



**REGULAR BOARD MEETING AGENDA**  
**BOARD OF DIRECTORS MEETING**  
**MALAGA COUNTY WATER DISTRICT**  
**3580 SOUTH FRANK STREET**  
**FRESNO, CALIFORNIA 93725**  
**Tuesday, November 26, 2019 at 6:00PM**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a District Board Meeting, please contact the District Office at 559-485-7353 at least 48 hours prior to the meeting, to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

- ❖ Please submit all written correspondence for the Board of Directors by 12:00 pm the Friday prior to the meeting. Please deliver or mail to the District Clerk.
- ❖ Public comments are limited to three (3) minutes or less per individual per item, with a fifteen (15) minute maximum per group per item and will be heard during the communication portion of the agenda.

**1. Call to Order:**

**2. Roll Call:** President Charles Garabedian, Jr.; Vice President Salvador Cerrillo; Director Irma Castaneda; Director Frank Cerrillo, Jr.; Director Carlos Tovar, Jr.

**3. Certification:** Certification was made that the Board Meeting Agenda was posted 72 hours in advance of the meeting.

**4. Consent Agenda.** The items listed below in the Consent Agenda are routine in nature and are usually approved by a single vote. Prior to any action by the Board of Directors, any Board member may remove an item from the consent agenda for further discussion. Items removed from the Consent Agenda may be heard immediately following approval of the Consent Agenda or set aside for discussion and action after Regular Business.

a. Minutes of the Regular Board Meeting of November 12, 2019.

Recommended action: To approve the Consent Agenda as presented or amended.

**Motion by:** \_\_\_\_\_; **Second by:** \_\_\_\_\_

**5. Old Business:**

a. **Resolution 11-26-2019; Consultant Agreement.** An agreement between Sylvester Perez and MCWD for consulting services at the Districts wastewater treatment facility.

**Motion by:** \_\_\_\_\_; **Second by:** \_\_\_\_\_

**6. New Business:**

a. **WWTF Pond Wells.** Approval to request a proposal and begin a drain well in a percolation pond to gather data for future needs. See attachment.

Recommended action: to approve and authorize the General Manager to request proposals to begin a drain well at the WWTF.

**Motion by:** \_\_\_\_\_; **Second by:** \_\_\_\_\_

- b. **Geographic Hubs for 2020 Census.** Fresno County's Department of Social Services is requesting applications from community partners to become Geographic Hubs for the 2020 census. These Geographic Hubs will provide census outreach and community awareness. The Department has identified MCWD as a possible applicant for HTC Area 3—Malaga/Calwa.

For discussion and potential action.

**7. Recreation Reports:** None for this meeting.

**8. Engineer Reports:**

- a. District Engineer Report.
- b. CDBG Engineer Report:

**9. General Manager's Report:**

- a. Water Valves
- b. Fire Hydrants Replacement
- c. Proposition 68 Update
- d. Adoption of the NKGSA GSP and Comments provided
- e. Bathroom Project
- f. Truck Wash Compliance meeting

**10. President's Report:**

**11. Vice President's Report:**

**12. Director's Reports:**

**13. Legal Counsel Report:**

**14. Communications:**

- a. Written Communications:
  - 1. Invitation from the elected directors at Valley Water in Santa Clarita County to join them December 5 during the ACWA conference to network with Latino elected officials.

- b. Public Comment:

**15. Closed Session:**

- a. Conference with real property negotiators (Government Code Section 54957)
- b. Potential Litigation (Government Code Section 54956.9) one case.

**16. Adjournment:**

**Motion by:** \_\_\_\_\_, **Second by:** \_\_\_\_\_

### **Certification of Posting**

I, Norma Melendez, District Clerk of the Malaga County Water District, do hereby certify that the foregoing agenda for the Regular Meeting of the Board of Directors of November 26, 2019 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, at 5:00P.M. On 11/22/2019.

**Norma Melendez**

Norma Melendez, District Clerk



**REGULAR BOARD MEETING MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**MALAGA COUNTY WATER DISTRICT**  
**3580 SOUTH FRANK STREET**  
**FRESNO, CALIFORNIA 93725**  
**Tuesday, November 12, 2019 at 6:00PM**

**item 4.a.**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a District Board Meeting, please contact the District Office at 559-485-7353 at least 48 hours prior to the meeting, to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

- ❖ Please submit all written correspondence for the Board of Directors by 12:00 pm the Friday prior to the meeting. Please deliver or mail to the District Clerk.
- ❖ Public comments are limited to three (3) minutes or less per individual per item, with a fifteen (15) minute maximum per group per item and will be heard during the communication portion of the agenda.

