Holder of California “Treatment 2” license # 11552 – expiration date 2/1/13 and California “Distribution 2” license #26010 – expiration date 5/1/13. Frank has experience working with the San Benito County Water District and is currently a member of their Board of Directors. He also holds a Backflow Prevention Tester Certificate #11824.

Richard J. Barrieau, Jr. – A 3year employee of MCSI. Holder of California “Treatment 2” license # 24851 – expiration date 7/1/15 and California “Distribution 1” license # 37625 – expiration date 5/1/13. Rick has previous experience as Treatment Operator with the Twain Harte CSD.

Denise M. Stevens – A 21 year employee of MCSI. Denise holds a Bachelor in Business Administration from Sacramento State University with a concentration in computer sciences. She is the Office Manager and Chief I.T. person for MCSI

Maria H. Woods – A 12 year employee of MCSI. Experienced in all office functions, Maria handles water system billing and customer service for MCSI’s many clients.

In addition to our key employees, MCSI maintains long-standing relationships with engineers, hydro-geologists, state-certified laboratories, well & pump companies, and engineering contractors. We can call on the best water professionals in the Central Coast area and receive priority service.

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Section 4. Environmentally Friendly Practices Policy

MCSI strives to act in an environmentally conscious manner throughout the scope of all our services.

We maintain a strict recycling policy regarding all office related and operations related materials. Those materials which are deemed recyclable are disposed of by either curbside pickup by our local disposal company Waste Management Services or delivery of those materials to a Waste Management Company recycling facility.

MCSI adheres to all applicable laws governing disposal of hazardous chemicals, chemical containers and contaminated materials as set forth by State of California policy and law, SARA Title 3 and the federal EPA. All hazardous materials for which disposal is necessary will be conducted by licensed hazardous materials contractors in accordance with EPA regulations.

MCSI operates multiple water systems throughout Monterey, San Benito and Santa Clara counties; we maintain a scheduled route for our field operators. Each operator follows the most efficient route possible to reduce fuel consumption and carbon and Co2 emissions. Each operator is assigned a service area for which they are responsible. This eliminates multiple trips by several operators through the same areas.

At this time MCSI is not a Green Certified company.

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Section 5. Pricing

Per Exhibit 2 Cost Estimate.

We have separated each item by monthly and annual cost. Monthly cost is detailed under "Unit Cost" and annual costs under "Annual Total Cost". All items listed as LS "Lump Sum" have been broken down into monthly cost with the total lump sum figure listed under "Annual Total Cost". Items which are included in other services, such as daily, monthly or annual inspections and maintenance are marked "included".

Some items listed in Exhibit 2 cannot be broken down into a Lump Sum cost or are included in other services. These items include:

1.05 After-hours response (4 hrs.) to customer calls; 24 EA

Based on our experience with San Jerardo, after hours customer calls are rare. We estimate approximately 5 calls of this type per year.

1.07 Regulatory Compliance

This cost is subject to change. As Health Department regulations and requirements change frequently, we have attempted to estimate the monthly and yearly cost.

2.06 Equipment inspection

This cost is included in 2.01 Daily operations/adjustments.

2.07 Water Quality sampling/testing (residual, corrosion, MCL's, aesthetics).

These costs are highly variable as some sample requirements are based on previous sample results. For example, increased testing may be required per Health Department regulation for total coliform samples; if a positive sample is detected, multiple resamples are required. Health Department regulations require 4 repeat samples within 24 hours of a positive sample result. If any one of the four are positive, four more are required continuing in that fashion until all four are negative (clean) in one sample round. Five routine samples are then required for the month following a positive sample round(s). In addition, the Health Department may require public notification, proof of notification and an investigation and report completed and filed with their department.

Pricing as listed in Exhibit 2 item 2.07 will be for two routine total coliform/E.coli tests per month and collection of all required quarterly, yearly and tri-annual samples. Costs for lab charges are not included as these costs will vary greatly depending on what samples are required.

MCSI will provide sample collection and delivery, chain of custody form submittal, result analysis, and reporting of all Health Department required tests per section 4.2; 4.2.9 for the cost listed in section 2.07 of Exhibit 2. Additional testing may be required by the Health Department based on results of those tests. All lab fees will be billed to County in addition to the cost listed in section 2.07 at cost with no mark-up.

Based on our experience, you can expect some lab charge invoices may exceed \$2500.00 in months where quarterly, yearly, and tri annual sampling is required. MCSI will make every effort to notify County when these charges are forthcoming.

Lab charges for additional Health Department required bacteriological, chemical, radiological or other sampling will be billed to County at cost with no mark-up.

3.03 to 3.06 EG set, Fire pump testing, Fleet, Telemetry, Control maintenance

Costs for items 3.03 to 3.06 are included in item 2.01.

3.05 Telemetry Maintenance

MCSI will monitor and inspect the telemetry system, per KBL, the contractor responsible for installing the telemetry system, no routine maintenance is necessary.

3.06 Control Maintenance

MCSI will monitor and inspect the controls. Per KBL, the control and PLC systems do not need routine maintenance. Any repair should be performed by KBL.

3.08 Grounds Keeping

A local youth camp has volunteered to perform grounds keeping maintenance for free. However, we have included an estimated cost for such maintenance in the event maintenance needs to be performed and the youth camp is unavailable. MCSI will utilize the volunteer option as much as possible.

Section S8.1 Insurance Requirements

Cost for insurance and performance bond requirements detailed in section S8.1 and S15.0 are included in item 1.01 Administration of O&M Services.

