

San Gabriel Valley Municipal Water District Water and Energy Conservation Rebate Program

Work Plan

Description of the Project:

San Gabriel Valley Municipal Water District (SGVMWD) is a wholesale water supplier that provides untreated State Water Project (SWP) water to replenish groundwater supplies of the Main San Gabriel Basin (Main Basin). Its member cities are the cities of Alhambra, Azusa, Monterey Park, and Sierra Madre, as shown on Plate 1. SGVMWD owns and operates a pipeline (Devil Canyon-Azusa Pipeline) to deliver untreated SWP water to the Main Basin as supplemental water for any production in excess of Main Basin water rights by its member agencies. The Devil Canyon-Azusa Pipeline is located in San Bernardino and Los Angeles Counties and extends from the Devil Canyon Power Plant near Silverwood Lake to the San Gabriel Spreading Grounds located in the City of Azusa as shown on Plate 2.

The “San Gabriel Valley Municipal Water District Water and Energy Conservation Rebate Program” (Rebate Program) proposes to encourage water and energy conservation by providing rebates for water efficient washing machines, dishwashers, smart irrigation controllers and waterless urinals offered to residents and commercial water users in each of the four (4) member cities. SGVMWD currently offers rebates for water and energy efficient washing machines, smart irrigation controllers and waterless urinals, however SGVMWD proposes to expand the current water and energy conservation program by increasing the total number of rebates distributed and by including rebates for water and energy efficient dishwashers.

Washing machines which are eligible for the Rebate Program must have an ENERGY STAR label. Washing Machines which have earned the ENERGY STAR save about 3,390 gallons of water per year and about 2,756 kilowatt-hours (kWh) of energy per year (which includes electricity and natural gas savings) per washing machine when using a gas water heater and assuming six (6) loads of laundry per week.

Dishwashers which are eligible for the Rebate Program must have an ENERGY STAR label. Dishwashers which have earned the ENERGY STAR save about 468 gallons of water per year and about 774 kWh of energy savings (which includes electricity and natural gas savings) per year per dishwasher when using a gas water heater and assuming four (4) cycles per week.

Smart Irrigation Controllers which are eligible for the Rebate Program must have a WaterSense label. Smart Irrigation Controllers which have earned the WaterSense label save about 8,800 gallons of water per year.

SGVMWD maintains a list of waterless urinals which are eligible for the Rebate Program. According to the June 2008 “Waterless Urinals Report and Evaluation” prepared for the Massachusetts Office of Energy and Environmental Affairs, two (2) waterless urinals in a small office building with 25 males working 260 days per year may reduce water use by 19,500 gallons annually by substituting waterless urinals for one (1) gallon per flush urinal units.

These water conservation measures will reduce overall water and energy usage for each member city, which will reduce SGVMWD's supplemental water requirement and therefore lead to decreased amounts of imported water deliveries and associated energy use.

Project Proponent/Partner:

SGVMWD will coordinate the Rebate Program with its member cities, however SGVMWD will be solely responsible for implementing the Rebate Program.

WORK PLAN TASKS

Task 1: Retain a Consultant:

As part of the Rebate Program, SGVMWD plans to hire an experienced, qualified consultant to track, process and monitor the rebates for the washing machines, dishwashers, smart irrigation controllers and waterless urinals. In addition, the consultant will market the Rebate Program prior to and throughout the duration of the program (June 1, 2015 through June 30, 2016).

SGVMWD will issue a Request for Proposals (RFP) on February 16, 2015 to retain an experienced, qualified consultant to track, process and monitor the rebates for the washing machines, dishwashers, smart irrigation controllers and waterless urinals. SGVMWD anticipates reviewing the proposals received and selecting the most qualified applicant. SGVMWD will execute the contact with the selected consultant three (3) months from the date the RFP was issued.

Task 2: Marketing:

On July 1, 2015, SGVMWD will kickoff the Rebate Program. However, on June 1, 2015, SGVMWD's consultant will begin to advertise the Rebate Program through SGVMWD's website, newspaper advertisements in each of the member cities, bill inserts, flyers, etc. The marketing program will continue throughout the duration of the Rebate Program, ending June 30, 2016.

SGVMWD has marketed water conservation rebate programs in the past and has budgeted for printing expenses (including banners, table tents, water saving tips, etc.) and advertising (bus shelters, bill inserts, billboards, SGVMWD's website and local newspapers). SGVMWD proposes to continue these marketing efforts and expand current marketing to include the additional dishwasher rebate program.

Task 3: Rebate Tracking and Reporting:

SGVMWD will monitor and track information from each participant in the rebate program. A monthly report will be compiled by the chosen consultant and will include the following information in the form of an excel spreadsheet:

- Number of applications received per month and details:
 - Customer name, phone number and address
 - Dwelling type
 - Retailer and water service account number
 - Application number
 - Device (e.g. washing machine, dishwasher, or smart irrigation controller) make and model
 - Purchase price and date

The Rebate Program consultant will compile this information and submit an excel spreadsheet to SGVMWD electronically on a monthly basis (the 10th of the following month).

Deliverables: Submission of monthly reports and other deliverables as required by the consultant to SGVMWD.

Task 4. Rebate Processing

Rebates will be processed once a participant's device (e.g. washing machine, dishwasher, or smart irrigation controller) has been purchased and SGVMWD has received a completed application form, a copy of the latest water bill and an original copy of the sales receipt. Rebate checks will be mailed within two weeks after receipt of these three items.