**1. Call to Order: 6:00PM**

- 2. Roll Call:** President Charles Garabedian, Jr.; Vice President Salvador Cerrillo; Director Irma Castaneda; Director Frank Cerrillo, Jr.; Director Carlos Tovar, Jr.  
**All present.**

**Also Present: Jennifer Ahl, Romana Campos, Laurie Cortez, and Norma Melendez.**

- 3. Certification:** Certification was made that the Board Meeting Agenda was posted 72 hours in advance of the meeting.

**4. Old Business:**

**5. New Business:**

- a. **Resolution No. 11-12-2019.** A resolution re-approving the application for statewide park development and community revitalization program grant funds

Recommended action: to approve Resolution No. 11-12-2019 as presented or amended.

**Motion by Vice President Cerrillo; Second by Director Castaneda and by a 5-0 vote to approve Resolution No. 11-12-2019 as amended..**

- b. **Industrial Pretreatment Program.** The RWQCB completed a Pretreatment Compliance Inspection of the Malaga County Water District facilities in June 2019. The RWQCB sent an Inspection Summary Report to the District in late September 2019. The report included the requirement for the MCWD to submit a workplan and implementation schedule to address required actions by November 8, 2019. The MCWD requested an extension of that date to November 15 to allow the MCWD Board to review and approve the workplan and schedule. A draft workplan and schedule is attached for review.

**Recommended Action:** Approve the workplan and schedule, with any modifications the Board deems appropriate. Authorize the Manager to send the workplan and schedule to

the RWQCB by November 15, 2019. Authorize the Manager to implement the items in the workplan and schedule.

**Motion by Vice President Cerrillo; Second by Director Tovar, Jr. and by a 5-0 vote to authorize the Manager to implement the items in the workplan and schedule.**

- c. **WWTF Clarifier.** Three quotes have been submitted for parts to repair clarifier #2. The first quote is from Viking Chains for \$62,000.00 with the stainless steel chain option and the second quote is \$51,000.00 for the non-metallic chain option (plastic). Quotes exclude taxes. Double J Enterprises submitted their quote for \$67,940.00 which includes the non-metallic option and shipping. MTB Water Systems & Services submitted their quote for \$58,500.00 which includes field services and estimated freight. No sales tax is included in their quote.

Recommended action: to approve a quote as presented or amended to purchase the parts for repairs of clarifier #2.

**Motion by Vice President Cerrillo; Second by Director Tovar, Jr. and by a 5-0 vote to approve the Viking Chains quote of \$51,000.00 for non-metallic chains and parts for the repair of clarifier #2. Recommendation based on staff experience at the WWTF.**

- d. **ACWA Region 6 Board of Director Nomination.** To nominate Jennifer Ahl as the new ACWA Region 6 Board of Director to take the place of previous General Manager, James D. Anderson.

Recommended action: To nominate Jennifer Ahl and to replace James D. Anderson as the ACWA Region 6 Board of Directors.

**Motion by Vice President Cerrillo; Second by Director Cerrillo, Jr. and by a 5-0 vote to nominate Jennifer Ahl as the replacement of James D. Anderson as ACWA's Region 6 Board of Directors.**

- e. **Recreation Event.** Potential plans to hold an educational event for the community and Rio Bravo. Presenters would include Rio Bravo representatives, GM Jennifer Ahl and Environmental Compliance Inspector Jody Swacker.

For information and discussion.

**Board of Directors agree that we need to educate the community of the good things Rio Bravo do in the Malaga area and the community needs to be educated about what they do as a business.**

- 6. **Recreation Reports:** To be submitted at the meeting.  
**The Camp-out turn out was great. The cold weather that night did play a role on how many people stayed overnight. Due to the cold night, recreation staff and committee will think about changing the date of next year's camp-out.**

**Preparations for the Thanksgiving luncheon are underway along with former GM retirement dinner. A total of 54 applications for Toy's for Tots were received. This number is lower than the previous year. Christmas program preparations are also underway, which starts with the Christmas Tree Lighting.**

## 7. Engineer Reports:

- a. District Engineer Report. None for this meeting.
- b. CDBG Engineer Report: None for this meeting.

## 8. General Manager's Report:

- a. Employee of the Month  
**Could potentially change to Employee of the Quarter.**
- b. Malaga Incorporation Plan meeting  
**Would like to implement a 5-step process to push towards cityhood.**
- c. Self Help Credit Union with Fresno Mayor
- d. Department reports
  - 1. Illegal truck wash reported by Environmental Compliance Inspector Jody Swacker. Fresno County has been notified.  
**Need to start enforcement of truck washes by sending compliance letters and penalties for non-compliance.**
  - 2. **Possibility of entering into an agreement with Sylvester Perez for consulting services at the WWTF.**

## 9. President's Report:

President Garabedian, Jr. gave his report on his cruise vacation in the Mediterranean.