OPERATION & MAINTENANCE OF WATER SYSTEM FACILITIES
SAN JERARDO HOUSING COOPERATIVE

Exhibit 2 – Cost Estimate Sheet

Item No.	Item Description	Quantity	Unit	Unit Cost	Annual Total Cost
Basics Services (Biddable)					
1 Administrative/Customer Service					
1.01	Administration of O&M Services	1	LS	\$ 1,360	\$ 16,320
1.02	Meter reading	12	Months	\$ 300	\$ 3,600
1.03	Billing Administration	12	Months	\$ 350	\$ 4,200
1.04	Handling routine calls/service questions	12	Months	\$	\$ Included
1.05	After-hours response (4 hrs) to customer calls	24	EA	\$ 250	\$ 3,000
1.06	Prepare and Implement O&M Plan	1	LS	\$ 100	\$ 1,200
1.07	Regulatory compliance	1	LS	\$ 125	\$ 1,500
2 Operations					
2.01	Daily operations/adjustments	261	Days	\$ 2,175	\$ 26,100
2.02	Monthly reports	12	Months	\$ 150	\$ 1,800
2.03	Annual analysis/reporting	1	LS	\$ 125	\$ 1,500
2.04	Manage maintenance records	1	LS	\$	\$ Included
2.05	Staff training	1	LS	\$ 100	\$ 1,200
2.06	Equipment inspection (see facilities list)*	1	LS	\$	\$ Included
2.07	Water Quality sampling/testing (residual, corrosion, MCLs, aesthetics) (see section 5)	1	LS	\$ 167	\$ 2,004
2.10	Cross connection detection	1	LS	\$ 62.50	\$ 750
2.11	Accompany County staff on site visit	4	EA	\$ 55.67	\$ 668
2.12	Update System Maps	1	LS	\$ 21	\$ 250
2.13	Order chemicals/lubricants/supplies	1	LS	\$ 41.67	\$ 500
3 (Preventive) Maintenance					
3.01	Valve exercising	2	EA	\$ 50	\$ 600
3.02	Hydrant testing	1	EA	\$ 30	\$ 360
3.03	EG set/fire pump testing	12	Months	\$	\$ Included
3.04	Fleet maintenance	12	Months	\$	\$ Included
3.05	Telemetry maintenance	1	LS	\$	\$ (see section 5)
3.06	Control maintenance	1	LS	\$	\$ (see section 5)
3.07	Chlorinator equipment maintenance	1	LS	\$ 125	\$ 1,500
3.08	Grounds keeping	1	LS	\$ 125	\$ 1,500

4 Specialized Services (Optional) - Must be approved				
Administrative/Customer Service				
4.01 Water Conservation Program develop/implement	1	LS	\$ 100	\$ 1,200
4.02 Energy Management Program develop/implement	1	LS	\$ 50	\$ 600
4.03 Standard Operating Procedures develop/implement	1	LS	\$ 50	\$ 600
(As-Needed) O&M				
Meter Repair	1	LS	\$	\$
Equipment replacement				
Meter	1	LS	\$	\$
Valve	1	LS	\$	\$
Hydrant	1	LS	\$	\$
Booster Pumps	1	LS	\$	\$
Pipeline (mains)	1	LS	\$	\$
System flush	1	LS	\$ 41.67	\$ 500
Leak detection	1	LS	\$	\$
New connection (tapping)	1	LS	\$	\$
TOTAL			\$5954.51	\$71,452

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Section 6. Exceptions

EXCEPTION TO MONTEREY COUNTY SOLICITATION #10355

Section 7, 7.4.4. Health Department History

As described in our response to section 7.4.4, MCSI has been a party to many of the described Health Department actions. As stated, MCSI has not been the target of any Health Department investigation, notice of violation, enforcement action or order.

Since MCSI operates 60 water companies and water systems, over the past fifteen years we have acted at our clients request and in the course of our duties, to answer and mitigate many violations and enforcement actions levied against our clients. MCSI specializes in assisting clients in remediation and mitigation of Health Department enforcement actions. In each case MCSI has been successful in bringing our clients into compliance with Health Department regulations.

Given the timeframe for response to this RFP, it would be impractical to list each occurrence MCSI has been a party to.

Exhibit 2 Equipment Replacement

Meter, Valve, Hydrant, Booster Pump, Pipeline (Mains), leak detection, and new connections cannot be accurately priced at this time. Each occurrence will need to be assessed at time of occurrence if deemed an emergency. Estimates of replacement costs for those items will be made on an as-needed basis during routine monthly and annual reporting of system operations submitted to District.

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Section 7. Appendix

Per section 7.3 see section 1

Per section 7.3.1 Staffing and Management

MCSI Staff

Routine and Emergency Site work and inspections:

Ross L. Hatch, operator, Grade 2 distribution, Grade 2 Treatment
Jennifer Autumn Knight, operator, Grade 2 distribution, Grade 2 Treatment
Richard J. Barrieau Jr., operator, Grade 1 Distribution, Grade 2 Treatment
Frank E. Bettencourt, operator, Grade 1 Distribution, Grade 2 Treatment

Office staff: (billing, account management, customer service)