Task 5: Monitoring Plan:

SGVMWD has previously quantified the amount of water and energy saved per device, as shown in the Attachment 2 backup documentation submitted with this Water Energy Grant Program application. To track the total amount of water and energy saved, the number of rebates distributed for each device will be multiplied by the amount of water and energy saved for the corresponding device. This information will be tracked in a spreadsheet and will be included in each quarterly report that will be submitted to the Department of Water Resources (DWR).

Deliverables: Final Proposal Monitoring Plan.

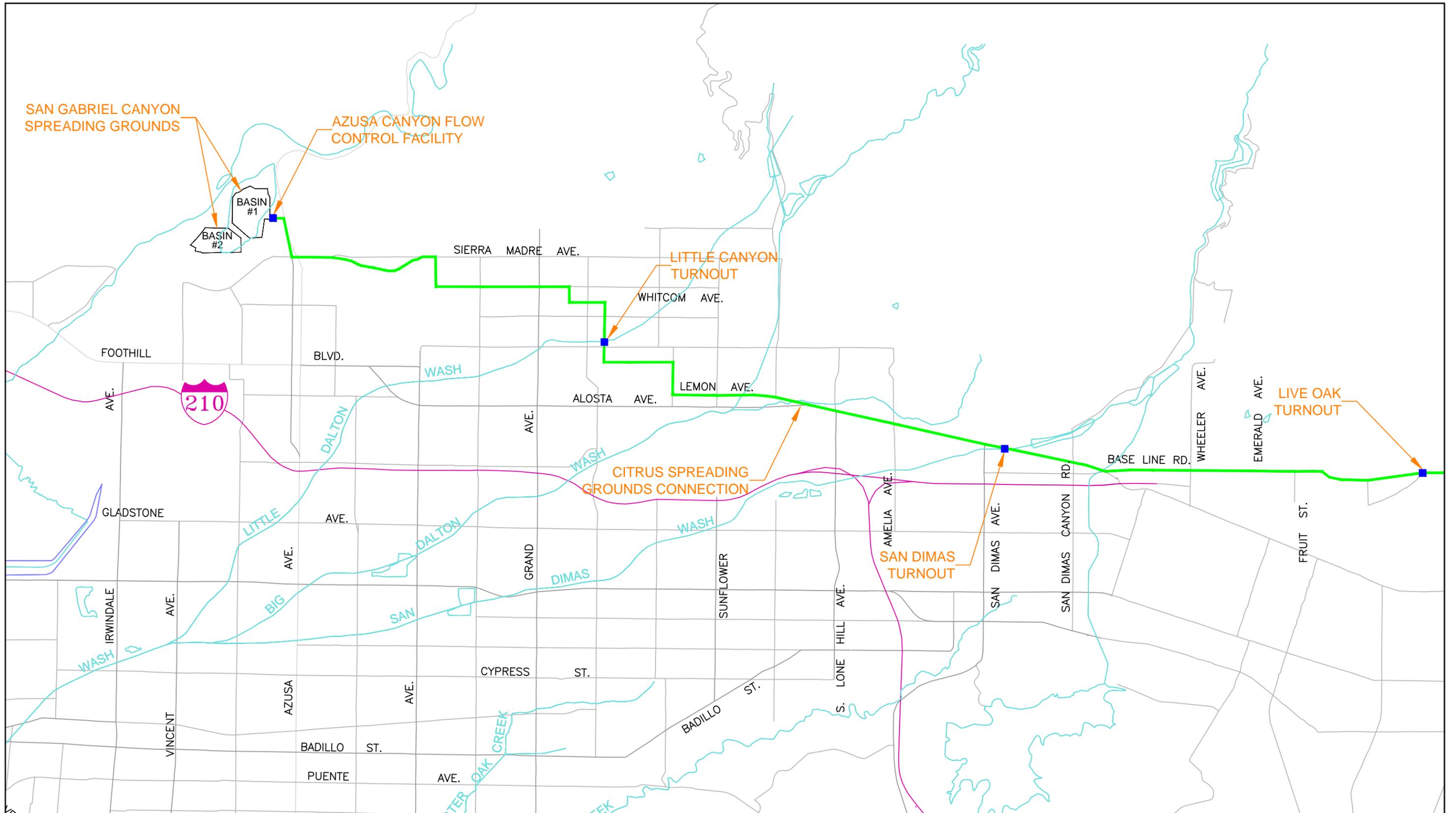
Task 6: Billing and Reporting:

A quarterly invoice will be submitted to DWR with a report detailing the number of rebates, participant information, and a quantification of water and energy conserved during the reporting period as described in Tasks 3 and 5. Quarterly invoices will be submitted to DWR by the 15th of each month following the end of the previous quarter.

Deliverables: SGVMWD will submit quarterly and final reports to DWR which will include all stated deliverables. These deliverables will include at a minimum, a written Project progress narrative, Project invoicing, tabular data tables, and all required backup to support the requested reimbursement.

Environmental Compliance and Permitting:

The Rebate Program does not involve changes to the environment, therefore environmental compliance under CEQA is not required. In addition, the Rebate Program does not require any permits for implementation.

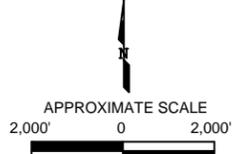


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SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT

DEVIL CANYON - AZUSA PIPELINE MAP