## 10. Vice President's Report:

Vice President Cerrillo requested for a potential date change for the Christmas Tree Lighting due to the Board of Directors being out of town for the ACWA conference the first week of December. Decision will be made at the Recreation Committee Meeting of November 13. VP Cerrillo questioned the presence of the trailer parked in front of the District Office. District Clerk Norma Melendez informed him that CHP has already tagged the trailer and if it was not removed within 72 hours, it would be towed.

## 11. Director's Reports:

Director Castaneda requested for the string lights at the park to be put back up. Members of the community miss seeing the lights at night, especially during Camp-Out. She thought Camp-out was great but there may be some changes that need to happen in next years program.

## 12. Legal Counsel Report:

NKGSA ignored, for the most part, all comments made by MCWD. One which states that MCWD is not a member of the NKGSA. MCWD is not a member due to not being eligible to be on the board. MCWD will further explain and clarify comments and return to NKGSA.

## 13. Communications:

- a. Written Communications: **None for this meeting.**
- b. Public Comment: **None for this meeting.**

**14. Consent Agenda.** The items listed below in the Consent Agenda are routine in nature and are usually approved by a single vote. Prior to any action by the Board of Directors, any Board member may remove an item from the consent agenda for further discussion. Items removed from the Consent Agenda may be heard immediately following approval of the Consent Agenda or set aside for discussion and action after Regular Business.

- a. Minutes of the Regular Board Meeting of October 22, 2019.
- b. Financial Statements and Account Payable reports.

Recommended action: To approve the Consent Agenda as presented or amended.

**Motion by Vice President Cerrillo; Second by Director Cerrillo, Jr. and by a 5-0 vote to approve the Consent Agenda as presented.**

**15. Closed Session: 7:33p.m.**

- a. Personnel: Employment Evaluation; Position: General Manager (Government Code Section 54957(b).)  
**No reportable action.**

**16. Adjournment:**

**Motion by Vice President Cerrillo, Second by Director Tovar, Jr. and a 5-0 vote to adjourn the meeting at 8:03 PM.**

**Certification of Posting**

I, Norma Melendez, District Clerk of the Malaga County Water District, do hereby certify that the foregoing Minutes for the Regular Meeting of the Board of Directors of November 12, 2019 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, on 11/27/2019.

**Norma Melendez**

Norma Melendez, District Clerk

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**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MALAGA  
COUNTY WATER DISTRICT APPROVING A CONSULTING AGREEMENT WITH  
SYLVESTER PEREZ**

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**WHEREAS**, the Malaga County Water District is a County Water District has the need for consulting services at the Districts wastewater treatment facility; and

**WHEREAS**, Sylvester Perez has the knowledge and training necessary to provide said services; and

**WHEREAS**, District desires to enter into a consulting agreement with Sylvester Perez for the services described herein.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE  
MALAGA COUNTY WATER DISTRICT AS FOLLOWS:**

1. That the foregoing recitals are true and correct and incorporated by this reference herein as though fully set forth at this point.

2. That District desires to approve a consulting agreement with Sylvester Perez as attached hereto and incorporated herein by this reference as Attachment A.

\* \* \* \* \*

Passed and adopted by the Board of Directors of the Malaga County Water District at their meeting held on this 26<sup>th</sup> day of November 2019, by the following vote:

AYES:

NOES:

ABSENT:

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Charles Garabedian, Jr., President  
Malaga County Water District

ATTEST:

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Jennifer Ahl, General Manager-  
Secretary of the Board of Directors  
Malaga County Water District



# **COUNTY OF FRESNO**

## **REQUEST FOR APPLICATION**

**2020 Census Outreach and Community Awareness  
Geographic Hubs**

**APPLICATION DUE DATE  
OCTOBER 3, 2019 AT 5:00 P.M.**

**SEND COMPLETED RESPONSE ELECTRONICALLY TO  
DEPARTMENT OF SOCIAL SERVICES  
ADMINISTRATION**

**ATTN: MICHAEL KIFER, STAFF ANALYST  
MKIFER@FRESNOCOUNTYCA.GOV  
(559) 600 – 1976**

**A QUESTION/ANSWER SESSION WILL BE HELD AT:  
205 W. PONTIAC WAY, BLDG. 2, CLOVIS, CA 93612.  
SEPTEMBER 19, 2019 AT 10:00 AM**