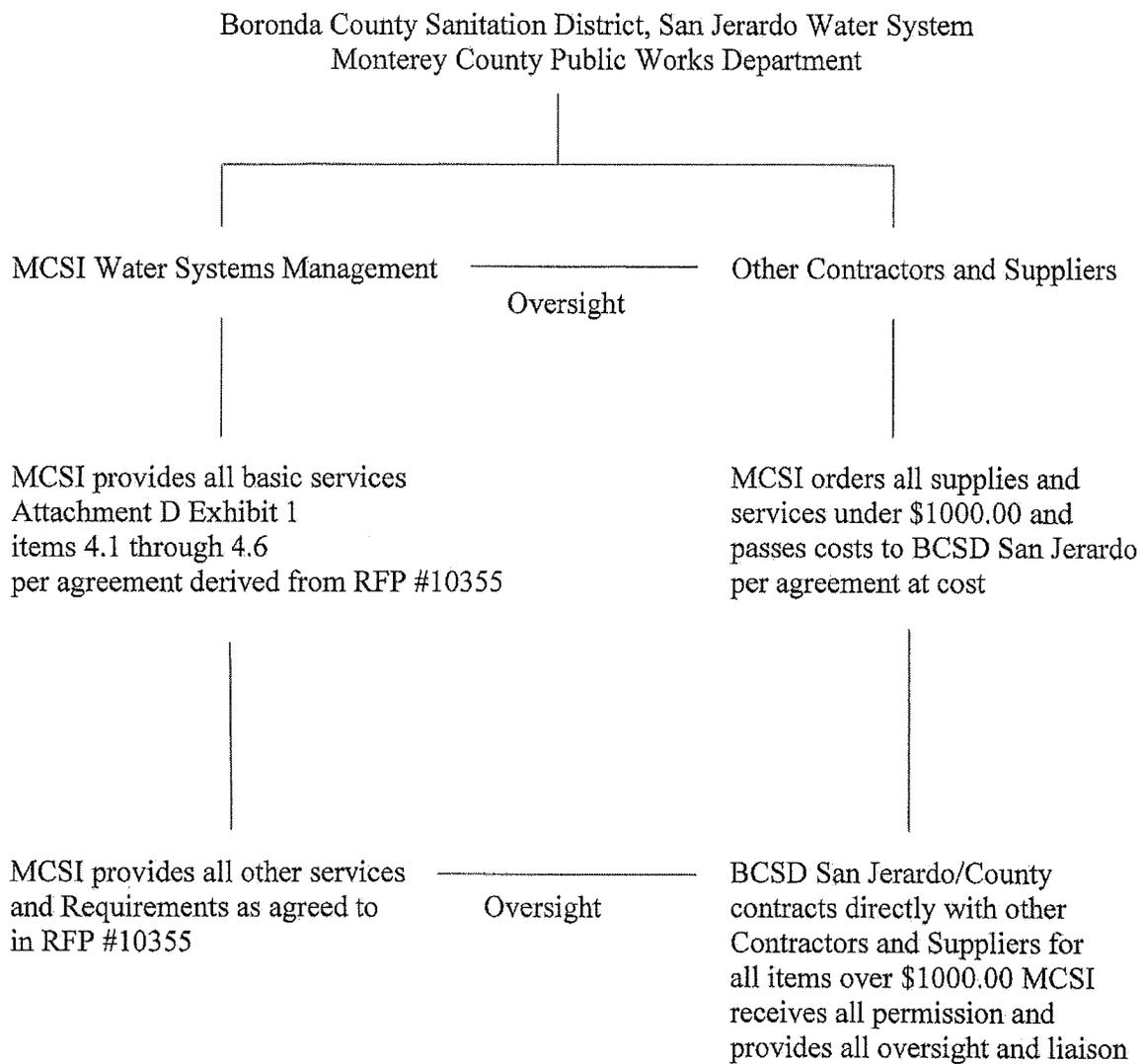
Denise M. Stevens, office manager
Maria H. Woods, staff
Russell L. Hatch, CFO, operator Grade 1 Treatment

Contractors and Suppliers:

Chapin Co. (General contractor)
KBL (PLC control system contractor)
Shaaf and Wheeler (San Jerardo project engineer)
Maggiora Bros Drilling (Well construction, maintenance contractor)
Carollo Engineers (San Jerardo project engineer)
Fire Pump Testing and Sales (Fire Pump service)
Monterey Bay analytical (laboratory services)

Monterey Sanitary Supply	(chlorine and chemical supplier)
Groeniger Co.	(Underground utility parts supplier)
Kennedy Bros.	(Parts supplier)
Columbian Tech Tank	(Water storage tank contractor)
Quinn Caterpillar Co.	(Emergency Generator service)
Collins Electric	(Electrical Contractor)

Per section 7.3.2 - Organizational Chart



Per section 7.3.3

Contractors

In the event a contractor is required for repair or maintenance above the capabilities of MCSI, MCSI shall seek the assistance of a contractor licensed and appropriate for each affected system component. Including:

Underground services and repairs	Chapin Co.
Electrical repairs	Collins Electric
PLC components	KBL
Storage tank	Columbian Tech Tank Co.
Chlorine pump, ph. unit	Ward Technical Products Inc.
System integration	Carollo/Shaaf and Wheeler
Fire Pump	Fire Pump Testing and Sales Co.
Emergency Generator	Quinn Caterpillar Co.

If any of the above listed contractors are not acceptable to County, MCSI will defer to County's list of certified vendors or will engage contractors of County's choice.

Per section 7.3.4

MCSI will perform all duties and responsibilities as set forth in attachment D, Exhibit 1 pertaining to facilities described in section 5 "Scope of Services" per section 5.2.4 and section S2.0 "Scope of Service" and section S3.0 "Operations"

Daily:

1. Inspect, well head and components.
2. Read and record well totalizer (meter) calculate and record totals
3. Inspect chlorination system, record chlorine usage
4. Maintain chlorine stock and chlorine storage tank levels
5. Perform general site inspection for building condition, vegetation control
6. Inspect PH and chlorine sensor
7. Inspect water storage tank, read and record tank level
8. Inspect PLC control panel, clear alarms, record if necessary
9. Read and record distribution totalizer, calculate and record totals
10. Inspect fire pump and diesel storage tank
11. Inspect electrical generator and trailer
12. Inspect exterior piping and booster pumps

13. Test and record chlorine levels in storage tank and distribution system
14. Read and record system pressure
15. Maintain daily log sheet

Monthly:

1. Conduct water meter reading on or about the 8th day of each month
2. Conduct billing and account management
 - a. Record water usage, apply to and generate monthly bills
 - b. Track and collect payments, remit to County
 - c. Conduct customer notifications and collections procedures
 - d. Conduct service shut-offs and reactivations as necessary at Districts discretion and specific direction.
3. Conduct inspections of each air relief valve located between well site and storage tank site.
4. Conduct Fire pump and Emergency electrical generator tests.
Complete required Air pollution control board test result forms and maintain on-site.
5. Prepare and submit monthly operations report to District.
6. Collect and submit to laboratory all required water samples
7. Prepare and submit all required operational logs and required reports to Monterey County Health Department and District.
8. Review Health Department water quality monitoring schedule and apply for all applicable waivers variances and exemptions.

