

## Memorandum

*Serious drought.  
Help Save Water!*

**To:** DEPUTY DISTRICT DIRECTORS, Construction  
DEPUTY DIVISION CHIEF, Structure Construction  
CONSTRUCTION MANAGERS  
SENIOR CONSTRUCTION ENGINEERS  
RESIDENT ENGINEERS

**Date:** May 3, 2016

**File:** Division of Construction  
CPD 16-5

**From:** RACHEL FALSETTI, Chief  
Division of Construction



**Subject: REBATES FOR REDUCING WATER USAGE**

There are many emergency work contracts to upgrade irrigation systems to use smart irrigation controllers, switch irrigation system water source from potable water to recycled water, or install water saving plumbing fixtures and equipment in facilities. Many water agencies throughout the state provide rebates to water users who upgrade their irrigation systems or landscaping to reduce water usage, or install water saving plumbing fixtures and equipment. As a good steward of managing the Department of Transportation's (Caltrans) financial resources, we need to ensure that Caltrans takes advantage of these rebates.

Resident engineers need to take the following actions:

1. Notify contractors that any rebates available for items installed on water conservation emergency work contracts are the property of the state.
2. Identify rebate opportunities and requirements.
3. Collect receipts for qualifying rebate material such as irrigation controllers, sprinkler heads, toilets and other rebate information from the contractor.
4. Compile the rebate information and supply the information to the district maintenance water manager.

Information about potential rebates for water conservation are available at Caltrans' Water Conservation website:

[http://www.dot.ca.gov/hq/LandArch/16\\_la\\_design/water\\_conserv/](http://www.dot.ca.gov/hq/LandArch/16_la_design/water_conserv/)

The district maintenance water manager is to complete necessary rebate paper work as required from the rebate provider and submit requests for rebates. Rebate checks are to be processed for payment through headquarters Maintenance and the Division of Accounting. A list of district maintenance water managers is available at:

[http://onramp.dot.ca.gov/hq/maint/ORM/Water\\_Conservation.shtml](http://onramp.dot.ca.gov/hq/maint/ORM/Water_Conservation.shtml)

DEPUTY DISTRICT DIRECTORS, Construction et al.

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If you have any questions or comments regarding this directive, contact Jack Broadbent, Division of Design, at [jack.broadbent@dot.ca.gov](mailto:jack.broadbent@dot.ca.gov) or (916) 653-3170, or Chuck Suszko, Division of Construction, at [chuck.suszko@dot.ca.gov](mailto:chuck.suszko@dot.ca.gov) or (916) 798-6029.

c: District Maintenance Water Managers