**ALL ORGANIZATIONS INTERESTED IN APPLYING ARE INVITED TO  
ATTEND, HOWEVER, ATTENDANCE IS NOT REQUIRED**

**THIS IS A COMPETITIVE SOLICITATION. QUESTIONS REGARDING THIS  
REQUEST FOR APPLICATION SHALL BE MADE, IN WRITING, ONLY TO  
MICHAEL KIFER, AT MKIFER@FRESNOCOUNTYCA.GOV. BIDDERS WHO  
CONTACT ANY OTHER COUNTY STAFF MAY HAVE THEIR PROPOSAL DEEMED  
INELIGIBLE FOR FUNDING CONSIDERATION.**

# **Request for Application**

## **2020 Census – Geographic Hubs**

Note: This Request for Application (RFA) is a competitive bidding process. Resulting agreements will be approved by the Fresno County Purchasing Manager.

### **I. OVERVIEW**

The County seeks to collaborate with community-based organizations (CBOs) to provide 2020 Census outreach and education activities to targeted Fresno County residents. Funded entities will function as geographic hubs that will serve identified hard-to-count (HTC) populations located in specific geographic areas. Geographic hubs will act as community connectors to impart knowledge and awareness of the 2020 Census. Funded entities will be required to involve the community and promote/develop outreach activities to HTC populations. Targeted service areas are those identified in Exhibit A.

This solicitation is consistent with Fresno County's approved Census 2020 Strategic Plan. Copies of this plan can be obtained through the following link:

<https://www.co.fresno.ca.us/departments/board-of-supervisors/board-briefing-reports/-/folder-2097>

### **II. ELIGIBLE APPLICANTS**

Eligible applicants may include, but are not limited to the following:

- Non-profit or for-profit organizations;
- Partnerships or sole proprietorships; and
- Faith-based organizations.

Eligible applicants must have an established presence or be based in the geographic areas for which they apply.

### **III. TARGET POPULATION**

The State's 2020 Complete Count Census outreach campaign focuses on both geographic areas and demographic populations deemed "least likely to respond" and referred to as HTC.

The HTC Index is a scale from 1 to 136 and incorporates 14 variables correlated with an area being difficult to enumerate. Census tracts with a higher index number equates with a greater concentration of HTC characteristics and pose a greater challenge to enumerate. The County's focus is on census tracts with a HTC Index of 70 or greater. Specific targeted geographic areas for the purpose of this RFA, in addition to their corresponding census tracts and HTC populations are identified in Exhibit A.

It is required that the selected agencies specifically target HTC populations that constitute at least 5% of the population in the designated area's census tracts and/or any census tract

with more than 40% of households lacking broadband subscriptions. These populations are highlighted in Exhibit A. Additional population characteristics are included in Exhibit A for informational purposes only.

#### **IV. FUNDING**

Available maximum funding amounts for each Geographic Hub and the required number of Questionnaire Assistance Centers (QAC) and/or Questionnaire Assistance Kiosks (QAK) are listed in the table below:

**Table 1.**

<b>Geographic Hub</b>	<b>Maximum Funding Amount</b>	<b># of Required QACs/QAKs</b>
HTC Area 1 - East Dakota Corridor	\$21,000	1
HTC Area 2 - CSUF/Pinedale	\$36,000	4
HTC Area 3 - Calwa/Malaga	\$30,000	4
HTC Area 4 – East Central Fresno	\$28,000	6
HTC Area 5 - Downtown	\$20,000	2
HTC Area 6 - Riverdale/San Joaquin/Mendota	\$21,000	2
HTC Area 7 - Firebaugh/Panoche Hills	\$20,000	2
HTC Area 8 - Parlier	\$18,000	2
HTC Area 9 - Orange Cove	\$13,000	2

Funding for these services includes State and Federal monies. As a subrecipient of State and Federal funds, selected bidders will be monitored in accordance with all applicable State and Federal regulations, including but not limited to, 2 CFR Part 200.

#### **V. REQUESTED ACTIVITIES**

Census outreach/education activities will include, but are not limited to the following:

- Community engagement with trusted messengers (e.g. churches, schools, and/or other public-serving entities) throughout Fresno County to raise awareness and knowledge of the 2020 Census;
- Social and digital media outreach;
- Technical assistance and communications support such as internet access, language translation, and other accessibility accommodations;
- Workshops, public awareness campaigns and information sessions to address census-related concerns and questions;
- Integration of Census educational content and materials into existing service delivery and client programming;
- Establishment of Questionnaire Assistance Centers (QACs) and self-service Questionnaire Assistance Kiosks (QAKs); and
- Outreach efforts and messaging throughout the duration of the contract, including the self-response and non-response follow-up phases.