Annually:

1. Conduct Fire Hydrant testing
2. Conduct distribution system flushing
3. Conduct valve exercising and inspection
4. Prepare and submit annual operations report for District
5. Prepare and submit to District the required annual CCR (Consumer Confidence Report)

Per section 7.3.4 Quality Assurance and Quality Control

MCSI conducts monthly audits of all work activities. These include review of written complaint logs, customer inquiries, operational logs, water sample collection, reports and water analysis reports from our laboratory. In addition we maintain regular contact with the Monterey County Environmental Health division to ensure all required health department mandates, reports, and requests are completed and accurate.

We maintain all water quality reports, Health Department correspondence and written requests and responses permanently in our files.

Per section 7.3.6 County Staff Participation

1. MCSI expects County to be available to give direction in regard to major repairs, upgrades to the water system, billing and collections activities and direction during emergencies.
2. During the course of operation of the San Jerardo Water System, other contractors may occasionally be required for repairs, troubleshooting and maintenance above the capabilities or certifications held by MCSI. Such instances may include, electrical troubleshooting and repair, PLC system troubleshooting and repair, underground utilities troubleshooting and repair, motor, pump and engine service and repair and radio telemetry repair.

MCSI as the system operator will as necessary determine when a contractor is needed for these services. MCSI will, if estimated cost for an outside contractors service is over \$1000.00, contact County for direction and approval of proposed work.

If the hiring of a contractor for repair or maintenance is deemed necessary and acceptable, and cost is over \$1000.00, BCSD San Jerardo / County shall contract directly with the necessary contractor(s) for such work.

BCSD San Jerardo/ County shall provide a contact at County for MCSI with the authority to issue purchase orders or other mechanisms County deems appropriate to be issued directly to outside contractor(s) performing work over \$1000.00. Contact should be available 24/7 for emergencies.

MCSI will act as liaison between the contractor and BCSD San Jerardo / County to obtain cost estimates, schedule meetings, site inspections and oversee, verify and report to BCSD San Jerardo/ County all outside contractor activities and progress.

Any un-anticipated service, repair or outside contractor work under \$1000.00 will be paid for by MCSI. MCSI will include any such charges at cost with no mark-up in the monthly invoice to BCSD San Jerardo / County.

3. Per section S2.9 "Operations and Maintenance plan" County shall designate a contact at county to provide direction as needed to MCSI in order to ensure all county requirements for the Operation and Maintenance plan are addressed and implemented to county's satisfaction.

Section 7.4 Responsible Bidder

Per section 7.4.1

MCSI maintains a main office located 13 miles (approximately 25 minutes) from San Jerardo. On-call staff can be on-site within 20 minutes and are equipped for emergency operations, customer service or billing and payment issues.

Per section 7.4.2

MCSI maintains all necessary equipment for routine operations and minor repairs. This includes all hand tools, protective gear, power tools, chemicals and water quality test kits needed. These tools are available immediately. Large tools and equipment such as Backhoes, loaders, welding equipment, dump trucks, lighting, portable pumps and hoses and portable generators for power requirements occurring off-site are available through the underground contractors listed in sections 7.3.1. And 7.3.3. This equipment is available 24/7 and availability can be secured within 30 minutes.

Per section 7.4.3

MCSI has not been involved in any legal actions, claims, complaints, licensing or receivership matters or lawsuits within the past 15 years.

The Contractors State Licensing Board does not offer licenses for water management professionals. As such MCSI has no contractors license and has not been involved in any Contractors State Licensing Board actions.

Per section 7.4.4

As a professional water system management company, MCSI has been involved in many Health Department investigations, notices of violation and enforcement actions on behalf of our clients to whom those investigations, violations and enforcement actions were directed.

The Health Department has not in the past 15 years, directed any investigations, notices of violation, enforcement actions or orders to MCSI.

**Per section 7.3.7.3 regarding sections S8.1 Insurance Requirements
section S15.0 Performance Bond**

MCSI can and will upon award of contract provide BCSD San Jerardo/County with all necessary documentation as required in section S8.1. Insurance Requirements and S15.0 Performance Bond.

Costs for insurance are included in section 1.01 of exhibit 2 Cost Estimate Sheet.

Nationwide Mutual Insurance Company
1100 Locust St., Dept. 2006
Des Moines, IA 50391-2006

State of California
Performance Bond - Public Works

This bond is effective from April 23, 2013 to March 31, 2014 unless renewed by a new bond. If a new bond is not issued, it does not subject the Surety to a claim on this bond.

The premium charged on this bond is \$1510.00

Bond No. Bd 733206

KNOW ALL MEN BY THESE PRESENTS:

THAT, WHEREAS, the County of Monterey representing the Boronda County Sanitation District, State of California, entered into a contract dated April 23, 2013, with Management & Construction Services, Inc. Carmel Valley, CA hereinafter designated as the "Principal", for the work described as follows:

Management, Maintenance & Operation of the San Jerardo Water Systems RFP#10355
; and

WHEREAS, the said Principal is required under the terms of said contract to furnish a bond for the faithful performance of said contract.

NOW, THEREFORE, We, the Principal, and Nationwide Mutual Insurance Company, Columbus, Ohio, a corporation organized and existing under the laws of the State of Ohio, and duly authorized to transact business under the laws of the State of California, as Surety, are held and firmly bound unto County of Monterey representing the Boronda County Sanitation District hereinafter designated as "Obligee", in the penal sum of Sixty Thousand and NO/100 Dollars (\$60,000.00), lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents.

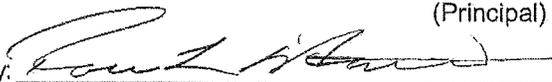
THE CONDITION OF THE OBLIGATION IS SUCH, That, if the above bounden Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and agreements in the said contract and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the Obligee, its officers and agents, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and virtue.

And the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed thereunder or the specifications accompanying the same shall in any wise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract or to the work or to the specifications.

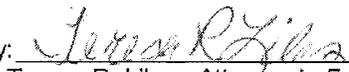
IN WITNESS WHEREOF, We have hereunto set our hands and seals this 24th day of April, 2013.

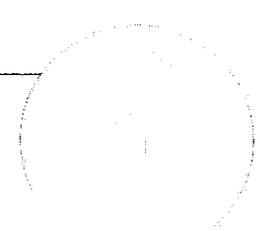
Management & Construction Services, Inc.

(Principal)

By: 

Nationwide Mutual Insurance Company

By: 
Teresa R. Liles, Attorney-in-Fact



Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation
Farmland Mutual Insurance Company, an Iowa corporation
Nationwide Agribusiness Insurance Company, an Iowa corporation

AMCO Insurance Company, an Iowa corporation
Allied Property and Casualty Insurance Company, an Iowa corporation
Depositors Insurance Company, an Iowa corporation

hereinafter referred to severally as the "Company" and collectively as the "Companies," each does hereby make, constitute and appoint:

MICHAEL J. CARPENTER
TERESA R. LILES

SHERRY LYNN HENDERSON
GEORGIA L. DOZIER

RUTH HALSTEAD

MERCED CA

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

SEVEN HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS

\$ 750,000.00

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

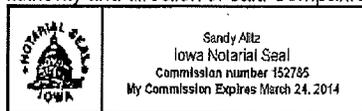
IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 11th day of November, 2011.

Gary A. Douglas, President and Chief Operating Officer of Nationwide Agribusiness Insurance Company and Farmland Mutual Insurance Company; and **Vice President** of Nationwide Mutual Insurance Company, AMCO Insurance Company, Allied Property and Casualty Insurance Company, and Depositors Insurance Company

ACKNOWLEDGMENT

STATE OF IOWA, COUNTY OF POLK: ss

On this 11th day of November, 2011, before me came the above-named officer for the Companies aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Companies aforesaid, that the seals affixed hereto are the corporate seals of said Companies, and the said corporate seals and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Companies.



Notary Public
My Commission Expires
March 24, 2014

CERTIFICATE

I, Robert W Horner III, Secretary of the Companies, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Gary A. Douglas was on the date of the execution of the foregoing power of attorney the duly elected officer of the Companies, and the corporate seals and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Secretary, and affixed the corporate seals of said Companies this 25th day of April, 2013.

Secretary

This Power of Attorney Expires 07/14/13

BDJ 1 (11-11) 00

ACKNOWLEDGMENT

State of California
County of Merced

On 4-25-13 before me, Mary Mendez, Notary Public
(insert name and title of the officer)

personally appeared Teresa R. Liles
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.

Signature *Mary Mendez* (Seal)



STATE OF CALIFORNIA
COUNTY OF MONTEREY

On May 2, 2013 before me, JEANNE R BAUGHMAN, Notary Public, personally appeared ROSS L. HATCH, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity(~~ies~~), and that by his/~~her/their~~ signature(~~s~~) on the instrument the person(~~s~~), or the entity upon behalf of which the person(~~s~~) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

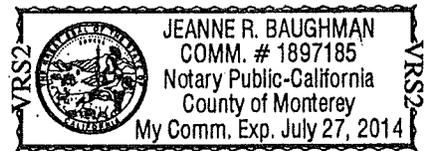
WITNESS my hand and official seal.

Signature:

Jeanne R Baughman (Seal)

Notary Public

Performance Bond No. 733206



THIS ENDORSEMENT CHANGES THE POLICY – PLEASE READ IT CAREFULLY

Effective: 08/12/2012

Policy Number 604841533

E0002

This endorsement modifies insurance provided under the following:

CA20480299

County of Monterey, its officers, Agents & Employees
Contracts/Purchasing Division
168 West Alisal Street 3rd Floor
Salinas CA 93906

The following language is added:

Primary/Non-Contributory Provision.

If the additional insured designated herein has an Other Insurance provision making its policy excess, and You (MCSI Water System Mgmt) agreed in a written contract or written agreement to provide the Additional Insured coverage on a Primary/Non-Contributory basis under the provision of the Additional Insured endorsement (CA20480299) attached hereto, then this policy shall be Primary/Non-Contributory to any insurance issued directly to the Additional Insured, provided such written contract or written agreement were executed prior to the issuance of the Additional Insured endorsement.