Where/whenever possible, and as appropriate, bidders should leverage existing service activities to provide outreach regarding the 2020 Census. Additional consideration will be given to proposals that demonstrate strategies, which leverage additional resources.

## **VI. QUESTIONNAIRE ASSISTANCE CENTERS AND QUESTIONNAIRE ASSISTANCE KIOSKS (QAC/QAK)**

QACs are clearly identified locations equipped with dedicated internet-ready technology, and staffed with personnel trained to assist residents with questions or resources needed to complete the 2020 Census Questionnaire. QAKs are identified and equipped identically to QACs, but are designed to facilitate self-response to the 2020 Census Questionnaire. Established QACs may function as QAKs when staffing does not permit full assistance for Questionnaire completion.

All QACs/QAKs must be equipped with a minimum of one dedicated computer that meets the following requirements:

- An operating system running Windows 10, or newer;
- Intel Pentium 4 processor, at minimum;
- A minimum of 100 MB free hard drive space;
- A minimum of 128 MB RAM;
- Newest version of Internet Explorer, Chrome or comparable modern web browser;
- Internet speed of 5 Mbps or faster recommended; and
- Mac Machines – OS X Yosemite 10.10, or newer.

QACs/QAKs may utilize tablets or other mobile devices in lieu of computers, provided they have reliable broadband internet connection. The County's preference is that QAC/QAK providers will dedicate their agency's existing computers or mobile devices. The County may provide the necessary QAC/QAK equipment, for the duration of the 2020 Census self-response period (expected to be March to May 2020) for contractors who do not possess sufficient inventory to dedicate. However, technology funds and supplies are limited and any technology provided will be at the sole discretion of the County.

Each geographic hub will be required to host one QAC at its primary location and leverage other resources and locations to establish a minimum number of QACs/QAKs in their geographical area. The minimum number of required QACs/QAKs for each geographical area can be found in above-referenced Table 1.

## **VII. REQUIREMENTS**

Funded demographic hubs must comply with the requirements listed below.

- Comply with State and Federal regulations including, but not limited to, 2 CFR Part 200;
- Provide verification of insurance that includes General Commercial Liability and Auto;
- If not a current County vendor, provide tax identification number/social security number, W-9 and CA-590 tax forms;
- Participate in meetings as deemed necessary by the County;
- Collaborate with the Administrative CBO (Sierra Health Foundation), DSS, and other funded geographic and demographic hubs;

- Become knowledgeable and meet the State/County requirements to enter data into the Statewide Outreach Rapid Deployment (SwORD) database; and
- Provide DSS with any requested data/reports necessary to assess the success of outreach efforts.

#### **VIII. DATA COLLECTION, REPORTING AND OUTCOMES**

Funded entities will be responsible to collect and upload outreach data into the SwORD database. The County will grant access after the agreement is awarded. The County will require collection and reporting of data to be uploaded into SwORD.

Required data includes, but is not limited to:

- Community forums held;
- Outreach and partnership coordination with local entities;
- Digital media updates;
- Number, location, and accessibility to QACs/QAKs;
- Number of people served by QACs/QAKs;
- Number of languages used for outreach activities;
- HTC populations served;
- Calendar of events; and
- Monthly back-up/supporting information to validate submitted invoices.

#### **IX. TIMELINE OF CENSUS ACTIVITIES**

The following provides the tentative timeline for census outreach activities.

Date	Activity
November – March 2020	Funded agencies begin services through initial outreach, educational, and motivational messaging.
March – April 2020	Operationalize QACs/QAKs; educate/motivate residents to complete the 2020 Census Questionnaire.
April 2020 – June 2020	Continue outreach messaging and assess results of outreach to further efforts and messaging for non-response follow-up.

#### **X. REVIEW PROCESS AND SELECTION CRITERIA**

This RFA is a competitive bidding process. All submitted proposals will be initially screened by Fresno County staff to determine completeness and eligibility. Incomplete or ineligible proposals will not be considered. A review committee will conduct evaluation of eligible proposals.

Each proposal will be evaluated in accordance with the following criteria.

- Clarity and completeness of responses to application questions and documentation requested;
- Demonstrated knowledge and experience working with and engaging the targeted populations;
- Demonstrated partnerships with the communities they serve;

- Demonstrated history and capacity to be considered a trusted messenger within the targeted area/populations.
- Ability to provide cultural and linguistically appropriate services for the targeted population;
- Organizational capacity to implement the project; - including staffing, leadership, operational and fiscal management;
- Ability to leverage existing resources;
- Appropriateness of approaches/design of activities/work efforts;
- Appropriate and reasonable timeline for implementation
- Budget that is reasonable and appropriate for proposed activities

#### **XI. BUDGET**

- Maximum proposed budget shall not exceed identified amount in Table 1 for each Geographic Hub.
- Materials: The County will provide all necessary materials such as brochures, flyers, mailers, posters, etc.
- Technology: The County will provide technology for hosting QACs/QAKs if hubs do not have the equipment necessary.
- Administrative/indirect costs are not allowed and should not be included.

#### **XII. INSURANCE**

General Commercial Liability and Automobile insurance verification for the agency must be provided to the County.

## **SUBMISSION ITEM CHECKLIST**

Please ensure the following items are included in your submission to Fresno County:

1. COMPLETED AND SIGNED APPLICATION
2. COMPLETED BUDGET FORM (EXHIBIT B)
3. BUDGET NARRATIVE (NO TEMPLATE PROVIDED)
4. TAX IDENTIFICATION NUMBER/SOCIAL SECURITY NUMBER
5. W-9 AND CA-590 TAX FORMS
6. VERIFICATION OF INSURANCE

**ADDENDUM NO. ONE (1)**  
**REQUEST FOR APPLICATION – CENSUS 2020 GEOGRAPHIC HUBS**  
**SEPTEMBER 25, 2019**

## **County Clarifications**

### **1. ELIGIBLE APPLICANTS**

The RFA indicates that an eligible applicant “must have an established presence or be based in the geographic areas for which they apply.”

Clarification: It is not necessary for the applicant’s organization/agency to have a physical location in the targeted geographical area. However, the applicant does need to have a physical site to work out of that in the target area, and identify that location in their application.

### **2. FUNDING**

Funding amounts indicated in the issued RFA have been updated, and are reflected below. Applications should be based upon these revised amounts.

Revised Table 1.

<b>Geographic Hub</b>	<b>Maximum Funding Amount</b>	<b># of Required QACs/QAKs</b>
HTC Area 1 - East Dakota Corridor	\$20,000	1
HTC Area 2 - CSUF/Pinedale	\$36,000	4
HTC Area 3 - Calwa/Malaga	\$28,000	4
HTC Area 4 – East Central Fresno	\$28,000	6
HTC Area 5 - Downtown	\$20,000	2
HTC Area 6 - Riverdale/San Joaquin/Mendota	\$20,000	2
HTC Area 7 - Firebaugh/Panoche Hills	\$20,000	2
HTC Area 8 - Parlier	\$20,000	2
HTC Area 9 - Orange Cove	\$20,000	2

### **3. REVIEW PROCESS AND SELECTION CRITERIA**

Clarification: An additional consideration in rendering final proposal selections include the County’s desire to maximize the diversity of providers, as appropriate.

### **4. APPLICATION PAGE LIMITATION**

The RFA indicates that responses to questions 1 through 12 “shall not exceed more than five pages.” The County clarified that this limitation should be maintained. Information that is submitted in excess of five pages will not be reviewed and considered. Page limitation excludes budget form, budget narrative, tax forms, and insurance forms.



**ADDENDUM NO. ONE (1)  
REQUEST FOR APPLICATION – CENSUS 2020 GEOGRAPHIC HUBS  
SEPTEMBER 25, 2019**

## **Questions and Answers**

**Q1: Why are some HTC areas, specifically those that include African Americans, left out of this RFA?**

A1: In addition to this RFA, which does target census tracts where some African-American families live, two other County strategies further address this HTC population. One such strategy is the use of Neighborhood Resource Centers, which will target other census tracts in HTC areas not covered by Geographic Hubs, and the other strategy is specific outreach to African-Americans, in general. Community proposals for the latter will be solicited through a separate RFA entitled Demographic Hubs.

**Q2: Can applicants propose to award some of the funding to a subcontractor?**

A2: In general, no. Given the size of the awards, it is not expected or desired that an applicant seek to subcontract funds. However, funds can be used for volunteers, partners, etc., in other forms, for example, stipends or incentives.

**Q3: Can applying agencies apply anticipated library and DSS lobby QAC/Ks toward the minimum number necessary?**

A3: No. The identified number of requested QACs/QAKs take into account the number anticipated by libraries and DSS lobbies. Applicants should indicate if they are not able to meet the requested number, and explain anticipated barriers.

**Q4: Do applicants need to know and identify in their response the exact location of QAC/QAKs.**

A4: Applicants should identify the location of a minimum one QAC/QAK location, which ideally would be their primary service site in the targeted geographical area. It is not required that exact locations of other required number of QACs/QAKs (as applicable) for specific geographic areas be identified in the application.

**Q10: If an applicant cannot host a QAC/QAK at their identified service site can they still apply?**

A10: Yes, but they would need to identify the specific location of least one QAC/QAK in the targeted geographical area.