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/9/2012

PRODUCER
 FARMERS INS GRP - O BRIEN AGCY
 1722 Seabright Ave
 Santa Cruz, CA 95062
 (831) 429-9595

INSURED
 MCSI WATER SYSTEM MGMT
 11550 HIDDEN HILLS RD
 CARMEL VALLEY, CA 93924

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: MID CENTURY INSURANCE CO	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE	\$
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
						MED EXP (Any one person)	\$
						PERSONAL & ADV INJURY	\$
						GENERAL AGGREGATE	\$
						PRODUCTS - COMPI/OP AGG	\$
A		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALLOWED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	604841533	08/12/12	08/12/13	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$ 1,000,000
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN AUTO ONLY: EA ACC	\$
						AGG	\$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
							\$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS	OTHER
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$
		OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CONTRACTORS INSURANCE IS "PRIMARY" AND THE COUNTY OF MONTEREY IS "NON-CONTRIBUTORY"
 THE COUNTY OF MONTEREY, ITS OFFICERS, AGENTS AND EMPLOYEES NAMED ADDITIONAL INSURED PER THE ATTACHED CA20480299 ENDORSEMENT

CERTIFICATE HOLDER	CANCELLATION
COUNTY OF MONTEREY CONTRACTS/PURCHASING DIVISION 168 WEST ALISAL ST, 3RD FLOOR SALINAS, CA 93906	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/09/12

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Leap/Carpenter/Kemps Insurance 3187 Collins Dr. (95348) P.O. Box 1512 Merced, CA 95341-1512 Michael J. Carpenter	209-384-0727 209-384-0401	CONTACT NAME: PHONE (A/C, No., Ext): E-MAIL ADDRESS: FAX (A/C, No.):
INSURED M.C.S.I. Water Systems Ross Hatch 11552 Hidden Hills Road Carmel Valley, CA 93924		INSURER(S) AFFORDING COVERAGE INSURER A: Endurance American Spec Ins Co INSURER B: Preferred Employers Ins Co INSURER C: INSURER D: INSURER E: INSURER F:
		NAIC # 41718 10900

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBR INSR	WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY						EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	ECC10100764303	05/26/12	05/26/13	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> OCCUR	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A	WKN10844311	11/01/11	11/01/12	E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
The County of Monterey, Its Officers, Agents and Employees are named as Additional Insured with respects to the General Liability per attached form FEI-319-ECC-0708. Waiver of Subrogation & Primary/Non-Contributory Wording applies per attached forms FEI-320-ECC-0708 & FEI-548-ECC-0708. 10 Day Notice applies for non-payment of premium. Order #839300

CERTIFICATE HOLDER	CANCELLATION
MONTE04 County of Monterey Contracts/Purchasing Dept. 168 W. Alisal Street; 3rd Fl. Salinas, CA 93901	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Rosa Maria Juonma</i>



M.C.S.I. Water Systems Management
Endorsement Number: 5

Automatic Additional Insured – Owners, Lessees or Contractors

This endorsement, effective 5/26/2012 attaches to and forms a part of Policy Number ECC101007643-03. This endorsement changes the Policy. Please read it carefully.

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART
CONTRACTORS POLLUTION LIABILITY COVERAGE PART**

SCHEDULE

Name of Person or Organization:

Any person(s) or organization(s) whom the *Named Insured* agrees, in a written contract, to name as an additional insured. However, this status exists only for the project specified in that contract.

The person or organization shown in this Schedule is included as an insured, but only with respect to that person's or organization's vicarious liability arising out of your ongoing operations performed for that insured.



**Automatic Primary and Non-Contributory
Insurance Endorsement
Designated Work Or Project(s)**

This endorsement, effective 5/26/2012 attaches to and forms a part of Policy Number
ECC101007643-03. This endorsement changes the Policy. Please read it carefully.

SCHEDULE

Name of Person or Organization:

Any person(s) or organization(s) whom the *Named Insured* agrees, in a written contract, to provide Primary and/or Non-contributory status of this insurance. However, this status exists only for the project specified in that contract.

In consideration of an additional premium of \$Applied and notwithstanding anything contained in this policy to the contrary, it is hereby agreed that this policy shall be considered primary to any similar insurance held by third parties in respect to work performed by you under any written contractual agreement with such third party. It is further agreed that any other insurance which the person(s) or organization(s) named in the schedule may have is excess and non-contributory to this insurance.

Automatic Waiver of Subrogation Endorsement

This endorsement, effective 5/26/2012 attaches to and forms a part of Policy Number ECC101007643-03. This endorsement changes the Policy. Please read it carefully.

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART
CONTRACTORS POLLUTION LIABILITY COVERAGE PART**

SCHEDULE

Name of Person or Organization:

Any person(s) or organization(s) to whom the *Named Insured* agrees, in a written contract, to provide a waiver of subrogation. However, this status exists only for the project specified in that contract.

The Company waives any right of recovery it may have against the person or organization shown in the above Schedule because of payments the Company makes for injury or damage arising out of the *insured's* work done under a contract with that person or organization. The waiver applies only to the person or organization in the above Schedule.

Under no circumstances shall this endorsement act to extend the policy period, change the scope of coverage or increase the Aggregate Limits of Insurance shown in the Declarations.

Commercial Certificate of Liability Insurance



FARMERS

Agency **MATTHEW O'BRIEN**
 Name **1722 SEABRIGHT AVE**
 & **SANTA CRUZ CA 95062**
 Address **831-429-9595**

Issue Date (MM/DD/YY) **02/18/13**

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies shown below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.

St. 96 Dist. 86 Agent B56

Insured **MCSI WATER SYSTEM MGT**
 Name **11550 HIDDEN HILLS RD**
 & **CARMEL VALLEY CA 93926**
 Address

Companies Providing Coverage (NAIC #):
 Company Letter **A** Truck Insurance Exchange 21709
 Company Letter **B** Farmers Insurance Exchange 21652
 Company Letter **C** Mid-Century Insurance Company 21687
 Company Letter **D** _____