**Q5: Can a QAC also be a QAK?**

A5: Yes. QACs and QAKs have the same technology requirements. A QAC has established hours where someone is available to help clients access and complete the census. A QAK allows the public to complete the census without assistance. Outside of the established hours, but during an agency's normal business hours, a QAC can function as a QAK.

**Q6: Will the County provide computers and internet for the QAC/Ks**

A6: Possibly. Ideally, agencies will provide computers and internet. However, the County may be able to provide these, subject to resource limitations. Any technology provided by the

**ADDENDUM NO. ONE (1)**  
**REQUEST FOR APPLICATION – CENSUS 2020 GEOGRAPHIC HUBS**  
**SEPTEMBER 25, 2019**

County is at the County's discretion and must be returned to the County following the self-response phase of the 2020 Census.

**Q7: If an agency is awarded multiple grants can activities be paid for from both grants.**

A7: Yes, but costs must be explicitly tracked for each grant.

**Q8: What is considered an indirect cost?**

A8: Salaries, supplies, services and event costs tied to direct census outreach and activities are examples of allowable costs. Costs not directly related to census outreach (e.g. office space rental, utilities, accounting/personnel department costs, security, Director's salaries, etc.) are considered indirect and are not allowed.

**Q9: Can agencies apply for more than one geographical area?**

A9: Yes

**Q11: Does an existing/established presence mean a physical location?**

A11: See #1 under the Clarification section.

**Q12: What will the County do if it does not receive a response for a targeted area?**

A12: Unknown at this time.

**Q13: Do agencies submit their application to Mr. Kifer?**

A13: Yes, applications must be submitted to Michael Kifer, [mkifer@fresnocountyca.gov](mailto:mkifer@fresnocountyca.gov), by October 3, 2019 at 5:00pm.

The map displays the Fresno River Bridge project area. Key features include:

- Highways:** CA 41, CA 99, and CA 180 are clearly marked.
- Streets:** Numerous streets are labeled, including East Belmont Avenue, East Tulare Avenue, East Kings Canyon Road, East Lane Avenue, East California Avenue, East Church Avenue, East Jensen Avenue, East Central Avenue, and East De Wolf Avenue.
- Geographic Features:** The Kings River is shown flowing through the center of the map. The area around the river is shaded in green, while the surrounding urban areas are in light yellow.
- Project Area:** A large red shaded area covers the central part of the map, indicating the project's impact zone. This area includes the Kings River and the surrounding urban areas.
- Labels:** The city of Fresno is labeled in the top left corner. The area around the river is labeled "Calwa". The Kings River is labeled "Kings River".

Census Tract	Population	CA-HTC Index	Top Three HTC Variables			LEP (%)	Lack of Broadband Subscription (%)	Children Under 5 (%)	Black/ African Amer. (%)	Asian (%)	Amer. Indian/ Alaskan Native (%)	Native Hawaiian and Other PI (%)
12.01	5752	96	Non-high school graduates	Households receiving public assistance	Children under 5	26	20 - 40	11.6	6.3	13.3	1.7	0
12.02	4748	88	Non-high school graduates	Below 150 percent of poverty level	Households receiving public assistance	18.9	20 - 40	11.8	6.2	17.2	0	0
13.01	5622	86	Non-high school graduates	Below 150 percent of poverty level	Households receiving public assistance	24.5	20 - 40	9.5	3	7.7	0.4	0
13.03	2427	98	Non-high school graduates	Below 150 percent of poverty level	Households receiving public assistance	25.3	20 - 40	12.4	9.2	19	0.7	0
13.04	5274	91	Non-high school graduates	Below 150 percent of poverty level	Households receiving public assistance	18.3	20 - 40	7.6	10.1	23.3	0.5	0
15	2558	73	Households without broadband subscription	Non-high school graduates	Below 150 percent of poverty level	15	40 - 60	9.7	0.8	2.3	0	0
Total Pop.	26381											

# item 6.b. cont.

## Budget Form - Census 2020

Site:

Organization:

Expenses	Total
	October 2019 - June 2020
<b>Personnel and Benefits</b>	
Salaries	
Benefits	
<b>Subtotal</b>	\$0
<b>Non-Personnel - Services and Supplies*</b>	
<b>Subtotal</b>	\$0
<b>TOTAL EXPENSES</b>	\$0

\*Indirect/Administrative Costs not allowed.

**FRESNO COUNTY CENSUS 2020  
REQUEST FOR APPLICATION**

**GEOGRAPHIC HUBS**

Please complete the following application. You may complete this form digitally or print, sign and submit with responses to questions 1-11 attached. You may also use your own document if all the information requested is provided, and in the order and manner consistent with this document. A separate application is required for each geographic hub you are applying to serve.