Coverages

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

Co. Ltr.	Add'l. Insrd.	Type of Insurance	Policy Number	Policy Effective Date (MM/DD/YY)	Policy Expiration Date (MM/DD/YY)	Policy Limits
		General Liability <input type="checkbox"/> Commercial General Liab. <input type="checkbox"/> Businessowners Liability <hr/> <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence General Aggregate Limit Applies: <input type="checkbox"/> Per Location <input type="checkbox"/> Per Project				Each Occurrence \$ Damage To Rented Premises (Ea. Occur.) \$ Medical Expenses (Any one person) \$ Personal & Adv. Injury \$ General Aggregate \$ Prod./Comp. Ops. Aggr. \$
C		Automobile Liability <input type="checkbox"/> Any Auto <input type="checkbox"/> All Owned Autos <input checked="" type="checkbox"/> Scheduled Autos <input type="checkbox"/> Hired Autos <input checked="" type="checkbox"/> Non-Owned Autos	604841533	08/12/12	08/12/13	Combined Single Limit (Each accident) \$ 1,000,000 Bodily Injury (Per person) \$ Bodily Injury (Per accident) \$ Property Damage (Per accident) \$
		Garage Liability <input type="checkbox"/> Any Auto				Auto Only-Ea. Accident \$ Other Than Each Accident \$ Auto Only: Aggregate \$
		Umbrella Liability Retention \$				Limit \$
		Workers' Compensation and Employers' Liability				Statutory Each Accident \$ Disease - Ea. Employee \$ Disease - Policy Limit \$

Description of Operations/Vehicles/Restrictions/Special items:

MONTEREY CO , ITS OFFICERS, AGENTS, AND EMPLOYEES AS AI WITH RESPECT TO LIABILITY ARISING OUT OF CONTRACTORS WORK POLICY IS PRIMARY - RFP#10355 SAN JERARDO WATER SYSTEMS

Certificate Holder

Name **MO COUNTY ADMIN OFFICE CONTRACT**
 & **PURCHASING DIV. 168 W ALISAL 3RD FLR**
 Address **SALINAS CA 93901**

Cancellation

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

 Authorized Representative

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED

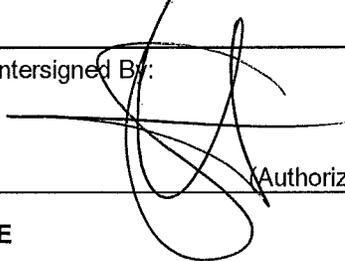
This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
GARAGE COVERAGE FORM
MOTOR CARRIER COVERAGE FORM
TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" under the Who Is An Insured Provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement Effective: 02/18/2013	Countersigned By: 
Named Insured: M C S I WATER SYSTEM MGT	(Authorized Representative)

SCHEDULE

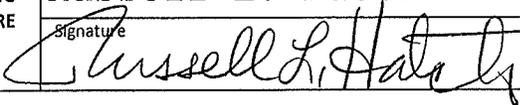
Name of Person(s) or Organization(s): County of Monterey, its officers, agents and employees

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to the endorsement.)

Each person or organization shown in the Schedule is an "insured" for Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured Provision contained in **Section II** of the Coverage Form.

COUNTY OF MONTEREY - VENDOR DATA RECORD (Rev. 3-2012)

Required when doing business with the County of Monterey - No IRS W-9 form needed (Foreign vendors should submit IRS W-8)

1	COUNTY OF MONTEREY Contracts/Purchasing 168 W. Alisal Street 3 rd Floor Salinas, CA 93901 Email: mcvss@co.monterey.ca.us Phone: (831) 755-4990 Fax: (831) 755-4969	PURPOSE: Information contained in this form will be used by the County of Monterey to prepare information returns (Form 1099) and for withholding on payments to nonresident vendors. Prompt return of this fully completed form will prevent delays when processing payments. See Privacy Statement and California Non-Resident Withholding Information on next page.	
RETURN TO:			
2	VENDOR'S LEGAL NAME (as shown on your Income tax return) Management & Construction Services Inc.	SELECT NAME TO BE MADE PAYABLE TO <input type="checkbox"/> Legal Name <input checked="" type="checkbox"/> Alias/DBA <input type="checkbox"/> Both	
NAME AND ADDRESS	BUSINESS NAME / DBA (if different from line 1) MCSI Water Systems Management	PHONE NUMBER (831) 659-5360	FAX NUMBER (831) 659-3166
	MAILING ADDRESS 11552 Hidden Hills Rd.	E-MAIL ADDRESS h2oman97@aol.com	
	ADDITIONAL MAILING ADDRESS	REMIT-TO ADDRESS 11552 Hidden Hills Rd.	
	CITY, STATE, ZIP CODE Carmel Valley, CA 93924	REMIT-TO CITY, STATE, ZIP CODE Carmel Valley, CA 93924	
3	FEDERAL EMPLOYER IDENTIFICATION NUMBER (EIN): <input checked="" type="checkbox"/> C CORPORATION <input type="checkbox"/> TRUST/ESTATE <input type="checkbox"/> S CORPORATION <input type="checkbox"/> LIMITED LIABILITY COMPANY (LLC) <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> C Corporation <input type="checkbox"/> EXEMPT PAYEE (e.g., government, non-profit) <input type="checkbox"/> S Corporation <input type="checkbox"/> OTHER: ▶ <input type="checkbox"/> Partnership	7 7 - 0 2 0 2 2 0 6	SOCIAL SECURITY NUMBER (SSN): <input type="checkbox"/> INDIVIDUAL OR SOLE PROPRIETOR
TAX ID AND BUSINESS ENTITY TYPE			
4	PLEASE CHECK ALL BOXES THAT ARE APPLICABLE TO THE CATEGORY OF PAYMENT: <input checked="" type="checkbox"/> SUPPLIES/EQUIPMENT <input type="checkbox"/> ATTORNEY SERVICES <input type="checkbox"/> INTEREST <input type="checkbox"/> SERVICES (MEDICAL) <input type="checkbox"/> LEGAL SETTLEMENT <input type="checkbox"/> GRANTS <input checked="" type="checkbox"/> SERVICES (NON-MEDICAL) <input type="checkbox"/> RENT/LEASE <input checked="" type="checkbox"/> OTHER: ▶ Lab Charges Are you a former employee of the County of Monterey? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Are you a Certified Green Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (See Information regarding green certification on next page)		
PAYMENT TYPE & ACTIVITY			
5	CALIFORNIA STATE WITHHOLDING STATUS (CA withholding information on next page): <input checked="" type="checkbox"/> California Resident <input type="checkbox"/> California Form 590 (Withholding Exemption Certificate) attached <input type="checkbox"/> California Non-Resident <input type="checkbox"/> Waiver of State withholding from California Franchise Tax Board attached <input type="checkbox"/> California Form 590 (Withholding Exemption Certificate) attached <input type="checkbox"/> All services for payments issued are performed OUTSIDE of California <input type="checkbox"/> No Services are being rendered, only goods are being provided for payment	CA Form 590 required if your address above in section 2 is a non-CA address CA NON-RESIDENTS: 7% will be withheld from payment unless one of the lower four boxes on left is checked.	
VENDOR RESIDENCY STATUS FOR CA TAX PURPOSES			
6	I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the County of Monterey.		
CERTIFYING SIGNATURE	Authorized Representative's Name (Type or Print) Russell L. Hatch	Title CFO	
	Signature 	Date 02/05/2013	Phone Number (831) 659-5360