The length of responses (Questions 1-11) shall not exceed more than five pages.

**Applicant/Organization Information**

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Executive Director/Organization Leader (person authorized to sign on behalf of organization)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Tax ID number / SSN: \_\_\_\_\_

**Program/Project Information**

Program/Project Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address (if different than above): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Complete all questions on the following pages**

## Questions

1. Please indicate below which targeted geographic hub your organization is applying for?

Geographic Hubs	Check box for geographic area to be served (only one)
HTC Area 1 – East Dakota Corridor	<input type="checkbox"/>
HTC Area 2 – CSUF/Pinedale	<input type="checkbox"/>
HTC Area 3 – Calwa/Malaga	<input type="checkbox"/>
HTC Area 4 – East Central Fresno	<input type="checkbox"/>
HTC Area 5 – Downtown Fresno	<input type="checkbox"/>
HTC Area 6 – Riverdale/San Joaquin/Mendota	<input type="checkbox"/>
HTC Area 7 – Firebaugh/Panoche Hills	<input type="checkbox"/>
HTC Area 8 – Parlier	<input type="checkbox"/>
HTC Area 9 – Orange Cove	<input type="checkbox"/>

2. Describe your knowledge and experience in working with the target populations in the geographic hub you are applying to serve.
3. Identify the stakeholders, other community organizations, churches, schools, etc., your organization plans to collaborate and partner with, and what your proposed collaboration will look like.
4. Demonstrate how your agency is considered a trusted messenger in the area to be served.
5. Describe your proposed project design (specific outreach efforts/activities/approaches) and how it is consistent with requested activities/services as indicated in the RFA. Include a timeline of events and for program start-up (assuming a contract effective date of November 1, 2019).
6. Describe how your proposed project will ensure cultural and linguistically appropriate services.
7. Describe how many QAC/QAK locations your agency will host, proposed locations and how the proposed locations will meet the needs of the target HTC populations. Include hours of operation and who will staff them.

8. Explain whether your agency intends to use existing technology (e.g. computers/laptops) to provide QAC/QAKs or will request the County provide it.
9. Describe your organization's capacity to implement the proposed plan, including staffing, leadership, operational, and fiscal management.
10. Describe how your organization will leverage existing service activities/resources.
11. Describe how and who will be responsible for the collection and data entry into SwORD.

By signing below you agree that, if selected, you will comply with the Request for Application, State, Federal, and County requirements.

Print Name:

Title:

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

Date: \_\_\_\_\_

**From:** [Jennifer Ahl](#)  
**To:** [Norma Melendez](#)  
**Subject:** FW: invitation to Latino Directors Meeting  
**Date:** Tuesday, November 19, 2019 2:15:59 PM  
**Attachments:** [image001.png](#)

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For Agenda

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**From:** Tony Estremera <TEstremera@valleywater.org>  
**Sent:** Saturday, November 9, 2019 3:43 PM  
**To:** Info <info@malagacwd.org>  
**Subject:** invitation to Latino Directors Meeting



Santa Clara Valley Water District is now known as Valley Water  
Clean Water • Healthy Environment • Flood Protection  
5750 Almaden Expressway, San Jose CA 95118  
[www.valleywater.org](http://www.valleywater.org)

November 9, 2019

Dear Director Salvador Cerrillo Jr., Irma Castaneda, Frank A. Cerrillo Jr.,

We are elected directors at Valley Water in Santa Clara County and are writing to invite you to join us on December 5, 2019 during the ACWA Conference. We have identified you as a Latino elected leader in the water sector, and hope that you will join us, and other Latino and like-minded leaders, during the upcoming ACWA conference.

As a fellow Latino elected official, we understand that we have a unique opportunity to collectively work and come together to make changes relative to the issues which impact our communities, if we work together.

The reason why teams are successful is that working together they collectively make positive progress toward their goals. As an individual, many struggle to move the needle toward their hopes and ambitions.

We are hoping that we can meet as Latino water leaders to network, explore how we can collectively work together, and discuss how we can make positive changes as leaders in the water industry. We plan to meet on Thursday, December 5, 2019. Please RSVP for this meeting and networking meeting to this email address [TEstremera@valleywater.org](mailto:TEstremera@valleywater.org). We will inform you of the location shortly before the conference.

Please do not miss this important opportunity to come together. We need your participation so that we can all be more successful as Latino leaders together. We look forward to meeting you, and empowering ourselves to make change collectively.

Sincerely,

Tony Estremera  
Board of Directors

John Varela  
Board of Directors