COUNTY OF MONTEREY – VENDOR DATA RECORD (Rev 3-2012)

Section 1 Requirement to Complete Vendor Data Record
A completed Vendor Data Record (VDR) is required for payments to all vendors and will be kept on file at the County. Please return the fully completed VDR form and any other necessary documents for vendor setups/updates to the County of Monterey – Contracts/Purchasing at the address listed in this section. (For more information on Vendor Registration Process, visit <http://www.co.monterey.ca.us/admin/vendorinfo.htm>)

Section 2 Enter the payee’s legal business name **as shown on your income tax return**. Individuals/Sole proprietorships must also include the owner’s full name **as shown on your income tax return**.
The mailing address should be the address at which the payee chooses to receive correspondence. Do not enter payment address or lock box information here. The remit-to address should be the address the payee chooses to receive payments. If there are multiple remit-to addresses for the same payee, please list them and send it together with the completed Vendor Data Record (VDR) form.

Check **ONE** box that corresponds to the payee entity type. (For more information on account types and TIN info, visit www.IRS.gov)

What Name and Number to Give the Requester

For this type of Account		Give name and SSN of:
1	Individual	The individual
2	Two or more individuals (joint account)	The actual owner of the account or if combined funds, the first individual on the account
3	Custodian account of a minor	The minor
4	a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee The actual owner
5	Sole proprietorship or disregarded entity owned by an individual	The owner
6	Grantor trust filing under Optional Form 1099 filing Method	The grantor
For this type of Account		Give name and EIN of:
7	Disregarded entity not owned by an individual	The owner
8	A valid trust, estate, or pension trust	Legal entity
9	Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10	Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11	Partnership or multi-member LLC	The partnership
12	A broker or registered nominee	The broker or nominee
13	Account with the Dept of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14	Grantor trust filing under the Form 1041 filing Method or the Optional Form 1099 filing Method 2	The trust

Section 4 Check **ALL** boxes that are applicable to the category of payment.
Indicate if you are a former employee of the County of Monterey.
Green Business Certification within the Tri-County area (Monterey, Santa Cruz and San Benito Counties) is administered through the Monterey Bay Area Green Business Program (www.montereybaygreenbusiness.org). Vendors from outside the Tri-County area are encouraged to seek similar certification from a local authority within their jurisdiction, and if a similar green business type of certification has been issued, vendors should check the “Yes” box. Green Business Certification may be used as one of the selection factors when awarding contracts from solicitations issued by the County of Monterey, therefore vendors should inform the County of this certification.

Section 5 **ARE YOU A CALIFORNIA RESIDENT OR NONRESIDENT?**
A **corporation** will be defined as a CA Resident if it has a permanent place of business in California or is qualified through the Secretary of State to conduct business in California.
A **partnership** is considered a resident partnership if it has a permanent place of business in California. An estate is a resident if the decedent was a California resident at the time of death. A trust is considered a resident if at least one trustee is a California resident.
For **individuals and sole proprietors**, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose which will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a non resident.
Payments to all non-resident vendors may be subject to withholding. Nonresident payees performing services in California or receiving rent, lease or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for State income taxes.
Due to resource limitations, the County of Monterey will withhold 7% of their total payments even when the following conditions apply:
1) The total payments to the vendor are \$1,500 or less for the calendar year; and
2) The vendor is providing a combination of goods and services; and
3) The vendor is performing services for the County of Monterey both inside and outside of California.
If a reduced rate of withholding or waiver has been authorized by the Franchise Tax Board, attach a copy to this form and submit to the County of Monterey.
For information on Nonresident withholding, contact the Franchise Tax Board at the numbers listed below:
Withholding Services and Compliance Section: 1-888-792-4900 or Outside the United States: 1-916-845-4900
For hearing impaired with TDD, call: 1-800-822-6268 or E-mail Address: wscs.gen@ftb.ca.gov or visit FTB’s Website: www.ftb.ca.gov

Section 6 Provide the name, title, signature and telephone number of the beneficial owner of the payment requested or authorized agent of beneficial owner.
Provide the date the form was completed.

Privacy Statement
Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, state or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it.
The County of Monterey requires that all parties entering into business transactions that may lead to payment(s) from the County must provide their Taxpayer Identification Number (TIN) as required by Revenue and Taxation Code Section 18646, to facilitate tax compliance enforcement activities and preparation of Form 1099 and other information returns as required by Internal Revenue Code Section 6109(a).
It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and state law imposes noncompliance penalties up to \$20,000.
You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact County of Monterey, Contracts/Purchasing at the address listed in Section 1 of this form.